



**Revised**

# ACADEMIC CATALOG

## 2011-2014



Evangelia University  
Anaheim, CA



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## EVANGELIA UNIVERSITY

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## GREETINGS FROM THE PRESIDENT

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Dear Friend,

Welcome to Evangelia University!

Congratulations on your decision to pursue the study of God's Word! I hope the following pages will help you in deciding to study at Evangelia University.

Evangelia is unique in many ways. First, it is a community of professors, administrators, and students who are sacrificially dedicated to the glory of God and the building up of God's people. Second, this spirit of loving sacrifice is due to the rich spiritual heritage of Reformed faith and godly men and women upon whose shoulders we stand. Third, Evangelia has a great vision of training our students bilingually, building up to a full program in Korean as well as in English. Fourth, given our unique location in the multiethnic heart of Southern California, Evangelia has a robust plan not only to train our students to transform the culture for Christ, but to bring students from all ethnic groups to train them to be sent to all nations.

Furthermore, in accordance with the Reformed vision of seeking the sovereignty of God in all areas of life, Evangelia seeks to train and welcome both ordained and non-ordained people to be the salt and light of every field of life.

It is our sincere desire that you will join us in glorifying God and enjoying Him forever!

In Christ,

A handwritten signature in black ink, appearing to read "David H. Shin".

David H. Shin, D.D.

President

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# ACADEMIC CALENDAR

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## SUMMER Intensive 2011

May 23 – June 3 ..... Summer Term (First Session)  
August 1-12 ..... Summer Term (Second Session)

## FALL 2011

August 15-26 ..... Registration  
August 23 ..... Orientation, New Students  
August 29 ..... Classes begin  
Opening Service  
September 5 ..... Holiday – Labor Day  
September 9 ..... Last Day to Add/Drop  
Courses without Recording  
October 5 ..... Bible Knowledge Test,  
Test on the Westminster  
Confession of Faith  
October 14 ..... Last Day to Turn In Request  
For Graduation Evaluation  
(Form 1-141)  
November 4 ..... Last Day to Withdraw with  
“W” Grade  
November 21-25 ..... Thanksgiving Recess,  
Reading Period  
December 8 ..... Final day of Instruction  
December 12-16 ..... Final Examinations

## WINTER 2012

January 4-6 ..... Registration  
January 9-20 ..... Winter Term

## SPRING 2012

January 9-20 ..... Registration  
January 17 ..... Orientation, New Students  
January 23 ..... Classes begin  
Opening Service  
February 3 ..... Last Day to Add/Drop  
Courses without Recording  
February 29 ..... Bible Knowledge Test,  
Test on the Westminster  
Confession of Faith  
March 4 ..... Orientation of new trustees  
March 30 ..... Last Day to Withdraw with  
“W” Grade  
April 2-6 ..... Easter Recess,  
Reading Period  
April 10 ..... Evaluation of Graduating  
Students  
May 3 ..... Final day of instruction  
May 7-11 ..... Final Examinations  
May 19 ..... Commencement

## Summer 2012

June 4-15 ..... Summer Term (First Session)  
July 9-20 ..... Summer Term (Second Session)

## Fall 2012

August 13-24 ..... Registration  
August 21 ..... Orientation, New Students  
August 27 ..... Classes begin,  
Opening Service  
September 3 ..... Holiday – Labor Day  
September 7 ..... Last Day to Add/Drop Courses  
without Recording  
October 3 ..... Bible Knowledge Test,  
Test on the Westminster  
Confession of Faith  
October 12 ..... Last Day to Turn In Request For  
Graduation Evaluation  
(Form 1-141)  
November 2 ..... Last Day to Withdraw with “W”  
Grade  
November 19-23 ..... Thanksgiving Recess,  
Reading Period  
December 6 ..... Final day of instruction  
December 10-14 ..... Final Examinations

## Winter 2013

January 2-4 ..... Registration  
January 7-18 ..... Winter Term

## Spring 2013

January 7-18 ..... Registration  
January 15 ..... Orientation, New Students  
January 21 ..... Classes begin  
Opening Service  
February 1 ..... Last Day to Add/Drop Courses  
Without Recording  
February 27 ..... Bible Knowledge Test,  
Test on the Westminster  
Confession of Faith  
March 29 ..... Last Day to withdraw with “W”  
grade  
March 25-29 ..... Easter Recess,  
Reading Period  
April 9 ..... Evaluation of Graduating Students  
May 2 ..... Final day of instruction  
May 6-10 ..... Final Examinations  
May 18 ..... Commencement



# **I. GENERAL INFORMATION**

## **A. Mission Statement**

Evangelia University exists to bring glory to God, support the church in its mandate to equip the saints for ministry, and prepare Reformed leaders for life.

## **B. Institutional Purpose**

To fulfill its mission, Evangelia University is committed to:

- Equipping students with a Reformed worldview with its emphasis on the Lordship of Christ over every area of our lives;
- Nurturing students in the grace of our Lord Jesus through the Word of God and the guidance of the Holy Spirit;
- Producing pastors who are faithful servant leaders to their flocks;
- Training students to become both cross-culturally sensitive and culture-transforming

## **C. Institutional Outcomes**

In accordance with the mission statement and the institutional purposes, Evangelia expects certain outcomes demonstrated by its graduates. Each academic program has its own specific learning outcomes. The following institutional outcomes and the specific program outcomes together will become the basis for measuring students' progress and institutional effectiveness in fulfilling its mission.

