Grace School of Theology

2019-2020

GRACE SCHOOL OF THEOLOGY

Free Grace

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A Word from Our President

Dave Anderson, PhD
President & CEO
Professor of Systematic Theology & Biblical Languages

Dear New and Current Students,

I want to personally welcome you to Grace School of Theology. The trustees, faculty, and administration of Grace are fully committed to the mission of offering Bible-based higher education in an environment where academic excellence is emphasized with the purpose of preparing students to serve God.

Grace believes that to be effective ministers, students must be well-grounded Biblically and have exceptional qualities of Christian character, integrity, and leadership skills. The academic programs at Grace have been designed with those qualities in mind. Our classroom and online instruction is of the highest quality so that grace and truth might be taught and learned, culminating in a deeper insight into the Christian life and faith. The academic goals of Grace School of Theology identify learner outcomes designed to produce well-trained and Christ-committed practitioners of our faith.

May God bless you in your time at Grace.

General Information

History

American Christian higher education has deep religious roots. In the nation's early development, it was churches and denominations that led in establishing the first seminaries. Grace School of Theology, a direct product of that history, is founded on a free grace tradition based upon Biblical principles and the conviction that individuals have freedom of conscience before God and humankind. This freedom, absent from many traditions, affirms each person's ability to read and understand the Scripture without the mediation of other human beings. This emphasis ultimately led Grace School of Theology to challenge any teaching that does not recognize free grace as the only means to eternal salvation. Grace School of Theology is, therefore, founded upon the belief that eternal salvation is received solely as a free gift from God by believing in Jesus Christ as the Son of God and the Savior for mankind. Grace is commit-ted to Christian scholarly endeavor in the free grace tradition.

Grace School of Theology is a private, non-denominational, institution of higher learning governed by a dedicated Board of Trustees. The institution had its beginnings in early 2002 when a pastor and laypersons in the Houston area committed themselves to realizing their vision of a local evangelical Christian institution emphasizing free grace. At the encouragement and advice of Dr. Charles Ryrie, Grace School of Theology began as Houston Theological Seminary as the result of the planning and visionary work of seven men who constituted the initial Board of Trustees: Dr. Dave Anderson, Dr. Glenn Darby, Mr. Larry Allbritton, Mr. Mark Rae, Mr. Jeffe Ready, Mr. Bill Diamond, and Mr. Bob Winslow. Of the original seven Trustees, Dr. Dave Anderson now serves as the President of Grace and a member of the Board and Dr. Glenn Darby is Chairman of the current Board of Trustees.

Grace School of Theology is a work of God's grace. God placed the burden for this educational ministry upon the heart of Dr. Dave Anderson who, for twelve (12) years planted churches in southern Texas and then, for eighteen (18) years, served as Senior Pastor of Faith Bible Church of The Woodlands, Texas. The discussions between Drs. Anderson and Darby with the full Board of Trustees led to the beginning of Houston Theological Seminary. The first seminary classes were held in Faith Bible Church of The Woodlands, Texas, and Cypress Bible Church of Cypress, Texas.

Houston Theological Seminary received its certificate of incorporation from the State of Texas effective May 29, 2001. The first students began classes in the fall of 2002. After Texas enacted a state law prohibiting the use of the term "seminary" in an institution's title without state approval, the name Houston Theological Seminary was changed to Grace School of Theology in a Certificate of Amendment issued by the State of Texas in March 2003. The Texas Supreme Court overruled this unconstitutional law in the fall of 2007, but the seminary elected to retain its current name.

Grace is strategically located in the Houston, Texas metropolitan area. The main administrative offices are located in The Woodlands, Texas and include classrooms, faculty offices, and the main Library.

As Grace has begun to significantly grow, teaching sites have been developed in areas near Houston (Beaumont) and as far away as Midland and San Antonio where much support and encouragement from Christian leaders has developed. International initiatives have become priority directives by the institution's Board of Trustees. Many World-Region opportunities have emerged and are under evaluation by administrators and faculty.

The purpose of Grace School of Theology is to teach Christ and empower and inspire students for Christian service and lifelong learning. We are praying that God will allow us to train people who have a

global vision for reaching out in the name of Christ. From the first few students to our current graduates, God has brought us quality individuals who are serious about the study of the Word of God. The students come from many backgrounds, some with years of experience and some as recent Bible college graduates. Many are current church staff members serving as pastors, youth pastors, and Christian educators. Some are businessmen and laypersons interested in and challenged to utilize their ministry gifts in service for Christ. Every student is important to us at Grace. In the classroom, students are challenged to understand the Word of God as we teach a consistent and uniform system of theology.

In individual, one-on-one conversations the students are pointed to the Word of God by dedicated faculty and staff. All of this inter-action, classroom and individual, culminates in the preparation of students to minister in a real world to real people with the love of God, a love that cannot be earned or lost. This is the vision, purpose, and the challenge of Grace School of Theology.

Foundational Standards Preamble

Calling

We are called to glorify God by instilling in our students the Gospel message of Jesus Christ and educating the next generation of Christians. Our calling includes both introduction to and encouragement to remain in a life of full devotion to Jesus Christ. We are charged with educating, encouraging, equipping, and serving our students and their families, which are an integral part of Grace School of Theology (GRACE). We do this by directly instilling our Christian philosophies, values, mission and goals in our students through offering a Christ-centered education. Overt liturgical religious purpose activities (preaching, worship, Bible instruction, communion, baptism) as well as related non-liturgical religious purpose activities (social service activities, weddings, teaching, ministry, or events) all serve as methods that GRACE utilizes to instill our religious values and beliefs. Even non-liturgical ministries are grounded in the *Policies Manual*, *Board Manual*, *Academic Catalog*, *Employee Handbook*, *Faculty Handbook*, *IE Plan*, *Strategic Plan*, *Student Handbook*, Doctrinal Statement, Mission Statement, Vision Statement, Core Values, Purpose and Objectives, Philosophy of Education, and Ethical Values and Standards of GRACE, and are therefore subject to all of its ministerial, enrollment, discipline, termination and expulsion policies.

Community and Partnership

We believe that our religious activity and education derives meaning in large measure from participation in a larger religious community. For this reason, parents and family of our student body play a large role in furthering our mission and viewpoint as a school. We exist to foster a Christ-like, educational environment of persons subscribing to our religious beliefs and faith. GRACE seeks to instill Christian values in students by having faculty and staff spend time with the students, instructing and engaging them in the learning process. In this way, we transmit our Christian system of values to the next generation.

Associating with like-minded Christian families reinforces GRACE 's Christian purpose and is vital to our educational mission to perpetuate the faith. We are committed to being and educating disciples who understand what it means to follow Jesus Christ into a life of worship, fellowship, sacrifice, service and being led by the Spirit. (*Matthew 28:19, Acts 1:8, John 15:16, Mark 16:15*) Our mission as part of the body of Christ is to participate, share, and encourage each other toward spiritual growth. (*1 Thessalonians 5:11, Hebrews 10:23-25, Colossians 3:16*) For these reasons, participation in our school requires a tangible commitment to our beliefs, purposes, and mission as outlined in GRACE's Written Foundational Standards, which are incorporated herein by reference, as if fully set forth herein.

Expression of Faith

GRACE intends to transmit our system of religious beliefs, tradition, Christian morals, reverence and values. We do so by engaging in the community and students' lives, acts of worship, and through all activities, educational and otherwise, in which we participate. Likewise, we believe that all behavior of students and staff of GRACE is communicative in nature, exemplifying and expressing our faith, both publicly and privately. Any student or employee who propounds a point of view contrary to our beliefs as stated in our referenced written Foundational Standards, will impair GRACE 's integrity and ability to educate in accordance with its religious views and message.

Outreach Ministry

We take very seriously GRACE 's charge to be a Christian presence in a secular world. Therefore, all activities that GRACE engages in are intended to further its religious purpose, as stated in our Purpose Statement. As such, all of our programs are considered an outgrowth of the mission of GRACE to preach, teach, evangelize and instill the Gospel message of Jesus Christ.

Foundational Standards

Mission Statement

Grace School of Theology is an evangelical Christian institution of higher learning and has as its purpose the offering of programs of study in an environment where academic excellence is emphasized and a biblically based perspective is maintained. GRACE is committed to enriching its students spiritually, intellectually, and professionally, and to preparing students to serve God in a global and culturally diverse society.

Vision Statement

Grace School of Theology's vision is to develop spiritual leaders in every nation who can teach others about the love of Christ, a love that cannot be earned and cannot be lost.

Purpose and Objectives

Grace School of Theology is committed to living, learning, and worshipping as a community of faith based upon the grace of God. Through the faculty, staff, administration, and trustees, GRACE strives to lead students to a correct understanding of doctrine with the necessary skills to communicate the Truth. We live by the spirit of God to love one another, to challenge one another for greater growth in the Lord, and to walk together with integrity in this world. Grace School of Theology seeks to prepare others to proclaim God's Truth courageously to a world that is in need of hope. We want to glorify God by walking in God's grace, ministering God's Word, and equipping God's people.

As an academic community of faith, GRACE seeks to guide students:
- To develop a personal Christian philosophy of service and an ethical and spiritual commitment which is based upon and examined in the light of biblical revelation.
- To grow in an understanding of the Word of God that is textually based, theologically consistent, and scripturally sound.
- To develop effectiveness in the use and understanding of communications, both written and spoken, employing analytical and logical thinking in the process.

- To become a contributor to God's kingdom in a manner consistent with historical, conservative, evangelical Christian principles, leading and participating responsibly in local church, community, and world affairs.
- To accurately handle the Word of God in ministries appropriate to their calling.
- To grow in understanding, appreciation, and application of biblical exegesis, biblical and systematic theology, biblical interpretation, hermeneutics, history, the church, and global ministry opportunities.
- To prepare students to make life-long commitments and investments of their lives in Christian ministries.
- To prepare students for continuing study by becoming acquainted with electronic technology resources and methods of scholarly research.

Core Values

- Grace School of Theology is committed to and intentional about our Christian faith.
- Grace School of Theology will responsibly teach the Truth of the Gospel.
- Grace School of Theology strives for excellence.
- Grace School of Theology believes in the importance and cultivation of Christian character.
- Grace School of Theology believes in impacting and changing the world for Christ.
- Grace School of Theology believes in and affirms God's free gift of grace for mankind.

Philosophy of Education

We believe that mankind was created in the image of God and was given the responsibility of caring for all things that God has created (*Genesis 1:27*). We believe that all people have many abilities and that we need to help them to develop these God-given talents. These principles apply equally to men and women, young and old.

Because of our high calling, we need to excel in all educational programs, providing a systematic and comprehensive training in the Word of God from a Cristo-centric perspective. Therefore, it is imperative to have professors and staff that are competent in their respective fields, who receive evaluation regularly, and who constantly seek ways to improve professional skills.

Our Christian philosophy is reflected in the Bible-centered curriculum taught by well-trained and dedicated Christian professors. Our faculty uses textbooks authored by scholarly writers that maintain a commitment to the Bible as the divinely revealed guide for all people.

The faculty teaches and students study without fear of their academic freedom being violated and without fear of any kind of discrimination. Each student is granted the right to learn, to inquire, and to explore without restraint. This freedom is guaranteed when a corresponding liberty of instruction is granted to instructors. These rights are extended to the student and faculty members within the parameters of sound scholarship and within the appropriate framework of Biblical foundations and institutional sphere granted by the Board of Trustees.

Ethical Values and Standards

Grace School of Theology is an institution that emphasizes the importance of the Christian perspective in all of its academic endeavors. At the heart of its mission and purposes is the School's commitment to the values and principles of the Christian faith through grace. By accepting the identity of being Christian, GRACE makes both explicit and implicit promises about the relationship between its words and actions. This means that integrity defines the very core of its existence as an institution of higher learning.

GRACE recognizes that it must demonstrate integrity in its practices and relationships. It is necessary that the School be able to show not only that it has policies and procedures, but also that those policies and procedures reflect the values and practices of its mission.

GRACE demonstrates integrity by its classroom performance, public representations, distribution of information, business practices, contractual arrangements, and relationships with internal and external constituencies. We adhere to the code of ethics accepted by the academic community as well as its specific standards of Christian behavior.

Academic integrity is inherent in the nature of our educational tasks. This is reflected not only in the unique relationship between faculty and student but in the manner in which the School represents itself to the public. GRACE identifies itself as an evangelical Christian institution of higher learning, which indicates that the academic programs are developed and implemented for a perspective that is distinctly Christian. GRACE believes this perspective is consistently expressed in its written documents, academic programs, and in the conduct of its faculty, staff, administration, and students.

Every faculty, staff, and administrator at GRACE is required to be a Christian in practice and belief and must give a statement of faith as part of the overall interview process for employment consideration. Students are informed about the ethics and values of GRACE and agree to abide by the codes of conduct as described in the *Student Handbook*. GRACE believes that Christian values and practices form the basis of all academic and administrative departments.

Doctrinal Statement

The Bible
We believe that the words of the Bible, the 66 books of the Old and New Testaments, are "God-breathed." They give humankind His authoritative revelation, wholly without error of any kind on every topic discussed in the original writings. We believe that the Bible must be interpreted as language is normally used, recognizing the importance of dispensational distinctions.
(Psalm 12:6; 119:89, 130; 160; Isaiah 40:8; 55:8-11; Luke 24:27, 44-47; John 5:39, 17:17; Romans 15:4; 1 Corinthians 2:9-10, 13; Ephesians 1:10; 3:9; 2 Timothy 3:16-17; James 1:21; 1 Peter 1:10-12, 23-25; 2 Peter 1:19-21).

God
We believe in one God eternally existing in three persons: Father, Son, and Holy Spirit, each of whom possess equally all the attributes of deity and characteristics of personality and with each having specific work to perform. We believe that God is a personal being who is the Creator and Sustainer of the universe.
(Matthew 3:16; John 10:30; 14:10; 14:26; 15:26; Ephesians 1:3-4; 6-7; 13-14)

Jesus Christ
We believe that God the Son, Jesus Christ, became flesh through His miraculous conception in a virgin by the Holy Spirit and His birth. He is, therefore, perfect and complete deity and perfect humanity, these being united without mixture in one person forever. We believe that He lived a sinless life and voluntarily and vicariously paid for the sins of all mankind by dying on the cross. We believe in the resurrection of His crucified body, in His ascension to heaven, in His present ministries in heaven, and in his future literal return to the earth.
(Psalm 2:7; 110; Isaiah 7:14; 9:6; Micah 5:2; Matthew 1:18-25; 28:19; Luke 1:26-35; 2:52; John 1:1-3, 14, 18; 3:16; 8:58; 10:30; 17:5; 20:28; 1 Corinthians 15:1-20; Galatians 4:4; Philippians 2:5-8;

Colossians 1:14, 15-17; 2:9; 1 Timothy 2:5; Titus 2:13; Hebrews 1:1-3, 6, 8-12; 4:15; 13:8; 1 Peter 1:1; 2:22; 1 John 2:1-2; 3:16; 4:10, 5:20; Revelation 1:17-18; 19-20)

The Holy Spirit
We believe that the Holy Spirit is God and that He has come to reveal and glorify Christ, to convict sinners of sin, righteousness, and judgment, to regenerate, indwell, seal, and baptize believers into the body of Christ, impart gifts to believers, and to enable them to live holy lives.
(Genesis 1:2; Psalm 139:7; Isaiah 40:13-14; Matthew 1:18- 20; 28:19; Luke 1:35; John 1:13; 3:3-8; 6:63; 14:16-17, 26; 15:26; 16:7-15, 13; Acts 2:1-4; 5:3-4; Romans 8:9; 1 Corinthians 2:9,10, 12; 6:19; 12:13; 2 Corinthians 13:14; Ephesians 1:13-14; 2:22; 4:30; 5:18; 2 Thessalonians 2:7; 2 Timothy 3:16-17; Titus 3:5; Hebrews 9:14; 2 Peter 1:20-21; 1 John 2:20, 27)

Creation
We believe that the Genesis account of creation is to be understood historically and literally and not allegorically or figuratively. We believe that man was created in the image of God and that the first man, Adam, sinned, bringing spiritual death to all, who, therefore, stand condemned and in need of Christ's salvation.
(Genesis 1; Romans 1:20; Colossians 1:15-20; Romans 5:12; Romans 7)

Salvation
We believe that God saves by grace alone, apart from works (whether past or future), those who put their faith in Christ alone as God and Savior from sin. Initial faith resulting in justification and regeneration is not a gift of God. That is, fallen humanity when persuaded by the illuminating and convicting ministry of the Holy Spirit and the drawing ministry of the Father still possesses the capacity to believe in Christ. Such faith precedes regeneration. At the moment of belief, Christ imputes His righteousness to believers and keeps them secure eternally. Based on the promises of God (not works), we believe a person can and should have complete assurance of his or her Eternal Life the moment he or she believes in Christ.
(Isaiah 55:8- 11; Matthew 4:4; 26:28; John 1:4, 9, 12; 3:5, 16, 18, 36; 5:24; 6:29; 14:6; 16:8; 17:17; Acts 4:12; 13:38-39; 16:31; Romans 1:7, 16-17; 3:22, 26; 4:4-5; 5:1, 6-9; 6:11-13, 23; 8:2-4, 9, 12-13, 29-30, 32; 10:4, 17; 1 Corinthians 1:2, 8; 6:11; 12:13; 15:1-4; 2 Corinthians 3:18; 5:21; 7:1; Galatians 2:16; 5:13-26; 6:15; Ephesians 1:3, 7; 2:8-9; 4:22-24; Philippians 3:4-9; Colossians 1:22; 2:6, 10; 3:1-7, 16; 1 Thessalonians 2:13; 4:3-4; 5:23; Titus 3:5-7; Hebrews 4:12, 10:10, 14; 12:14; James 1:18; 1 Peter 1:18-19, 23; 2:2, 11; 1 John 1:5- 7; 3:2, 5-9; 5:13; Jude 24)

The Christian Walk
We believe that although sinless perfection is not possible in this life, all believers are called to live holy lives in the power of the indwelling Holy Spirit.
(John 17:17; Romans 8:1-17; Galatians 5:13-25; Ephesians 5:26-27; 1 Thessalonians 4:3-4; Hebrews 10:10, 14; 1 John 3:2)

Marriage and Human Sexuality

We believe that all matters of faith and conduct must be evaluated on the basis of Holy Scripture, which is our infallible guide. *(2 Timothy 3:16–17)* Since the Holy Bible does speak to the nature of human beings and their sexuality, it is imperative that we correctly understand and articulate what the Bible teaches on these matters.

We are committed to the home and family as set forth in Holy Scripture. We believe God has ordained and created marriage to exist between one man and one woman, with absolute marital fidelity. The Bible sets forth specific home and family values, which include the distinct roles of husbands and wives, fathers and mothers, and children. It is our firm conviction that we uphold the dignity of each individual as we embrace the unchanging and longstanding principles of scriptural truth.

Based on Holy Scripture and the constant moral teaching of the universal Church, we believe:

Marriage

We define marriage as the legal permanent, exclusive, comprehensive, and conjugal "one flesh" union of one man and one woman, intrinsically ordered to procreation and biological family, and in furtherance of the moral, spiritual, and public good of binding father, mother, and child. *(Genesis 1:27-28, Genesis 2:18-24, Matthew 19:4-9, Mark 10:5- 9, Ephesians 5:31-33)*

Sexual Immorality

We believe that sexual acts outside marriage are prohibited as sinful. Consequently, GRACE members must resist and refrain from any and all sexual acts outside marriage — including but not limited to adultery, fornication, incest, zoophilia, pornography, prostitution, voyeurism, pedophilia, exhibitionism, sodomy, polygamy, polyamory, sologamy, or same-sex sexual acts. *(Exodus 20:14, Leviticus 18:7-23, Leviticus 20:10-21, Deuteronomy 5:18, Matthew 15:19, Matthew 5:27-28, Romans 1:26-27, 1 Corinthians 6:9-13, 1 Thessalonians 4:3, Hebrews 13:4, Galatians 5:19, Ephesians 4:17-19, Colossians 3:5)*

Sexual Identity

We believe that God created mankind in His image: male (man) and female (woman), sexually different but with equal personal dignity. Consequently, GRACE members must affirm their biological sex and refrain from any and all attempts to physically change, alter, or disagree with their predominant biological sex — including but not limited to elective sex-reassignment, transvestite, transgender, or non- binary "genderqueer" acts or conduct. *(Genesis 1:26-28, Romans 1:26-32, 1 Corinthians 6:9-11)*

Sexual Orientation

We believe that God created and ordered human sexuality to the permanent, exclusive, comprehensive, and conjugal "one flesh" union of man and woman, intrinsically ordered to procreation and biological family, and in furtherance of the moral, spiritual, and public good of binding father, mother, and child. Consequently, GRACE members must affirm the sexual complementarity of man and woman and resist any and all same-sex sexual attractions and refrain from any and all same- sex sexual acts or conduct, which are intrinsically disordered. *(Genesis 1:27, Genesis 2:24, Matthew 19:4-6, Mark 10:5-9, Romans 1:26-27, 1 Corinthians 6:9- 11, Ephesians 5:25-27, Revelation 19:7-9, Revelation 21:2)*

Sexual Redemption
We believe that all have sinned and fall short of the glory of God and should seek redemption and harmonious relationship with God through confession, repentance, baptism, and faith in Jesus Christ. Consequently, GRACE members must welcome and treat with respect, compassion, and sensitivity all who experience same-sex attractions or confess sexually immoral acts but are committed to resisting sexual temptation, refraining from sexual immorality, and conforming their behavior to GRACE's Statement of Faith.
(Matthew 11:28-30, Romans 3:23, Ephesians 2:1-10, I Corinthians 10:13, Hebrews 2:17-18, Hebrews 4:14-16)

Celibacy
We believe that Holy Scripture grants two life-enhancing options for human sexual behavior: (1) the conjugal "one flesh" marital union of one man and one woman, and (2) celibacy. Either is a gift from God, given as He wills for His glory and the good of those who receive and rejoice in His gift to them. Celibacy and faithful singleness is to be celebrated and affirmed within Grace School of Theology.
(Genesis 1:27-28; 2:18, 21-24; Matthew 19:4-6; Mark 10:5-8; Hebrews 13:4; 1 Corinthians 7:1-8; Matthew 19:12; 1 Corinthians 12:12-13; Romans 12:10; 1 Timothy 5:1-2)

The Church
We believe that the church, the body of Christ, began on the day of Pentecost and is composed of all who receive Christ through faith. We believe God's program for the Church is distinguished from His program for Israel described in Daniel 9. We believe that all believers should assemble regularly in local churches for worship, for observing the ordinances of water baptism and the Lord's Supper, for mutual encouragement and discipline, and for carrying out God's purposes in this world.
(Acts 2:41-42; 10:44-47; 11:15-17; Romans 6:4-5; 12:3-8; 16:1, 5; 1 Corinthians 11:23-31; 12:12-13, 27; 16:19; Galatians 3:27-28; 6:2; Ephesians 1:22-23; 2:16-22; 5:24-25, 30; Philippians 1:1; Colossians 1:18; 1 Thessalonians 1:1; 5:11; Hebrews 10:24-25)

The Future
We believe that the personal and imminent return of Christ to rapture His church will be followed by a period of tribulation on this earth. At the conclusion of this period, Christ will return triumphantly and inaugurate His millennial reign over this earth. We believe in the everlasting conscious blessedness of the saved in the New Jerusalem and the everlasting conscious punishment of the unsaved in the lake of fire.
(Matthew 24:21, 29-30; 25:31, 46; 1 Thessalonians 1:10; 4:13-18; 5:4-10; Titus 2:13; Revelation 3:10; 20:1-6,11-15)

Satan
We believe that at some time in the past Satan led a rebellion, including a host of angels, against God and was expelled from the heavenly kingdom. Satan, also called other names including the Devil, is a real being who has tremendous, but limited power, and is the true adversary to God's people. Satan is destined to be judged and will endure eternal punishment in the lake of fire.
(Ephesians 6:12; 1 John 3:8; Revelation 20: 1-3)

Accreditation

Standards

Accreditation is based upon well-defined Foundational Standards and Operational Standards. The Grace School of Theology Mission Statement serves as the guide in the Seminary's strategic planning process. Grace School of Theology is working to join a number of evangelical institutions of higher learning across the United States and the world that have already demonstrated high standards of operations including administrative services, academic excellence, financial stability, excellent student services, and institutional effectiveness. The Seminary has demonstrated a commitment to provide quality post-secondary education within the context of Christian values.

TRACS

Grace School of Theology is a member of the Transnational Association of Christian Colleges and Schools (TRACS) (15935 Forest Road, Forest, VA 24551; Telephone: (434) 525-9539; e-mail: info@tracs.org], having been awarded Reaffirmation I of its Accredited Status as a Category IV institution by the TRACS Accreditation Commission on April 25, 2017. This status is effective for a period of ten years. TRACS is recognized by the United States Department of Education (USDOE), the Council for Higher Education Accreditation (CHEA), and the International Network for Quality Assurance Agencies in Higher Education (INQAAHE).

ATS

Grace School of Theology is accredited by the Commission on Accrediting of the Association of Theological Schools. [10 Summit Park Drive, Pittsburgh, PA 15275; Telephone 412-788-6510] The Commission granted accreditation on June 2, 2017 for a period of seven years. The following degree programs are approved by the Commission on Accrediting: Doctor of Ministry, Master of Theology, Master of Divinity, Master of Arts in Military Chaplaincy, Master of Arts (Biblical Studies), Master of Arts in Chaplaincy, and Master of Ministry. Complete information for the Commission on Accrediting of the Association of Theological Schools in the United States and Canada can be found at the ATS website: www.ats.edu.

Program Level	TRACS Accredited Programs	ATS Accredited Programs
Undergraduate	Biblical Studies Certificate Diploma in Biblical Studies Associate of Arts in Biblical Studies Bachelor of Arts in Biblical Studies	
Graduate	Certificate of Chaplaincy Master of Ministry Master of Arts in Chaplaincy Master of Arts (Biblical Studies) Master of Arts in Military Chaplaincy Master of Divinity Master of Theology	Master of Ministry Master of Arts in Chaplaincy Master of Arts (Biblical Studies) Master of Arts in Military Chaplaincy Master of Divinity Master of Theology
Postgraduate	Doctor of Ministry	Doctor of Ministry

Institutional Policies

Students are responsible for reading and being familiar with current policies and procedures contained in the Academic Catalog and Student Handbook. There will be no retroactive application of any changes in policies. However, future change may supersede policies and procedures published herein. Policies and procedures included herein apply to Grace School of Theology.

Non-Discrimination Policy

Grace School of Theology strongly believes that it exists to prepare men and women to share the true Gospel of Free Grace to those from "every tribe and tongue and people and nation" (Revelation 5:9). Grace desires to admit and enroll potential and current students who have a thirst for the Word and meditate in it (Psalm 1:1-3), who "fear the Lord" knowing it is "the beginning of knowledge" (Proverbs 1:7), and who are faithful, teachable, and desire to teach others (2 Timothy 2:2), irrespective of their various backgrounds. Grace also understands that those who it employs must agree with its Foundational Statements above all other criteria (2 Corinthians 6:14-15), knowing that God looks on the heart.

Therefore, guided by the Scriptures, Grace provides equal treatment and opportunity to all persons without regard to race, color, national or ethnic origin, sex, age, disability, or veteran status except where such distinction is required by law. This statement reflects compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of Educational Amendments of 1972, and Sections 503 and 504 of the Rehabilitation Act of 1973. Furthermore, Grace School of Theology, in compliance with the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act (ADA) of 1990, Executive Orders 11246 and 11375 and Section 402 of the Vietnam Era Veterans Readjustment Act of 1974, does not discriminate against any employees or applicants for employment on the basis of age or because they are disabled veterans or veterans of the Vietnam era.

This non-discrimination policy covers admission, access, and treatment in programs and activities, and application for and treatment in employment that includes the selection, retention, and advancement of staff, faculty, and administrators. Ultimate responsibility for achievement of equal employment and educational opportunity at Grace School of Theology rests with the President. The President and the Executive Vice President and General Counsel's Office delegates the responsibility and authority to direct these activities.

Honest Communications

Grace School of Theology strives to communicate its programs and policies honestly in all of its publications and in its website. Every effort has been made to ensure that this publication contains only clear, accurate and current information. Readers are invited to bring errors and suggestions for improving this publication to the attention of the Vice President of Academic Affairs. To the extent an inconsistency is found to exist between the information in this publication and the actual policy or procedure, the actual policy or procedure governs.

Nonbinding Communications

No oral or written communication made by any employee of Grace, including faculty, shall be binding on Grace without the express approval of the Board of Trustees or the Executive Leadership Team, as appropriate, and no contract is expressed or implied by this publication or any other Grace informational publication or its website.

Reasonable Accommodation Policy

Grace School of Theology will reasonably accommodate otherwise qualified individuals with a disability unless such accommodation would pose an undue hardship or would result in a fundamental alteration in the nature of its services, programs or activities, or in undue financial or administrative burdens. Changes in teaching techniques occur continually as instructors discover new ways to aid handicapped students. The term "reasonable accommodation" is used in its general sense in this policy to apply to employees, students, and visitors.

Student requests for reasonable accommodation should be addressed to the Student Services Department. A student must self-identify as an individual with a disability and provide appropriate diagnostic information that substantiates the disability. The Student Services Department will then assess the impact of the disability on the student's academic program and record the required academic accommodations. Individuals who have complaints alleging discriminations based upon a disability may file them with the Vice President of Student Services.

Facilities for the Physically Handicapped

The Grace School of Theology facilities in The Woodlands, Texas are accessible to the disabled using the ramp in the front of the school. All classrooms, offices, and restrooms meet the state requirements for disabled accessibility and are in compliance with the Americans with Disabilities Act.