Graduating students will:

- Demonstrate their commitment to the Lordship of Christ in every area of life and to display through their lives that they are submitting to that Lordship in mind and in heart;
- Show sufficient knowledge of the cultural trends and leadership skills in order to lead a Christian group and ministry;
- Show evidence in their life that they are walking in the Spirit, bearing fruit of the Holy Spirit and becoming more Christ-like;
- Demonstrate firm knowledge of the foundational truths of God's Word and capability to apply them to life;
- Demonstrate sufficient knowledge and skills to understand the meaning of OT and NT and be able to preach and teach the Scriptural truth effectively.
- Show ability to think and write clearly, analytically, critically, creatively, and constructively.
- Demonstrate sufficient knowledge and proficiency in various Christian ministries and be able to work together with other people.

## D. History

The distinctive vision of Evangelia University stems from its affiliation with the Korean Presbyterian Church in America (Kosin). The Kosin denomination is a Reformed denomination with a unique history. It was born out of the context of persecution and martyrdom. When Korea was colonized by the Japanese military power in 1910, they persecuted the Korean Christians, and forced them to bow to the emperor as a god. In 1938, all the representatives of the Presbyterian denomination gathered for the 27<sup>th</sup> General Assembly in PyungYang, which was called the “Jerusalem of Korea.” The meeting proceeded under the “watch” of the Japanese police. The Assembly voted unanimously for Shinto shrine worship. The only objector, Rev. Bruce Hunt, was removed from the meeting by the Japanese police. Other objecting pastors were not even allowed to attend the meeting. Eventually, some of the objecting pastors were imprisoned and tortured to death. After the independence of Korea, the survivors called for a period of repentance for all the churches and pastors who bowed to the Shinto shrine. They also began a new seminary named Korea Theological Seminary. In 1951, at the 36<sup>th</sup> General Assembly, these pastors were removed from their membership of denomination, so they could not attend. Without membership in the denomination, these pastors began a new denomination named Koryu. The founders were committed to the Reformed faith and were those who did not submit to the Shinto shrine worship. The founders of both the denomination and the seminary included Rev. Bruce Hunt, Rev. Sang Dong Han, the leaders of the repentance movement, and Rev. Yune Sun Park, whose scholarship and piety were acknowledged by all Korean Christians. Dr. Kun Sam Lee, the previous president of Evangelia University, was one of the early faculty members of the Korea Theological Seminary. Eventually, the seminary and the denomination adopted the name Kosin. Thus, the Kosin denomination has a history akin to that of the French Huguenots and the English Puritans, who at the cost of their lives, have strived throughout history to maintain the purity of doctrine and life. It is in the light of such a beginning that the Kosin denomination has valued and strived to maintain the spirit of martyrdom to this day.

In 1995, Dr. Kun Sam Lee founded the Korean Theological Seminary in California and in 1998, it merged with Pacific Baptist University, which was founded in 1992, and which sought to establish a theological seminary for the purpose of training ministers to fill the growing demand for bilingual pastors for the rapidly expanding Asian-American churches in the United States. The uniqueness of such an institution was its vision to serve as a bridge between the East and the West, academically and missiologically, and ministerially. It would meet the increasing challenge of studying and applying the Scripture contextually. Furthermore, it would both equip students from the States to be sent abroad and train students from abroad to serve in the States. Finally, it would train students to serve in bi-or multi-lingual congregations in a world that is increasingly becoming multiethnic.

In 1999, the seminary changed its name to Evangelia University, to reflect the vision of bringing the Gospel to the entire world. Under Dr. Kun Sam Lee’s leadership and the seminary’s affiliation with the Kosin denomination, Evangelia developed its Reformed identity and vision. With such a heritage and foundation, Evangelia has built the reputation of providing both a sound and rigorous theological training, and developing a purity of heart among students. More recently, with the help of donors, Evangelia is able to implement its

vision of providing an excellent Christian and classical education at the undergraduate level and an improved Reformed education at the seminary level. Furthermore, plans are underway to drastically improve our current library and to establish a mission center.

In 2008, under the new leadership of the President, Dr. David H. Shin, Evangelia University became a Candidate Member of TRACS. As the Candidate Member, Evangelia University have been developing strategic plans to enhance its institutional operation and implementing those plans systematically. In fall 2011, EU is in the process of applying for the Full Membership in TRACS.

## E. Core Values (Doctrinal Standards)

Our Doctrinal statement is forged from our core values, which are convictions derived from the Scriptures.

- **The Trinity.** The triune God, Father, Son, and Holy Spirit, is worthy of the worship of all people in all places of His dominion, and this fact must be the fundamental motive for every human activity.
- **The Bible.** Scripture, as the “very Word of God written,” is absolutely authoritative (infallibility) and without error (inerrancy). Scripture is necessary, sufficient, and clear to reveal the only way of salvation in Jesus Christ, which is discovered in the Scripture with the help of the Holy Spirit. Scripture is the final authority on all matters of faith and life.
- **The Historicity.** The full historicity and perspicuity of the biblical record of primeval history, including the literal existence of Adam and Eve as the progenitors of all people, the literal fall and resultant divine curse on the creation, the worldwide cataclysmic deluge, and the origin of nations and languages at the tower of Babel.
- **Biblical Creation.** Special creation of the existing space-time universe and all its basic systems and kinds of organisms in the six literal days of the creation week.
- **The Son.** Jesus Christ is fully man, perfect and sinless, and fully God, united in one person. His humanity and divinity are evidenced in His virgin birth, in His sinless life, in His miracles, in His vicarious atonement through His shed blood, in His bodily resurrection, and in His ascension to the right hand of the Father in heaven. As divine-human person, Jesus is the only mediator between God and man.
- **Satan.** Satan is real and acts as a tempter, for whom the place of eternal punishment was prepared, where all who die outside of Christ shall be confined in eternity.
- **Man.** God created man according to His image, in knowledge, righteousness, and holiness, and made them to rule over the other creatures. However, at the temptation of Satan, Adam chose to disobey God and fell into sin, which corrupted every part of his being so that he could not be saved from his sin without the regeneration of the Holy Spirit.

- **Salvation.** God has chosen His people in Christ before the creation of the world, loved them, and made them holy and blameless, and predestined them according to His good pleasure. God desires to give salvation freely to everyone, and thus calls on people to repent of their sins and receive Christ as their Savior, trust and obey Him, and live according to God's revealed will. Personal salvation is provided solely by the grace of God and to be received only through personal faith in the person and work of Jesus Christ.
- **The Holy Spirit.** The Holy Spirit comes from God the Father and the Son and causes people to be saved and to realize their sin and misery, enlightens their hearts to know Jesus Christ, strengthens their will, encourages, empowers them, and causes them to receive Jesus Christ and bear fruits of righteousness.
- **Last Things.** The future, personal, bodily return of Jesus Christ to the earth to judge and purge sin, to establish His eternal Kingdom, and to consummate and fulfill His purposes in the works of creation and redemption with eternal rewards and punishments. Both the saved and the lost will be resurrected—the saved unto the resurrection of life in heaven and the lost unto the resurrection of damnation in hell.
- **Biblical Method.** Biblical theology (in the tradition of Geerhardus Vos) and presuppositional apologetics (in the tradition of Cornelius Van Til) are among the crucial methods to be used in interpreting and applying the teaching of Scripture and in developing a biblical worldview.
- **Church.** The Church, of which Christ is the head, is established by God to gather and to nurture the believers to grow into the body of Christ, which is the fullness of Him that fills all in all. This Church is the kingdom of the Lord Jesus Christ, the house and family of God, out of which there is no ordinary possibility of salvation. God has given the visible Church the ministry and the ordinances of God for the gathering and the perfecting of the believers.
- **Sacraments.** Christ established two sacraments: Baptism and Holy Communion. In baptism, a believer is baptized with water and cleansed in the name of the Father, the Son, and the Holy Spirit, and it signifies and seals the union with Christ. This sacrament is given to those who confess their faith in Christ, and to their children, and the Holy Communion is done in remembrance of Christ's death, and this is a sign which signifies the benefit which they receive from Christ's death.
- **Christ's Lordship over All Areas of Life.** Christ is Lord not only of salvation but of all creation. Therefore, Christians are called to bring all aspects of life under Christ's authority. This is called the cultural mandate. In Christ, Christians have both the privilege and the calling to take every thought captive and make it obedient to Christ, not only in "spiritual" matters, but every aspect of a person and every aspect of our culture.

- **Christ’s Lordship over Church and State.** Christ is Lord not only of the Church but also of the state. The state has the obligation to protect the Church as well as the general peace and justice of the commonwealth. Otherwise, the state should not interfere with the Church. On the other hand, as individuals, Christians should fulfill their duties as citizens and contribute to the peace and justice of the land.
- **Christ’s Lordship over the Whole Person.** Christ is Lord not only over our minds but over our affections and will. Evangelia’s theological education, therefore, is a holistic education with the aim of not only equipping the students with a Reformed world view, but of forming “holy affections” in the manner described by Jonathan Edwards, and of training our wills to submit to Christ.
- **Great Commission.** Christ is Lord not only of the saved people but also of all people. Christ has called upon the church to go to the ends of the earth to teach all nations of Christ’s commandments, baptizing them in the name of the Father, the Son, and the Spirit, and finally to make disciples of Jesus. The church is called to not only to reach out to people and bring them into the kingdom of God, but to nurture them in the Lord. Furthermore, we are called not only to reach out to people of other cultures, but also to make them to be Christ’s disciples, i.e., transform their cultures. This mandate calls for ministers of God’s Word is to be trained both to cross cultural boundaries as well as to transform cultures, both our own, and that of the others, by applying the eternal Word of God to the changing world.
- **Unity and Diversity within the Body.** While Evangelia is committed to the fulfillment of its own purposes and distinctiveness, it resolves to “make every effort to keep the unity of the Spirit in the bond of peace,” to maintain openness to and appreciation for Christians in differing denominations and organizations in a loving spirit, in order to “build up the whole body of Christ.”