Disability Access Policy

The Disability Access Policy aims to remove administrative, procedural, and physical barriers that prevent equal access to services for people with disabilities. It is designed to reflect the Seminary's commitment to independent access for all staff, faculty, students, board members, donors, and members of the community. The policy aims to integrate an awareness of disability issues into policies, practices and procedures in all areas of service provision. It also gives some guidance as to how this might be achieved and links to other polices and strategies where appropriate. It aims to improve access, prevent discriminatory practices and ensure compliance with the Americans with Disabilities Act (ADA) and other applicable federal and state laws and regulations.

This policy supports a social model view of disability where disability is defined as the loss or limitation of opportunity to take part in society on an equal level due to barriers in society and/or the environment.

General Principles

It is the Seminary's policy to:
- Actively promote disability awareness and equality ensuring that it continues to be an integral part of our strategy, service delivery and future developments.
- Continue to audit current provision to ensure that the best opportunities are taken to improve physical access to premises, the built, transport and rural environments, and prioritize future works and refurbishments.
- Be aware that any change in services might have an effect on service delivery for disabled people.
- Ensure that current information is accessible and available in appropriate formats.
- Use all available guidance, examples of good practice and of best value to ensure a corporate response to disability access issues.
- Involve our staff and customers in the process of developing and delivering the policy and procedures.
- Develop ongoing training opportunities, monitor and share examples of good practice.

Contact and Further Information

If you require any further information, advice or guidance please contact the Executive Vice President & General Counsel.

Changes to Operations Policy

Grace School of Theology reserves the right to change at any time and without notice any aspect of its operations, including changes to personnel, programs, costs, policies, and procedures. Changes may affect faculty, staff, enrolled or prospective students, or some combination thereof, as the administration determines, and will be published as soon as practicable.

Assessment and Institutional Effectiveness

Grace School of Theology is constantly working to improve our academic programs, student services, and operations. From time to time students are asked to help by completing course evaluations, surveys, and similar questionnaires. These provide rich data on student learning and student satisfaction. Departments also conduct SWOT analyses in order to improve quality, efficiency, and effectiveness. Assessment results and summaries are available on the website.

Family Educational Rights and Privacy Act (FERPA)

Grace School of Theology maintains a variety of records relating to students. The Registrar's Office retains the official file, which includes the student's original application for admission, recommendation forms, transcripts and other pertinent information. These records are available to faculty and staff who have legitimate educational interests.

Educational records are released to outside individuals or agencies only with the student's written permission. The only exceptions are those specifically required in Section 438 of the General Provision Acts. The Student Handbook contains more detailed information about FERPA.

Academic Calendars

Academic Year 2019 – 2020

Academic Year

Module	Open Registration	Late Registration	Syllabi Available	Class Dates	Drop Date	Withdrawal Deadline	Grades Posted
Fall Semester 2019 (August 05, 2019 – December 14, 2019)							
1	6/10-7/05/19	7/06-7/19/19	6/03/19	8/12-10/07/19	8/23/19	9/16/19	10/28/19
2	6/10-7/05/19	7/06-7/19/19	6/03/19	10/16-12/14/19	10/29/19	11/19/19	1/03/20
1-2	6/10-7/05/19	7/06-7/19/19	6/03/19	8/12-12/14/19	8/23/19	10/07/19	1/03/20
Spring Semester 2020 (January 06, 2020 – May 15, 2020)							
3	10/28-11/22	11/23-12/6/19	10/21/19	1/13-3/09/20	1/27/20	2/17/20	3/30/20
4	10/28-11/22	11/23-12/6/19	10/21/19	3/20-5/15/20	4/02/20	4/24/20	6/05/20
3-4	10/28-11/22	11/23-12/6/19	10/21/19	1/13-5/15/20	1/27/20	3/09/20	6/05/20
Summer Semester 2020 (May 18, 2020 – July 25, 2020)							
5	3/16/-4/10	4/11-4/24/20	3/09/20	5/26-7/25/20	6/09/20	6/29/20	8/17/20

Application and Payment Calendar

Module	Application Deadline	Payment in Full	1st Payment Date	2nd Payment Date	3rd Payment Date	4th Payment Date	5th Payment Date
1	7/5/19	8/15/19	8/15/19	9/15/19	10/15/19	11/15/19	12/15/19
2	10/4/19	10/15/19	10/15/19	11/15/19	12/15/19	-	-
3	11/25/19	1/15/20	1/15/20	2/15/20	3/15/20	4/15/20	5/15/20
4	3/06/20	3/15/20	3/15/20	4/15/20	5/15/20	-	-
5	4/10/20	5/25/20	5/25/20	6/25/20	7/25/20	-	-

Important Dates

Event	Dates
Fall Semester 2019	
Labor Day, no classes	September 02, 2019
Thanksgiving, no classes	November 27-30, 2019 (Wed – Sat)
Christmas Break, no classes	December 16, 2019 – January 05, 2020
Spring Semester 2020	
Martin Luther King Day, no classes	January 20, 2020
Spring Break, no classes	March 10-15, 2020
Good Friday, no classes	April 10, 2020
Commencement	May 16, 2020
Summer Semester 2020	
Memorial Day (observed), no classes	May 25, 2020
Independence Day, no classes	July 04, 2020

Academic Year 2020 – 2021

Academic Year

Module	Open Registration	Late Registration	Syllabi Available	Class Dates	Drop Date	Withdrawal Deadline	Grades Posted
Fall Semester 2020 (August 10, 2020 – December 19, 2020)							
1	6/08-7/03/20	7/04-7/17/20	6/01/20	8/17-10/12/20	8/29/20	9/21/20	11/02/20
2	6/08-7/03/20	7/04-7/17/20	6/01/20	10/20-12/19/20	11/02/20	11/23/20	1/08/21
1-2	6/08-7/03/20	7/04-7/17/20	6/01/20	8/17-12/19/20	8/29/20	10/12/20	1/08/21
Spring Semester 2021 (January 04, 2021 – May 14, 2021)							
3	10/26-11/20/20	11/21-12/04/20	10/19/20	1/11-3/08/21	1/25/21	2/15/21	3/29/21
4	10/26-11/20/20	11/21-12/04/20	10/19/20	3/16-5/14/21	3/29/21	4/23/21	6/04/21
3-4	10/26-11/20/20	11/21-12/04/20	10/19/20	1/11-5/14/21	1/25/21	3/08/21	6/04/21
Summer Semester 2021 (May 17, 2021 – July 17, 2021)							
5	3/15/-4/09/21	4/10-4/23/21	3/08/21	5/25-7/17/21	6/05/21	6/26/21	8/06/21

Application and Payment Calendar

Module	Application Deadline	Payment in Full	1st Payment Date	2nd Payment Date	3rd Payment Date	4th Payment Date	5th Payment Date
1	7/3/20	8/15/20	8/15/20	9/15/20	10/15/20	11/15/20	12/15/20
2	10/2/20	10/15/20	10/15/20	11/15/20	12/15/20	-	-
3	11/20/20	1/15/21	1/15/21	2/15/21	3/15/21	4/15/21	5/15/21
4	2/26/21	3/15/21	3/15/21	4/15/21	5/15/21	-	-
5	4/09/21	5/25/21	5/25/21	6/25/21	7/25/21	-	-

Important Dates

Event	Dates
Fall Semester 2020	
Labor Day, no classes	September 7, 2020
Thanksgiving, no classes	November 25-28, 2020 (Wed – Sat)
Christmas Break, no classes	December 21, 2020 – January 03, 2021
Spring Semester 2021	
Martin Luther King Day, no classes	January 18, 2021
Spring Break, no classes	March 9-15, 2021
Good Friday, no classes	April 2, 2021
Commencement	May 15, 2021
Summer Semester 2021	
Memorial Day (observed), no classes	May 31, 2021
Independence Day (observed), no classes	July 5, 2021

General Academic Policies

Governing Catalog

Governing Catalog means the catalog in effect at the time of first enrollment that states the graduation requirements to which a student is subject. If the graduation requirements change, the student will automatically remain subject to the original governing catalog but may petition to continue studies subject to the new one. In no case may a student revert to an earlier catalog. Students who have not been enrolled for three semesters or more and return will be subject to the catalog at the time of readmission. Students are automatically subject to other revisions such as policies, procedures, etc. Students are encouraged to communicate regularly with their academic advisor regarding their degree plan.

Academic Advising

Advisors are expected to counsel students on the best sequencing of their course selections and help them prepare to complete their program within the stated time limit. All students are encouraged to seek academic advisement in planning their educational program. Initial academic advisement for new students is available through the Student Services Office. Once enrolled, the Registrar assigns a fully qualified faculty mentor/advisor to each new student based on his or her enrolled program, language of study, and sometimes on the delivery mode; some assignments overlap.

Advisors have access to their students' file that displays contact information, current degree plan, a history of documents archived, and comments made to the student since they first applied. Because the faculty also have years of ministerial experience and are expected to demonstrate a servant's heart, faculty advisors are encouraged to offer prayer and counsel as the Holy Spirit leads.

Academic Appeal Process

Other than contesting a final grade (see separate policy below), students may appeal academic decisions such as the evaluation of transfer credit and academic dismissal, based on extenuating circumstances, by following the proper steps:

1. Submit a detailed letter, with supporting documentation, to the Vice President of Academic Affairs (VPAA) within ten (10) business days of the decision.
2. The Vice-President for Academic Affairs will convene the Academic Committee no later than two weeks after receiving the student's appeal in writing.
3. Academic Committee will notify all concerned of its decision no later than two weeks after convening. The judgment of the Academic Committee is final.

Classification of Students

The school year runs from the beginning of the fall semester through the end of the summer semester.

Graduate Students

- Full-time graduate students are those enrolled in nine (9) or more credits per semester, at least 18 credits per school year.
- Half-time graduate students are those enrolled in five (4) credits per semester, at least 8 credits per school year.

Undergraduate Students

- Full-time undergraduate students are those enrolled in twelve (12) or more credits per semester, 24 or more credits per school year.
- Half-time undergraduate students are those enrolled in six (6) credits per semester, at least 12 credits per school year.

Definition of Credit Hour

A credit hour is one hour of classroom or direct faculty instruction with a minimum of two hours of out-of-class work each week of a semester. Grace offers classes in 8-week modules and 16-week semesters. Most courses are 8 weeks in length while courses in biblical language and internship are 16 weeks long. These classes may be offered completely in the classroom, completely online, or a combination of both (hybrid) using asynchronous or synchronous video streaming. Faculty members are responsible for developing their course so that it meets the following course-hour equivalency.

Irrespective of the location or mode of delivery, for the purposes of calculating an institutionally established course-hour equivalency,

- A 1-unit course would reasonably approximate a minimum of 45 course hours
- A 2-unit course would reasonably approximate a minimum of 90 course hours
- A 3-unit course would reasonably approximate a minimum of 135 course hours

Eight-week, 3-Unit, Module Class Example:
A typical unit of credit equates to approximately 5.6 hours of student work per week (1 hour lecture plus 4.6 hours of homework). For this class with 24 hours of in-class time, another 111 hours of assignments such as reading, research and writing, exam preparation, and online discussion boards would be needed to complete the minimum requirement of 135 course hours. Lecture time may be adjusted accordingly depending on the assignments given in addition to the lectures.

Sixteen-week, 3-Unit, Semester Class Example:
A typical unit of credit equates to 3 hours of student work per week (1 hour lecture plus 2 hours of homework assignments). For this class with 48 hours of in-class time, another 87 hours of assignments such as reading, research and writing, exam preparation and online discussion boards would be needed to complete the minimum requirement of 135 course hours. Lecture time may be adjusted accordingly depending on the assignments given in addition to the lectures.

Admissions

General Admission Requirements

Personal Enrichment
There are no degree requirements for those wishing to take classes only for enrichment. Anyone can apply to become a non-credit/ audit student in an undergraduate or graduate class. Applicants must complete the non-credit application for admission before his/her acceptance is considered.

Undergraduate Programs
Anyone with a high school diploma, GED, or equivalent education can apply for the Undergraduate Programs offered at Grace for credit. Applicants must complete the Undergraduate application for admission before his/her acceptance is considered.

Undergraduate applicants who cannot provide a valid High School transcript or proof of passing the General Education Development Test (GED) will be required to successfully pass the Ability to Benefit Test (ATB) that is administered by a third party.

Graduate Programs
Applicants for graduate degree programs must have earned a baccalaureate degree from an USDE accredited college or university, or its equivalent. The student's undergraduate overall grade point average must be 2.0 or higher for admittance.

Applicants for the ThM program must have completed the Master of Divinity (a minimum of 90 credit hours, including one year each of biblical Greek and Hebrew), or equivalent, with a minimum 3.0 GPA, prior to enrollment. Those who have not completed the biblical language requirement may still enroll but must complete the first year language requirements before proceeding to subsequent years of language study. This may be accomplished concurrently while enrolled.

Applicants who have recently graduated from the bachelor's program at Grace only need to complete a new admissions essay (stating their rationale for entering graduate studies) and an updated pastoral or church recommendation.

Doctorate Program
Acknowledgment and Respect of Grace's Doctrinal Statement
It is expected that a student who applies to the Doctor of Ministry Program at Grace School of Theology has carefully read its Doctrinal Statement and has prayerfully decided that further doctoral education and training at Grace is a benefit to one's ministry.

Grace admits students into all of its academic programs who may not be in total agreement with its theological position on the condition that they acknowledge Grace's beliefs, respect them, and respect fellow students, faculty and staff who hold to the Grace position.

During the learning experience, it is expected that there will be collegial respect for each other's positions within the framework of the authority of Scripture.

Grace welcomes robust critical thinking and discussion as part of its educational philosophy but reserves the right to dismiss any student who causes division or dissent in the classroom, through online discussion boards, or in social media communications.

Academic Preparation
Admission to the Doctor of Ministry program requires a TRACS, Regional, or ATS accredited Master of Divinity degree (a minimum of 90 semester credit hours), or its equivalent, including at least one year (2 semesters) of Greek, with a minimum grade point average of 3.0 (on a 4.0 scale) from an accredited or equivalent institution. The Master of Divinity degree must be of comparable educational content (biblical, theological, ministerial) to that of Grace. Applicants who do not meet these requirements may petition the Admissions Committee for consideration.

Ministry Experience
Applicants to the Doctor of Ministry program must normally have at least three years of ministry experience completed after receiving the Master of Divinity and evidence of capacity for an advanced level of competence and reflection. Ongoing engagement in ministry in a specific ministry context is required for continuance in the program. Evidence of mature Christian character and significant ministry achievement must be demonstrated in the application.

Evidence of Research and Writing Ability
Applicants must submit a ten-page research paper (excluding title page, table of contents, and bibliography) that exegetically and theologically explains the biblical position on one of the following topics: openness theology, prosperity theology, homosexuality, and philosophy of leadership. The paper must interact with different Christian viewpoints and must utilize at least ten different resources. The paper must be footnoted and follow the *Turabian* (Chicago 8th Edition) style manual.

Students who have completed a graduate thesis (Master's level or higher) in a theological discipline requiring competent exegesis and theological reflection may submit it in lieu of the research paper for consideration in meeting this requirement.

This paper will be utilized to assess student proficiency in written English, critical thinking skills, exegetical ability, and theological competence. If upon review this paper does not demonstrate an appropriate level of these abilities, the student may be admitted into the program but will not be allowed to begin work on their final project until improvement has been shown through the papers that will be written in the three Core courses. If the student still has not shown improvement after the three required courses, it will be incumbent upon the student to obtain outside training in these areas and demonstrate proficiency to the Dean of DMin Studies. Only after this happens will the student be allowed to register for their final project.

Non-Credit Academic Program (ESL)
Before admission into the ESL program, students are assessed for placement into 1 of 5 GRACE ESL levels.

The Application Process

Academic Programs for Credit
Applications for Grace School of Theology may be obtained on its website (www.gsot.edu). Once the admissions office has received the application and all necessary information, the Admissions Committee will review the application and notify the applicant in writing regarding admission status. Application fees are listed in the financial information.

Anyone who wishes to enroll in an Academic Program for credit at Grace School of Theology must follow the Admissions process steps outlined below.

Visit the Grace School of Theology website (www.gsot.edu) and click on the button, in the middle of the page, that says "Apply Today".

The Application for the **<u>Undergraduate Programs</u>** includes the following:

    a.   Admissions Essay
    b.   Official transcripts from where an applicant received a High School Diploma or GED is required. Official transcripts are also required from any Undergraduate work completed higher than High School.
    c.   One Personal Recommendation form (can be completed online)
    d.   One Pastoral or Church Recommendation form (can be completed online)
    e.   Copy of a government issued ID with photo
    f.   Spousal Statement (if applicable) (can be completed online)

The Application for the **<u>Graduate Programs</u>** includes the following:

    a.   Admissions Essay
    b.   Official transcripts are needed from where an applicant has completed his/her Undergraduate Studies. Official transcripts from any institution post High School is necessary for applications to be considered.
    c.   One Personal Recommendation form (can be completed online)
    d.   One Pastoral or Church Recommendation form (can be completed online)
    e.   Copy of a government issued ID with photo
    f.   Spousal Statement (if applicable) (can be completed online)

The Application for the **<u>Doctorate Program</u>** includes the following:

    a.   Admissions Essay
    b.   Official transcripts are needed from where an applicant has completed his/her Undergraduate Studies and Graduate Studies. Official transcripts from any institution post High School is necessary for applications to be considered.
    c.   One Personal Recommendation form (can be completed online)
    d.   One Pastoral or Church Recommendation form (can be completed online)
    e.   Copy of a government issued ID with photo
    f.   Spousal Statement (if applicable) (can be completed online)
    g.   Statement of Ministry Experience
    h.   Evidence of research and writing ability (for further details see General Admission Requirements for Doctorate Program)

Once the Admissions Department receives all application components (including transcripts and recommendation forms), the completed application is sent to the Admissions Committee.

Academic Programs for Enrichment (Auditing a Course)

Anyone who wishes to enroll in an Academic Program for enrichment purposes at Grace School of Theology must follow the Admissions process steps outlined below.

1.   Visit the Grace School of Theology website (www.gsot.edu) and click on the button, in the middle of the page, that says "Apply Today".
2.   Choose the program titled Non-Credit Enrichment Applicants (Audit/Enrichment)

Applicants applying to Audit courses must only complete the online components of the application for admission.

Non-Credit Academic Programs (ESL)

Anyone who wishes to enroll in the English as a Second Language Program (ESL) at Grace School of Theology must complete an application first. For more information please refer to the section of this publication titled Non-Credit Programs or contact the Director of the ESL Program at fvillanueva@gsot.edu.

Special Admissions

Ability to Benefit

Grace accepts students into the Undergraduate program, on a limited basis, who have not earned a high school diploma or possess a GED. Applicants who wish to be admitted into the Ability to Benefit program must first take the Ability to Benefit test. Requests to take the test must be made with the Director of Admissions and Enrollment in Student Services. There is an additional fee for this service that is determined by the test administrator.

Applicants that are approved for the Ability to Benefit program are admitted on Probationary Status. Undergraduate students admitted on Probationary Status must complete 12 undergraduate credits of satisfactory work with a minimum overall grade point average of 2.0 in order to be changed from Probation Status to Full Admission status. The Registrar's Office will monitor student's progress in the student information system (grades and progress) and keep the student's Academic Advisor (usually a Faculty member or a staff member who has faculty-level credentials) informed of the status.

Through various ministries, facilitated by Student Services, students in the Ability to Benefit program may obtain tutorial assistance in areas such as academics, ministry and life matters. The aim of the seminary is to provide learning helps in order to develop a wide range of life skills that will prove beneficial to the student's personal and professional purposes and goals.

Writing tutors are available for all students through the Writing Center.

Probationary Admittance

If a graduate student's undergraduate grade point average is below 2.0, then the student may be admitted on a limited Probationary Status. Graduate students admitted on probation must complete 9 graduate credits of satisfactory work with a minimum overall grade point average of 2.0 in order to be changed from Probation Status to Full Admission status. However, a graduate student admitted on probation to the ThM program must complete 9 graduate credits of satisfactory work with a minimum overall grade point average of 3.0, in order to be changed from Probation Status to Full Admission status. The Registrar's Office will monitor all students' progress in the student information system (grades and progress) and keep the student's Academic Advisor (a faculty member) informed of the status. The student's status will be stated in the acceptance letter.

Provisional Entrance

If an applicant wishes to take classes within a semester BEFORE the student has been officially accepted, the Applicant will need to submit an Admissions and Exception Petition explaining the reason why the applicant wishes to be considered for entrance without all necessary documents. The Admissions and Exception Petition can be requested from the Admissions Department. Provisional Entrance is only for students applying for either the Undergraduate or Graduate Programs. The Admissions and Exception Committee will vote on provisional entrance and notify the applicant of the decision.

If an applicant is approved for Provisional Entrance, then all application documents must be received within one semester. Students may not register for subsequent semesters until their application is complete. The Admissions Department will monitor and collect the appropriate application documentation for students who are accepted provisionally.

Special Status

If an applicant does not intend to earn a degree or enroll in an academic program but would like to earn credit, he may be admitted as a special status student. These students must meet the same entrance requirements as degree-seeking applicants. Course grades are based on the same criteria applied to students in degree programs. Students may later apply to enter a degree program based on the entrance requirements in this publication. If the application into a degree program is approved, credits earned under special status will be evaluated for transfer, based on the rules for transfer credit.

English Language Proficiency

All applicants and enrolled students whose primary language is not English and who desire to take courses taught in English must demonstrate English language proficiency, regardless of citizenship. Such students must complete an English language assessment before enrolling in Grace or registering for courses taught in English.

Grace has access to the ITEP exam (International Test of English Proficiency) at a reasonable price. This exam measures listening, reading comprehension and grammar. All students must have a comprehensive overall score of 3.5 or above in order to enroll at Grace.

Official score reports for alternative language tests like TOEFL, TOEIC, PTE, IELTS, FCE, CAE, and CPE may be submitted to the Director of ESL Program for further evaluation. A prospective student with an alternative test score equivalent to the overall iTEP level of 3.5 is eligible for full admission in graduate programs.

Applicants to Grace with a satisfactory assessment score may continue the matriculation process and take courses as soon as enrollment is completed. Grace requires a passing score as a condition for full admission status and/or continuation and reserves the right to make the final determination in such cases. Students who fail to show sufficient mastery of English (or other subjects) will be required to do further preparatory work until registering for additional courses.

Applicants to Grace with an unsatisfactory assessment score have two options:

1. They may take an English course in his own country and must present proof of taking the course and passing it. The course may be in Adult Education, Continuing Education, college or from a personal tutor. Students must provide documentation such as a transcript, certificate, or letter. They may take the iTEP exam two months after the original test, free of charge.
2. They may complete prescribed courses in the Grace ESL Program and pass post-program assessment. Grace School of Theology has a non-credit Academic ESL program. For more information, please refer to the section of this publication titled Non-Credit Programs or contact the Director of the ESL Program at fvillanueva@gsot.edu.

Applicants are exempt from English language proficiency assessment when any one of the following is true.

▪ The applicant holds an undergraduate or graduate degree from an American college or university deemed acceptable by Grace.
▪ The applicant enrolls in a non-English degree program only, such as Spanish or Russian.
▪ The applicant has worked for three or more years in an American company, ministry, and/or agency that has used state requirements for foreign workers, or in any similar agency from United Kingdom, Ireland, Australia, New Zealand, or Canada.
▪ The applicant speaks English as a first language and was raised in English-speaking countries like the United States, Ireland, United Kingdom, Australia, New Zealand, or Canada.

Dual Enrollment

Students who desire to enroll in a graduate program and who have up to six credits to complete before they receive their undergraduate degree may concurrently enroll in a graduate degree program and register to take up to six credits per semester for a maximum of two semesters.

Students must meet (no exceptions) the cumulative GPA requirement for admission in good standing into a graduate program to be eligible to register under dual enrollment for that program. Students must meet all other admissions requirements as stated herein.

Students must provide, along with their application, a current official undergraduate transcript (sent directly from their school to the Registrar's Office), a letter from their current Registrar' Office indicating their current Grade Point Average, the specific degree they are pursuing, the estimated date of undergraduate graduation, and the number of remaining credit hours for degree completion. Students must complete the *General Petition Form* requesting Dual Enrollment and submit it to the Registrar's Office for final approval. Once all documents are received by the Registrar's Office a decision will be made by the Vice President of Academic Affairs.

Exceptions to General Admissions Requirements

Applicants for the degree programs may apply for an exception to the General Admissions Requirements by submitting a detailed explanation on an Admissions and Exception Petition form to the Admissions Office for Approval from the Admissions and Exception Committee. Details must contain:

1. What exception is requested, and,
2. Rationale why Grace should grant the request.

Transfer of Credit

Grace School of Theology makes all attempts to be just, equitable, and apply the guidelines for transfer equally. The school generally accepts transfer credit from institutions of higher education that have accredited or pre-accredited status through an accrediting agency that is approved by the U.S. Department of Education, or its equivalent, such as qualified foreign institutions of higher education. The accredited status of the institution is important when considering the transfer of credit, but it is not the sole determining factor.

The passage of time is not a factor when determining the transferability of credits. However, students desiring to transfer in biblical languages may do so if the courses completed are within ten years of applying to Grace. Students who have completed biblical language credits more than 10 years ago, may take a challenge exam and thus enable Grace to accept those credits previously completed if the exam is passed.

Transfer from unaccredited institutions is typically very difficult unless Grace has already verified comparability. The Office of Academic Affairs has a list of such schools that have been verified. Students should be aware that there are limits to the number of transfer credits. In general, up to 50% of any given graduate program and 75% of any undergraduate program can be transferrable. For the maximum allowable transfer credit for each program, please refer to the appropriate academic program

description. Any undergraduate credit awarded by examination, on the bases of certificates, or by assessment of prior learning, must be within the guidelines of the Council for Adult and Experiential Learning (CAEL). Results will be added to the student's permanent file. Grace does not award any credit for prior experiential learning at the graduate level.

Students are responsible for ensuring that official transcripts of their credit are sent directly from the institution to the Registrar. Unofficial transcripts will not be officially evaluated. Students should be aware that reasons for the refusal of transfer credit are course-to-course incompatibility, the institution's accredited status, course description and requirements, final grade, etc. No credit will be awarded until official transcripts have been received and evaluated. Current students who desire guidance on transferring Grace credit to another institution are encouraged to contact the appropriate program dean or the Registrar's Office. The acceptance of the transfer of credit from Grace is determined by the receiving institution and not by Grace.

Transfer of credit will be determined based on an evaluation of the course description and/or course syllabus and its comparability and equivalency with coursework and/or the purpose of the program at Grace. Coursework must be validated through an official transcript and must be for work of "C" grade (2.0 on a 4.0 scale) or higher for graduate (MM, MA(BS), and MDiv) and undergraduate credit and a "B" grade (3.0 on a 4.0 scale) or higher for ThM and DMin credit.

Exceptions to these guidelines may be granted. Questions regarding the transfer of credit should be addressed to the Office of Academic Affairs. Students may appeal the evaluation of transfer of credit. Please see the section in this Catalog entitled *Academic Appeals Process*.

Articulation Agreements
Grace School of Theology has articulation agreements with the following institutions.

Chafer Theological Seminary	Maryland Bible College –Seminary
Free Grace Seminary	New Tribes Bible Institute
Grace Biblical Seminary	Pacific Coast
Institute for Theological Studies	Scofield Bible College- Seminary
Kanakuk Institute	Seminario Evangélico de Caracas, Venezuela

Diploma and Transcript Verification
As a direct response to the increase in the number of online high school and college diploma issuing companies (Diploma Mills), the federal government has suggested that each Title IV issuing educational institution develop a standard policy to better identify valid high school and secondary education transcripts. While we are fully aware that a traditional high school degree may not be obtainable for all, we strongly suggest completing a state issued GED as an alternative if the traditional high school completion option is not realistic.

If we suspect that a transcript submitted is not from a legitimate school (such as a diploma mill/degree mill), we will proceed in the following manner:

1. If the Applicant is applying to be a part of the Graduate Program, the Registrar's Office will look up on the Council for Higher Education Accreditation site (www.chea.org) for the name of the school where the Applicant received his/her bachelor's degree. If the name of the school does not appear on the list, then the Registrar will research further to verify accreditation and then supply the official transcript to the Graduate Dean for further evaluation.
2. If the Applicant is applying to be a part of the Undergraduate Program, the Registrar's Office will supply the Applicant's official transcript to the Undergraduate Dean for further evaluation.
   - ❖ Below are some key items that must be listed on the high school transcript for Grace to certify it as valid:
     - ▪ Name, address and phone number of the high school from which you graduated
     - ▪ Four (4) years of high school credits
     - ▪ Graduation date
     - ▪ School seal and/or signature of school official
     - ▪ High school diplomas may only be used for verification of high school completion if special circumstances prevent the submission of the official high school transcript.
   - ❖ There are also some key items that Grace will look for in determining the validity of an online diploma:
     - ▪ Was the diploma obtained from an online high school that does not operate in the state of the applicant's primary residency?
     - ▪ Did the student pay a sum of money (other than standard transcript request fee) in order to obtain the diploma?
     - ▪ Was any work required in obtaining the diploma and can the student show proof of the work that was completed?
     - ▪ Is the high school accredited by an agency approved by the U.S. Department of Education or another equivalent accrediting body?
     - ▪ Is the diploma recognized or approved in the state from which it was granted?

If it has been determined that an applicant's transcript is submitted from a school that is not legitimate, then the Admissions Committee Representative will contact the Applicant and let him/her know about the discovery. Grace reserves the right to be cautious in accepting high school transcripts that may not meet the requirements as put forth by the federal government in helping to determine eligibility for Title IV funding. The applicant may be instructed to submit a petition to be accepted under the Ability to Benefit status.