## F. Educational Philosophy

An implication of a “Coram Deo” life for educational philosophy is a holistic approach to education. To live in the presence of God is to teach the whole counsel of God, to the whole person, to whole areas of life, for the whole body of Christ, and to the people of the whole world.

1. Whole Counsel of God.  
The Word of God is the foundation and the substance of our teaching. Evangelia is unapologetic about teaching the Word of God thoroughly, since we believe that the Word of God is the key to all other knowledge. Since partial truth can become an error, Evangelia tries to teach the entire Word of God, both theologically and biblically, as well as the development of the understanding of God’s truth throughout history.
2. Whole Person.  
Many heresies have risen because only one area of man, whether mind, emotion, or will, or one area of life, is focused. Evangelia is committed to the Word of God

which is sufficient to meet the fundamentals of all areas of human's need. The faculty and the administration are committed to offer godly examples of spiritual maturity, intellectual rigor, godly judgment, and personal integrity, and to engage in scholarly inquiry and creative activities applicable to the class room and beyond. Personal interaction between the faculty and the students is emphasized. Student presentations, discussions, and faculty-student forums, and thesis writing and presentation provide avenues for such personal interactions. Critical thinking, self assessment skill, as well as writing, reading, and speaking abilities are emphasized in all classes. Besides the classroom, other avenues provide opportunities for students to grow in their whole being: academic counselor, counselor/chaplain, student association, mentorship, internship with a local church, and other opportunities for cultural and spiritual activities outside of the school.

3. Whole Areas of Life.

Evangelia is committed to training both professional ministers of the Word of God as well as lay people who desire to apply the Word of God in their field of calling. The Bachelors program and the Masters program serve this purpose. Evangelia believes that the Lordship of Christ extends to every area of life, and that a person who is trained in applying the Word of God in his or her particular field stands in a unique situation to transform that field for the glory of God. Evangelia is committed to the Reformed emphasis that special revelation fulfills general revelation. An implication is that a well-rounded Christian education entails not only training in the special revelation but in the general revelation. Such a balanced education applies to both the professional ministers of God's Word as well as lay believers. In order to effectively minister to the congregation members, pastors need to understand the people in all of their life struggles and situations, and they need to be able to effectively and wisely apply the Word of God in their situations. Language training, which is a basic component of general education, applies to both the bachelors and masters programs. For the bachelors program, a rigorous reading load in philosophy, literature, history and culture forms the general education. For the masters programs, theological and biblical studies are balanced by training in practical ministry, which include preaching, counseling, evangelism, administration, leadership, worship, and missions.

4. Whole Body of Christ.

Evangelia is committed to building up the Body of Christ. Its implication for teaching is that the faculty of Evangelia set an example of a churchman. An active church life, although not necessarily taking on major leadership positions in the church, is required for all faculty and administrators. An active church life is also required for all students. Another implication for educational philosophy is that all knowledge is in vain if it does not build up the body of Christ in love. Seeking after the truth is important, but it is also important for the students to learn to apply the truth in the context of the life of the church, as well as in the context of life in the wider society.

5. Whole World.

Evangelia is committed to assisting the church in fulfilling the Great Commission. It is committed to bilingual education (Korean and English) and eventually to two independent programs, one in Korean, and the other in English. Intercultural training is emphasized. All students are required to take a second language. For Korean speakers, that means English. For those who speak both languages, they would study a third language, although as an elective. All Korean-speaking classes include partial readings and assignments in English. In addition to the bilingual emphasis, Evangelia is planning to establish a mission center which focuses on training missionaries. Missionary interns from the States, Korea, and other countries will be trained at Evangelia. Continuing education for current missionaries as well as their children in college is included in the plan. In addition to the mission center, the regular program of Evangelia will emphasize the cross-cultural training as part of its theological education, especially given the unique multiethnic location of Evangelia (Orange County) as well as the unique intergenerational and intercultural challenges within the Korean-American churches. Besides in-class training, the cross-cultural ministry experience is also encouraged as part of the ministry internship, which is required for the M.Div. program.

### **G. Instructional Methods**

Holistic teaching at Evangelia involves not only *what* we teach but also *how* we teach, or *who* teaches. Evangelia recognizes that good teachers and good teaching methods are important tools by which God's Word is communicated. The most important component of teaching is the teacher himself or herself. Teaching is not first and foremost about technique and technology, but the transmission of godly knowledge and godly qualities between one person to another. Therefore, Evangelia places emphasis on the spiritual as well as the academic qualification of the faculty. Teaching is not merely academic but more of a spiritual training or discipleship.

In terms of teaching, Evangelia recognizes that the diversity of learning abilities in a human being should be reflected on the diversity of teaching methods. Having already spoken of the need to address the different aspects of our being such as intellect, emotion, and will, Evangelia tries to balance cognitive, affective, and volitional or experiential approaches to teaching. The traditional didactic presentation with its attendant quizzes, mid-terms, final exams, and term papers are complemented with dialogical, interpersonal emphasis in all classes. This is further complemented by volitional or experiential approach to teaching and learning which involves case-studies, real-life examples, mock-situations, group projects, group presentations, and group-debates. Using multi-media in teaching also facilitates an experiential approach to teaching since multi-media involves using multiple forms of media at the same time, thereby bringing the learning experience as close to the real-life situation as possible.