Advanced Standing

Applicants who have graduated from a Bible college with a degree in Bible or biblical studies, or possess an equivalent biblical studies degree, and who enroll in the Master of Arts in Biblical Studies (MA(BS)) program may be eligible for up to 12 units of advanced standing, and students who enroll in the Master of Divinity (MDiv) program may be eligible for a maximum of 24 units of advanced standing, based on courses taken at the undergraduate level. Successfully completed courses comparable to the 500-level courses in the MA(BS) or MDiv programs at Grace may receive advanced standing. Courses for which advanced standing is sought must be equivalent in both content and theological viewpoint to courses taught at Grace, and must have been earned with a grade of C+ (2.5 on a 4.0 scale) or better.

Transfer of General Education (GENED) Credit

Students may transfer an appropriate number of General Education credit into the AABS and BABS Degree Programs. The AABS requires that students complete 18 credits, and the BABS requires that students complete 30 credits of GENED. The general education core includes a minimum of three semester hours in each of the humanities/fine arts, behavioral/ social sciences, communications, and natural sciences/math.

Core Components	Sample courses that qualify	Minimum Number
Humanities/Fine Arts	Humanities, Music, Art, Philosophy, Foreign Languages	3
Behavioral/Social Sciences	Anthropology, Economics, Geography, Government, Psychology, Sociology, History	3
Communications	English, English Composition, Speech, Communications	3
Natural Sciences/Math	Any Mathematics, Biology, Chemistry, Geology, Environmental Studies, Physics	3
Other acceptable GENED transfer credit	Accounting, Computer Technology, Literature	

Student Orientation

All incoming students are required to participate in Student Orientation at least once, and are encouraged to attend as many times as possible in order to remain informed regarding important matters. These events will cover major student topics from the Student Handbook as well as from the Academic Catalog (e.g. student life and conduct, staff and faculty, academics, financial information and student record, library services, and other information).

Recorded archives of the sessions are available to students who are unable to attend or those who desire to review its contents. Additional tutorials related to systems and operations are available to help students understand the information systems utilized by the Seminary. These archived videos will be available through the student information system, as well as through other avenues of communication to students, as needed.

Registration and Enrollment

Enrollment Deadlines

The *open registration period* normally begins nine weeks before the first day of the coming semester and lasts four weeks. Continuing students must register by the end of open registration. If one registers after the deadline a late fee will be charged. Once a student registers for classes, a student may add and drop courses by notifying the Registrar. The student's academic advisor may have to be notified for approval.

The *late registration period* normally begins five weeks before the first day of the coming semester and lasts for two weeks. Continuing students that register during this period will be charged a one-time late registration fee. The late registration fee is

waived for new students when registering for the first time. New students can still register for classes no later than one week before the first day of a module.

The **no registration period** normally begins two weeks before the first day of the coming semester. Normal registration dates are adjusted so that holidays or unusual events do not prevent an orderly registration process. Such adjustments are reflected in the Academic Calendar that is in the Catalog and on the website.

During Fall Registration, students register for Modules 1 and 2 classes. During Spring Registration, students register for Modules 3 and 4. During Summer Registration, students register for Module 5.

Enrollment Process

A student is enrolled in a course when he/she has registered and has final approval from the Registrar. The registration process includes the following steps.
1. Enroll in Populi.
2. Once enrolled, the Registrar will verify that the courses selected are within the student's academic program and still needed. If there are questions regarding the student's choices, the Registrar will notify the student's Academic Advisor for advice, clarification and approval.
3. Once final approval is given by the Registrar the student is billed and notified by the Bursar. Registration is not complete until all invoices are paid (current) or you have made acceptable arrangements with the Bursar.

Adding and Dropping Courses

The processes are important for enrolling and withdrawing (adding and dropping) students from a course according to rules formulated to maintain orderliness and academic quality, with lawful refunds of tuition and fees when applicable. No late fees will be charged against a student during the open registration period. However, fees will apply after the closing date of open registration. Contact the Bursar for more information.

Adding a Course

A student may add a course according to the deadlines stated in the Academic Calendar and upon approval by their Academic Advisor. No additional courses will be allowed after the deadline. This is to ensure students have enough time to order and receive textbooks and to prepare for the first class session. To add a course, the student must first notify the Registrar.

Dropping a Course

Students are not considered as 'dropped' from a course if they:
- No longer attend the course; or
- Communicate their desire to drop the course other than submitting the Withdrawal Drop Form to the Registrar; or
- Communicate their desire to drop the course to an employee or faculty member, other than the Registrar (or his or her assistant).

If a student stops attending, then the Registrar will apply the Student Attendance Policy to determine the last date of attendance and will assign the notation F/A (Failure to Attend) to the student's record. Students who do not use the Withdrawal Drop Form are not eligible to receive any refunds.

Officially Dropping a Course

Official drop means that the approved procedure to withdraw from a course was followed by the student. To drop a course during any registration period, the student must contact the Registrar. Once registration has ended, the student must submit the Withdrawal Drop Form and send it to the Registrar. This applies to all courses, irrespective of delivery mode or course length.

Student Course Overload

The maximum course load per semester in graduate programs is 9 credits, normally 3 courses. The maximum course load per semester in undergraduate programs is 12 credits, normally 4 courses. Any student who desires to enroll beyond this maximum course load must first gain the approval of their Academic Advisor and final approval from the student's Dean. Students in the Spanish Bible Program must have approval of their Academic Advisor and final approval from the Program Director.

Course Sequencing

Some courses within programs contain pre-requisite requirements. Students are encouraged to read the course descriptions carefully and are responsible to register for courses in their required sequence. In some cases, per-mission may be granted to take courses out of sequence. Requests to take a course out of its required sequence must be approved by the student's Dean.

Frequency of Required Course Offerings

Grace makes every attempt to offer a wide range of courses at its locations and online synchronously and via archived video (asynchronously). Bible exposition and theology courses required by the undergraduate and MA(BS) and MDiv degree programs, as applicable, are typically offered at least once annually.

Independent Study

Permission may be granted for a student to enroll in a regular course through independent study. Students who take courses by independent study lose the benefit of classroom interaction with the professor and other students. Therefore, independent studies are granted only in extenuating circumstances, and should not be undertaken solely for personal convenience. A request for an independent study should be submitted via General Petition to the Registrar well in advance of the scheduled registration time.

Matriculation

Program Completion Limits

Grace recognizes that the majority of its students are adult learners with very busy schedules. We encourage students to take courses and complete programs at a reasonable, but at a constant pace in light of family, work, and ministry responsibilities. Maintaining a constant and continuous pace toward the completion of any program will create better success as the student grows spiritually, becomes more solidly grounded in the Scriptures, and becomes more and more effective in ministry. With this in mind, the following limits are in place to program completion.

From the initial semester of acceptance into Grace:
- All work leading to a Certificate must be completed within three years.
- All work leading to the DBS, AABS or MA(BS) degree must be completed within six years.
- All work leading to the MDiv degree must be completed within eight years.
- All work leading to the BABS, ThM, DMin degree must be completed within ten years.

Periods when students have petitioned and received a 'Leave of Absence' will not count toward the limit. Extension of any of these limits requires a recommendation from the student's academic advisor and approval from the Vice President of Academic Affairs, in consultation with Student Services, as appropriate.

Change of Program

The process of changing to/from a certificate or degree is a formal procedure requiring official approval and documentation. Students must submit a Program Change Request Form to the Registrar's office. Approval from the Vice President of Academic Affairs is required. Students should consult with their academic advisor first of their intention to change for help with this process.

Students changing degrees within the seminary shall meet the same entrance requirements as students seeking admission to Grace from outside the seminary who have completed the same number of semester credits. When students change to a different academic program, they come under the Catalog that is in effect when that change is made.

Withdrawing from the School

Any student desiring to permanently withdraw from Grace School of Theology must complete the online General Petition, check the box for withdrawing from the school, and include the starting date of the withdrawal. This is not the procedure for dropping an individual course. In order to drop a course please refer to the section titled *Dropping a Course*.

Readmission

General Readmission Process

Readmission of returning students is subject to review by the administration. A student who withdrew from Grace, has graduated, has been dismissed for academic or disciplinary reasons from Grace, or has been absent for more than a twelve-month period, and desires to be re-admitted, must reapply.

The Readmission Application requires a student to provide transcripts from all schools attended subsequent to withdrawal from Grace, a recommendation from the applicant's pastor or church, and a brief essay by the applicant on his/her activities and spiritual growth since withdrawal from Grace School of Theology. Students who have been absent for more than one year for whatever reason and return will be subject to the catalog at the time of re-admission. The Readmission application must be completed (required documents included) by the application deadline.

For questions regarding the readmission application please contact the Admissions Office at admissions@gsot.edu.

From Leave of Absence

Leave of absence is permitted for a period of up to twelve months. Students desiring a leave of absence must file a General Petition form with the Registrar. Students who withdrew and again desire to return to Grace within a twelve-month period need to complete another General Petition and submit it to the Registrar's office for registration materials and need not reapply for admission to the seminary.

Students, when they return, will register for classes in the same manner as a continuing student and continue under the Catalog that was in force when they left. Students who take a leave of absence are encouraged to discuss plans for their leave with their academic advisor prior to leaving the seminary.

If a student withdraws during the first two weeks of a semester, then the twelve-month leave period includes those two weeks.

After Academic or Disciplinary Dismissal

A student who has been academically dismissed may apply for readmission only after a full academic year (three semesters). He then must submit the General Readmission requirements (as stated above), give evidence of potential for academic success, and receive approval from the Vice President of Academic Affairs.

A student who has been dismissed for disciplinary reasons may apply for readmission after three semesters. He then must submit the General Readmission requirements (as stated above) and receive approval from the Vice President of Student Affairs.

"50% Rule" – Limitation of Courses Taken at Teaching Sites

Students enrolled in any program must take less than 50% of their program's courses (from a live professor) at an extension site or any combination of extension sites. Conversely, students enrolled in any program must take 50% or more of their program's courses at the main campus, online, streaming video (synchronous or asynchronous/archived), or any combination thereof. The Registrar monitors these numbers and will notify students accordingly.

Coursework

Attendance

Grace School of Theology believes that interaction between the professor and students is a vital part of training. This interaction may occur in the classroom and/or online. All classes utilize Canvas as the online Learning Management System (LMS), whether the student is attending in the classroom, only online, or a blend of both. All students are expected to participate in/attend the course weekly. Faculty prepare assignments that are typically due on a weekly basis. Attendance at Grace is defined as academic participation in the coursework such as:

1. discussion boards (DB)
2. completing tests and quizzes
3. submitting any other assignments as required in the course syllabus.

Note: Student communication (email or texting) to the professor does not in itself constitute attendance.

If a student has planned absences for personal reasons, they should notify their professor as soon as it is known so that the student can work ahead and not fall behind. Professors will take into account personal, family emergencies, but it is the student's responsibility to notify the professor as soon as possible of any potential disruption in their studies.

Module Classes (8-weeks)
Students enrolled in modular classes (8-weeks) who do not attend (as defined above) for 14 days in succession will receive a final grade of F/A (Failure to Attend) for the class.

Semester Classes (16 weeks)
Those students enrolled in semester-long classes who do not attend for 21 days in succession will receive the same final grade of F/A.

Note: A student's GPA and financial aid benefits (if applicable) will be affected when a student receives the F/A grade. The professor determines attendance and is responsible for reporting attendance to the Registrar on a weekly basis.

Intensive Classes (3-5 days)
Intensives are defined as the presentation of lectures with appropriate assignments within an 8-week Module, condensed for 3-5 days. Professors who teach intensive courses determine attendance and are responsible for reporting attendance to the Registrar on a regular basis. Student communication (email or texting) to the professor does not in itself constitute attendance. Students enrolled in an intensive who do not attend (as defined above) for 14 days in succession will receive a final grade of F/A (Failure to Attend) for the class. A student's GPA and financial aid benefits (if applicable) will be affected when a student receives the F/A grade.

Academic Integrity

Plagiarism
According to the American Heritage Dictionary, 2nd College Edition, plagiarism is defined as "taking and using as one's own the writings or ideas of another." Plagiarism includes failure to use quotation marks or other conventional markings around material quoted from another source, paraphrasing a specific passage from a source without indicating accurately what that source is, and/or letting another person compose or rewrite a student's written assignment.

Anti-Plagiarism Software
Grace utilizes anti-plagiarism software within the Canvas LMS. Assignments submitted by students will be checked by the *Turnitin* software to look for content that is copied from other primary sources or other students' work. Professors will then look for proper footnoted citations in Turabian format.

Falsifying Information
Falsifying information includes submitting another's work as one's own, or otherwise providing false or misleading documentation.

Other Forms of Academic Dishonesty
During examinations, academic dishonesty includes referring to written information not specifically permitted by the instructor or syllabus, receiving unauthorized written or oral information from a fellow student or proctor and/or stealing, buying, selling, or transmitting a copy of any examination.

Any student proven to have committed a type of academic dishonesty such as plagiarism, cheating, or falsifying information will result in disciplinary action depending on its severity and pattern. First infraction of academic integrity will result either an automatic zero for the assignment or, at the discretion of the faculty member, resubmission of the assignment with a grade reduction. Second infraction will result in automatic failure of the course. Third infraction will result in academic dismissal. After one year from the dismissal, the student may be readmitted to his or her program on the condition that any further infraction results immediate and permanent expulsion from school.

Grade Reports
Faculty members are required to submit final grades to the Office of the Registrar within two weeks of the completion of modular and semester courses. Student grades will be processed and recorded in the student's electronic file. All grades will be available for the student's viewing through their student profile on the Populi system.

Grading System

The grade point average (GPA) is a numerical representation of a student's overall academic achievement. It is obtained by assigning point values to specific grades and multiplying these values by the number of semester hours received in that course. The total number of grade points earned for one semester or for all semesters at Grace School of Theology is divided by the total number of semester hours.

Grades of I and WP are not assigned grade point values and are not used in the computation of the grade point average. A grade of WF is assigned a grade point value of zero (0). At the graduate level, no points are given for a grade lower than a C- (1.7 grade points) and at the undergraduate level, no points are given for a grade lower than a D- (0.7 grade points). Any required failed course must be retaken until passed. The retaken grade will automatically replace the original failed grade.

The grade point values are as shown in the following chart. The F/A grade (Failure to Attend) is assigned when students have not participated in the course for 14 days in succession in a modular course and 21 days in succession in a semester-long course. A grade of F/A is assigned a grade point value of zero (0).

A + 99-100	B+ 91-93	C+ 83-85	D+ 75-77	F 0-69 Undergraduate	AUD Audit	I Incomplete
A 96-98	B 88-90	C 80-82	D 72-74	F 0-77 Graduate	WP****	IP Class in Progress
A- 94-95	B- 86-87***	C- 78-79**	D- 70-71*	F 0-85 Doctoral	WF*****	F/A Failure to Attend

* D- is the lowest passing grade at the undergraduate level.
** C- is the lowest passing grade at the graduate level.
*** B- is the lowest passing grade at the doctoral level.
****Withdrawal during the first eight weeks of a 16-week course or first five weeks of an 8-week course.
*****Withdrawal after the first eight weeks of a 16-week course or first five weeks of an 8-week course.

Coursework Extensions/ Incompletes

In the case of serious illness, family emergency or other extenuating circumstances, students may request an extension that will allow them to complete their coursework beyond the end of the course. The request for extension must be approved in advance by the instructor for the course and may be granted for up to 30 days beyond the end of the course. Instructors are not obligated to approve any petition of extension. If an extension is approved, the student will be given a temporary incomplete for the course. If the student fails to complete the work by the end of the extension, the incomplete will be changed to a failing grade, unless the professor provides a different final grade. A student may not enroll for the following semester with more than two incompletes.

Academic Warning, Probation and Dismissal

The student's academic record is reviewed each semester. Graduate students in MM, MA(BS), and MDiv programs and undergraduate students are considered "in good standing" when they maintain a minimum 2.0 grade point average and when ThM students maintain a 3.0 grade point average.

Once a student falls below the minimum GPA, the following semester he/she will be on **Academic Warning**. If after one semester the student is not above the minimum, but has improved their GPA, he/she may continue on Academic Warning.

If a student has not improved their GPA, then they will be put on **Academic Probation** for one semester and their Academic Dean must approve their course registration.

If no improvement has occurred after 2 semesters of probation, then the student will be dismissed.
If a student is dismissed for not meeting academic standards, then the student may appeal by using the Academic Appeals Process.

Contesting a Final Grade

Students have up to 30 days to contest a grade after its issuance. To contest a grade, the student must take the following steps.
1. Meet with the professor and ask to reconsider the grade based on the possibility that, in light of the course requirements as defined in the syllabus,

a mistake may have been made, or to reconsider the grade based on other facts that the student believes to be relevant.

2. If the professor changes the grade, the professor will notify the Registrar who will update the grade in Populi. If the professor does not change the grade,
the student may appeal the decision to the Academic Committee.

3. Appeal the decision to the Academic Committee no later than two weeks after the professor's decision by stating the case in writing and submitting it and any supporting documentation to the Vice-President of Academic Affairs.

4. Vice President for Academic Affairs convenes the Academic Committee no later than two weeks after receiving the student's appeal in writing.

5. Academic Committee notifies all concerned of its decision no later than two weeks after convening. The judgment of the Academic Committee is final.

Satisfactory Academic Progress

Quantitative Academic Progress

- Students must satisfactorily complete a minimum of 67% of the cumulative number of credit hours attempted each term.
- Transfer credits on the student's record are included as attempted/completed hours when computing the student's completion rate. Remedial credits are also included in the calculation of the cumulative completion rate.
- Course and/or program withdrawals during the drop/add period will not be counted in the calculation of academic progress.
- Grades of F, W, WA and I are not considered as satisfactory completion and will count against the student in calculating the completion percentage.

Qualitative Academic Progress

In order to meet satisfactory academic progress requirements for Federal Aid, Veteran Benefits, and Institutional Scholarships a student must maintain a cumulative grade point average (GPA) as outlined below:

1. Graduate degree students enrolled in the Master of Ministry, Master of Arts (Biblical Studies) and Master of Divinity must maintain a minimum cumulative grade point average of 2.0 for all credits attempted. Graduate Degree students enrolled in the Master of Theology must maintain a 3.0 for all credits attempted.

2. Certificate students and Undergraduate students must maintain a minimum cumulative grade point average of 2.0 for all credits completed.

If a coursework extension is approved, an Incomplete will be given for 30 days and will not be considered in the GPA. If the Incomplete is changed to Failing, it will be calculated into the GPA.

Withdrawal during the first five weeks of an 8-week course or first eigth weeks of a 16-week course will be marked as WP and will not be calculated into the GPA. Withdrawal after five weeks of an 8-week course or eight weeks of a 16-week course will be marked as WF and will be calculated into the GPA.

If a course is repeated resulting in an improved grade, it will replace the previous grade and be calculated in the GPA.

Taking Courses for Audit/Personal Enrichment

Most of our courses may be taken for personal enrichment rather than for credit. Taking a course for "enrichment" is the same as "auditing a course." The enrichment student does not complete any of the assignments for the course, but if any material is completed it may not be graded depending on the availability and discretion of the professor.

Audit/personal enrichment students do not have access to course materials within the Canvas LMS. Courses taken for enrichment do not count towards any degree or certificate program.

If the student wishes to convert an enrichment course to a credit course, he or she must request to do so during the first two weeks of the course. The student must make up any previously assigned material, pay the difference in tuition and fees due for credit enrollment, and otherwise comply with all applicable requirements of the seminary and the professor. Further, conversion of a course taken for enrichment to a credit course is ultimately up to the discretion of the professor teaching the course and the student's Dean.

If a student wishes to convert a credit course to an enrichment course, he or she must request to do so before the withdrawal date for that particular course, by submitting the Course Status Change Form. There is no refund of tuition or fees for this change.

Technology Services

The Grace School of Theology (Grace) Technology Services (TS) department plays an integral role in a student's education process. TS facilitate the use of current and emerging information and educational technology resources that promote excellence in teaching, learning, research and the administrative operations of the institution. Additionally, the TS department provides support with all Grace systems.

In addition to participation in the physical classroom, Grace provides two online options for students using a video conferencing system. Firstly, this innovative conferencing feature enables students to interact with the class in real-time (live streaming) and secondly by viewing the archived (previously recorded) videos of the interactive class sessions.

Grace is a cloud-based institution; therefore, **Internet connectivity is necessary to access Grace Technology Systems**. Even for on-site courses with students participating in the physical classroom, professors will provide course work and assignments via the online Learning Management System (LMS). All students are expected to check their email regularly and turn in assignments within the LMS.

Grace's TS Support Team can help reset passwords, locate course syllabi and other technological concerns with Grace systems by emailing support@gsot.edu.

Urgent assistance during class time is available by phoning our support hotline at 1-832-610-3723.

More information on Technology Services and Resources may be found in the Student Handbook.

Library Resources

All currently enrolled Grace students have access to wonderful library resources and services. With two librarians and an excellent student/librarian ratio, students can speak to a librarian for any research issues. The library is located at the North Campus where you can reach your librarians by email, phone, or in person.

Your Grace School of Theology Librarians are eager to help you achieve all your educational goals. The Librarians can help you understand your assignments, limit your topic, and find research materials in physical and electronic libraries. In fact, in graduate school, many students say that the librarian is their best friend!

Mrs. Debbie Cox	**Mr. Bill Webb**
Seminary Librarian	*Assistant Librarian*
Phone: 713-897-8025	Phone: 713-897-8304
Email: dcox@gsot.edu	Email: bwebb@gsot.edu

Or write to library@gsot.edu for the Library Department.

Visiting the Library in Person

The Grace Library contains thousands of books and eBooks that are appropriate to biblical and theological study. It also contains books appropriate to life as the pastor of a church and a minister of the Gospel. Other appropriate materials are included. You can find the library catalog by going to the GSOT.edu website where the library is listed under Students, Academics, and at the bottom of the page under Library Login. Library resources and databases are also available through every course in Canvas. You can find a link in the left-hand column of every class homepage. In the Grace library collection, you will see books, videos, and audio resources to meet your research needs.

Electronic Resources

The best sources for college research are books and journals. The Internet by itself is a confusing and misleading source, but professional databases can be relied on for much more reliable information. Since the advent of the Internet, e-books and journal articles can best be found in databases. Students may use password-protected databases for research needs at any time of the day or night. Full-text books and scholarly articles are available through these databases. Passwords to all proprietary databases can be found in Populi and in Canvas under Library.

More information on Library Resources may be found in the Student Handbook.

Graduation

Graduation Requirements

To qualify for degree conferral, students must:

1. Give evidence of biblical understanding, godly character and readiness for ministry.

2. Complete the prescribed course of study and achieve a minimum GPA of 2.0 for undergraduates and graduates (MM, MA(BS), MDiv, CC, MAC, and MAMC), and 3.0 for the ThM and DMin.

3. Settle all financial obligations, including payment of the graduation fee.

4. Receive the recommendation of the Faculty and approval by the Board of Trustees for graduation.

5. Submit an official Intent to Graduate Form to the Registrar's Office prior to enrolling for the final semester.

6. Attend commencement exercises. Permission to graduate in absentia may be granted on a case-by- case basis. Such request should be submitted in writing to the Academic Affairs Office at least two month prior to commencement.

Students who have not completed all academic requirements may petition to participate in commencement if the remaining requirements will be completed by the end of summer semester and if 6 credit hours or less remain for completion. Students must enroll in and pay in advance for any such pending classes. The diploma and transcript will not be issued until all pending academic requirements are completed. Commencement exercises are held only at the end of the spring semester.

Transcripts

Grace School of Theology students and alumni may receive transcripts of their completed coursework. Upon the receipt of a written request from the student via the signed Transcript Request Form, the Registrar's Office will issue an official transcript to appropriate institutions, places of employment, or individuals. Transcripts will not be issued for students who have not met their financial obligations. A transcript fee is charge

Financial Considerations

Grace School of Theology seeks to offer a high quality of training in a cost-effective way. A significant portion of the cost of training is paid for through the generous gifts of God's people. This allows us to keep students' cost to a minimum.

Tuition and Fees

The schedule of charges reflects tuition as determined by credit status. The Seminary reserves the right to change tuition and other charges without notice as necessitated by Seminary or Board action. Incidental fees, and cost of books and supplies are examples of additional fees other than the mandatory fees listed.

Tuition and Fees Refund Policy

If a student drops a course before the first day of the module, he will be refunded 100% of his tuition plus the technology fee. If a student drops a course after the first class session but before the Drop Date for the module/semester, the student is still responsible for 25% of his tuition plus all the fees. After the Drop Date there are no refunds. All refunds must be requested from the Registrar's Office. Refunds are based on the amount billed, not what has been paid.

Graduate and Undergraduate Programs

TUITION AND FEES		
Non-Credit/Audit Tuition	$60	Per credit hour (for 15 weeks, or a 1-week intensive accelerated course)
Non-Credit/Audit Tuition	$30	Per credit hour (for 8-week course)
Credit Tuition	$250	Per credit hour
Application Fee	$55	One-time charge, any program
Administration Fee	$40	Per course
Technology Fee	$80	Per semester (credit students only or for non-credit students taking one or more online only classes)
CPE Credit Fee	$50	Per CPE course completed (Clinical Pastoral Education)
Graduation Fee	$145	Per Program
Transcript Fee	$20	Per Transcript Request
Late Registration Fee	$35	Per Semester
Challenge Exam		$250 per credit hour, no Administration Fee or Technology Fee
Ability to Benefit Test		Set by the test administrator
TUITION REFUND POLICY		
Before Module Begins		100% tuition and $80 technology fee
After First Class Session		75% tuition, no fees
After Drop Date		0% tuition, no fees

Doctorate Program

TUITION AND FEES		
Credit Tuition	$400	Per credit hour
Application Fee	$55	One-time charge
Administration Fee	$40	Per course
Technology Fee	$80	Per semester
Binding Fee	$150	Charge for binding of the Applied Research Project
Extension Fee	$300	Flat fee charge to re-take DM-990 or DM-991
Graduation Fee	$145	Per Program
Transcript Fee	$20	Per Transcript Request
Late Registration Fee	$35	Per Semester
TUITION REFUND POLICY		
Before Module Begins		100% tuition and $80 technology fee
After First Class Session		75% tuition, no fees
After Drop Date		0% tuition, no fees

Billing, Payment Plans, and Collections

Billing

The Bursar's Office is responsible for maintaining financial records for all students through the use of a centralized billing system. This department is also responsible for processing refunds and providing payment plans to any student who wishes to utilize this method of payment. If you need to speak with someone about your account, please contact the Bursar's Office

Enrolled students' statement of account is available in the Bursar's Office. The Seminary cannot accept responsibility for the non-notification of student bills to students, both current and former, due to incorrect address or e-mail. Each student is therefore required to have a current e-mailing address on file in the Bursar's Office. The Bursar's Office will not remove late fees from a student's account in cases where a student claims not to have seen a statement. It is the student's responsibility to know the due dates for all payments.

Payment Plans

The Seminary requires that all students must complete their arrangement to pay for the semester prior to the first day of classes. This means the student must either pay 100% of all tuition and fees due or enter into the payment plan for that semester. In no case will the payment plan cover prior semester charges. Any prior charges must be paid in full.

Collections

Failure to legitimize payment within the time allotted will result in financial disenrollment. Failure to pay within the time allotted will also result in a hold on the student's record and the student may not register until all fees are paid.

Financial Aid

Financial Aid Program

Grace School of Theology is offering Title IV Financial Aid for Undergraduate and Graduate degree programs. We do not extend Title IV benefits to our Biblical Studies Certificate, Diploma in Biblical Studies, Chaplaincy Certificate, or Doctor of Ministry programs.

Financial Aid Application Process

1. Apply for an FSA ID: https://fsaid.ed.gov/npas/index.htm
2. Complete FAFSA (school code B42154) and sign with FSA ID: http://www.fafsa.ed.gov/
3. Complete the VFAO interview. Go to https://gsot.vfao.com/ to complete your interview. **NOTE: You will need to register with a username and password.*
4. Sign the Federal Direct Loan MPN at https://studentloans.gov (Your award will not be able to be packaged until you sign you MPN) *This step if for Undergraduate and Graduate students seeking Direct Loans*
5. Complete the Voluntary Consent to Participate in Electronic Notifications at https://form.jotform.com/61225260074143
6. If you anticipate a refund, we can process it faster via direct deposit. To complete a direct deposit form go to www.gsot.edu/directdeposit

After you have completed the steps above, either Grace's Financial Aid Administrator or third-party processor will contact you on the progress of your application.

Other Tuition Assistance Opportunities

GRACE Tuition Assistance Program

Prior to the start of every semester, students may apply for tuition assistance by completing a request for tuition assistance form online. Students may be asked for an interview at the end of this process. Please contact Student Services for further details. The awarding of tuition assistance, if any, is for the current semester registration only. Students must re-apply for tuition assistance before each semester registration. Please note: tuition assistance is not guaranteed.

Veteran's Benefits for Credit-Seeking Students

Veteran's benefits are available for eligible Grace students. Veterans who have not applied for VA benefits need to go to www.gibill.va.gov and fill out the requested information. Once the student receives the certificate of eligibility, the seminary can proceed with certifying the student under one of our programs. For more information, contact Alyssa Himebaugh, ahimebaugh@gsot.edu or 713.897.8295.

The Student will need to provide Grace School of Theology with the following:

1. Certificate of Eligibility (go to http://www.gibill.va.gov/ to obtain)
2. DD-214 (go to http://www.archives.gov/veterans/military-service-records/)
3. Military Transcripts (go to https://jst.doded.mil/smart/signIn.do to obtain)
4. Transcripts from all post-secondary schools (anything above high school)

Texas Hazelwood Act

The Hazelwood Act is a State of Texas benefit that provides qualified Veterans, spouses, and dependent children with an education benefit at public institutions of higher education in Texas. Because the Hazelwood Act is available only for use at a Texas public college or university, it is **not available** and does not apply to Grace School of Theology students and programs.