## H. Location and Facility

Evangelia University is located in the heart of beautiful Southern California. It is 30 minutes from downtown Los Angeles and just minutes away from worldly-renowned Disneyland. The educational facility contains administration offices, library, classrooms, and normal educational areas. The school is conveniently located off Freeways 5 and 91 and has ample parking facilities.

## I. Library

Evangelia University has a library collection of approximately 20,000 volumes in English and Korean and subscribes to 50 major periodicals in both languages. The Library also houses a computer room with each computer equipped with the electronic catalog and circulation database system. Each computer is linked with major Korean and English subscription-based and free online texts and journals. The library is open for student use during the following hours:

Date	Time
Monday	10:00 A.M.-7:00 P.M.
Tuesday	10:00 A.M.-7:00 P.M.
Wednesday	Closed
Thursday	10:00 A.M.-7:00 P.M.
Friday	10:00 P.M.-5:00 P.M.
Saturday	Closed
Sunday	Closed
For Special Hours	Ask Admission Office

### Library Information:

Phone: (714) 527-0691, ext. 115

Email: [library@evangelia.edu](mailto:library@evangelia.edu)

The University Librarian: [scchay@evangelia.edu](mailto:scchay@evangelia.edu)

## J. Non-Discrimination Policy

It is the policy of Evangelia University that applicants for admission as well as all staff and employee of Evangelia University shall not be discriminated against on the basis of race, color, ethnicity, national origin, gender, age, or handicap. This admissions policy is in compliance with the following federal statutes prohibiting such discrimination:

*Title IV of the Civil Rights Act of 1964 (as amended);*

*Title IX of the Education Amendments of 1972;*

*Section 504 of the Rehabilitation Act of 1973; and*

*Age Discrimination Act of 1975.*

## **K. Academic Freedom & Doctrinal Commitment**

Evangelia University guarantees academic freedom for its students, staff, and faculty within the bounds of its doctrinal commitment. Without compromising basic academic freedom, and as provided by California Code of Regulations 71720 (i), each member of the Board of Trustees, faculty, and ministerial advisors is required initially and annually to subscribe to the following Statement of Belief and Covenant as set forth in the university's by-laws:

Believing that there is but one only, the living and true God, and that there are three persons in the Godhead, the Father, the Son and the Holy Ghost; and that these three are one and the same in substance, equal in power and glory, and with solemn awareness of accountability to Him in all that we feel, think, say and do, the undersigned engages in and subscribes to this declaration:

1. All Scripture is self-attesting and, being truth, requires the human mind wholeheartedly to subject itself in all its activities to the authority of Scripture complete as the Word of God, standing written in the sixty-six books of the Holy Bible, all therein being verbally inspired by Almighty God and therefore without error.
2. Reformed theology as set forth in the Westminster Confession of Faith and the Larger and Shorter Catechisms as accepted by the Presbyterian Church in the United States of America as its standard of doctrine at its first General Assembly in 1789 is the system of doctrine taught in Scripture; and, therefore, it is to be learned, taught and proclaimed for the edification and government of Christian people, for the propagation of the faith and for the evangelization of the world by the power of the gospel of our Lord Jesus Christ.
3. Each member of the Evangelia community solemnly promises and engages not to inculcate, sanction, teach or insinuate anything that appears to him or her to contradict or contravene, either explicitly or implicitly, any element of that system of doctrine.
4. Each faculty, student, and administrator in the presence of God, states and signifies that the person consents, agrees, and binds oneself to all of the foregoing without any reservation whatsoever, and that further obligates oneself immediately to notify in writing the Trustees so that they should a change of any kind taking place in one's belief and feeling not in accord with this statement. Amen.

## **L. Approvals and Recognitions**

Evangelia University (EU) is approved by the California Bureau for Private Postsecondary Education (BPPE) to grant degrees under California Post Secondary Education Act of 2009. School Code of Evangelia University is 1922781. BPPE has granted EU permission to offer courses for the following programs: English as a Second Language (ESL), Bachelor of Arts in Biblical Studies (B.A.), Master Arts in Religion (M.A.), Master of Divinity (M.Div.), Doctor of Ministry (D.Min.).

Evangelia Univeristy is a Candidate member (level III) of the Transnational Association of Christian Colleges and Schools (TRACS; 15935 Forest Rd., Forest, Virginia 24551; 434.525.9539). As a candidate member of TRACS, Evangelia University is approved from the TRACS for the following program: English as a Second Language (ESL), Bachelor of Arts in Biblical Studies (B.A.), Master Arts in Religion (M.A.), Master of Divinity (M.Div.). TRACS is recognized by both the Council on Higher Education Accreditation (CHEA) and the U.S. Department of Education.

Evangelia University as a candidate member of TRACS and a degree granting institution by BPPE means

- (a) The content of each educational program of Evangelia University can achieve its stated objective.
- (b) Evangelia University maintains specific written standards for student admissions for each educational program and those standards are related to the particular educational program.
- (c) Evangelia University has the facilities, instructional equipment, and materials are sufficient to enable students to achieve the educational program's goals.
- (d) Evangelia University maintains a withdrawal policy and provides refunds.
- (e) Evangelia University has properly qualified directors, administrators, and faculty.
- (f) Evangelia University is financially sound and capable of fulfilling its commitments to students.
- (g) That, upon satisfactory completion of an educational program, Evangelia University gives students a document signifying the degree or diploma awarded.
- (h) Adequate records and standard transcripts are maintained and are available to students.
- (i) Evangelia University is maintained and operated in compliance with this chapter and all other applicable ordinances and laws.

(Excerpt and adopted from the Private Postsecondary Education, Article 6. 94885. Minimum Operating Standards in CALIFORNIA PRIVATE POSTSECONDARY EDUCATION ACT OF 2009, California Education Code, Title 3, Division 10, Part 59, Chapter8)

- (j) As a candidate member of TRACS, Evangelia University has the facilities, financial resources, administrative capabilities, faculty, and other necessary educational expertise and resources to ensure its capability of fulfilling the program or programs for enrolled students to the rigorous academic standards of TRACS.

## II. STUDENT LIFE

### **A. Student Responsibilities**

Each student is individually responsible for compliance with the regulations printed in this catalog and in the official announcements of the university posted on official bulletin boards. This includes all meetings of the scholastic requirements as well as administrative deadlines for graduation. It is the responsibility of each student to be informed of the student rights of the university (see below) and the Student's Code of Conduct (see below). This Code of Conduct must be observed during enrollment.

### **B. Standards of Academic Honesty**

All students at Evangelia University are expected to adhere to the highest standards of academic honesty in the performance of all academic work. Students will be subject to disciplinary action for committing any form of academic dishonesty, including cheating, plagiarism, and the use of materials prepared by others, such as commercially prepared term or research papers. Plagiarism is regarded as a flagrant violation of the university's academic regulations and violators will be subject to severe disciplinary action. The use of commercially prepared term or research papers will be considered as the most serious offense. The California State Legislature, in fact, has enacted a law providing criminal penalty for the sale or distribution of such materials.

### **C. Student Code of Conduct**

- (1) No practice of cheating or plagiarism in connection with an academic or internship program (Ex 20:15).
- (2) No sale or possession of dangerous drugs, restricted drugs or narcotics, except when lawfully prescribed (1 Cor 6:19).
- (3) No unauthorized use or misuse of University property (Ex. 20:15).
- (4) No destruction of campus property or property belonging to the University's administrative personnel, faculty or students (Ex. 20:15).
- (5) No theft of University property or property owned by a member of the administration, faculty, staff or students (Ex. 20:15).
- (6) No obstruction or disruption, on or off campus, of the educational aims and processes of the University (1 Cor 14:33).
- (7) No entrance to campus in intoxicated or drugged states (1 Cor 6:19).
- (8) No possession or use of explosives, dangerous chemicals or deadly weapons on campus property without prior authorization of the President of the University (Ex. 20:13; John 10:10).
- (9) No physically abusive or disrespectful behavior toward a member of the University's administrative personnel, faculty, staff, or students (1 Thes 5:12; 1 Pt 2:18; 1 Pt 3:16).
- (10) No engaging in lewd, indecent or obscene behavior on campus (Eph 5:3-5).

## **D. Disciplinary Policies**

Students are expected to observe the university's Student Code of Conduct and demonstrate a cooperative and respectful attitude towards all. Students should strive to develop a strong ethical and upright character, professional competence, and compassion.

A student who violates the university's policies and Student Code of Conduct will be subject to disciplinary action which can result in one of the following seven levels of disciplinary action: (1) official warning; (2) reprimand; (3) property restitution; (4) assignment of failing grade; (5) probation; (6) suspension; and (7) dismissal. Evangelia University's rules of student conduct are based on the California Administrative Code, Title 5, Section 41301.

## **E. Grievance Resolution and Appeals Procedures**

All members of the University's administration, faculty, and staff are dedicated to providing its students the highest quality undergraduate and graduate educational programs. They strive to guide and assist students in completing their graduation requirement as expeditiously and successfully as possible. However, problems may arise, necessitating disciplinary action.

Students who are disciplined as a result of a serious violation of the Student Code of Conduct shall have the right to appeal to the Grievance Committee which is composed of administrators, faculty, and academic counselors. It is the aim of this committee to resolve all complaints, grade disputes, and other problems in a manner that is fair and just to all parties involved. When submitting a formal appeal to the Grievance Committee, students are advised to assemble and present the following: (a) the nature of the problem or dispute; (b) the date of the alleged problem or dispute occurred; (c) the name of the individuals involved in the dispute; (d) a brief statement concerning the ruling sought from the Grievance Committee and copies of all relevant supportive documents.

Any student who has grievance which he or she cannot resolve with the school can call or write to:

**Transnational Association of Christian Colleges and Schools**  
**15935 Forest Road**  
**Forest, VA 24551**  
**(434) 525-9539**

## **F. Notice of Student Rights**

*Students at Evangelia University are entitled to and have the following rights:*

1. The right to receive quality educational programs instructed by competent and qualified faculty;

More specifically, EU provides assigned faculty advisor to individual student. Following is the scope and sequence of advising of faculty.

### **New Student Orientation**

All graduate students are introduced by the Dean of Academic Affairs to their respective programs, M.Div. or M.A.R., at the New Student Orientation in regard to their academic

requirements, field education requirement and other relevant matters for their studies at the institution.