Military Tuition Assistance

We are proud to accept Military Tuition Assistance. To use military tuition assistance at Grace School of Theology, students must do the following each semester prior to the due date for tuition and fee payment:

- Read and complete the Sponsor/Third Party Payment Authorization Form found at www.gsot.edu/student-forms
- Submit a copy of the tuition assistance voucher or letter to our Bursar – must specify what the military will pay and how Grace should invoice the military to receive funds

Once our Bursar has the tuition assistance voucher and Third Party Agreement on file, we will place an estimated payment placeholder on the student's account based on the approved level of benefits. It is the student's responsibility to notify the military and the Bursar of schedule changes in circumstances where the military pays based on the student's class schedule. Military students must pay any charges not covered by tuition assistance, or set up a payment plan by Grace's established due date to avoid late fees and holds for balances due.

Raising Support

Students can ask their church/ministry leaders as well as family and friends to support them financially to continue their theological training.

Tuition Benefits for Spouses

In order to encourage spouses to participate in training, Grace School of Theology offers a special tuition benefit. Spouses of credit students taking 6 or more credit hours in a semester may take courses for non-credit/audit in that semester with no charge for tuition (fees still apply).

Undergraduate Programs

Biblical Studies Certificate (BSC)

The certificate program at Grace School of Theology is designed for the Christian layperson who desires a flexible and less demanding course of study that will provide a general know-ledge of the Bible and basic hermeneutical skills. This certificate is ideal for those volunteering in the local church or other ministry who want to be further equipped but do not wish to enter a formal undergraduate level degree program at this time. Nine credit hours of this program are transferrable from another accredited institution.

Required Courses in the BSC Program

Code	Course Name	Credit Hours
	FOUNDATIONAL CORE	
RS-210	Research Writing and Technology	3
TH-300	The Life of the Believer	3
TH-310	Principles of Biblical Interpretation	3
TH-330	Doctrine of Salvation	3
	BIBLE EXPOSITION	
BI-201	Old Testament Survey	3
BI-203	New Testament Survey	3
	SYSTEMATIC THEOLOGY	
TH-250	Survey of Bible Doctrine	3
TH-407	Doctrine 1 – The Bible and God	3
	MINISTRY SKILLS	
MS-312	Ministry Stewardship	2
	ELECTIVES	
	* Must be MS courses.	4*
	TOTAL CREDIT HOURS	**30**

BSC Program Learning Outcomes
Upon successful completion of the BSC Program the student will be able to:

1. Express a general knowledge of key books of the Bible, including individuals, major events, and historical settings.

2. Explain key doctrines of the Bible in basic terms.

3. Understand the grace principles of progressive sanctification in their personal life.

Diploma in Biblical Studies (DBS)

The Diploma in Biblical Studies is a 61-credit course of instruction that focuses on the exposition of each book of the Bible, an overview of systematic theology, and selected ministry skills. The diploma is primarily designed for those who live in locations where the completion of General Education credits is difficult for various reasons such as cost or accessibility, but would still like to be trained for practical ministry. Therefore, to receive this diploma, students are not required to complete General Education courses.

The DBS is designed for students who do not intend to continue on to a degree program. Students planning to work toward a degree should pursue the Associate or Bachelor programs as listed in this Catalog. However, students who complete the DBS and then later decide to continue on to an undergraduate degree may do so by transferring in the required General Education credits and open electives, and/or by taking these courses through Grace; ministry electives may also be completed at Grace. DBS credits will transfer into the undergraduate degree programs.

Required Courses in the DBS Program

Code	Course Name	Credit Hours
	FOUNDATIONAL CORE	
RS-210	Research Writing and Technology	3
TH-300	The Life of the Believer	3
TH-310	Principles of Biblical Interpretation	3
TH-330	Doctrine of Salvation	3
	BIBLE EXPOSITION	
BI-303	Pentateuch	3
BI-305	The History of Israel	3
BI-307	Prophetic Books	3
BI-309	Poetic Books	3
BI-340	The Life of Christ	3
BI-342	Pauline Epistles (less Romans)	3
BI-343	Acts	3
BI-344	Romans	3
BI-346	General Epistles and Revelation	3
	SYSTEMATIC THEOLOGY	
TH-407	Doctrine 1 – The Bible and God	3
TH-412	Doctrine 2 – Man, Sin and Spirit Beings	3
TH-415	Doctrine 3 – Christ and the Holy Spirit	3
TH-420	Doctrine 4 – The Church and Last Things	3
	MINISTRY SKILLS	
MS-312	Ministry Stewardship	2
MS-310	Conflict Resolution	2
MS-402	Homiletics	2
MS-404	Spiritual Leadership	2
MS-430	Internship	2
	TOTAL CREDIT HOURS	**61**

DBS Program Learning Outcomes

Upon successful completion of the DBS Program the student will be able to:

1. Express a general knowledge of the books of the Bible, including key individuals, major events, and historical settings.

2. Articulate a synthesis of every major category of systematic theology.

3. Understand and articulate the grace principles of progressive sanctification in life and ministry.

Associate of Arts in Biblical Studies (AABS)

The curriculum leading to the AABS degree is normally a two-year, 61-unit course of instruction designed to give students a basic biblical and theological foundation in preparation for a wide variety of Christian ministries. Students who successfully complete the AABS are encouraged to continue on to the BABS at Grace. Chaplaincy and Clinical Pastoral Educational (CPE) courses may be taken as electives in this program.

Required Courses in the AABS Program

Code	Course Name	Credit Hours
	FOUNDATIONAL CORE	
RS-210	Research Writing and Technology	3
TH-300	The Life of the Believer	3
TH-310	Principles of Biblical Interpretation	3
TH-330	Doctrine of Salvation	3
	BIBLE EXPOSITION	
BI-303	Pentateuch	3
BI-305	The History of Israel	3
BI-340	The Life of Christ	3
BI-342	Pauline Epistles (less Romans)	3
	SYSTEMATIC THEOLOGY	
TH-407	Doctrine 1 – The Bible and God	3
TH-412	Doctrine 2 – Man, Sin and Spirit Beings	3
	MINISTRY SKILLS	
MS-312	Ministry Stewardship	2
MS-310	Conflict Resolution	2
	GENERAL EDUCATION CORE	
EN-103	English Composition 1	3
HI- 203	Early Church History	3
CM-103	Communication Skills	3
PH-201	Introduction to Philosophy	3
PH-202	Introduction to Apologetics	3
NS-103	Physical Science	3
	ELECTIVES	
		9
	TOTAL CREDIT HOURS	**61**

AABS Program Learning Outcomes

Upon successful completion of the AABS Program the student will be able to:

1. Express a general knowledge of the books of the Bible, including key individuals, major events, and historical settings.
2. Articulate a synthesis of every major category of systematic theology.
3. Understand and articulate the grace principles of progressive sanctification in life and ministry.

General Education Core Competencies:

1. Communication: Demonstrate writing and speaking skills using logic to analyze and present argumentation, and to conduct proper research skills and documentation.
2. Information Literacy: Demonstrate basic competency in operating systems and software, use technology to locate information, evaluate its quality and applicability of information, and use that technology and information ethically.
3. Reasoning and Critical Thinking: Demonstrate quantitative and scientific reasoning, and critical thinking skills.
4. Biblical Worldview: Differentiate between biblical and secular approaches and be able to articulate and apply biblical principles in various ethical situations.

Bachelor of Arts in Biblical Studies (BABS)

The curriculum leading to the BABS degree is a 120-unit course of instruction designed to develop Christian character, a sound knowledge of the English Bible, and the skills appropriate for ministry in a local church, mission field, or other Christian ministry. Chaplaincy and Clinical Pastoral Educational (CPE) courses may be taken as electives in this program or students may choose the BABS with a minor in Chaplaincy.

Required Courses in the BABS Program

Code	Course Name	Credit Hours
	FOUNDATIONAL CORE	
RS-210	Research Writing and Technology	3
TH-300	The Life of the Believer	3
TH-310	Principles of Biblical Interpretation	3
TH-330	Doctrine of Salvation	3
	BIBLE EXPOSITION	
BI-303	Pentateuch	3
BI-305	The History of Israel	3
BI-307	Prophetic Books	3
BI-309	Poetic Books	3
BI-340	The Life of Christ	3
BI-342	Pauline Epistles (less Romans)	3
BI-343	Acts	3
BI-344	Romans	3
BI-346	General Epistles and Revelation	3
	SYSTEMATIC THEOLOGY	
TH-407	Doctrine 1 – The Bible and God	3
TH-412	Doctrine 2 – Man, Sin and Spirit Beings	3
TH-415	Doctrine 3 – Christ and the Holy Spirit	3
TH-420	Doctrine 4 – The Church and Last Things	3
TH-430	Doctrinal Summary 1	4
TH-435	Doctrinal Summary 2	4
	MINISTRY SKILLS	
MS-312	Ministry Stewardship	2
MS-310	Conflict Resolution	2
MS-402	Homiletics	2
MS-404	Spiritual Leadership	2
MS-430	Internship	2
	GENERAL EDUCATION CORE	
EN-103	English Composition 1	3
HI- 203	Early Church History	3
CM-103	Communication Skills	3
PH-201	Introduction to Philosophy	3
PH-202	Introduction to Apologetics	3
EN-104	English Composition 2	3
NS-103	Physical Science	3
BC-101	General Psychology and Counseling	3
SS-204	Cultural Anthropology	3
MU-203	Music and Worship	3
	ELECTIVES	
		21
	TOTAL CREDIT HOURS	**120**

BABS Program Learning Outcomes

Upon successful completion of the BABS Program the student will be able to:

1. Express a general knowledge of the books of the Bible, including key individuals, major events, and historical settings.
2. Articulate a synthesis of every major category of systematic theology.
3. Exegete and apply Scripture using inductive methods and principles of literal-grammatical-historical principles of interpretation.
4. Communicate biblical truth clearly and effectively and make application to everyday living.
5. Relate effectively as a servant-leader in a local church or para-church setting.
6. Understand and articulate the grace principles of progressive sanctification in life and ministry.

General Education Core Competencies:

1. Communication: Demonstrate writing and speaking skills using logic to analyze and present argumentation, and to conduct proper research skills and documentation.
2. Information Literacy: Demonstrate basic competency in operating systems and software, use technology to locate information, evaluate its quality and applicability of information, and use that technology and information ethically.
3. Reasoning and Critical Thinking: Demonstrate quantitative and scientific reasoning, and critical thinking skills.
4. Biblical Worldview: Differentiate between biblical and secular approaches and be able to articulate and apply biblical principles in various ethical situations.

BABS with a Minor in Chaplaincy

Students may choose the option of the BABS with a minor in Chaplaincy. The 18-credit minor takes the place of MS-430 Internship and 10 credit hours of electives.

Required Courses in the BABS with a Minor in Chaplaincy

Code	Course Name	Credit Hours
	FOUNDATIONAL CORE	
RS-210	Research Writing and Technology	3
TH-300	The Life of the Believer	3
TH-310	Principles of Biblical Interpretation	3
TH-330	Doctrine of Salvation	3
	BIBLE EXPOSITION	
BI-303	Pentateuch	3
BI-305	The History of Israel	3
BI-307	Prophetic Books	3
BI-309	Poetic Books	3
BI-340	The Life of Christ	3
BI-342	Pauline Epistles (less Romans)	3
BI-343	Acts	3
BI-344	Romans	3
BI-346	General Epistles and Revelation	3
	SYSTEMATIC THEOLOGY	
TH-407	Doctrine 1 – The Bible and God	3
TH-412	Doctrine 2 – Man, Sin and Spirit Beings	3
TH-415	Doctrine 3 – Christ and the Holy Spirit	3
TH-420	Doctrine 4 – The Church and Last Things	3
TH-430	Doctrinal Summary 1	4
TH-435	Doctrinal Summary 2	4
	MINISTRY SKILLS	
MS-312	Ministry Stewardship	2
MS-310	Conflict Resolution	2
MS-402	Homiletics	2
MS-404	Spiritual Leadership	2
	Internship	-
	GENERAL EDUCATION CORE	
EN-103	English Composition 1	3
HI- 203	Early Church History	3
CM-103	Communication Skills	3
PH-201	Introduction to Philosophy	3
PH-202	Introduction to Apologetics	3
EN-104	English Composition 2	3
NS-103	Physical Science	3
BC-101	General Psychology and Counseling	3
SS-204	Cultural Anthropology	3
MU-203	Music and Worship	3
	ELECTIVES	
		5
	CHAPLAIN CORE	
CH-311	Awareness of Chaplain Ministry	3
CH-450	Chaplains in the Community: Creating a Bridge for Ministry	3
CH-452	Crisis Communication & Management	3
CH-454	Responding to Trauma: Crisis Intervention Models	3
	CLINICAL PASTORAL EDUCATION (CPE)	
CH-411	Clinical Pastoral Education Level 1	3
CH-422	Clinical Pastoral Education Level 2	3
	TOTAL CREDIT HOURS	**120**

BABS Program Learning Outcomes

Upon successful completion of the BABS Program the student will be able to:

1. Express a general knowledge of the books of the Bible, including key individuals, major events, and historical settings.
2. Articulate a synthesis of every major category of systematic theology.
3. Exegete and apply Scripture using inductive methods and principles of literal-grammatical-historical principles of interpretation.
4. Communicate biblical truth clearly and effectively and make application to everyday living.
5. Relate effectively as a servant-leader in a local church or para-church setting.
6. Understand and articulate the grace principles of progressive sanctification in life and ministry.

General Education Core Competencies:

1. Communication: Demonstrate writing and speaking skills using logic to analyze and present argumentation, and to conduct proper research skills and documentation.
2. Information Literacy: Demonstrate basic competency in operating systems and software, use technology to locate information, evaluate its quality and applicability of information, and use that technology and information ethically.
3. Reasoning and Critical Thinking: Demonstrate quantitative and scientific reasoning, and critical thinking skills.
4. Biblical Worldview: Differentiate between biblical and secular approaches and be able to articulate and apply biblical principles in various ethical situations.

General Chaplain Program Competencies:

1. Communicate effectively, orally and in writing.
2. Explain a comprehensive overview of the chaplain philosophy of ministry.
3. Demonstrate servant leadership through vocational ministry.

Graduate Programs

Ministry Concentration Overview

MM and MDiv students have an option of selecting a ministry concentration from four areas or remain in the interdisciplinary track that gives them the flexibility of exploring multiple areas of study. In addition to 6 credit hours of ministry core, MM and MDiv students will be able to customize 8 credit hours with one of the four concentrations with respect to their interest. MA(BS) students will take 6 credit hours of any ministry skills courses in addition to the required ministry courses. While the core courses lay the foundation for a multifaceted ministry, the concentration courses address the students' need for ministry skills unique to the students' concentration. Students who are interested in one of the following four concentrations should consult their Academic Advisor to determine their concentration and to map out the courses accordingly. The determination of concentration will vary based on students' academic record, background and interests.

Concentration in Church Planting
This concentration is designed to equip students for planting a church in local and cross-cultural settings. Courses will cover church planting principles and practice including the elements of vision, strategy, and leadership.

Concentration in Pastoral Ministry
This concentration is designed to prepare students for the task of effectively leading the congregation of a local church. The student will have opportunity to develop skills necessary in exercising servant leadership.

Concentration in Global Outreach
This concentration is designed to equip students with skills necessary in conducting outreach ministry in various cross-cultural settings, whether local or global.

Concentration in Biblical Counseling
This concentration is designed to equip students with some basic theories and skills for Christian counseling in a non-professional environment.

Church Planting	Pastoral Ministry	Global Outreach	Counseling	Interdisciplinary
MS-759 Servant Leadership	MS-756 Expository Preaching	MS-753 Missions and Outreach	MS-757 Christian Counseling	
MS-765 Discipleship Strategies	MS-759 Servant Leadership	MS-866 Cross-Cultural Communications	MS-856 Conflict Resolution	
MS-858 Vision & Strategic Planning	MS-854 Pastoral Ministries	MS-870 Planting Churches and Ministries	MS-864 Crisis Counseling	Choose any 4 Ministry Skills courses from this Academic Catalog.
MS-870 Planting Churches and Ministries	MS-856 Conflict Resolution	MS-880 Short Term Experience in Missions	MS-868 Foundations of the Christian Home	

Master of Ministry (MM)

This 36-credit program is designed for maximum flexibility for the graduate level student who is primarily interested in acquiring general ministry skills. The student is able to choose from a wide variety of ministry classes that fit their needs and interests. The MM is designed to prepare students to serve in local churches or other forms of Christian work and ministry and can be completed in about one to two years (if attending full time). Seventeen (17) credits may be transferred into the MM from another accredited graduate institution. Chaplaincy and Clinical Pastoral Educational (CPE) courses may be taken as electives in this program.

Required Courses in the MM Program

Code	Course Name	Credit Hours
	FOUNDATIONAL CORE	
RS-503	Research Methods, Writing and Tech.	1
TH-560	Hermeneutics	3
TH-568	Soteriology	3
SF-550	Spiritual Life	3
	MINISTRY SKILLS (Required)	
MS-761	Ministry Stewardship	2
MS-771	Contemporary Moral Issues in Ministry	2
MS-773 or MS-775	Teaching for Impact or Effective Preaching	2
	MINISTRY CONCENTRATION	
	Courses listed in chart below.	8
	INTERNSHIP	
MS-890	Ministry Internship 1	2
MS-891	Ministry Internship 2	2
	ELECTIVES	
		8
	TOTAL CREDIT HOURS	**36**

MM Program Learning Outcomes

Upon successful completion of the MM Program the student will be able to:

1. Describe major concepts of each area of ministry studied.

2. Acquire ministry skills in their area of interest and expertise.

3. Understand and articulate the grace principles of progressive sanctification.

Master of Arts (Biblical Studies)

The MA(BS) program (60 credits) at Grace offers graduate-level biblical and theological instruction aimed at providing a solid foundation in the Scriptures. It is designed with a particular focus on equipping those within a broad spectrum of Christian service, such as those in supporting roles within the local church, as well as those within para-church ministries and mission agencies.

The degree typically takes a little over two years to complete (if attending full time) and is uniquely structured to provide a comprehensive overview of the majority of the books of the Bible and most categories of systematic theology. This degree program is designed for those seeking ministry opportunities in the local church or in other Christian ministry and is a stair-step degree for those who desire to continue their studies in the Master of Divinity degree. Students may transfer up to 29 credits into the MA(BS) from another accredited graduate institution. Chaplaincy and Clinical Pastoral Educational (CPE) courses may be taken as electives in this program.

Required Courses in the MA(BS) Program

Code	Course Name	Credit Hours
	FOUNDATIONAL CORE	
RS-503	Research Methods, Writing and Tech.	1
TH-560	Hermeneutics	3
TH-568	Soteriology	3
SF-550	Spiritual Life	3
	BIBLE EXPOSITION	
OT-512	The Pentateuch	3
OT-514	Historical Books	3
OT-618	Major Prophets	3
NT-513	Gospels	3
NT-515	Acts and Pauline Epistles	3
NT-517	General Epistles and Revelation	3
	SYSTEMATIC THEOLOGY	
TH-563	The Basis of Free Grace Theology	3
TH-565	Bibliology and Theology Proper	3
TH-567	Christology and Pneumatology	3
TH-667	Ecclesiology and Eschatology	3
	MINISTRY SKILLS (Required)	
MS-761	Ministry Stewardship	2
MS-771	Contemporary Moral Issues in Ministry	2
MS-773 or MS-775	Teaching for Impact or Effective Preaching	2
	MINISTRY CONCENTRATION	
	Choose any MS course.	6
	ELECTIVES	
		8
	TOTAL CREDIT HOURS	60

MA(BS) Program Learning Outcomes
Upon successful completion of the MA(BS) Program the student will be able to:

1. Explain a comprehensive overview of the basic content and theme of each book in the Old and New Testament.
2. Articulate a synthesis of every major category of systematic theology and trace its development throughout church history.
3. Exegete and apply Scripture using inductive methods and principles of literal-grammatical-historical hermeneutics.
4. Understand and articulate the grace principles of progressive sanctification.
5. Communicate effectively, orally and in writing.

Master of Divinity (MDiv)

The Master of Divinity degree (95 credits) is traditionally the most common seminary degree for equipping those whose desire is to serve the Lord in some type of professional ministry capacity. It is especially common among those seeking preparation for pastoral or classroom ministry, or any other ministry where the primary task is expositing the Word of God. However, anyone whose ministry goals will be furthered by obtaining a firm grasp of the Scriptures, including the original languages, will benefit from a Master of Divinity degree from Grace. The MDiv also prepares students to enter directly into a post-graduate (doctoral) professional program such as the Doctor of Ministry degree (see below). Students may choose the option of the MDiv with a minor in Chaplaincy.

At Grace, the MDiv degree is uniquely structured to balance biblical and theological studies with ministry skills concentrations that will result not only in increased knowledge of God's Word, but also preparation for the common demands of everyday ministry. The 95-credit degree typically takes a little over 3 years to complete (if one attends full time). Students may transfer up to 47 credits from another accredited graduate institution into the MDiv program.

Required Courses in the MDiv Program

Code	Course Name	Credit Hours
	FOUNDATIONAL CORE	
RS-503	Research Methods, Writing and Tech.	1
TH-560	Hermeneutics	3
TH-568	Soteriology	3
SF-550	Spiritual Life	3
	BIBLE EXPOSITION	
OT-512	The Pentateuch	3
OT-514	Historical Books	3
OT-516	Wisdom Literature	3
OT-618	Major Prophets	3
OT-620	Minor Prophets	3
NT-513	Gospels	3
NT-515	Acts and Pauline Epistles	3
NT-517	General Epistles and Revelation	3
	SYSTEMATIC THEOLOGY	
TH-563	The Basis of Free Grace Theology	3
TH-565	Bibliology and Theology Proper	3
TH-567	Christology and Pneumatology	3
TH-663	Angel, Anthro. and Hamartiology	3
TH-667	Ecclesiology and Eschatology	3
TH-767	Church History and Historical Theology 1	2
TH-783	Church History and Historical Theology 2	2
	BIBLICAL LANGUAGES	
NT-772	Elementary Greek 1	3
NT-774	Elementary Greek 2	3
OT-771	Elementary Hebrew 1	3
OT-773	Elementary Hebrew 2	3
NT-875	Introduction to Greek Exegesis	3
NT-877	Advanced Greek Exegesis	3
	MINISTRY SKILLS (Required)	
MS-761	Ministry Stewardship	2
MS-771	Contemporary Moral Issues in Ministry	2
MS-773 or MS-775	Teaching for Impact or Effective Preaching	2
	MINISTRY CONCENTRATION	
	Courses listed in chart.	8
	INTERNSHIP	
MS-890	Ministry Internship 1	2
MS-891	Ministry Internship 2	2
	ELECTIVES	
		6
	TOTAL CREDIT HOURS	**95**

MDiv Program Learning Outcomes

Upon successful completion of the MDiv Program the student will be able to:

1. Explain a comprehensive overview of the basic content and theme of each book in the Old and New Testament.
2. Articulate a synthesis of every major category of systematic theology and trace its development throughout church history.
3. Understand and articulate the grace principles of progressive sanctification.
4. Demonstrate a working knowledge of biblical Hebrew and Greek.
5. Lead a local church or para-church ministry by utilizing practical ministry skills and communicating effectively.
6. Communicate effectively, orally and in writing.

MDiv with a Minor in Chaplaincy

Students may choose the option of the MDiv with a minor in Chaplaincy. The 18-credit minor takes the place of the Ministry Concentration, Internship, and Elective courses. *CPE course level depends on prior completed CPE work.

Required Courses in the MDiv with a Minor in Chaplaincy

Code	Course Name	Credit Hours
	FOUNDATIONAL CORE	
RS-503	Research Methods, Writing and Tech.	1
TH-560	Hermeneutics	3
TH-568	Soteriology	3
SF-550	Spiritual Life	3
	BIBLE EXPOSITION	
OT-512	The Pentateuch	3
OT-514	Historical Books	3
OT-516	Wisdom Literature	3
OT-618	Major Prophets	3
OT-620	Minor Prophets	3
NT-513	Gospels	3
NT-515	Acts and Pauline Epistles	3
NT-517	General Epistles and Revelation	3
	SYSTEMATIC THEOLOGY	
TH-563	The Basis of Free Grace Theology	3
TH-565	Bibliology and Theology Proper	3
TH-567	Christology and Pneumatology	3
TH-663	Angel, Anthro. and Hamartiology	3
TH-667	Ecclesiology and Eschatology	3
TH-767	Church History and Historical Theology 1	2
TH-783	Church History and Historical Theology 2	2
	BIBLICAL LANGUAGES	
NT-772	Elementary Greek 1	3
NT-774	Elementary Greek 2	3
OT-771	Elementary Hebrew 1	3
OT-773	Elementary Hebrew 2	3
NT-875	Introduction to Greek Exegesis	3
NT-877	Advanced Greek Exegesis	3
	MINISTRY SKILLS (Required)	
MS-761	Ministry Stewardship	2
MS-771	Contemporary Moral Issues in Ministry	2
MS-773 or MS-775	Teaching for Impact or Effective Preaching	2
	MINISTRY CONCENTRATION	
		-
	INTERNSHIP	
		-
	ELECTIVES	
		-
	CHAPLAIN CORE	
CH-602	Introduction to Community and Public Safety Chaplaincy	3
CH-712	Foundations of Crisis Intervention	3
CH-714	Intermediate Crisis Intervention	3
CH-715	Issues in Chaplaincy	3
	CLINICAL PASTORAL EDUCATION (CPE)	
	*CH-611, CH-622, CH-633, CH-644	6
	TOTAL CREDIT HOURS	**95**

MDiv Program Learning Outcomes

Upon successful completion of the MDiv Program the student will be able to:

1. Explain a comprehensive overview of the basic content and theme of each book in the Old and New Testament.
2. Articulate a synthesis of every major category of systematic theology and trace its development throughout church history.
3. Understand and articulate the grace principles of progressive sanctification.
4. Demonstrate a working knowledge of biblical Hebrew and Greek.
5. Lead a local church or para-church ministry by utilizing practical ministry skills and communicating effectively.
6. Communicate effectively, orally and in writing.

General Chaplain Program Competencies:

1. Communicate effectively, orally and in writing.
2. Explain a comprehensive overview of the chaplain philosophy of ministry.
3. Demonstrate servant leadership through vocational ministry.

Master of Theology (ThM)

The ThM degree is the highest graduate level academic degree available at Grace. The ThM degree is 29 credits beyond the MDiv (for a total of 124 credits). Most course-work is in biblical languages and research, culminating in the thesis, the capstone project. The ThM also prepares students to enter post-graduate (doctoral) research programs such as a PhD or ThD. This degree is also beneficial for those who desire to teach in an academic institution and/or who desire to be more effective in their teaching and preaching ministry. Students may transfer up to 14 credit hours beyond their earned MDiv into the ThM Program from another accredited graduate institution. For a fee, students may extend the length of time to complete the thesis by completing the General Petition Form. Approval must come from the Graduate Dean.

Applicants for the ThM program must have completed the Master of Divinity (a minimum of 90 credit hours, including one year each of biblical Greek and Hebrew), or equivalent, with a minimum 3.0 GPA, prior to enrollment. Those who have not completed the biblical language requirement may still enroll but must complete the first year language requirements before proceeding to subsequent years of language study. This may be accomplished concurrently while enrolled.

ThM Program Learning Outcomes
Upon successful completion of the ThM Program the student will be able to:
1. Demonstrate the ability to exegete the Hebrew and/or Greek texts of the Bible.
2. Conduct research at the advanced graduate level with breadth and depth within a specific field of study.

Required Courses in the ThM Program

Code	Course Name	Credit Hours
	SYSTEMATIC THEOLOGY	
TH-775	Christian Apologetics	3
TH-780	Advanced Theological Methods	4
	BIBLICAL LANGUAGES	
NT-875	Introduction to Greek Exegesis	3
NT-877	Advanced Greek Exegesis	3
OT-875	Introduction to Hebrew Exegesis	3
OT-877	Advanced Hebrew Exegesis	3
OT / NT	Advanced Exposition in OT or NT	4
	RESEARCH	
RS-890	Thesis Proposal	3
RS-892	Thesis Project	3
	TOTAL CREDIT HOURS	**29**

Graduate Chaplaincy Programs

Introduction to the Program

The Chaplain Focused Programs at Grace provide graduate-level, biblical and practical theological instruction, aimed at providing a solid foundation in Chaplaincy and equipping servant leaders for military, public safety, community and hospital-based chaplaincy. It is designed with an integrative approach that contextualizes both skills-based and issue-based training to the environment of service and adult student-centered active learning pedagogy.

Program design considerations include activity-based learning that is relevant to the student and subject matter, taking the student from what they know to what they do not know and from simple to complex, utilizing activities that are designed to aid them in experientially discovering knowledge and beliefs and modeled by experts within the context of service of Chaplaincy.

Clinical Pastoral Education (CPE)

Students enrolled in the Master of Arts in Chaplaincy (MAC) or in the Master of Arts in Military Chaplaincy (MAMC) are required to complete Clinical Pastoral Education (CPE) credits. The student's CPE course level depends on prior CPE work completed. Each level of CPE consists of 16 weeks with a total of 400 hours of which 100 hours of classroom and 300 hours of internship.

CPE is not required for those enrolled in the Certificate in Chaplaincy (CC). However, CC students are encouraged to complete CPE for their professional and personal enrichment.

CPE is an action/reflection/action inductive method of learning. It is about change, transition and transformation and involves peer and individual supervision as part of the action-reflection process. Supervision is an engaging encounter between a supervisor and supervisees in which reflection is utilized to review a variety of pastoral encounters and ministry reporting events. Supervisees covenant together so that growth and development occur in self-awareness, ministry competence, and theological understanding.

Grace School of Theology is pleased to partner with Clinical Pastoral Education International (CPEI) who provides exceptional supervised clinical pastoral education for those interested in chaplaincy and pastoral care ministries. The CPE Supervisors providing the supervised clinical training are highly qualified with years of experience in various chaplaincy ministries as well as additional training in pastoral supervision. Students who need to complete CPE units but do not need to seek a degree with Grace, may enroll as a Special Status Student. (See more details about enrolling as a Special Status Student in this Catalog.)

Students who successfully complete each CPE course will also receive Membership in Clinical Pastoral Education International (CPEI) and a Certificate of Completion. CPEI sets the standards for the CPE courses and validates the quality of the course work and experiential expertise of our instructors. Upon successful completion of the course a fee of $50 will be assessed by the Grace Bursar. Students will receive a CPEI Certificate and are eligible to register for CPEI Membership via the CPEI website.

For more information about Grace's Chaplaincy Programs and CPE, contact Senior Chaplain Ken Schlenker at kschlenker@gsot.edu.

Certificate in Chaplaincy (CC)

The *Certificate in Chaplaincy* is a 20-credit program that lays out the core foundation, knowledge, skills and issues faced within chaplaincy and prepares the student to (1) utilize chaplaincy as part of their ministry or (2) provide chaplain services within a secular environment. Such environments might include but are not limited to: sports, marketplace, disaster, community, and other faith-based ministries. The degree typically takes a little over a year to complete (if attending full time). Up to 9 credits may be transferred into the CC from another accredited graduate institution

Required Courses in the CC Program (Option 2)

Code	Course Name	Credit Hours
	FOUNDATIONAL CORE	
TH-568	Soteriology	3
SF-550	Spiritual Life	3
	MINISTRY SKILLS	
MS-864	Crisis Counseling	2
	CHAPLAIN CORE	
CH-601	Cultivating an Awareness of the Chaplain Ministry	3
CH-712	Foundations of Crisis Intervention	3
CH-713	Suicide Prevention, Intervention, and Postvention	3
	CLINICAL PASTORAL EDUCATION (CPE)	
CH-611	Clinical Pastoral Education 1	3
	TOTAL CREDIT HOURS	**20**

CC Program Learning Outcomes
Upon successful completion of the CC Program the student will be able to:

1. Identify the diversity of ministry service contexts available in the 21st century.
2. Recognize and understand the issues that arise from a critical incident.
3. Understand the types of critical incident stress management (CISM) intervention responses.

General Chaplain Program Competencies:

1. Communicate effectively, orally and in writing.
2. Explain a comprehensive overview of the chaplain philosophy of ministry.
3. Demonstrate servant leadership through vocational ministry.

Master of Arts in Chaplaincy (MAC)

The Master of Arts in Chaplaincy (46 credits) at Grace offers graduate-level instruction aimed at providing a solid foundation in Chaplaincy. It is designed with a focus on equipping those within a broad spectrum of Chaplain service, such as those involved with community (faith-based) or public safety roles.

The degree typically takes a little over two years to complete (if attending full time) and is uniquely structured to provide an overview of the contextualized environment and culture of secular support roles of chaplaincy, and the issues that arise within these environments. The program is a stair-step degree for those who desire to continue their studies into the Master of Arts in Military Chaplaincy (MAMC). Students may transfer up to 23 credits into the MAC from another accredited graduate institution. Students who have completed a BABS may receive up to 12 credits of Advanced Standing. *CPE course level depends on prior completed CPE work.

Required Courses in the MAC Program

Code	Course Name	Credit Hours
	FOUNDATIONAL CORE	
RS-503	Research Methods, Writing and Tech.	1
TH-560	Hermeneutics	3
TH-568	Soteriology	3
SF-550	Spiritual Life	3
	BIBLE EXPOSITION	
OT-501	Old Testament Survey	3
NT-501	New Testament Survey	3
	SYSTEMATIC THEOLOGY	
TH-501	Survey of Systematic Theology	3
	MINISTRY SKILLS	
MS-757	Christian Counseling	2
MS-856	Conflict Resolution	2
MS-864	Crisis Counseling	2
	CHAPLAIN CORE	
CH-602	Introduction to Community and Public Safety Chaplaincy	3
CH-712	Foundations of Crisis Intervention	3
CH-713	Suicide Prevention, Intervention, and Postvention	3
CH-714	Intermediate Crisis Intervention	3
CH-715	Issues in Chaplaincy	3
	CLINICAL PASTORAL EDUCATION (CPE)	
	*CH-611, CH-622, CH-633, CH-644	6
	TOTAL CREDIT HOURS	**46**

MAC Program Learning Outcomes

Upon successful completion of the MAC Program the student will be able to:

1. Explain hypervigilance and its associated negative consequences.
2. Utilize suicide prevention, intervention and postvention skills.
3. Acquire critical incident stress management ministry skills applicable to the area of service including active listening communication techniques.
4. Explain the usage of incident command systems (ICS) for large scale, multi-agency/multi-jurisdiction incidents.

General Chaplain Program Competencies:

1. Communicate effectively, orally and in writing.
2. Explain a comprehensive overview of the chaplain philosophy of ministry.
3. Demonstrate servant leadership through vocational ministry.

Master of Arts in Military Chaplaincy (MAMC)

The Masters of Arts in Military Chaplaincy (75 credits) at Grace is designed to provide advanced preparation for service as a military chaplain. This program fulfills the Department of Defense 1304.28 educational requirements for Military Chaplaincy. Grace's MAMC offers not only a solid core of studies focused on preparing the student-chaplain, but offers as well as strong foundation of preparing the student for the pulpit ministry as an effective chaplain. An offering of systematic theology, Bible exposition, biblical hermeneutics and ministry skills coursework will prepare the chaplain candidate to enter military service with a well-balanced preparation to be a servant-leader.

The degree typically takes a little over three years to complete (if attending full time) and is uniquely structured to the issues that arise within the military environment. Students may transfer up to 37 credits into the MAMC from another accredited graduate institution. Students who have completed a BABS may receive up to 18 credits of Advanced Standing. *CPE course level depends on prior completed CPE work.

Required Courses in the MAMC Program

Code	Course Name	Credit Hours
	FOUNDATIONAL CORE	
RS-503	Research Methods, Writing and Tech.	1
TH-560	Hermeneutics	3
TH-568	Soteriology	3
SF-550	Spiritual Life	3
	BIBLE EXPOSITION	
OT-512	The Pentateuch	3
OT-516	Wisdom Literature	3
NT-513	Gospels	3
NT-515	Acts and Pauline Epistles	3
	SYSTEMATIC THEOLOGY	
TH-563	The Basis of Free Grace Theology	3
TH-565	Bibliology and Theology Proper	3
TH-567	Christology and Pneumatology	3
	BIBLICAL LANGUAGES	
NT-772	Elementary Greek 1	3
NT-774	Elementary Greek 2	3
	MINISTRY SKILLS	
MS-757	Christian Counseling	2
MS-759	Servant Leadership	2
MS-761	Ministry Stewardship	2
MS-771	Contemporary Moral Issues in Ministry	2
MS-775	Effective Preaching	2
MS-856	Conflict Resolution	2
MS-864	Crisis Counseling	2
	CHAPLAIN CORE	
CH-603	Introduction to Military Chaplaincy	3
CH-712	Foundations of Crisis Intervention	3
CH-713	Suicide Prevention, Intervention, and Postvention	3
CH-714	Intermediate Crisis Intervention	3
CH-721	Ministry Within a Pluralistic Society	3
CH-722	Issues in Military Chaplaincy	3
	CLINICAL PASTORAL EDUCATION (CPE)	
	*CH-611, CH-622, CH-633, CH-644	6
	TOTAL CREDIT HOURS	**75**

MAMC Program Learning Outcomes
Upon successful completion of the MAMC Program the student will be able to:

1. Address the unique issues specific to armed forces culture.
2. Describe appropriate response to the technical and tactical chain of command ensuring unit cohesion.
3. Exhibit effective ministry skill sets related to competency in the area and knowledge of different faith-based traditions and interfaith dialogue.
4. Provide pastoral counseling and care integrating spiritual insight into the counseling process.
5. Reflect and practice the ethics and professional requirements of chaplaincy.
6. Prepare and deliver sermons and studies based on sound exegetical principles.

General Chaplain Program Competencies:

1. Communicate effectively, orally and in writing.
2. Explain a comprehensive overview of the chaplain philosophy of ministry.
3. Demonstrate servant leadership through vocational ministry.

Program Comparison Charts

Undergraduate Programs

Code	Course Name	Biblical Studies Certificate (BSC)	Diploma in Biblical Studies (DBS)	AA in Biblical Studies (AABS)	BA in Biblical Studies (BABS)
	FOUNDATIONAL CORE				
RS-210	Research Writing and Technology	3	3	3	3
TH-300	The Life of the Believer	3	3	3	3
TH-310	Principles of Biblical Interpretation	3	3	3	3
TH-330	Doctrine of Salvation	3	3	3	3
	BIBLE EXPOSITION				
BI-201	Old Testament Survey	3			
BI-203	New Testament Survey	3			
BI-303	Pentateuch		3	3	3
BI-305	The History of Israel		3	3	3
BI-307	Prophetic Books		3		3
BI-309	Poetic Books		3		3
BI-340	The Life of Christ		3	3	3
BI-342	Pauline Epistles (less Romans)		3	3	3
BI-343	Acts		3		3
BI-344	Romans		3		3
BI-346	General Epistles and Revelation		3		3
	SYSTEMATIC THEOLOGY				
TH-250	Survey of Bible Doctrine	3			
TH-407	Doctrine 1 – The Bible and God	3	3	3	3
TH-412	Doctrine 2 – Man, Sin and Spirit Beings		3	3	3
TH-415	Doctrine 3 – Christ and the Holy Spirit		3		3
TH-420	Doctrine 4 – The Church and Last Things		3		3
TH-430	Doctrinal Summary 1				4
TH-435	Doctrinal Summary 2				4
	MINISTRY SKILLS				
MS-312	Ministry Stewardship	2	2	2	2
MS-310	Conflict Resolution		2	2	2
MS-402	Homiletics		2		2
MS-404	Spiritual Leadership		2		2
MS-430	Internship		2		2
	GENERAL EDUCATION CORE				
EN-103	English Composition 1			3	3
HI- 203	Early Church History			3	3
CM-103	Communication Skills			3	3
PH-201	Introduction to Philosophy			3	3
PH-202	Introduction to Apologetics			3	3
NS-103	Physical Science			3	3
EN-104	English Composition 2				3
BC-101	General Psychology and Counseling				3
SS-204	Cultural Anthropology				3
MU-203	Music and Worship				3
	ELECTIVES				
	* Must be MS courses.	4*	0	9	21
	TOTAL CREDIT HOURS	**30**	**61**	**61**	**120**

Graduate Programs

Code	Course Name	Master of Ministry (MM)	Master of Arts (Biblical Studies) MA(BS)	Master of Divinity (MDiv)
	FOUNDATIONAL CORE			
RS-503	Research Methods, Writing and Technology	1	1	1
TH-560	Hermeneutics	3	3	3
TH-568	Soteriology	3	3	3
SF-550	Spiritual Life	3	3	3
	BIBLE EXPOSITION			
OT-512	The Pentateuch		3	3
OT-514	Historical Books		3	3
OT-516	Wisdom Literature			3
OT-618	Major Prophets		3	3
OT-620	Minor Prophets			3
NT-513	Gospels		3	3
NT-515	Acts and Pauline Epistles		3	3
NT-517	General Epistles and Revelation		3	3
	SYSTEMATIC THEOLOGY			
TH-563	The Basis of Free Grace Theology		3	3
TH-565	Bibliology and Theology Proper		3	3
TH-567	Christology and Pneumatology		3	3
TH-663	Angel, Anthro. and Hamartiology			3
TH-667	Ecclesiology and Eschatology		3	3
TH-767	Church History and Historical Theology 1			2
TH-783	Church History and Historical Theology 2			2
	BIBLICAL LANGUAGES			
NT-772	Elementary Greek 1			3
NT-774	Elementary Greek 2			3
OT-771	Elementary Hebrew 1			3
OT-773	Elementary Hebrew 2			3
NT-875	Introduction to Greek Exegesis			3
NT-877	Advanced Greek Exegesis			3
	MINISTRY SKILLS (Required)			
MS-761	Ministry Stewardship	2	2	2
MS-771	Contemporary Moral Issues in Ministry	2	2	2
MS-773 or MS-775	Teaching for Impact or Effective Preaching	2	2	2
	MINISTRY CONCENTRATION	8 Credits	6 Credits	8 Credits
		MM students will choose from the concentration options.	**MA(BS) students may select any MS courses.**	**MDiv students will choose from the concentration options.**
	INTERNSHIP			
MS-890	Ministry Internship 1	2		2
MS-891	Ministry Internship 2	2		2
	ELECTIVES			
		8	8	6
	TOTAL CREDIT HOURS	**36**	**60**	**95**

Graduate Chaplaincy Programs

Code	Course Name	Certificate in Chaplaincy (CC)	Master of Arts in Chaplaincy (MAC)	Master of Arts in Military Chaplaincy (MAMC)
	FOUNDATIONAL CORE			
RS-503	Research Methods, Writing and Tech.		1	1
TH-560	Hermeneutics		3	3
TH-568	Soteriology	3	3	3
SF-550	Spiritual Life	3	3	3
	BIBLE EXPOSITION			
OT-501	Old Testament Survey		3	
OT-512	The Pentateuch			3
OT-516	Wisdom Literature			3
NT-501	New Testament Survey		3	
NT-513	Gospels			3
NT-515	Acts and Pauline Epistles			3
	SYSTEMATIC THEOLOGY			
TH-501	Survey of Systematic Theology		3	
TH-563	The Basis of Free Grace Theology			3
TH-565	Bibliology and Theology Proper			3
TH-567	Christology and Pneumatology			3
	BIBLICAL LANGUAGES			
NT-772	Elementary Greek 1			3
NT-774	Elementary Greek 2			3
	MINISTRY SKILLS			
MS-757	Christian Counseling		2	2
MS-759	Servant Leadership			2
MS-761	Ministry Stewardship			2
MS-771	Contemporary Moral Issues in Ministry			2
MS-775	Effective Preaching			2
MS-856	Conflict Resolution		2	2
MS-864	Crisis Counseling	2	2	2
	CHAPLAIN CORE			
CH-601	Cultivating an Awareness of the Chaplain Ministry	3		
CH-602	Introduction to Community and Public Safety		3	
CH-603	Introduction to Military Chaplaincy			3
CH-712	Foundations of Crisis Intervention	3	3	3
CH-713	Suicide Prevention, Intervention & Postvention	3	3	3
CH-714	Intermediate Crisis Intervention		3	3
CH-715	Issues in Chaplaincy		3	
CH-721	Ministry Within a Pluralistic Society			3
CH-722	Issues in Military Chaplaincy			3
	CLINICAL PASTORAL EDUCATION (CPE)			
	CH-611, CH-622, CH-633, CH-644	3	6	6
	CPE course level depends on prior completed CPE coursework.			
	TOTAL CREDIT HOURS	**20**	**46**	**75**

Course Progression Charts

Undergraduate Programs

Associate of Arts in Biblical Studies

The following Progression Chart is the recommended sequence of courses to help students navigate through the advancement of their AABS program in 2 years. All students are encouraged to seek advisement from their Academic Advisor when planning their educational program and registering for courses.

AABS Two-Year Plan   **Total Credit Hours Required: 61**

Year	Fall		Spring		Summer
	Module 1	Module 2	Module 3	Module 4	Module 5
1	RS-210 Research Writing & Technology	TH-330 Doctrine of Salvation	TH-300 The Life of the Believer	BI-342 Pauline Epistles (Less Romans)	BI-340 The Life of Christ
	TH-310 Principles of Biblical Interpretation		TH-407 Doctrine 1- The Bible and God		BI-303 Pentateuch
	EN-103 English Composition 1**		EN-104 English Composition 2** OR other Elective*		
	12 Credits		*12 Credits*		*6 Credits*
	Module 1	Module 2	Module 3	Module 4	Module 5
2	TH-412 Doctrine 2- Man, Sin and Spirit Beings	MS-310 Conflict Resolution	BI-305 The History of Israel	TH-415 Doctrine 3- Christ and the Holy Spirit OR other elective*	CM-103 Communication Skills
	PH-201 Introduction to Philosophy	BI-307 Prophetic Books OR other Elective*	PH-202 Introduction to Apologetics		HI-203 Early Church History
	MS-312 Ministry Stewardship**		NS-103 Physical Science **		
	13 Credits		*12 Credits*		*6 Credits*

* Suggested Electives are based on continuation into the BABS Program.
**Course length is 16 weeks.

Course Offerings may be subject to change.

Bachelor of Arts in Biblical Studies

The following Progression Chart is the recommended sequence of courses to help students navigate through the advancement of their BABS program in 4 years. All students are encouraged to seek advisement from their Academic Advisor when planning their educational program and registering for courses.

BABS Four-Year Plan   **Total Credit Hours Required: 120**

Year	Fall		Spring		Summer
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
1	RS-210 Research Writing & Technology	TH-330 Doctrine of Salvation	TH-300 The Life of the Believer	BI-342 Pauline Epistles (Less Romans)	BI-340 The Life of Christ
	TH-310 Principles of Biblical Interpretation		TH-407 Doctrine 1- The Bible and God		BI-303 Pentateuch
	EN-103 English Composition 1**		EN-104 English Composition 2**		
	12 Credits		*12 Credits*		*6 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
2	TH-412 Doctrine 2- Man, Sin and Spirit Beings	MS-310 Conflict Resolution	BI-305 The History of Israel	TH-415 Doctrine 3- Christ and the Holy Spirit	CM-103 Communication Skills
	PH-201 Introduction to Philosophy	BI-307 Prophetic Books	PH-202 Introduction to Apologetics		HI-203 Early Church History
	MS-312 Ministry Stewardship**		NS-103 Physical Science **		
	13 Credits		*12 Credits*		*6 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
3	BI-309 Poetic Books	TH-420 Doctrine 4- The Church and the Last Things	Elective #1	BI-343 Acts	SS-204 Cultural Anthropology
	MS-404 Spiritual Leadership	BI-346 General Epistles & Revelation	Elective #2	BI-344 Romans	BC-101 General Psychology and Counseling
	MS-402 Homiletics**				
	13 Credits		*12 Credits*		*6 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
4	Elective #3	MU-203 Music and Worship	Elective #4	Elective #5	Elective #6
	MS-430 Internship				Elective #7
	TH-430 Doctrinal Summary 1		TH-435 Doctrinal Summary 2		
	12 Credits		*10 Credits*		*6 Credits*

***Course length is 16 weeks.*   Course Offerings may be subject to change.

BABS (Chaplaincy Minor) Four-Year Plan   **Total Credit Hours Required: 120**

Year	Fall		Spring		Summer
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
1	RS-210 Research Writing & Technology	TH-330 Doctrine of Salvation	TH-300 The Life of the Believer	BI-342 Pauline Epistles (Less Romans)	BI-340 The Life of Christ
	TH-310 Principles of Biblical Interpretation		TH-407 Doctrine 1- The Bible and God		BI-303 Pentateuch
	EN-103 English Composition 1**		EN-104 English Composition 2**		
	12 Credits		*12 Credits*		*6 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
2	TH-412 Doctrine 2- Man, Sin and Spirit Beings	MS-310 Conflict Resolution	BI-305 The History of Israel	TH-415 Doctrine 3- Christ and the Holy Spirit	CM-103 Communication Skills
	PH-201 Introduction to Philosophy	BI-307 Prophetic Books	PH-202 Introduction to Apologetics		HI-203 Early Church History
	MS-312 Ministry Stewardship**		NS-103 Physical Science **		
	13 Credits		*12 Credits*		*6 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
3	BI-309 Poetic Books	TH-420 Doctrine 4- The Church and the Last Things	Elective #1	BI-343 Acts	SS-204 Cultural Anthropology
	MS-404 Spiritual Leadership	BI-346 General Epistles & Revelation	CH-311 An Awareness of Chaplain Ministry	BI-344 Romans	BC-101 General Psychology and Counseling
	MS-402 Homiletics**				
	13 Credits		*11-12 Credits*		*6 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
4	CH-450 Responding to Trauma: Crisis Intervention Models	MU-203 Music and Worship	CH-452 Chaplains in Community: Creating a Bridge for Ministry		Elective #6
	CH-411 Clinical Pastoral Education 1		CH-422 Clinical Pastoral Education 2		CH-454 Crisis Communication & Management
	TH-430 Doctrinal Summary 1		TH-435 Doctrinal Summary 2		
	13 Credits		*10 Credits*		*5-6 Credits*

***Course length is 16 weeks.*   Course Offerings may be subject to change.

Graduate Programs

Master of Ministry

The following Progression Charts are the recommended sequence of courses to help students navigate through the advancement of their MM program in 1 & 1/2 years to 2 years. All students are encouraged to seek advisement from their Academic Advisor when planning their educational program and registering for courses.

MM Year and Half Plan   **Total Credit Hours Required: 36**

Year	Fall		Spring		Summer
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
1	RS-503 Research Methods, Writing & Technology	Open Elective*	MS-775 Effective Preaching***	MS-773 Teaching for Impact***	SF-550 Spiritual Life
	TH-560 Hermeneutics	MS- Ministry Elective	MS-761 Ministry Stewardship	MS-771 Contemporary Moral Issues in Ministry	Open Elective*
			MS- Ministry Elective		MS- Ministry Elective
	8-9 Credits		*8 Credits*		*7-8 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
2	TH-568 Soteriology**		Open Elective*		
	MS-890 Ministry Internship 1**		MS-891 Ministry Internship 2**		
	MS-Ministry Elective	Open Elective*			
	9-10 Credits		*4-5 Credits*		

* *Open electives can be 2 or 3 credits. (2+2+2+2) or (3+3+2).*   Course Offerings may be subject to change.
***Course length is 16 weeks.*
*** *Students must take MS-775 or MS-773 to fulfill the program requirement.*

MM Two-Year Plan   **Total Credit Hours Required: 36**

Year	Fall		Spring		Summer
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
1	RS-503 Research Methods, Writing & Technology	Open Elective*	SF-550 Spiritual Life	MS-771 Contemporary Moral Issues in Ministry	MS- Ministry Elective
	TH-560 Hermeneutics			MS- Ministry Elective	Open Elective*
	6-7 Credits		*7 Credits*		*4-5 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
2	TH-568 Soteriology*		MS-775 Effective Preaching***	MS-773 Teaching for Impact***	MS- Ministry Elective
	MS-890 Ministry Internship 1*		MS-891 Ministry Internship 2*		Open Elective*
	Open Elective*		MS-761 Ministry Stewardship	MS- Ministry Elective	
	7-8 Credits		*8 Credits*		*4-5 Credits*

* *Open electives can be 2 or 3 credits. (2+2+2+2) or (3+3+2).*   Course Offerings may be subject to change.
***Course length is 16 weeks.*
*** *Students must take MS-775 or MS-773 to fulfill the program requirement.*

Master of Arts (Biblical Studies)

The following Progression Charts are the recommended sequence of courses to help students navigate through the advancement of their MA(BS) program in 2 years to 3 years. All students are encouraged to seek advisement from their Academic Advisor when planning their educational program and registering for courses.

MA(BS)Two-Year Plan   **Total Credit Hours Required: 60**

Year	Fall		Spring		Summer
	Module 1	Module 2	Module 3	Module 4	Module 5
1	RS-503 Research Methods, Writing & Technology	OT-512 The Pentateuch	NT-513 Gospels	MS-771 Contemporary Moral Issues in Ministry	TH-565 Bibliology & Theology Proper
	TH-560 Hermeneutics	MS- Ministry Elective	SF-Spiritual Life	OT-618 Major Prophets	NT-515 Acts & Pauline Epistles
		Open Elective*			Open Elective*
	11-12 Credits		*11 Credits*		*8-9 Credits*
	Module 1	Module 2	Module 3	Module 4	Module 5
2	TH-568 Soteriology**		MS-761 Ministry Stewardship	TH-563 Basis of Free Grace Theology	NT-517 General Epistles and Revelation
	OT-514 Historical Books	TH-567 Christology & Pneumatology	MS- Ministry Elective	TH-667 Ecclesiology & Eschatology	MS- Ministry Elective
		Open Elective*	MS-775 Effective Preaching***	MS-773 Teaching for Impact***	Open Elective*
	11-12 Credits		*12 Credits*		*7-8 Credits*

* Open electives can be 2 or 3 credits each but must total 8 credits. (2+2+2+2) or (3+3+2)   Course Offerings may be subject to change.
**Course length is 16 weeks.
*** Students must take MS-775 or MS-773 to fulfill the program requirement.

MA(BS)Three-Year Plan   **Total Credit Hours Required: 60**

Year	Fall		Spring		Summer
	Module 1	Module 2	Module 3	Module 4	Module 5
1	RS-503 Research Methods, Writing & Technology	OT-512 The Pentateuch	NT-513 Gospels	MS-771 Contemporary Moral Issues in Ministry	TH-565 Bibliology & Theology Proper
	TH-560 Hermeneutics		SF-Spiritual Life		MS- Ministry Elective
	7 Credits		*8 Credits*		*5 Credits*
	Module 1	Module 2	Module 3	Module 4	Module 5
2	TH-568 Soteriology**		MS-761 Ministry Stewardship	OT-618 Major Prophets	NT-515 Acts & Pauline Epistles
	OT-514 Historical Books	Open Elective*	MS- Ministry Elective		Open Elective*
	8-9 Credits		*7 Credits*		*5-6 Credits*
	Module 1	Module 2	Module 3	Module 4	Module 5
3	Open Elective*	TH-567 Christology & Pneumatology	MS-775 Effective Preaching***	MS-773 Teaching for Impact***	NT-517 General Epistles and Revelation
	MS- Ministry Elective			TH-563 Basis of Free Grace Theology	Open Elective*
				TH-667 Ecclesiology & Eschatology	
	7-8 Credits		*8 Credits*		*5-6 Credits*

* Open electives can be 2 or 3 credits each but must total 8 credits. (2+2+2+2) or (3+3+2)   Course Offerings may be subject to change.
**Course length is 16 weeks.
*** Students must take MS-775 or MS-773 to fulfill the program requirement.

Master of Divinity

The following Progression Charts are the recommended sequence of courses to help students navigate through the advancement of their MDiv program in 3 years to 4 years. All students are encouraged to seek advisement from their Academic Advisor when planning their educational program and registering for courses.

MDiv Three-Year Plan — Total Credit Hours Required: 95

Year	Fall		Spring		Summer
	Module 1	Module 2	Module 3	Module 4	Module 5
1	RS-503 Research Methods, Writing & Technology	OT-512 The Pentateuch	NT-513 Gospels	MS-771 Contemporary Moral Issues in Ministry	TH-565 Bibliology & Theology Proper
	TH-560 Hermeneutics			OT-516 Wisdom Literature	SF-550 Spiritual Life
	NT-772 Elementary Greek 1**		NT-774 Elementary Greek 2**		
	TH-568 Soteriology**				
	13 Credits		*11 Credits*		*6 Credits*
	Module 1	Module 2	Module 3	Module 4	Module 5
2	OT-514 Historical Books	TH-567 Christology & Pneumatology	MS-761 Ministry Stewardship	OT-618 Major Prophets	NT-515 Acts & Pauline Epistles
	MS- Ministry Elective	Open Elective*	TH-663 Ang, Anth & Hamart	MS- Ministry Elective	OT-620 Minor Prophets
	NT-875 Intro to Greek Exegesis**		NT-877 Advanced Greek Exegesis**		
	13-14 Credits		*13 Credits*		*6 Credits*
	Module 1	Module 2	Module 3	Module 4	Module 5
3	TH-767 Church History and Historical Theology 1***	TH-783 Church History and Historical Theology 2***		TH-563 Basis of Free Grace Theology	NT-517 General Epistles and Revelation
	Open Elective*	MS- Ministry Elective		TH-667 Ecclesiology & Eschatology	Open Elective*
			MS-775 Effective Preaching***	MS-773 Teaching for Impact***	
	OT-771 Elementary Hebrew 1**		OT-773 Elementary Hebrew 2**		MS- Ministry Elective
	MS-890 Ministry Internship 1**		MS-891 Ministry Internship 2**		
	13-14 Credits		*13 Credits*		*7-8 Credits*

* Open electives can be 2 or 3 credits each but must total 6 credits. (2+2+2) or (3+3)   Course Offerings may be subject to change.
Course length is 16 weeks.   ***Course is 2 credits.   * Students must take MS-775 or MS-773 to fulfill the program requirement.