## **Introduction**

After the New Student Orientation, each graduate student is assigned to a faculty advisor. The advisor-advisee relationship is the heart of the system of student academic services at Evangelia University. This relationship is reciprocal in which both the faculty advisor and the student advisee come to discover what is best for the student's education. Academic advising enables the student to gain knowledge of himself/ herself in the educational process and empowers the student to make decisions that will best facilitate the achievement of his or her educational goals.

## **Assignment of Faculty Advisors**

An advisor is a member of the regular faculty and has precise knowledge of the academic programs at Evangelia University. The assignment of faculty as advisors is the responsibility of the Dean of Academic Affairs. The following principles are considered in making such assignments:

- Ordinarily, students will be assigned according to their interests and the degree program in which they are enrolled.
- While it is expected that a student will retain his/her advisor throughout the program, both the student and the advisor have the right at any time to request the Dean of Academic Affairs for a change.
- The Dean of Academic Affairs will consult with an advisor who is going on sabbatical leave regarding coverage of assigned students during the advisor's sabbatical absence.

## **Responsibilities of the Faculty Advisor**

The student is highly encouraged to focus on his/her educational and/or ministerial goals and to retain ownership and control of his/her educational process. To accomplish this, the advisor discusses with the student the work of the previous semester, keeping long-term goals and agreed-upon growth in focus during the advising sessions. Further, the advisor helps the student choose electives appropriate to his/her degree program and educational goals, taking advantage of the best available opportunities that will serve the student's pursuit of those goals. The advisor should discuss the following, as applicable:

- The student's previous academic work and ascertaining the particular strengths and weaknesses that the student brings to the study of theology.
- The student's long-term educational and/or ministerial goals.
- For the M.Div. student, selecting location and mentor of field education with the view of his/her overall goals.
- For the M.A. student, selecting best combination of required course for his/her ministerial goals.

## **Regular Meetings**

Students will meet at least two times in an academic year with the assigned advisor, once each semester. The meeting is preparation for the semester registration and will evaluate the student's progress toward the educational and/or ministerial goals, discussing whatever academic difficulties may arise. Besides the regular meetings, the students are encouraged to meet their advisors as they feel more academic advising is needed for their studies at the institution.

2. The right to receive professional, prompt, and friendly services from the university's administrative personnel and faculty concerning academic, financial, personal or any other matters that may require consultation by the students;
3. The right to receive informed factual and prompt responses to all questions as they are related to the university and its educational programs;
4. The right to cancel enrollment/registration and receive 100 percent of the amount paid for instructional charges, (non-refundable application fee, not exceeding \$100, may not be returned), if notice of cancellation has been delivered or mailed to the Registrar's Office prior to or on the fifth day from the beginning of classes each semester;
5. The right to discontinue his or her academic program at any time and receive a refund for the part of the course not taken, subject to the applicable regulations stated in the school catalog, and in accordance with the pro-rata refund policy stated in the school catalog, which is in compliance with the statutory and regulatory requirements;
6. The right to inspect and review his or her own records during normal business hours and seek correction of errors in records through the established administrative procedures;
7. The right to participate in all the student activities, school sponsored meetings and seminars, and other co-curricular activities;
8. The right to call for a hearing in accordance with the procedures established for this purpose if student is subject to the university's disciplinary action; and
9. The right to contact or write to federal or state regulatory agencies to register complaints and seek remedial action.
10. The student's files as indicated in the Form 1-321 including test results, all advanced placement, certificate, diplomas, non-collegiate credit should be documented and kept in the office of the registrar and of the student's academic advisor.

## **G. Student Resources and Support Services**

### **1. Student Housing**

Evangelia University does not provide housing for students. It is the responsibility of students to find appropriate housing. However, Evangelia University does assist students in locating housing in order to help them to attend school and focus on

studying. Questions concerning any of the services below may be addressed to the Dean of Student Affairs.

**2. Academic and Personal Counseling**

It is the desire of the faculty, administrators, and staff at Evangelia University to provide students with continual individualized academic and personal counseling as the need occurs. Staff members of the Academic and Administrative Divisions are instructed to make themselves accessible to the students for counseling needs, such as class selection, scheduling, personal problems, and other matters that are deemed important to the students and counseling sought.

**3. Career and Job Placement Counseling**

The majority of our prospective students are bilingual, foreign-born immigrants who wish to serve their co-ethnic community members in a Christian environment. In view of the severe shortage of ordained bilingual ministers as well as bilingual specialists in Christian education, career planning and job placement problems of its graduates are minimal.

Job placement of the university graduates are facilitated by the network of Korean churches in Southern California. As about 50% of the Korean population in the United States is Christian, jobs related to Korean ethnic Churches are among the fastest growing segments of employment among the Asian immigrant community.

Evangelia University provides job placement counseling and connects students and graduating students to ministry opportunities of Korean churches and to other job placements.

**4. Student Health and Safety**

First aid service is provided for minor injuries that occur on campus. The Student Code of Conduct outlines the safety rules and regulations of the institution.

Although the main campus is located about 20 miles away from the urban center, student safety is one of the most serious concerns of the university.