MDiv Four-Year Plan — Total Credit Hours Required: 95

Year	Fall		Spring		Summer
	Module 1	Module 2	Module 3	Module 4	Module 5
1	RS-503 Research Methods, Writing & Technology	OT-512 The Pentateuch	NT-513 Gospels	MS-771 Contemporary Moral Issues in Ministry	SF-550 Spiritual Life
	TH-560 Hermeneutics	TH-565 Bibliology & Theology Proper		OT-516 Wisdom Literature	MS- Ministry Elective
	10 Credits		*8 Credits*		*5 Credits*
	Module 1	Module 2	Module 3	Module 4	Module 5
2	OT-514 Historical Books	MS- Ministry Elective	MS-761 Ministry Stewardship	OT-618 Major Prophets	NT-515 Acts & Pauline Epistles
	NT-772 Elementary Greek 1**		NT-774 Elementary Greek 2**		MS- Ministry Elective
	TH-568 Soteriology**		TH-663 Angl, Anthro & Hamart		
	11 Credits		*11 Credits*		*5 Credits*
	Module 1	Module 2	Module 3	Module 4	Module 5
3	TH-767 Church History and Historical Theology 1****	TH-783 Church History and Historical Theology 2****	MS-775 Effective Preaching***	MS-773 Teaching for Impact***	OT-620 Minor Prophets
	Open Elective*	TH-567 Christology & Pneumatology		TH-563 Basis of Free Grace Theology	MS- Ministry Elective
	NT-875 Intro to Greek Exegesis**		NT-877 Advanced Greek Exegesis**		
	12-13 Credits		*8 Credits*		*5 Credits*
	Module 1	Module 2	Module 3	Module 4	Module 5
4	Open Elective*			TH-667 Ecclesiology & Eschatology	NT-517 General Epistles and Revelation
	OT-771 Elementary Hebrew 1**		OT-773 Elementary Hebrew 2**		Open Elective*
	MS-890 Ministry Internship 1**		MS-891 Ministry Internship 2**		
	7-8 Credits		*8 Credits*		*5-6 Credits*

* Open electives can be 2 or 3 credits each but must total 6 credits. (2+2+2) or (3+3)   Course Offerings may be subject to change.
Course length is 16 weeks.   ***Course is 2 credits.   * Students must take MS-775 or MS-773 to fulfill the program requirement

MDiv (Chaplaincy Minor) Three-Year Plan   Total Credit Hours Required: 95

Year	Fall		Spring		Summer
	Module 1	Module 2	Module 3	Module 4	Module 5
1	RS-503 Research Methods, Writing & Technology	OT-512 The Pentateuch	NT-513 Gospels	MS-771 Contemporary Moral Issues in Ministry	TH-565 Bibliology & Theology Proper
	TH-560 Hermeneutics			OT-516 Wisdom Literature	SF-550 Spiritual Life
	NT-772 Elementary Greek 1**		NT-774 Elementary Greek 2**		
	TH-568 Soteriology**				
	13 Credits		*11 Credits*		*6 Credits*
	Module 1	Module 2	Module 3	Module 4	Module 5
2	OT-514 Historical Books	TH-567 Christology & Pneumatology	MS-761 Ministry Stewardship	OT-618 Major Prophets	NT-515 Acts & Pauline Epistles
	CH-602 Introduction to Community and Public Safety	CH-712 Foundations of Crisis Intervention	TH-663 Ang, Anth & Hamart	CH-714 Intermediate Crisis Intervention	OT-620 Minor Prophets
	NT-875 Intro to Greek Exegesis**		NT-877 Advanced Greek Exegesis**		
	15 Credits		*14 Credits*		6 Credits
	Module 1	Module 2	Module 3	Module 4	Module 5
3	TH-767 Church History and Historical Theology 1***	TH-783 Church History and Historical Theology 2***	MS-775 Effective Preaching	TH-563 Basis of Free Grace Theology	NT-517 General Epistles and Revelation
				TH-667 Ecclesiology & Eschatology	CH-715 Issues in Chaplaincy
	OT-771 Elementary Hebrew 1**		OT-773 Elementary Hebrew 2**		
	CH-611, CH-622, CH-633, CH-644 Clinical Pastoral Education 1-4 *		CH-611, CH-622, CH-633, CH-644 Clinical Pastoral Education 1-4 *		
	10 Credits		*14 Credits*		*6 Credits*

* CPE Course level depends on prior completed coursework. Must be taken in sequence. Note: Additional fees required.
**Course length is 16 weeks.   ***Course is 2 credits.   Course Offerings may be subject to change.

MDiv (Chaplaincy Minor) Four-Year Plan   Total Credit Hours Required: 95

Year	Fall		Spring		Summer
	Module 1	Module 2	Module 3	Module 4	Module 5
1	RS-503 Research Methods, Writing & Technology	OT-512 The Pentateuch	NT-513 Gospels	MS-771 Contemporary Moral Issues in Ministry	SF-550 Spiritual Life
	TH-560 Hermeneutics	TH-565 Bibliology & Theology Proper		OT-516 Wisdom Literature	
	10 Credits		*8 Credits*		*3 Credits*
	Module 1	Module 2	Module 3	Module 4	Module 5
2	OT-514 Historical Books		MS-761 Ministry Stewardship	OT-618 Major Prophets	NT-515 Acts & Pauline Epistles
	NT-772 Elementary Greek 1**		NT-774 Elementary Greek 2**		
	TH-568 Soteriology**		TH-663 Angl, Anthro & Hamart		
	9 Credits		*11 Credits*		*3 Credits*
	Module 1	Module 2	Module 3	Module 4	Module 5
3	TH-767 Church History and Historical Theology 1****	TH-783 Church History and Historical Theology 2****	MS-775 Effective Preaching	TH-667 Ecclesiology & Eschatology	OT-620 Minor Prophets
	CH-602 Introduction to Community and Public Safety	TH-567 Christology & Pneumatology		TH-563 Basis of Free Grace Theology	
	NT-875 Intro to Greek Exegesis**		NT-877 Advanced Greek Exegesis**		
	13 Credits		*11 Credits*		*3 Credits*
	Module 1	Module 2	Module 3	Module 4	Module 5
4		CH-712 Foundations of Crisis Intervention		CH-714 Intermediate Crisis Intervention	NT-517 General Epistles and Revelation
	OT-771 Elementary Hebrew 1**		OT-773 Elementary Hebrew 2**		CH-715 Issues in Chaplaincy
	CH-611, CH-622, CH-633, CH-644 Clinical Pastoral Education 1-4 *		CH-611, CH-622, CH-633, CH-644 Clinical Pastoral Education 1-4 *		
	9 Credits		*9 Credits*		*5-6 Credits 6 Credits*

* CPE Course level depends on prior completed coursework. Must be taken in sequence. Note: Additional fees required.
**Course length is 16 weeks.   ***Course is 2 credits.   Course Offerings may be subject to change.

Master of Theology

The following Progression Charts are the recommended sequence of courses to help students navigate through the advancement of their ThM program in 2 years to 3 years.

ThM Two Year Plan   **Total Credit Hours Required: 29**

Year	Fall		Spring		Summer
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
1	NT-875 Intro to Greek Exegesis		NT-877 Advanced Greek Exegesis		TH-780 Advanced Theological Methods
	OT-875 Introduction to Hebrew Exegesis		OT-877 Advanced Hebrew Exegesis		TH-775 Christian Apologetics
			NT-890 Advanced Exposition in New Testament* OT-890 Advanced Exposition in Old Testament*		
	6 Credits		*10 Credits*		*7 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
2	RS-890 Thesis Proposal		RS-892 Thesis Project		
	3 Credits		*3 Credits*		

Either NT-890 OR OT-890   Course Offerings may be subject to change.

ThM Three Year Plan   **Total Credit Hours Required: 29**

Year	Fall		Spring		Summer
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
1	NT-875 Intro to Greek Exegesis		NT-877 Advanced Greek Exegesis		TH-780 Advanced Theological Methods
			NT-890 Advanced Exposition in New Testament*		
	3 Credits		*7 Credits*		*4 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
2	OT-875 Introduction to Hebrew Exegesis		OT-877 Advanced Hebrew Exegesis		TH-775 Christian Apologetics
			OT-890 Advanced Exposition in Old Testament*		
	3 Credits		*7 Credits*		*3 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
3	RS-890 Thesis Proposal		RS-892 Thesis Project		
	3 Credits		*3 Credits*		

Either NT-890 OR OT-890   Course Offerings may be subject to change.

Graduate Chaplaincy Programs

Chaplaincy Certificate

The following Progression Chart is the recommended sequence of courses to help students navigate through the advancement of their CC program in 2 years. All students are encouraged to seek advisement from their Academic Advisor when planning their educational program and registering for courses.

CC Two Year Plan   **Total Credit Hours Required: 20**

Year	Fall		Spring		Summer
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
1	CH-601 Cultivating an Awareness of the Chaplaincy Ministry	CH-712 Foundations of Crisis Intervention	CH-713 Suicide, Prevention, Intervention, & Postvention	MS-864 Crisis Counseling	SF-550 Spiritual Life
	6 Credits		*5 Credits*		*3 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
	TH-568 Soteriology**		CH-611, CH-622, CH-633, CH-644 Clinical Pastoral Education 1-4 *		
	3 Credits		*3 Credits*		

* CPE Course level depends on prior completed coursework. Must be taken in sequence. Note: Additional fees required.
**Course length is 16 weeks
 Course Offerings may be subject to change.

Master of Arts in Chaplaincy

The following Progression Chart is the recommended sequence of courses to help students navigate through the advancement of their MAC program in 3 years. All students are encouraged to seek advisement from their Academic Advisor when planning their educational program and registering for courses.

MAC Three Year Plan   **Total Credit Hours Required: 46**

Year	Fall		Spring		Summer
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
1	RS-503 Research Methods, Writing & Technology	OT-501 Old Testament Survey	NT-501 New Testament Survey	TH-501 Survey of Systematic Theology	SF-550 Spiritual Life
	TH-560 Hermeneutics	MS-856 Conflict Resolution		MS-864 Crisis Counseling	MS-757 Christian Counseling
	9 Credits		*8 Credits*		*5 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
2	CH-602 Introduction to Community and Public Safety Chaplaincy	CH-712 Foundations of Crisis Intervention	CH-713 Suicide, Prevention, Intervention, & Postvention	CH-714 Intermediate Crisis Intervention	CH-715 Issues in Chaplaincy
	TH-568 Soteriology**				
	9 Credits		*6 Credits*		*3 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
	CH-611, CH-622, CH-633, CH-644 Clinical Pastoral Education 1-4 *		CH-611, CH-622, CH-633, CH-644 Clinical Pastoral Education 1-4 *		
	3 Credits		*3 Credits*		

* CPE Course level depends on prior completed coursework. Must be taken in sequence. Note: Additional fees required.
**Course length is 16 weeks
 Course Offerings may be subject to change.

Master of Arts in Military Chaplaincy

The following Progression Chart is the recommended sequence of courses to help students navigate through the advancement of their MAMC program in 4 years. All students are encouraged to seek advisement from their Academic Advisor when planning their educational program and registering for courses.

MAMC Four Year Plan **Total Credit Hours Required: 75**

Year	Fall		Spring		Summer
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
1	RS-503 Research Methods, Writing & Technology	OT-512 The Pentateuch	MS-761 Ministry Stewardship	MS-771 Contemporary Moral Issues in Ministry	
	TH-560 Hermeneutics	MS-856 Conflict Resolution		OT-516 Wisdom Literature	MS-757 Christian Counseling
	9 Credits		*7 Credits*		*2 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
2	CH-603 Introduction to Military Chaplaincy		CH-713 Suicide, Prevention, Intervention, & Postvention	CH-714 Intermediate Crisis Intervention	SF-550 Spiritual Life
	MS-759 Servant Leadership	CH-712 Foundations of Crisis Intervention		MS-864 Crisis Counseling	
	TH-568 Soteriology**				
	11 Credits		*8 Credits*		*3 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
3	CH-721 Ministry Within a Pluralistic Society	TH-565 Bibliology & Theology Proper	NT-513 Gospels	CH-722 Issues in Military Chaplaincy	NT-515 Acts & Pauline Epistles
	NT-772 Elementary Greek 1**		NT-774 Elementary Greek 2**		
	9 Credits		*9 Credits*		*3 Credits*
	Module 1	**Module 2**	**Module 3**	**Module 4**	**Module 5**
4		TH-567 Christology & Pneumatology	MS-775 Effective Preaching***	TH-563 Basis of Free Grace Theology	
	CH-611, CH-622, CH-633, CH-644 Clinical Pastoral Education 1-4 *		CH-611, CH-622, CH-633, CH-644 Clinical Pastoral Education 1-4 *		
	6 Credits		*8 Credits*		

* CPE Course level depends on prior completed coursework. Must be taken in sequence. Note: Additional fees required.
**Course length is 16 weeks
Course Offerings may be subject to change.

Doctorate Program

Doctor of Ministry (DMin)

The Doctor of Ministry program is designed to prepare students currently in vocational ministry with the highest level of expertise in the biblical and theological application of God's truth to their contextual ministry setting in the church and para-church. The Ph.D. degree, by comparison, purposes primarily to equip students to engage in scholarly research and teaching.

The Doctor of Ministry program allows students to remain in the location where they are ministering except for attending intensive courses. Each course builds on ministry experience and endeavors to integrate learning with the student's present ministry as well as his or her future goals.

The Doctor of Ministry is an advanced professional degree designed to broaden the student's vision of ministry, deepen their theological foundation for ministry and enhance one's ministry skills. The program focuses on practical ministry from a biblical and theological perspective. Courses are planned to challenge and enrich the student both personally and professionally. This happens in several ways:
- Interaction with outstanding resident and adjunct faculty mentors who have proven track records in ministry.
- Exposure to contemporary resources that are designed to help keep one's ministry both biblically accurate and culturally relevant.
- Camaraderie with ministry peers that will encourage one's heart and stimulate the mind toward thoughtful enhancement of ministry.
- Involvement in practical ministry projects that will enhance one's current ministry.

Who Would Benefit from the DMin Program?
Pastors, including "senior", "lead", and associate pastors who are currently involved in Christian ministry would benefit the most from the DMin. In addition, para-church ministry personnel (i.e. Young Life, CRU, missionaries, etc.) will also find that the DMin program would enhance their ministry skills and perspective. Grace, being a global educational institution, anticipates that international students will also benefit from the DMin program as they serve in their own country and prepare to become leaders within their Christian community.

DMIN Program Learning Outcomes
Upon completion of the DMin Degree at Grace, students will be able to:
1. Construct biblical solutions that address the student's challenges in his/her specific contextual and cultural ministry.
2. Develop a biblical theology of personal and corporate spiritual formation.
3. Demonstrate advanced ministry and leadership skills in one's particular area of ministry.
4. Communicate biblical and theological truths that result in ministry effectiveness.
5. Contribute to the body of knowledge in Christian ministry.

Required Courses in the DMin Program

Code	Course Name	Credit Hours
	CORE	
DM-901	Contemporary Theological Issues	3
DM-902	Effective Biblical Leadership	4
DM-903	Issues in Grace Theology and Praxis	3
	CONCENTRATION ELECTIVES	
		3
		3
		3
		3
	PROJECT	
DM-990	Ministry Project I	4
DM-991	Ministry Project II	4
	TOTAL CREDIT HOURS	**30**

Transfer of Credit

Up to nine hours from a Master of Theology (ThM) and/or Doctor of Ministry credit may be transferred into the DMin. Students may request consideration for transfer of credit once they have applied for admission.

Delivery Method

All courses are offered in an intensive block format, with each course consisting of three parts:
- **Pre-Residency** (approximately three months)—preliminary reading and other assignments
- **Residency**—one-week to ten days, intensive classroom interaction
- **Post-Residency** (approximately three months)—a final course assignment that applies what you have learned to life and ministry

DMin Project

The Ministry Project phase of the DMin program begins when coursework is completed. It is designed to synthesize ministry knowledge in a doctoral level practical ministry project. (Complete details on the nature of this requirement are found in the Grace School of Theology *Applied Research Paper Manual*)

DMin Course Progression

Typical course progression and timeline for completion of the DMIN (Subject to change.)

Year / Semester	Fall (Aug – Dec)	Spring (Jan-May)	Summer (May - Aug)
First	DM-901	DM-902	DM-903
Second	Elective	Elective	Elective
Third	Elective	Proposal	DM-990 (Project I)
Fourth	Research	DM-991 (Project II)	Graduation (Mid-May)

DMin Project Timeline

Typical timeline for the completion of the DMin project.
*See Ministry Project Manual and DM-990 and DM-991 Syllabi for additional details.

Year / Semester	Fall	Spring	Summer
First	Consider a topic for your project early in the program.		
Second			
Third	Submit general topic Begin literature review Begin proposal	Submit proposal with literature review Submit HSR (if applicable)	Enroll in DM-990 Submit draft of chapters 1-3, as per the syllabus
Fourth	Research	Enroll in DM-991 Submit draft of all chapters for review Edit based on reviews Defense of project Submit project to library	Graduation (mid-May)

DMin Grading System

Coursework is usually divided between pre-residency, residency, and post-residency assignments. Pre-residency assignments are generally due at the first class session. Post-residency assignments are due up to three months from the last class session, but prior to the end of the semester in which the intensive is offered.

Criteria upon which grades are based include, but are not limited to, the following:
1. Requirements of the course syllabus
2. Content appropriate to doctoral research and a sufficient level of integration of biblical and theological concepts with the practice of ministry
3. Meaningful participation in the class sessions and discussion boards.

To remain in good academic standing, a minimum grade point average (GPA) of 3.0 must be maintained in the program and is required for graduation. No points are given for a grade lower than a B- (2.7). Any required failed course must be retaken until passed. The retaken grade will automatically replace the original failed grade. Doctoral students should refer to other applicable academic policies in this publication. The grade point values for the doctoral program are found in the following chart.

The DMin Grading Scale with GPA nomenclature:

A +	99-100 (4.0)	B+	91-93 (3.3)	F	0-85 (0.0)
A	96-98 (4.0)	B	88-90 (3.0)	I	Incomplete
A-	94-95 (3.7)	B-	86-87 (2.7)	WP Withdrawal/Pass	

DMIN Graduation Requirements

In order to graduate, a student must:

1. Pass all required courses with a 3.0 GPA and satisfactorily complete the ministry project, its oral presentation to the Faculty body, and submission of the project to the Seminary Librarian.
2. Reflect a life of sound doctrinal beliefs, genuine Christian character, and conduct becoming of a person called of God to a position of Christian leadership.
3. Settle all financial obligations to the school, including the payment of the graduation fee.
4. File an *Intent to Graduate* form to be considered for graduation.
5. Be recommended for graduation to the Board of Trustees by the Faculty.
6. Attend commencement exercises. Permission to graduate *in absentia* must be requested in writing to the Vice President of Academic Affairs via the Dean of Doctor of Ministry Studies, at least TWELVE weeks prior to commencement.

Non-Degree Programs

English as a Second Language (ESL)

The ESL program is offered to Grace School of Theology prospects and students whose native language is not English. As a non-degree program, it explores the standard sounds and structures of the English language as it is used in academic, professional, and business settings. The program also incorporates these elements:

- aspects of American culture and its impact on foreign students
- communication principles for a variety of language functions
- community-building activities

The ultimate goal of the program is to prepare prospects and students for success in a professional and academic environment, as well as enhance their English communication skills for global church and marketplace ministries.

Academic English Certificate (Advanced)
Each student is given a certificate schedule** to be completed for full certification. A certificate schedule may contain one or more of the academic English courses listed below.

Academic English Certificate (Basic)
Each student is given a certificate schedule** to be completed for full certification. A certificate schedule may contain one or more of the academic English courses listed below.

Professional English Certificate (PEC)
This certificate provides English communication training for workplace and international ministries.

Each student is provided with a certificate schedule** to be completed for full certification. A certificate schedule may contain one or more professional English courses listed below. Offered to Levels *G3, G4*, and *G5* students.

Business English Certificate (BEC)

This certificate provides English communication training for international business and workplace settings. The training is also suitable for students who intend to pursue tent-making missions.

Each student is provided with a certificate schedule** to be completed for full certification. A certificate schedule may contain one or more business English courses listed below. Offered to Levels *G3, G4*, and *G5* students.

*__**Certificate schedule: a list of ESL courses to be completed in order to receive one of the English Certificates. A certificate schedule will also be used for Level G1 and G2 students desiring to apply for one of Grace's Academic Programs.*

Grace ESL Program Learning Outcomes
Upon successful completion of a course, the student will be able to:

1. Increase awareness of his/her English language ability and therefore develop effective strategies for enhancing language learning and mastery.
2. Use principles in effective oral and written English communication to address communication challenges in academic, professional, and/or business settings.
3. Gain familiarity with cultural aspects of the American academe, and efficiently use online/offline tools and resources in a remote classroom.
4. Create lasting relationships within the Grace community through authentic English interaction with staff, professors, and students.

Required Courses in the AEC (Basic) Program

Code	Course Name	Non-Credit Hours
	Oral Communication Skills	
ESO-011	Basic Oral Communication Skills 1 (G1)	2
ESO-021	Basic Oral Communication Skills 2 (G2)	2
	Grammar and Writing Skills	
ESG-012	Basic Grammar (G1)	3
ESG-022	Basic Grammar and Composition (G2)	3
	Reading and Study Skills	
	Total Courses	4

Required Courses in the AEC (Advanced) Program

Code	Course Name	Academic English Certificate (Advanced)	Academic English Certificate (Advanced)	Academic English Certificate (Advanced)	Academic English Certificate (Advanced)
	Levels for Internal Purposes Only	*ii*	*ia*	*ai*	*aa*
	Oral Communication Skills				
ESO-031	Oral Communication Skills 1 (G3)	2	2		
ESO-041	Oral Communication Skills 2 (G4)	2	2		
	Grammar and Writing Skills				
ESG-032	Grammar and Composition (G3)	3		3	
ESG-042	Grammar and Rhetoric (G4)	3	3	3	3
ESG-052	Advanced Grammar and Rhetoric (G5)	3	3	3	3
	Reading and Study Skills				
ESR-033	Introduction to Academic Reading and Study Skills for Distance Learning (G3)	3	3	3	3
	Total Courses	6	5	4	3

Required Courses in the PEC and BEC Programs

Code	Course Name	Professional English Certificate (PEC)	Business English Certificate (BEC)
	Professional Skills		
ESP-034	English Basics: A Grammar Refresher for Professionals (G3)	2	
ESP-035	Conversational English: Speak Like a Pro! (G3)	2	
	Business Skills		
ESB-044	Business Talk: Effective Workplace Communication (G4)		3
ESB-046	Effective Presentation Skills (G4)		3
ESB-048	Business Writing for Impact (G4)		3
	Total Courses	2	3*
Students that score in the G3 Level must also take ESG-032 for the BEC program.			

General Student Placement and Admission Policy

The program is not only open to Grace students, but also to all iTEP takers and non-iTEP takers. Those with overall iTEP scores ranging between 3.5 and 6.0 may be eligible for graduate and undergraduate programs at Grace, while those assessed with overall iTEP scores of 3.4 and below are recommended to take ESL classes first.

Before admission into the ESL program, students are assessed for placement into 1 of 5 GRACE levels. An iTEP exam or its equivalent is used to determine the student's level of work. Students who achieve a higher language level after the language placement exam will require less time in finishing the program.

Since Grace ESL is a non-degree program, students do not need to complete the full course of study to move on to or to qualify for admission in regular Grace programs, however they are still required to take and pass the iTEP exam. All students in the Academic English Certificate (AEC) track are given an assessment, usually an iTEP exam or its equivalent, after completing the certificate schedule. Students in the Professional English Certificate (PEC) track and Business English Certificate (BEC) track are provided course-specific assessment.

Test Equivalency Chart

Grace Level	iTEP Score	TOEFL Score	IELTS Score	CEFR Level	CEFR Level Name	CEFR Group Name
G1	0.0 to 0.4	0 to 6	0	A1	Beginner	Basic User
	0.5 to 0.9	7 to 13	1	A1	Beginner	Basic User
	1.0 to 1.4	14 to 20	2	A1	Beginner	Basic User
	1.5 to 1.9	21 to 25	3	A1	Beginner	Basic User
G2	2.0 to 2.4	26 to 31	4	A2	Elementary	Basic User
G3	2.5 to 2.9	32 to 43	4.5	B1	Intermediate	Independent User
	3.0 to 3.4	44 to 56	5	B1	Intermediate	Independent User
G4	3.5 to 3.9	57 to 86	5.5 to 6.5	B2	Upper Intermediate	Independent User
	4.0 to 4.4	87 to 98	7	B2	Upper Intermediate	Independent User
G5	4.5 to 4.9	99 to 109	7.5	C1	Advanced	Proficient User
	5.0 to 5.4	110 to 114	8	C1	Advanced	Proficient User
	5.5 to 6.0	115 to 120	9	C2	Mastery	Proficient User

iTEP: International Test of English Proficiency
TOEFL: Test of English as a Foreign Language
IELTS: International English Language Testing System
CEFR: Common European Framework of Reference for Languages

For non-iTEP takers, there are options for language placement: GEPT* score or any official score report in any of these approved standardized tests – TOEFL, TOEIC, PTE, IELTS, FCE, CAE, and CPE.

*GEPT – Grace English Placement Test (administered by the Grace ESL instructor)

Student Assessment

Students are given a certificate of completion upon finishing all requirements in a certificate schedule, and after fulfilling a number of criteria that include class attendance, homework, quizzes, and other evaluation tools. Since ESL students take one course each semester, no averaging of cumulative grade points (GPA) from prior quarters is considered.

To qualify for higher placement, a student should receive a grade of C (80–82). If a student receives a grade lower than C, he or she will be recommended for ESL coaching and will be re-assessed for proper language placement. Note that the grade received in each course is only an indicator of a student's readiness to cope with an ESL course of a much higher level. In cases when a student and instructor perceive the need for more remedial work, the student can be endorsed for more hours in the ESL coaching program, and eventually mainstreamed into a regular ESL classroom when ready.

Student Conduct, Due Process, & Grievances

Student Code of Conduct

For the testimony of the Lord and the Seminary, we ask you to walk worthy of the vocation for which you are preparing. There are certain things expected of those in the Lord's work that may not be expected of the average believer (1 Timothy 3:1-8 and Titus 1:6-9). We trust your Christian maturity has allowed you to accept that responsibility and rejoice in it. It is our desire that your life on and off campus radiate Jesus Christ, demonstrate commitment and dedication to spiritual things, and be characterized by the heartbeat of the apostle Paul when he said, "Therefore, whether you eat or drink, or whatever you do, do all to the glory of God" (1 Corinthians 10:31). In light of our commitment to biblical living, the Seminary asks that students conduct themselves according to the highest standards of Christ-like behavior. Students whose testimony becomes a hindrance to the work of the Gospel and the reputation of the Seminary may face disciplinary action according to the guidelines stated in the Student Handbook.

Be Respectful: Respect the learning/classroom environment and the dignity and rights of all persons. Be tolerant of differing opinions.

Be Courteous/Considerate: Extend courtesy in discourse. Please do not interrupt speakers. Avoid distractions such as cell phones, beepers, and irrelevant discussions. Do not eat or drink in class without permission.

Be Supportive/Caring: Exhibit concern for others and promote a caring environment. Think about how your behavior affects others. Help distressed peers find appropriate resources/assistance.

Be Informed: Familiarize yourself with the course and instructor expectations. Read the course syllabus.

Be Honest and Fair: Grades should reflect individual work, unless group work is authorized. Maintain the code of academic honesty.

Be Attentive: Mentally prepare yourself for listening. Resist distractions, emotional reactions, or boredom.

Be Punctual: Attend classes regularly and on time. Instead of closing your notebook early, listen carefully to information given near the end of class; summary statements and instructions may be important. Moreover, leaving class early distracts from a lecture.

Be Organized/Prepared: Prepare for class by completing readings and assignments. Avoid procrastinating and set realistic goals.

Be Participatory/Curious: Contribute and participate in class discussions; display interest during class by raising thoughtful and relevant questions that enrich discourse.

Be Communicative: Interact with the instructor and discuss assignments, grading and subject matter. Express complaints and concerns in a calm and respectful manner.

Be Enthusiastic: Enjoy the educational experience. Seek ways to make your coursework meaningful and relevant. Give your best effort.

Be Dedicated/Committed: Show initiative and desire to excel and make your studies a priority. Avoid over-committing your time to activities that do not support your goals.

Student Disciplinary Policies and Procedures

Grace School of Theology, as an educational institution, has a special set of interests and purposes essential to its effective functioning. These include (a) the opportunity for students to attain their educational objectives, (b) the creation and maintenance of an intellectual and educational atmosphere throughout the Seminary, and (c) the protection of the health, safety, welfare, property, and the property of the seminary itself. The Seminary has a clear responsibility in the area of student conduct to protect and promote the pursuit of its goals. The Student Disciplinary Policies and Procedures emphasize the Seminary's obligation to promote the personal freedom, maturity, and responsibility of students.

The Student Disciplinary Policies and Procedures set forth those acts that constitute unacceptable conduct for students of the Seminary. All alleged violations of the Student Disciplinary Policies and Procedures might result in referral to the Vice President of Student Services. The Seminary does, in addition, reserve the right, for educational purposes, to review any action taken by civil authorities regarding students. It also has the obligation to introduce counseling and/or disciplinary action if the student's conduct has interfered with the Seminary's exercise of its educational objectives or responsibilities to its members. Disciplinary action taken on this basis shall conform to the terms of the Student Disciplinary Policies and Procedures.

Grace School of Theology supports the concept of educational discipline. When a student is not a danger to the seminary community, or when a repetition of misconduct is unlikely, the Seminary will make an effort to educate the student through a sanction; but should the student demonstrate unwillingness to obey the rules governing conduct, s/he will be treated in the same manner as one who has failed academically. Students are expected to adhere, and will be held accountable for adhering, to all federal, state, and local laws in addition to all seminary policies and regulations not mentioned herein.

A student admitted to Grace School of Theology accepts the responsibility to conform to all Grace School of Theology rules and regulations. Proven failure to meet this obligation will justify appropriate disciplinary actions including, but not limited to, expulsion, suspension, disciplinary probation, or reprimand. Although the Seminary will make every reasonable effort to make the rules and regulations available, students are responsible for becoming familiar with them.

Grace School of Theology Judicial System is the responsibility of the Vice President of Student Services Office.

For further details, see Articles 1-19 in the Student Disciplinary Policies and Procedures sub-section of the Student Conduct and Due Process section of the Grace School of Theology Student Handbook.

Student Grievance & Complaint Procedures

A *grievance* is a just or supposed basis for complaint arising out of any alleged unauthorized or unjustified act or decision made by a member of the Grace community that in any way adversely affects the status, rights, or privileges of a student. An aggrieved student may complain to the administration to correct the problem. The burden of proof is on the individual who submits a complaint. The grievance process is not the correct means for appealing disciplinary actions or for contesting a grade (see separate policies within the Catalog and/or Student Handbook).

Step 1—Informal Action
Seek resolution first through direct, informal communication with the responsible person (Matthew 18:15). Discussion between those involved is encouraged at all stages but is essential in the early stages of resolution. Following an unsuccessful attempt to resolve the conflict one-on-one, students are encouraged to discuss the matter with their faculty mentor or with Student Services, as appropriate. After the student has made every available effort to resolve the conflict in an informal manner, formal action may be taken.

Step 2—Formal Action
The following procedure is used to resolve a formal complaint.

1. State the grievance in writing (write a complaint) within 60 days of the alleged event and submit the complaint to the Executive Vice President. No special form is needed, but the complaint must include:
    a. The date you submit the complaint;
    b. A description of the grievance that includes all relevant information such as date(s) when the problem was evident, evidence substantiating the grievance, and witnesses; and
    c. A proposed resolution, that is, what you want to happen to resolve the grievance.

2. The Executive Vice President has two working days from the date of receipt to forward the grievance to the administrator who will serve as mediator to resolve the matter. Care will be taken to ensure that the mediator has the expertise necessary to resolve the grievance.

3. The mediator has two working days from the date of receipt to:
    a. Send to the student an acknowledgement that briefly summarizes the grievance and informs the student that a resolution will be sent within ten working days, and
    b. Forward to the President a copy of the grievance and acknowledgement.

4. The mediator has ten working days from the date of receipt to:
    a. Investigate the alleged basis for the complaint;

      b.   Investigate previous efforts taken to resolve the grievance
      c.   Investigate any contingencies and take such action that may help resolve the grievance;
      d.   Send to the aggrieved student a formal response (a statement describing what was or will be done to resolve the grievance); and
      e.   Forward to the President a copy of the formal response.

5.   If the student is satisfied with the formal response, the grievance is resolved.

6.   If the student is not satisfied with the formal response, a request for a hearing may be made to the Grievance Committee, which:
      a.   Shall be given a copy of the case to date;
      b.   Shall schedule a hearing date and time within seven working days of the request and notify all concerned (but not necessarily invite them to attend);
      c.   May invite the student and any witnesses to attend the hearing—the student does not have a right to attend;
      d.   Shall conduct the hearing as informally as possible, while reviewing and evaluating the case;
      e.   Shall keep its deliberations confidential; and
      f.   Shall, by majority vote, recommend to the President a course of action to finally resolve the grievance.

7. The President will issue a decision, which shall be final, in writing to the student within three working days of the hearing.

The Office of the Executive Vice President is tasked with the overall responsibility for collecting and securing documentation, and for ensuring confidentiality of all matters related to any filed grievance or complaint. The Executive Vice President may delegate these responsibilities to the Vice Presidents.

In accordance with requirements issued by the U.S. Department of Education, any student who has already followed the Grievance/Complaint Procedures as noted above, and feels the issue is not resolved, may contact our accrediting agency:

Transnational Association of Christian Colleges & Schools (TRACS)
15935 Forest Road, Forest, Virginia 24551

        Phone: 434-525-9539
        FAX: 434-525-9538
        E-Mail: info@tracs.org
        Website: www.tracs.org

OR may make a complaint to the State of Texas by contacting:

Texas Higher Education Coordinating Board
P.O. Box 12788
Austin, TX 78711
Phone: 512-427-6101

For states and territories other than Texas, please go to http://www.gsot.edu/grievance-policy to obtain the correct contact for your location. A printed copy of the complete grievance policy with all locations is available free of charge upon request by contacting info@gsot.edu.

Course Descriptions

(All courses are 3 credits unless otherwise noted.)

Undergraduate Courses

Bible Exposition

BI-201 Old Testament Survey
A survey of the books of the Old Testament, with an emphasis on the Pentateuch, God's providential dealing with His people Israel, poetic and wisdom literature, and the messages of the prophets and their contribution to Israel's history and faith. *Prerequisites: TH-310 and RS-210. Semester. (Required for BSC students only or may be taken as a BI- elective for others.)*

BI-203 New Testament Survey
A survey of the books of the New Testament with an emphasis on author, genre, structural outline, and main teachings of every book of the New Testament. *Prerequisites: TH-310 and RS-210. Semester. (Required for BSC students only or may be taken as a BI- elective for others.)*

BI-303 Pentateuch
A study of the first five books of the Old Testament (Genesis, Exodus, Leviticus, Numbers, and Deuteronomy) with an emphasis on God's redemptive plan, creation, fall, flood, nations, key persons, and dealings with the children of Israel. *Prerequisites: TH-310 and RS-210.*

BI-305 The History of Israel
A study of the history of Israel in light of the Old Testament books of Joshua through Esther. Emphasis will be on God's activities and interventions into the affairs of mankind, as well as on how heroes of faith impacted their culture. *Prerequisites: TH-310 and RS-210.*

BI-307 Prophetic Books
A study of the Major and Minor Prophetical Books of the Old Testament (Isaiah through Malachi). Emphasis is on messianic prophecies and how heroes of faith impacted their culture. *Prerequisites: TH-310 and RS-210.*

BI-309 Poetic Books
A study of the Poetical Books of the Old Testament (Job through the Song of Solomon). Emphasis is on Old Testament wisdom and worship literature. *Prerequisites: TH-310 and RS-210.*

BI-340 The Life of Christ
The life of Christ, his teaching and work, will be studied in light of the unique perspective of each of the four Gospels: Matthew, Mark, Luke and John. *Prerequisites: TH-310 and RS-210.*

BI-342 Pauline Epistles (less Romans)
A study of the Epistles of Paul emphasizing exegetical and expositional analysis of 1 and 2Corinthians, Galatians, Ephesians, Philippians, Colossians, 1 and 2 Thessalonians, 1 and 2 Timothy, Titus, and Philemon. Emphasis is placed on proper application to life and ministry. (Romans will be studied separately.) *Prerequisites: TH-310 and RS-210.*

BI-343 Acts
An analysis of the book of the Acts of the Apostles emphasizing the birth and growth of the early church and its beginning expansion beyond Jerusalem. Attention is also given to the historical context, literary structure, and practical applications of their content for the church today. *Prerequisites: TH-310 and RS-210.*

BI-344 Romans
A study of Paul's Epistle to the Romans with an emphasis on the great theological themes of the sinfulness of man, justification by faith, and sanctification through the Holy Spirit. Emphasis is given to the dispensational aspects of Israel and the Church in chapters nine through eleven. *Prerequisites: TH-310 and RS-210.*

BI-346 General Epistles and Revelation
A study of the General Epistles with an emphasis on the exegetical and expositional analysis of Hebrews, James, 1 and 2 Peter, 1, 2, and 3 John, and Jude and their importance on the growth of the believer. In addition, a review of important aspects in the book of Revelation will be analyzed. *Prerequisites: TH-310 and RS-210.*

Chaplaincy

CH-311 Awareness of Chaplain Ministry
An introductory awareness course to the ministry of the many types and environments of chaplaincy. This course will provide a high-level awareness of the core foundational elements for any type of chaplain regardless of service, expand on the many faces of chaplaincy and provide awareness of the skills required to face the issues surfaced with chaplaincy.

CH-411 Clinical Pastoral Education Level 1
CPE is an action/reflection/action inductive method of learning. It is about change, transition and transformation and involves peer and individual supervision as part of the action-reflection process. Supervision is an engaging encounter between a supervisor and supervisees in which reflection is utilized to review a variety of pastoral encounters and ministry reporting events. Supervisees covenant together so that growth and development occur in self-awareness, ministry competence, and theological understanding. Each level of chaplaincy consists of 16 weeks and a total of 400 hours of which 100 hours of classroom and 300 hours of internship.

CH- 422 Clinical Pastoral Education Level 2
CPE is an action/reflection/action inductive method of learning. It is about change, transition and transformation and involves peer and individual supervision as part of the action-reflection process. Supervision is an engaging encounter between a supervisor and supervisees in which reflection is utilized to review a variety of pastoral encounters and ministry reporting events. Supervisees covenant together so that growth and development occur in self-awareness, ministry competence, and theological understanding. Each level of chaplaincy consists of 16 weeks and a total of 400 hours of which 100 hours of classroom and 300 hours of internship.

CH-450 Chaplains in the Community: Creating a Bridge for Ministry
This course will explore the sacred & secular bridge that exists within chaplaincy and how it may be utilized to provide services within the church as well as externally in the community.

CH-452 Crisis Communication & Management
This course develops a managerial perspective on crisis management. The course carefully examines the distinctive challenges of dealing with very large scale disasters, the stresses that crisis situations place on individual and group decision making, the problems of communication that arise with the group of initial responders, among other organizations mobilized by the crisis, and between officials and the public-at-large, methods of coordinating diverse organizations that come from different professions, agencies, levels of government, and the private sector, and the contrasting leadership and organization strategies for responding, on one hand, to "routine" emergencies and, on the other, to the novel, unanticipated "Crisis" emergencies for which prior preparations may be inadequate or counterproductive.

CH-454 Responding to Trauma: Crisis Intervention Models
This course will review the various models of crisis intervention including Seven-Stage Crisis Intervention, Critical Incident Stress Management, Psychological First Aid, Mental Health First Aid & National Organization for Victim Assistance.

Ministry Skills
(All MS courses are 2 credits unless otherwise noted)

MS-310 Conflict Resolution
The course will address the importance of building and sustaining decision-making teams, mentoring, delegating, resolving conflict, and handling and overcoming opposition. Styles of communication will also be studied with a view of functioning more effectively and efficiently as a team leader in handling routine and crisis situations.

MS-312 Ministry Stewardship
This course helps the student build a solid biblical foundation regarding his or her personal and ministerial stewardship. Building on a solid biblical worldview of stewardship, the student will be able to apply biblical principles to the use of personal possessions and finances. Students will explore the biblical texts that relate to the personal use of money and possessions, and learn practical skills to obtain peace in personal finance. Attention will be placed on the practical implementation of biblical financial principles in the student's life and vocation. Topics to be covered include materialism & spirituality, basic money management, giving, saving, investing, debt and credit. *Semester*

MS-402 Homiletics
A study of basic theory and skills on expository preaching, with attention to the preparation of the exegetical, theological, and homiletical outlines and propositions for selected texts from Wisdom books and Epistles. Students will preach twice before the class and be evaluated by the students and the instructor. Prerequisite: Principles of Biblical Interpretation. *Semester*

MS-404 Spiritual Leadership
An introduction to the subject of Christian leadership as well as a study of the biblical text on leadership; an analysis of each student's leadership potential is discussed.

MS-420 Short-Term Ministry Experience
A practical study designed to provide the student with cross-cultural missionary experience and enhance his/her under-standing of the value and limitations of short-term ministries.

MS-430 Internship
A supervised, directed ministry experience for students in their specific area of interest and skill. This includes practical training in the local church, mission field, or school, working in the areas of counseling, teaching, church leadership, and evangelism. This course is taken during the senior year of studies. *Credit/No-Credit. Semester.*

MS-450 Christian Counseling
A study of the models, theories, and techniques of Christian counseling and the central issues addressed in counseling in the Christian community.

Research Skills

RS-210 Research Writing and Technology
A course designed to teach the serious student of the Word proper research methodology, review of college-level writing skills, and the effective use of technology for conducting research, following *A Manual for Writers of Research Papers, Theses, and Dissertations* by Kate L. Turabian (8th ed.). Methods for using technology to discover information appropriate for college-level research through the use of electronic databases, Internet resources, library collections, and information literacy are addressed. Students will be introduced to the Canvas LMS and BlueJeans video conferencing system used at Grace for all its courses. This course is required prior to enrollment in Systematic Theology (TH-) and Bible Exposition (BI-) courses.

Systematic Theology

TH-250 Survey of Bible Doctrine
A broad survey of the basic doctrines found in the Scriptures, presented in a systematic and theological manner. Twelve major areas will be reviewed that include an introduction to theological terms and definitions. *Prerequisites: TH-310 and RS-210. Semester-long. (Required for BSC students only or may be taken as a TH- elective for others.)*

TH-300 The Life of the Believer
This course is a practical study of the biblical principles and practices that develop Christian character and service, with emphasis on the primacy of the Scriptures and the building of a devotional life, as well as challenges in the Spiritual Life. The goal is a personal devotional method which can be used throughout your life. *Prerequisites: TH-310 and RS-210.*

TH-310 Principles of Biblical Interpretation
A directed study of the principles of the literal-grammatical-historical (L-G-H) system of biblical interpretation, with guided practice in using those principles in interpreting representative passages. This course is required prior to enrollment in Systematic Theology (TH-) and Bible Exposition (BI-) courses.

TH-330 Doctrine of Salvation
A study of the doctrine of salvation. Topics include election, faith, regeneration, justification, adoption, sanctification, assurance of salvation, eternal security and glorification. *Prerequisites: TH-310 and RS-210.*

TH-407 Doctrine 1 – The Bible and God
A study of the biblical doctrines of the Bible and of God. Topics include, revelation, inspiration, authority and canon, as well as God's existence, attributes, and trinity. *Prerequisites: TH-310 and RS-210.*

TH-412 Doctrine 2 – Man, Sin, and Spirit Beings
The study of angelic beings, both good and fallen, their existence, nature, and activities, as well as the study of man's creation, nature, and fall into sin will be studied in light of the Scriptures. *Prerequisites: TH-310 and RS-210.*

TH-415 Doctrine 3 – Christ and the Holy Spirit
A course designed to provide a theological understanding of the doctrines of Christ and the Holy Spirit and to help develop the student's walk with Jesus in the power of the Holy Spirit. The course includes a study of the preparations for the coming of Christ, his life, is person (His full deity, His sinless humanity, the kenosis, and the hypostatic union), and His work (the substitutionary atonement). The course also includes a study of the person and work of the Holy Spirit, including His deity, His personhood, and His ministries to both unbelievers and believers, with special emphasis on the filling of the Holy Spirit in the life of the believer. *Prerequisites: TH-310 and RS-210.*

TH-420 Doctrine 4 – The Church and Last Things
An examination of the biblical doctrine of the Church and biblical prophecy. Topics include, the beginning of the church, its nature, governance, its two ordinances, as well as things to come such as the rapture, tribulation and millennial kingdom. *Prerequisites: TH-310 and RS-210.*

TH-430 Doctrinal Summary 1
A written production and defense of a student's own doctrinal statement, including statements on the twelve major theological areas of consideration. In this first trimester the first 6 theological themes will be presented. *Prerequisites: All required Systematic Theology courses. 4 Credits; Semester.*

TH-435 Doctrinal Summary 2
This is a continuation of the written production and defense of a student's own doctrinal summary. The last 6 theological themes will be completed and defended. Prerequisites: *Prerequisites: All required Systematic Theology courses and TH-430. 4 Credits; Semester*

General Education
(In alphabetical order - All courses are 3 credits and a semester-long unless otherwise noted.)

BC-101 General Psychology and Counseling
An introductory study that equips the student with an understanding of the nature of man, how psychological problems develop, and strategies for counseling, all based on a biblical worldview.

CM-103 Communication Skills
This course explores the various models of interpersonal communication and will enable students to develop their own communication skills. The different models and methods of communication will be covered. This course is designed to help students improve their communication in both personal and professional contexts. Emphasis is placed on presentation skills needed for academic and ministerial success, along with a focus on the process of discovering and developing ideas while identifying one's audience and communicating in a well-organized and clearly developed manner.

EN-103 English Composition 1
An introduction to the writing process through narrative, expository, and persuasive forms of writing. Consideration will be given to the fundamentals of English grammar, rhetoric and composition and their application in effective written communication. This course focuses on the process of writing, from the prewriting to the first drafts to publication-ready final drafts. Emphasis is placed on writing skills needed for academic success. *Semester*

EN-104 English Composition 2
A further development of clear writing and argumentation presented in EN-103. This course focuses on writing college level research papers and assignments. Students will learn the research process from concept to final draft, with emphasis on using proper sources and developing strong thesis statements and evidences for their position. *Prerequisite: EN-103 or Equivalent.*

HI-203 Early Church History
This course surveys the major developments in the history of Christianity from the time of its founding to the modern era. It will cover theological, political, intellectual, and artistic contributions to and by the church. *Module*

HI-207 Foundations of Western Civilization
This course surveys the origins of Western Civilization from Ancient Mesopotamia, c. 3000 B.C., to the fall of the Roman Empire, c. 500 A.D. This course will show how Western Civilization has been formed by the intersection of a variety of ancient cultures, in particular Hebrew, Greek, Roman, and Christian. *Module*

HI-209 History of the Ancient Near East
A study of the history, archaeology, and culture of Mesopotamia, Anatolia, Syria, Israel and Egypt from the rise of the Sumerian culture to The Roman Empire. Attention is given to the religious views prevalent in the ancient Near East as these views interacted with the culture and faith described in the Bible. *Module, Elective*

MA-103 Mathematics for General Education
A general introduction to the broad field mathematics, covering topics such as mathematics of finance, combinatorics, modern algebra, probability, statistical measure of central tendency and dispersion, problem solving, mathematical reasoning and computer math. Designed to give students a brief introduction to the structure of mathematical theories and their applications. This course includes integration of biblical examples and perspective of these topics, as appropriate.

MU-203 Music and Worship
The role of music in worship with emphasis on making and keeping worship music biblical. A discussion of contemporary versus traditional Christian music is also included. *Module*

NS-103 Physical Science
A course designed to introduce the student to the world around him and the universe it is in, from a biblical perspective. Areas to be studied include the history of science, scientific inquiry and methodologies. Introductions to the fields of geology, astronomy, physics, and biology will be presented emphasizing evidence for creation by an intelligent designer. *Semester*

NS-104 Life Science
This course explores the various dimensions of life science that include genetic variation, DNA and genetic engineering, evidences of life before birth, and ecologic interactions past and present. Students will also learn to compare and contrast the scientific evidence for creationism and evolution and defend their position with the support of the Scriptures, and to counter Darwin's words with scientific evidence supporting God's Word.

PH-201 Introduction to Philosophy
An analysis of the foundations of philosophical thought. The emphasis will be on the main branches of philosophy: metaphysics, epistemology, and ethics in light of Christian thought. *Module*

PH-202 Introduction to Apologetics
The purpose of this course is to equip believers with answers to some of the more difficult theological questions and topics that Christians face, such as: arguments for the existence of God; the problem of evil; the life, death, and resurrection of Christ and a variety of other questions frequently encountered while witnessing. *Module*

SS-204 Cultural Anthropology
An investigation of race, culture, economics, social groups, religion, language, and arts of primitive folk and modern westernized peoples. This course compares biblical absolutes with cultural norms and includes Bible lands and cultures. *Module*

Graduate Courses

Bible Exposition: Old Testament

OT-501 Old Testament Survey
An overview of the Old Testament books that includes an investigation of historical background, literary genres, authorship, purpose, structure, and major themes. Special attention is given to the development and nature of major Old Testament covenants and significant interpretive issues surrounding key verses. *Prerequisites: TH-560 and RS-503*

OT-512 The Pentateuch
A study of the Pentateuch (Genesis to Deuteronomy) with an emphasis on the historical setting, genre, structure, purpose, biblical theology, and application of these books. Special attention will be given to creation, fall, flood, God's creation of Israel and His covenants and dealings with her. *Prerequisites: TH-560 and RS-503.*

OT-514 Historical Books
A study of the Old Testament historical books (Joshua through Esther) with an emphasis on the setting, genre, structure, key dates and persons, biblical theology, and key events of these books. Special attention will be given to the conquest of Canaan, the sin cycle of Judges, the development of the monarchy, the Davidic Covenant, the rise and fall of Israel and Judah, the Assyrian and Babylonian threats and the Exile. *Prerequisites: TH-560 and RS-503.*

OT-516 Wisdom Literature
A study of Old Testament wisdom literature (Job through the Song of Solomon) with an emphasis on the historical setting, literary genre, purpose, theology, and application of these books. Special attention will be given to the concept of Hebrew wisdom, type and function of Hebrew poetry, retribution theology, figures of speech, and hermeneutical issues. *Prerequisites: TH-560 and RS-503.*

OT-618 Major Prophets
A study of the Old Testament major prophets (Isaiah through Daniel) with an emphasis on historical setting, message, purpose, genre, structure, dates, theological emphasis and application of these books. Special attention will be given to the history of Old Testament prophecy, the role of the prophets, divine judgment and salvation, and God's plan for Israel and the nations. *Prerequisites: TH-560 and RS-503.*

OT-620 Minor Prophets
A study of the Old Testament minor prophets (Hosea through Malachi) with an emphasis on the historical setting, purpose, dates, genre, structure, theme, and theology and application of these books. Special attention will be given the canonical and chronological order, prophetic oracles, rhetorical devices and God's redemptive plan for Israel and the nations. *Prerequisites: TH-560 and RS-503.*

OT-708 Genesis
A detailed survey and exposition of the Old Testament book of Genesis, with an emphasis on the book's biblical theology, genre, and application. *Prerequisites: TH-560 and RS-503. 2 credits.*

OT-730 Psalms
A detailed survey and exposition of the Old Testament book of Psalms, with an emphasis on the book's biblical theology, genre, and application. *Prerequisites: TH-560 and RS-503. 2 credits*

OT-750 Daniel and Revelation
A detailed survey, exposition and synthesis of the Old Testament book of Daniel and the New Testament book of Revelation, with an emphasis on the biblical theology, genre, and application of these two books. *Prerequisites: TH-560 and RS-503.*

Bible Exposition: New Testament

NT-501 New Testament Survey
An overview of the New Testament books that includes introductory matters such as historical background, literary genres, authorship, purpose, structure, and major themes. Special emphasis is given to a survey of the life and work of Christ, development of the church, major teachings of the epistles and Revelation. *Prerequisites: TH-560 and RS-503*

NT-513 Gospels
A survey and exposition of the Gospels, with an emphasis on the biblical theology of these books, their genre, and their application. *Prerequisites: TH-560 and RS-503.*

NT-515 Acts and Pauline Epistles
A survey and exposition of the New Testament book of Acts and the Pauline epistles, with an emphasis on the biblical theology of these books, their genre, and their application. *Prerequisites: TH-560 and RS-503.*

NT-517 General Epistles and Revelation
A survey and exposition of the New Testament books of Hebrews and the General Epistles, with an emphasis on the biblical theology of these books, their genre, and their application. In addition, a review of important aspects in the book of Revelation will be analyzed. *Prerequisites: TH-560 and RS-503.*

Biblical Languages: Hebrew

OT-771 Elementary Hebrew 1
A study of the basic principles of biblical Hebrew for students who have not had Hebrew or who would benefit from a review of the elements of the language.

OT-773 Elementary Hebrew 2
A continuation of study of the basic principles of biblical Hebrew followed by an introduction to Hebrew syntax, textual criticism and to the basic tools and methods of lexical analysis.

OT-875 Introduction to Hebrew Exegesis
An introduction to the exegesis of Hebrew narrative and poetry, including a review of Hebrew morphology, syntax, and lexical analysis in conjunction with the translation of selected Old Testament passages.

OT-877 Advanced Hebrew Exegesis
The application of exegetical methods to selected passages from historical, prophetical and wisdom books of the Old Testament. The exegetical consideration includes a survey of the literary, historical, and theological backgrounds unique to the texts under study.

OT-890 Advanced Exposition in the Old Testament
Advanced level exposition of selected Old Testament passages are examined utilizing Hebrew exegetical skills. *4 credits each; ThM only.*

Biblical Languages: Greek

NT-772 Elementary Greek 1
A study of the basic principles of New Testament Greek for students who have not had Greek or who would benefit from a review of the elements of the language.

NT-774 Elementary Greek 2
A continuation of the study of the basic principles of New Testament Greek for students who have not had Greek or who would benefit from a review of the elements of the language.

NT-875 Introduction to Greek Exegesis
A study of New Testament Greek syntax and an introduction to New Testament textual criticism. The course will improve the ability of the student to (1) read the Greek New Testament, (2) analyze it grammatically and syntactically, and (3) determine its original wording. *Prerequisite: NT-772, NT-774, TH-560 and RS-503*

NT-877 Advanced Greek Exegesis
An introduction to the procedure and practice of New Testament Greek exegesis with an emphasis on the process of analysis and synthesis of the Biblical text which will result in the writing of a commentary on a New Testament epistle. *This course is only offered for credit for M.Div. and Th.M. students only. Prerequisite: NT-772, NT-774, NT-875, TH-560 and RS-503.*

NT-890 Advanced Exposition in the New Testament
Advanced level exposition of selected New Testament passages are examined utilizing Greek exegetical skills. *4 credits each; Th.M. only.*

Chaplaincy Courses

CH-601 Cultivating an Awareness of the Chaplain Ministry
This course has been designed as a learner-centered, problem-based, and interactive learning experience which focuses upon the types of incidents and interventions a chaplain may face while providing physical, emotional, and spiritual support services within a public safety organization. Program content addresses a variety of specific topics including, but not limited to the philosophy of chaplaincy, legal and ethical responsibilities, suicide cases, death notifications, grief and bereavement support, active listening concepts, and fundamental crisis intervention concepts. *Required for the CC Program only.*

CH-602 Introduction to Community and Public Safety Chaplaincy
This course has been designed as a learner-centered, problem-based, and interactive learning experience which focuses upon the types of incidents and interventions a chaplain may face while providing physical, emotional, and spiritual support services within a public safety organization. Program content addresses a variety of specific topics including, but not limited to the philosophy of chaplaincy, the law enforcement culture, legal and ethical responsibilities, suicide cases, death notifications, grief and bereavement support, active listening concepts, and fundamental crisis intervention concepts. *Required for the MAC Program only.*

CH-603 Introduction to Military Chaplaincy
A history of chaplaincy beginning with Aaron in the book of Genesis up to modern day chaplaincy in the US Military. The roles and responsibilities, understanding the law, and freedom of religion. Biographical sketches of various chaplains (Patton's Chaplain, The Four Chaplains of Dorchester, and others). An understanding of the technical and tactical chains of command will be examined in detail. *Required for the MAMC Program only.*

Critical Incident Stress Management Coursework (CH-712 to CH-714)
A critical incident is any time a normal individual is placed into a highly abnormal situation that there normal coping mechanisms are overwhelmed and they are placed into a state of dysfunction. The individual or group enters into a "crisis pit" where they need to be empowered to take back control of their lives. The depth of entry and the length of time they remain can greatly be reduced by use of comprehensive, integrated, systematic multi-component, strategic crisis intervention techniques. This course is taught and recognized by The International Critical Incident Stress Foundations Instructors and the University of Maryland. These courses are designed for anyone who desires to increase their knowledge of crisis intervention techniques in the fields of Business & Industry, Crisis Intervention, Disaster Response, Education, Emergency Services, Employee Assistance, Healthcare, Homeland Security, Mental Health, Military, Spiritual Care, and Traumatic Stress.

CH-712 Foundations of Crisis Intervention
This course will cover the following foundational interventions: Assisting Individuals in Crisis, Group Crisis Interventions including defusing, demobilizations, crisis management briefings, and critical incident stress debriefings. This class will culminate in a required residency where students will perform intervention skills. *Required for all CH programs.*

CH-713 Suicide Prevention, Intervention & Postvention
Suicide is a complex problem. Many factors can increase suicide risk while other factors protect people from suicide. Findings suggest that many strategies can help prevent suicide—particularly when they are used together as part of a carefully planned program. This class will explore the many facets of suicidology, including prevention and postvention programs. This class will culminate in a required residency where students will learn the international best practice standards of suicide intervention skills. *Required for all CH programs.*

CH-714 Intermediate Crisis Intervention
Continuing to build on CH-712 and CH-713 this course will cover the following intermediate crisis interventions: Strategic Response to Crisis, Grief Following Trauma, Pastoral Crisis Intervention. This class will culminate in a required residency where students will perform intervention skills. *Prerequisites:CH-712 and CH-713*

CH-715 Issues in Chaplaincy
This course will explore various issues most likely encountered in chaplaincy such as the "pit of crisis", the biology of stress, hypervigilance, resiliency, depression, trauma, grief, death notification. *Required for the MAC Program only.*

CH-721 Ministry Within a Pluralistic Society
A study of the Military Chaplain Paradox and the difference between ministering in a pluralistic environment as opposed to performing a pluralistic ministry. Where do we draw the lines between requirements of our faith and the requirements of Government in an employee/employer position as a minister to those in need? This and other challenging questions will be addressed. *Required for the MAMC Program only.*

CH-722 Issues in Military Chaplaincy

This course will explore various issues most likely encountered in military chaplaincy such as but not limited to, the chain of command, functioning as religious leader vs staff officer, ministry in combat settings, military ethics, just war, rear-detachment ministry, non-combatant ministry and ceremonial issues such as memorials, weddings, death notifications, etc. *Required for the MAMC Program only.*

Leadership Courses

LD-710 Self Leadership

Before we can lead others in ministry or business, we have to be able to lead ourselves successfully. Integrity demands that our self-leadership be congruent with our leading of others. Self-leadership prepares a principled leader to set the example in the physical, mental and spiritual domains of one's life. It is from these three domains that the leadership of others begins. In this course, students will complete several self-assessment tools to discover areas of growth, define their personal vision, purpose, and passion, and will prepare forward-thinking goals and plans for moving ahead with intentional, practical leadership skills. Prerequisite: LD-759, Servant Leadership

LD-720 Leading Teams

Each person in a group working together becomes part of a team because of a common mission, vision and foundational values. These are crucial for the common good of a team. The effective principled leader, whether in ministry or business, will assemble individuals and lead them to adopt and execute a shared vision. This course will begin to address the key aspects of teams, including team formation, relationship dynamics, dysfunction, and communication.

LD-730 Leading Organizations

Every organization whether a ministry or business has a culture that is specific and defined. As the organization grows and changes, what happens to that culture and how principled leaders and managers handle those changes, is crucial. This course will help students understand cultural shift, health, and habits within organizations. The course helps students understand leadership through change and explore the various types of leadership structures. By using case studies, students will learn practical skills on how to navigate cultural change and conflict.

LD-740 Managing Organizations Effectively

Leading and managing are different functions. A ministry or organization is more effective when these differences are known and appreciated. This course will address the many areas where these two work together to accomplish the common vision and mission in an effective and efficient way. Students will assess their role as managers and leaders to determine the appropriate balance. Students will explore the complexity of communication, human resources and process management, to enable the efficient management of an organization or ministry.

Ministry Skills

(All MS Courses are 2 credits each unless otherwise noted.)

MS-753 Missions and Outreach

A course designed to develop effective disciplers and effective participants and supporters of world missions. The course includes a study of the biblical mandate and models for evangelism and missions and the importance of a clear gospel and the teaching of grace, a study of major contemporary evangelism and missionary strategies, training in personal evangelism and discipleship, a study of current challenges and issues in world missions, and exposure to examples of effective mission-minded churches and missionary agencies.

MS-756 Expository Preaching

This course guides students to develop and deliver expository messages that present biblical truths in a way that changes peoples' lives. This is a practical course that will help students prepare and present biblically accurate and culturally relevant sermons in creative ways. Students will preach twice and receive evaluations from fellow students and the professor. *(Prerequisite: TH-560 Hermeneutics)*

MS-757 Christian Counseling

A study of the models, theories, and techniques of Christian counseling; and the central issues addressed in counseling in the Christian community.

MS-759 Servant Leadership
Principles of servant leadership are discovered from the biblical text. Students will develop a personal plan to apply biblical principles and requirements for leadership in ministry. A self-evaluation of the student's current role and leadership style will be completed.

MS-761 Ministry Stewardship
This course helps the student build a solid biblical foundation regarding his or her personal and ministerial stewardship. Building on a solid biblical worldview of stewardship, the student will be able to apply biblical principles to the use of personal possessions and finances. Students will explore the biblical texts that relate to the personal use of money and possessions, and learn practical skills to obtain peace in personal finance. Attention will be placed on the practical implementation of biblical financial principles in the student's life and vocation. Topics to be covered include materialism & spirituality, basic money management, giving, saving, investing, debt and credit.

MS-762 Eternal Rewards
A study of the Judgment Seat of Christ, designed to help the student develop an eternal perspective toward all of his life's relationships, attitudes, and activities, and to provide a tool for teaching others about rewards and shame at the appearing of Christ. *(1 credit)*

MS-763 Introduction to Ministry
A study of biblical, theological, and cultural foundations of Christian ministry. Topics include call to the ministry, philosophy of ministry, mission and vision, interpersonal relationship, pastoral care, spiritual gifts, disciplines, and effective leadership for ministry.

MS-765 Discipleship Strategies
This course will explore the theology of disciple-making with a view toward developing a philosophy and strategies that will engage unbelievers on a journey toward faith, spiritual growth, and genuine life-change. This course will emphasize both strategies for developing disciples individually as well as creating church programs that can engage multitudes of people in the disciple-making process.

MS-771 Contemporary Moral Issues in Ministry
survey course in biblical and contemporary ethics. In the first portion of the course, a broad overview of biblical ethics and develop a methodology for Christian moral reasoning will be given. Then, some of the most important moral issues currently confronting the church will be examined and evaluated. With respect to specific contemporary moral issues, the class lectures will be generally organized based on the following questions: 1. What is the extent and nature of this problem in our society? 2. What are the primary positions held regarding this moral problem? 3. What are the key biblical texts that shed light on this moral problem and what major principles can be gleaned from these texts? 4. In light of #3 above, what are my/your convictions on this moral problem and why? 5. In light of #1, #3, and #4 above, what are some of the key personal and pastoral implications relevant to this moral problem?

MS-773 Teaching for Impact
Students will enter into a discussion of general teaching methodologies to learn how to teach with life-changing impact and effectively communicate any relevant truth. Practical application of various teaching methods will be used during the course. *(Prerequisite: TH-560 Hermeneutics)*

MS-775 Effective Preaching
An introduction to basic biblical communication theory and skills, emphasizing how to effectively prepare and deliver a textually derived proposition with accuracy, interest, clarity, and relevance. This is a practical course where students will share their homiletical skills in class, modeling the skills and techniques presented during the course. *(Prerequisite: TH-560 Hermeneutics)*

MS-854 Pastoral Ministries
A practical study of key areas of pastoral ministry designed to equip pastors to effectively administer the day-to-day tasks of a typical church ministry.

MS-856 Conflict Resolution
The course will address the importance of building and sustaining decision-making teams, mentoring, delegating, resolving conflict, and handling and overcoming opposition. Styles of communication will also be studied with a view of functioning more effectively and efficiently as a team leader in handling routine and crisis situations.

MS-858 Vision and Strategic Planning
This course will examine the importance of having a shared vision and how a leader can communicate it and implement it using a systematic process to develop it within a ministry. The strategic planning process, based on the vision, will be examined in detail and put into practice for the student's ministry. (semester)

MS-864 Crisis Counseling
The student gains an understanding of the anatomy of crisis and learns to apply biblical principles. Attention is focused on the crises of PTSD, trauma, depression, spousal abuse, suicide, death, divorce and adolescence. *(Prerequisite:MS-757 Christian Counseling)*

MS-866 Cross-Cultural Communications
An examination of the many trans-cultural dynamics for effective intercultural communication including values, tradition, non-verbal expression, and language expression.

MS-868 Foundations of the Christian Home
A study of the biblical principles and practices for establishing and building the Christian home. Emphasis is placed on marriage issues such as the divinely designed differences between men and women; the individual responsibilities for both husband and wife; and building a better marriage through improved communication and conflict resolution. In addition, there will be a focus on biblical responsibilities that equip parents to build and launch the next generation.

MS-870 Planting Churches and Ministries
A course designed to encourage and prepare church leaders and missionaries to lead or assist in the growth and multiplication of churches. The course includes a study of biblical principles and practical information for planting new ministries and churches, and students are required to arrange for a mentor in a ministry in which they will have opportunities to learn by experiencing the process of planting a ministry or a church.

MS-880 Short Term Experience in Missions
A guided experience in cross-cultural missions through participation in a short-term mission trip and relevant training provided by an approved mission agency or church.

MS-890 Ministry Internship 1
A supervised, directed ministry experience for students in their specific area of interest and skill. This includes practical training in the local church, mission field, or school, working in the areas of counseling, teaching, church leadership, and evangelism. This course is taken during the final year of studies. *Credit/No-Credit. Semester.*

MS-891 Ministry Internship 2
A continuation of MS-890. *Credit/No-Credit. Semester.*

Research and Technology

RS-503 Research Methods, Writing and Technology
A course designed to introduce the student to the skills necessary to produce graduate level research papers and projects. This includes the proper formatting of papers (Turabian), source documentation, and thesis formation. How to effectively read for comprehension and how to express oneself properly is explored. Methods for using technology to discover information appropriate to graduate work through the use of electronic databases, Internet resources, library collections, and information literacy are addressed. Students will be introduced to the Canvas LMS and BlueJeans video conferencing system used at Grace for all its courses. NOTE: *This course is required prior to enrollment in Systematic Theology and Bible Exposition courses. (1 credit)*

RS-890 Thesis Proposal
This course is the beginning of the capstone project for ThM candidates through which the student produces independent research and writing of a thesis on an approved topic under the supervision of his faculty advisor. The thesis proposal is comprised of a title, thesis statement, introduction that defines the need for the research, literature review, and methodology, with a preliminary annotated bibliography. *Credit/No Credit, Semester, 3 credits*

RS-892 Thesis Project
After the successful completion of RS-890, Thesis Proposal, the candidate completes the thesis under the guidance and supervision of the thesis advisor. After the advisor determines that the candidate's thesis is ready for defense, the student defends his or her thesis before the thesis committee. If the thesis is not completed by the end of the semester, students will be

required to enroll continuously. Students have up to three years to complete the thesis from the time of their first enrollment in this course. *Prerequisite: RS-890 Credit/No Credit, Semester, 3 credits*

Spiritual Formation

SF-550 Spiritual Life
This course is a practical study of the biblical principles and practices that develop Christian character and service, with emphasis on the primacy of the Scriptures and the building of a devotional life, as well as challenges in the Spiritual Life. The goal is a personal devotional method which can be used throughout your life.

Systematic Theology

TH-501 Survey of Systematic Theology
A general survey of biblical doctrines outlining major areas of systematic theology including theology proper, bibliology, Christology, pneumatology, anthropology, angelology, hamartiology, soteriology, ecclesiology and eschatology. Special attention is given to the biblical background of Free Grace theology and its impact on soteriology. *Prerequisites: TH-560 and RS-503*

TH-560 Hermeneutics
A directed study of the principles of the literal-grammatical-historical (L-G-H) system of biblical interpretation, with guided practice in using those principles in interpreting representative passages. N O T E : *This course is required prior to enrollment in Systematic Theology and Bible Exposition courses.*

TH-563 Basis of Free Grace Theology
This course examines the major doctrines of Free Grace Theology in comparison with Roman Catholic, Orthodox, Calvinist, and Arminian theologies. The emphasis will be upon the divergent views of justification, faith, anthropology, hamartiology, sovereignty and providence, predestination and free will in relation to divine election, eternal security and assurance of salvation, the extent of Christ's propitiation, the process of sanctification, and God's payment ("rewards") and punishment of Christians. *Prerequisites: TH-560 and RS-503.*

TH-565 Bibliology and Theology Proper
An in-depth study of the doctrines of revelation, inspiration, inerrancy, illumination, and theological hermeneutics will be conducted. The study of the existence and attributes of the one God, the Triune Godhead, the Father, Son, and Holy Spirit in Scripture and in Christian history, and the ramifications of Trinitarian belief today will be addressed in detail. *Prerequisites: TH-560 and RS-503.*

TH-567 Christology and Pneumatology
A course designed to provide a theological understanding of the doctrines of Christ and the Holy Spirit and to help develop the student's walk with Jesus in the power of the Holy Spirit. The course includes a study of the preparations for the coming of Christ, his life, is person (His full deity, His sinless humanity, the kenosis, and the hypostatic union), and His work (the substitutionary atonement). The course also includes a study of the person and work of the Holy Spirit, including His deity, His personhood, and His ministries to both unbelievers and believers, with special emphasis on the filling of the Holy Spirit in the life of the believer. *Prerequisites: TH-560 and RS-503.*

TH-568 Soteriology
A study of the doctrine of salvation with special attention given to the work of Christ, the nature and extent of the atonement, the terms of salvation, election and human responsibility, and the eternal security of the believer. *Prerequisites: TH-560 and RS-503.*

TH-663 Angelology, Anthropology and Hamartiology
A study of angelology (the doctrines of the unfallen angels, Satan and the fallen angels), anthropology (creation of humanity, the material and immaterial aspects of humanity, and the fall of humanity), and hamartiology (original and personal sin). *Prerequisites: TH-560 and RS-503.*

TH-667 Ecclesiology and Eschatology
This course is an analysis of the biblical teaching concerning last things, a discussion of the coming of Christ, and other end times events from a pre-millennial perspective. The students will be given a comprehensive outline of the future events of God's prophetic program. Contrasts will be drawn with Covenant Theology and progressive dispensationalism. The major millennial views will be presented along with various views relating to the Rapture. Attention will be given to the

unconditional covenants of the Old Testament. Finally, a definition of the Church as the Body of Christ and its role and function in God's eternal plan will be examined. *Prerequisites: TH-560 and RS-503.*

TH-767 Church History and Historical Theology 1
This is an overview studying the history and theological development of the Christian Church from its inception to the Reformation. Significant individuals, events, doctrines, and heresies will be highlighted. Major periods of theological formation will be emphasized, including the Patristic period and the Middle Ages. This will provide students the tools to critically evaluate modern doctrines of the Roman Catholic, Orthodox, and various Protestant theologies within the context of their developments within Church History. *Prerequisites: TH-560 and RS-503; 2 credits*

TH-775 Christian Apologetics: Classic and Contemporary
This course addresses the historical and current challenges to the Christian faith by religions, cults, and secular society. Apologetics trains the student to explain clearly his beliefs and then to defend the great truths of his Christian faith. *Prerequisites: TH-560 and RS-503; ThM only.*

TH-780 Advanced Theological Methods
This course explores the formation and implementation of theological processes from the exegesis of biblical texts in hermeneutical methods to the contextualization of their theological message within a cohesive systematic theology. Prolegomena will be emphasized, exposing philosophical presuppositions regarding the various views on Scriptural authority and revelation, together with competing hermeneutical approaches influencing exegesis of Scripture. Historical criticism and biblical criticism will be examined within discourse theories. The interrelationships between Biblical Theology, Historical Theology, and Systematic Theology are explored to develop practical and coherent theological methods for the modern Church as it relates to Scripture, Christ, and culture. *Prerequisites: TH-560 and RS-503; 4 credits; ThM only.*

TH-783 Church History and Historical Theology 2
This is an overview studying the history and theological development of the Christian Church from the Reformation to the current era. Significant individuals, events, doctrines, and heresies will be highlighted. Major periods of theological formation will be emphasized, including the Protestant Reformation, and the Catholic Counter-Reformation. The responses of Christianity to the Enlightenment and modern theories will be analyzed alongside the demise of Western Christianity and the subsequent shift of power to eastern and southern nations. This will provide students the tools to critically evaluate modern doctrines of the Roman Catholic, Orthodox, and various Protestant theologies within the context of their developments within Church History. *Prerequisites: TH-560, RS-503, and TH-767; 2 credits*

Doctoral Courses

DM-901 Contemporary Theological Issues
This course identifies, biblically evaluates and provides resources for men and women in ministry concerning a variety of theologically oriented issues facing the church in contemporary society. These current issues have theological origins as well as cultural manifestations. This course equips those in ministry to serve more effectively in a changing world *(3 credit hours).*

DM-902 Effective Biblical Leadership
This course seeks to develop a philosophy of leadership that is biblically accurate and culturally relevant. Through the course the student will gain exposure to some of the best thinking and most current research on the subject of leadership (personal and team). The effective practices of a successful leader will be explored such as conflict resolution, planning with vision, team leadership, and basic management skills. Students will investigate the biblical model of servant leadership and how it is the foundation that enables others to lead and encourages other to serve with passion. Students will also be refreshed in their skills using Grace's Canvas LMS, digital library catalog, Logos Bible Software, *Turabian* writing format, and online research methods *(4 credits).*

DM-903 Issues in Grace Theology and Praxis
This course investigates the ancient and modern issues dealing with specific areas of justification and sanctification of the believer at both an exegetical and theological level, with implications for pastoral theology and ministry *(3 credit hours).*

DM-910 Principles of Mission and Ministry in the Book of Acts
This course will provide an exegetical and theological study of the book of Acts.   Special attention will be given to the relevant theological and ministerial issues that faced the church of the first century as well as the twenty-first century.

DM-915 Theology of Spiritual Formation
Explores the historical development, the biblical teachings, and contemporary practice of spiritual formation. Attention will be given to spiritual disciplines such as walking in the spirit, confession, prayer, fasting, and Scripture meditation, with a view toward the development of the student's own spiritual life and ability to help others grow spiritually. Includes a brief look at the Roman Catholic style as well as the more recent Protestant style. It will investigate both style and substance and evaluate it against evangelical theology.

DM-916 Pastoral Ministry Model from the Book of Hebrews
This course will include both exegetical exposition and theological reflection to arrive at a ministry paradigm to meet the demands of the pastor and the needs of God's people. The book of Hebrews will provide the baseline for an exploration into a modern pastoral model for ministry. Special attention will be given to the hermeneutical issue regarding the use of the Old Testament in the New Testament and the theology from the Old Testament and how it is implied and applied through the New Testament.

DM-918 Conflict Management
Offers the "manager of conflict" biblical wisdom for the intervention and prevention of many causes and forms of conflict in order to lead people and churches into harmony, fruit bearing, truth telling, and grace-driven relationships. You will learn the various sources, levels, and causes of conflict along with the cycle of conflict, early warning signs, and principles for stopping, defusing, and reducing the conflict in and around you. Conflict management strategies will be systematically explained, illustrated, and applied in the context of 21st-century ministry to enhance the integrity, discernment, wisdom, and leadership of today's conflict manager.

DM-920 Increasing Relevancy in Your Preaching
Increases a speaker's ability to develop messages that are true to the biblical text, clear and well-organized, interesting, and relevant to the listener's needs. Attention will be given to relevancy and clarity. Students will learn how to determine the specific applications of a biblical passage and how to help listeners follow the unfolding of the message. Though students will not preach in class, these practical skills will be developed through instruction, examples, group interaction and personal use.

DM-925 Exegetical Review: Sharpening Your Exegetical Skills for Expositional Excellence
This course is at the same time a refresher and a revitalizer of learned but neglected skills, an updating of exegetically-oriented disciplines, and an initial introduction into key exegetical processes, all focused on the critical task of proclaiming God's Word in a post-modern culture.

DM-935 Christian Apologetics in a Non-Christian World
Christianity is increasingly being challenged and countered by new religions and cults, but most insidiously by the secularization of our culture. In this doctoral seminar we examine the culture of the world, exposit the word of God and seek to form a strategy for engagement. This course includes both the theory of apologetical systems and specific issues that can only be addressed through proper apologetic strategy.

DM-938 Counseling Dysfunctional Families
This course examines dysfunctional families (e.g., alcoholic, battering, incestuous), with a focus on the issues facing those who grew up in them. It also provides basic counseling strategies and practical tools to help these "survivors" overcome their painful pasts.

DM-990 and DM-991 Ministry Project I & II
The Ministry Project is designed to involve the student researching, developing, and writing about a new ministry that will benefit the Christian church ministry as a whole. The project allows the student to select a specific aspect of ministry to explore more fully.

During DM-990, Project I, the student determines the subject, length, and form of the project in consultation with the Dean of the Doctor of Ministry Program. The student will also complete the introduction, literature review, and research methodology and present these for approval of his Project Chair. During DM-991, Project II, the student conducts his research, writes his conclusions and summary, and presents his ministry findings to the Faculty in an oral presentation *(each course is 4 credits)*.

ESL Courses

Oral Communication Skills

ESO-011 Basic Oral Communication Skills 1 (2 units)
This is a basic course on survival English, introducing students to the basic sounds and structures of the language. Themes related to work, daily life, and ministry are employed to expose students to the sounds of the English language and enable them to acquire the necessary vocabulary for survival in an English-speaking environment.
This course is for Level G1 students.

ESO-021 Basic Oral Communication Skills 2 (2 units)
This course introduces students to a higher level of English vocabulary and structures in a variety of communicative settings. Language functions and themes are introduced with key vocabulary to enable students to express themselves more fluently in spoken English.
This course is for Level G2 students.
Prerequisite:
G1 students must first take ESO-011.

ESO-031 Oral Communication Skills 1 (2 units)
This course is an introduction to more structured English in a variety of social and academic settings. Students are exposed to more complex varieties of English and standard usage in social and academic interactions. Some introduction to basic public speaking is also provided.
This course is for Level G3 and G4 students.
Prerequisites:
G2 students must first take ESO-021.
G1 students must first take ESO-011 and ESO-021.

ESO-041 Oral Communication Skills 2 (2 units)
This course introduces students to more complex vocabulary and grammar usage in social and academic settings. Common idiomatic expressions and phrases in American usage, along with upper intermediate vocabulary, are further introduced. Students are also provided opportunities for public speaking and spontaneous interaction in various settings.
This course is for Level G4 students.
Prerequisites:
G3 students must first take ESO-031.
G2 students must first take ESO-021 and ESO-031.
G1 students must first take ESO-011, ESO-021 and ESO-031.

Grammar and Writing Skills

ESG-012 Basic Grammar (3 units)
This course introduces students to basic grammatical forms like parts of speech and their usage. Other basic grammar items are also introduced within the context of writing. Students are given opportunities to practice using newly acquired vocabulary and grammatical structures in common settings like work, daily life, and ministry, through oral and written language tasks. Reading tasks are provided to accelerate development of target skills.
This course is for Level G1 students.

ESG-022 Basic Grammar and Composition (3 units)
This course teaches a variety of grammatical structures applied in different settings. Progressive grammar items like basic verb tenses are introduced in detail. Language functions in writing are taught within an academic setting. Reading tasks in the lower intermediate level are provided to accelerate development of target skills.
This course is for Level G2 students.
Prerequisite:
G1 students must first take ESG-012.

ESG-032 Grammar and Composition (3 units)
This course teaches more complex grammatical structures applied in different settings. Progressive grammar items like continuous verb tenses are introduced. Language functions in writing are taught within an academic setting. Reading tasks in the higher intermediate level are provided to accelerate development of target skills.
This course is for Level G3 and G4 students.
Prerequisites:
G2 students must first take ESG-022.: G1 students must first take ESG-012 and ESG-022.

ESG-042 Grammar and Rhetoric (3 units)
This course teaches complex grammatical structures applied in a variety of settings. Critical grammar items like perfect verb tenses and conditionals are introduced. Language functions in writing are taught within an academic setting. Reading tasks in the advanced level are provided to accelerate development of target skills. This course is also an introduction to rhetoric and advanced academic writing.
This course is for Level G4 students.
Prerequisites:
G3 students must first take ESG-032.
G2 students must first take ESG-022 and ESG-032.
G1 students must first take ESG-012, ESG-022, and ESG-032.

ESG-052 Advanced Grammar and Rhetoric (3 units)
This course is a prerequisite to business writing courses in the ESL program. A variety of complex grammatical items is introduced in social and academic contexts. Samples of reading texts from existing GSOT courses are used as springboard for writing activities. Students are also introduced to rhetorical devices that enable them to compose effective academic research texts, as well as professional writings.
This course is for Level G5 students.
Prerequisites:
G4 students must first take ESG-042.
G3 students must first take ESG-032 and ESG-042.
G2 students must first take ESG-022, ESG-032, and ESG-042.
G1 students must first take ESG-012, ESG-022, ESG-032, and ESG-042.

Reading and Study Skills
ESR-033 Introduction to Academic Reading and Study Skills for Distance Learning (3 units)
This course provides students with common reading and study tools for academic success in an online academic environment. Students are exposed to online resources used in Grace, while at the same time given the opportunity to perform hands-on tasks that develop academic reading and study skills in a distance learning setting. Some exercises on speed reading and effective study strategies are also given, along with basic academic research skills. *Prerequisites:*
G3 students must first take ESG-032.
G2 students must first take ESO-031 and ESG-032.
G1 students must first take ESO-021, ESO-031, and ESG-032.

Professional English Courses
ESP-034 English Basics: A Grammar Refresher for Professionals (2 units)
This is a refresher on basic English items like grammar, word usage, intonation, pronunciation, and basic conversational skills. The course is a prerequisite for *Conversational English* and introduces special learning packets on workplace communication.
This course is for Level G3, G4, and G5 students.

ESP-035 Conversational English: Speak Like a Pro! (2 units)
This is a course featuring a brief introduction to basic conversational skills for general and workplace communication. Principles of effective communication and effective communication styles are highlighted in the course, which serves as a follow-up to English Basics.
This course is for Level G3, G4, and G5 students.
Prerequisite:
G3 students must first take ESP-034.

Business English Courses
ESB-044 Business Talk: Effective Workplace Communication (3 units)
This course is an introduction to strategies for handling telephone calls, presentations, meetings, conference calls, and other common forms of oral business communication. Principles of effective business communication are highlighted, and nuances of business etiquette are introduced.
This course is for Level G3, G4, and G5 students.
Prerequisite:
G3 students must first take ESP-034 and ESP-035.

ESB-046 Effective Presentation Skills (3 units)
This course introduces key principles in giving effective presentations. It focuses on basic presentation skills, verbal and non-verbal communication skills, persuasive speech, and audience management. Each session is set up as a seminar-workshop, a direct application of what the participants studied in the pre-session materials provided for them. *To ensure effectiveness of training delivery, completion of pre-session tasks is required.*
This course is for Level G3, G4, and G5 students.
Prerequisite:
G3 students must first take ESP-034, ESP-035 and ESB-044.
G4 students must first take ESB-044
G5 students must first take ESB-044

ESB-048 Business Writing for Impact– 3 units
This course is a refresher on basic writing skills, covering strategies on effective business writing (letters, emails, reports, minutes), and integrating principles of effective business communication and nuances of business etiquette.
This course is for Level G3, G4, and G5 students.
Prerequisite:
G3 students must first take ESG-032, ESP-034, and ESB-044.
G4 students must first take ESB-044
G5 students must first take ESB-044

Teaching Locations

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3705 College Park Drive, The Woodlands, Texas

Nepal

Dhapakhel, Naagdaha, Ward No. 25, Lalitpur Municipality, Nepal

TRACS Branch Campus	ATS Ongoing Course-Offering Site *(Less than half of the program may be offered.)*
Biblical Studies Certificate Diploma in Biblical Studies Associate of Arts in Biblical Studies Bachelor of Arts in Biblical Studies	
Master of Ministry Master of Arts (Biblical Studies) Master of Divinity	Master of Ministry Master of Arts (Biblical Studies) Master of Divinity

Domestic Extension Sites

(The following extension sites offer less than one half of the programs listed below.)

Site	Address	TRACS Teaching Sites	ATS Ongoing Course-Offering Sites
Beaumont, Texas	Antioch Baptist Church, 3920 W. Cardinal Dr. Beaumont, Texas 77705	BSC, DBS, AABS, BABS MM, MA(BS), MDiv CC, MAC, MAMC	MM, MA(BS), MDiv MAC, MAMC
Beaumont, Texas	Beaumont First Baptist Church 3739 N. Major Dr. Beaumont, Texas 77713	BSC, DBS, AABS, BABS MM, MA(BS), MDiv CC, MAC, MAMC	MM, MA(BS), MDiv MAC, MAMC
Midland, Texas		BSC, DBS, AABS, BABS MM, MA(BS), MDiv CC, MAC, MAMC	MM, MA(BS), MDiv MAC, MAMC
Guaynabo, Puerto Rico	Seminario Teológico Bautista de Puerto Rico Carretera #1, KM 23.9 Barrio Ríos Guaynabo, Puerto Rico 00927	BSC, DBS, AABS, BABS MM, MA(BS), MDiv	MM, MA(BS), MDiv
San Antonio, Texas	Bandera Road City Church 9435 Bandera Rd. San Antonio, Texas 78250	BSC, DBS, AABS, BABS MM, MA(BS), MDiv CC, MAC, MAMC	MM, MA(BS), MDiv MAC, MAMC
San Diego, California	Hilltop Baptist Church/ Torre Fuerte Baptist Church 740 Hilltop Drive Chula Vista, California 91910	BSC, DBS, AABS, BABS MM, MA(BS), MDiv CC, MAC, MAMC	MM, MA(BS), MDiv MAC, MAMC
Trussville, Alabama	4735 Norrell Dr. Suite 133 Trussville, Alabama 35173	BSC, DBS, AABS, BABS MM, MA(BS), MDiv CC, MAC, MAMC	MM, MA(BS), MDiv MAC, MAMC

International Extension Sites

(The following extension sites offer less than one half of the programs listed below.)

Site	Address	TRACS Teaching Sites	ATS Ongoing Course-Offering Sites
San Pedro Sula, Honduras	2 y 3 Avenida 12 Calle S.E. Barrio El Centro San Pedro, Sula, Honduras	BSC, DBS, AABS, BABS MM, MA(BS), MDiv	MM, MA(BS), MDiv
Panama City, Panama	Sun Tower Mall #75, Avenida Panama City, Panama	BSC, DBS, AABS, BABS MM, MA(BS), MDiv	MM, MA(BS), MDiv
Metro Manila, Philippines	2109 Jollibee Plaza F. Ortigas Jr. Rd. Pasig City, Philippines	BSC, DBS, AABS, BABS MM, MA(BS), MDiv	MM, MA(BS), MDiv
Laguna, Philippines	Brgy. Perez Calauan Laguna 4012, Philippines	BSC, DBS, AABS, BABS MM, MA(BS), MDiv	MM, MA(BS), MDiv
Tecate, Mexico	Calle Cualcoman 595 Colonia Guajardo Tecate, Baja California 21470 México	BSC, DBS, AABS, BABS MM, MA(BS), MDiv	MM, MA(BS), MDiv
Baracoa, Cuba	Primera Iglesia Bautista de Baracoa Maceo 70 Baracoa, Cuba 97310	BSC, DBS, AABS, BABS MM, MA(BS), MDiv	MM, MA(BS), MDiv
Guantanamo, Cuba	Iglesia Bautista Bethel Callejuela F No. 146 A Entre Calle 2 y Calle 4 Guantanamo, Cuba	BSC, DBS, AABS, BABS MM, MA(BS), MDiv	MM, MA(BS), MDiv
Sagua, Cuba	Iglesia Manantial de Vida (Springs of Life Church), Bazan 4, Sagua, Cuba	BSC, DBS, AABS, BABS MM, MA(BS), MDiv	MM, MA(BS), MDiv
Santiago de Cuba, Cuba	Primera Iglesia Bautista de Santiago de Cuba, Pío Rosado 503, Entre José A. Saco y Heredia, Santiago de Cuba	BSC, DBS, AABS, BABS MM, MA(BS), MDiv	MM, MA(BS), MDiv

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Got questions? We're happy to help!

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