**5. Scholarships**

Beginning in the fall of 2006, scholarships are provided to students based on need and academic achievements. These scholarships are available each semester through the help of a generous donor. These scholarships are renewable each semester and may cover the full tuition.

**6. Bookstore**

Evangelia University orders all required (and some recommended) textbooks for students and reserves them in the EU library. Major reference books may be ordered through nearby Christian bookstores. Other education-related materials are also available in those bookstores.

**7. Student Organization**

Evangelia University provides assistance for student leaders to form the student government and their own clubs so as to participate in extracurricular activities. The Dean of Students serves as the advisor to the student government.

**8. Required Orientation**

During the first week of instruction, entering students receive orientation covering academic policies, scholastic regulations, student rights, library usage and guidelines, the code of the conduct, and student support services available to them.

**9. Assimilation Counseling**

Evangelia University's primary target population is newly immigrated persons with limited English proficiency. Students will be encountering not only linguistic barriers but cultural barriers. One of the services provided is assistance in the mainstreaming process, including American customs and etiquette. This type of student support service is popular because immigrants have had little opportunity to learn systematically about American customs and etiquette so that they may be well received by their American friends.

## **III. ADMISSION**

### **A. Enrollment Procedures**

Application forms, the current school catalog, and other information concerning enrollment may be obtained from the Admissions Office.

Students may apply at any time to the university and may start at the beginning of any semester. All application documents need to be submitted to the Admissions Office at least three weeks prior to the beginning of classes.

Those applicants shall be judged if they are fully qualified and exhibit ample evidence of capacity to successfully complete the university's various educational programs. And the accepted students will receive a written letter of acceptance from the Admissions Officer.

### **B. Admission Requirements**

#### **1. Undergraduate Programs**

High school graduates are invited to apply for admission to the Bachelor of Arts degree program. Application forms and other pertinent information for enrollment may be obtained from the Admissions Office.

All applicants for undergraduate programs must provide the following to the Admissions Office:

- Completed application form;
- Application fee of \$30.00 (non-refundable);
- Official High School transcript(s) or GED and official transcripts of any postsecondary schools attended;
- Overall GPA of 2.0 (on a scale of 4.0)
- Recommendation Letters (1 pastor/minister; 1 academic/professional); and
- Two photos (1.5" x 1.5").

#### **2. Graduate Programs**

The university's School of Theology was established to train and equip mature individuals to serve in the Christian ministry. The School of Theology, therefore, seeks students who are ready to study diligently to complete the required courses in preparation for Christian ministry.

The basic pre-requisite for entrance into the School of Theology is a bachelor's degree from a recognized college or university in the United States or abroad. Students who have earned a B.A. degree from Evangelia University may be able to obtain up to 15 credits of advanced standing towards the M.Div. degree and 9 credits

towards the M.A. Beyond that, in rare situations, special considerations are made case by case by the Academic Dean.

Each applicant for admission to Graduate Studies (Kosin School of Theology) must submit the following:

- A completed application form;
- Application fee of \$30.00 (non-refundable);
- Evidence of bachelor's degree or the equivalent. Official transcripts from all postsecondary institutions attended must be sent directly to the Admissions office. The grades attained shall give promise that the applicant can pursue courses in the university satisfactorily. The transcript should show the broad and comprehensive education essential to theological studies;
- Overall GPA of 2.5 (on a scale of 4.0)
- Two letters of recommendation (Forms provided by the Admissions office);
- Statement (250 words or more) of applicant's Christian experience and reasons for applying to Evangelia University's School of Theology;
- A statement (250 words or more) of professional objectives; and
- Two photos (1.5" x 1.5").

### **3. Additional Requirements**

Because of the moral/spiritual nature of theological studies and the high demand of the curriculum standards, the university examines credentials with a view to ascertaining whether an applicant is of good moral character, is of serious purpose, and has the aptitude to complete the rigorous academic program required for the graduation. The university may grant admission based on either the credentials submitted or a personal interview with the Director of Admission/Academic Dean prior to grant admission.

## **C. Admission of International Students**

EU is authorized by the Bureau of Citizenship and Immigration Services (BCIS) of the U.S. Department of Justice to enroll non-immigrant alien students by the issuance of a Form I-20 as certification of eligibility for admission. Foreign students must provide evidence of financial capability to live and study in the U.S. Official transcripts from all schools and colleges attended above the eighth grade must be submitted.

When foreign students receive notification from the Admissions Office that they have been accepted to study at Evangelia University, they will be issued an I-20 form. At that point they should:

- Apply for a passport from their country's Foreign Ministry.
- Apply to the U.S. Consulate in their country for a non-immigrant student visa.

## D. Admissions of Veterans

As of March 1, 1996, Evangelia University is approved for the training of veterans in the B.A. in Biblical Studies program.

## E. Admission Category

### 1. Conditional Admissions

Prospective students who have not completed their required degree are welcome to apply at any time during their final year of undergraduate study. Applicants who are admitted prior to the completion of their degree are admitted on a conditional basis pending completion of their degrees and submission of a final transcript verifying that they have received the degree. Under ordinary circumstances the final transcript must be received before a student is allowed to enroll in classes at Evangelia University.

### 2. Admissions on Academic Probation

Academic probation is a period of testing and proving one's abilities. Students admitted to Evangelia University degree programs on probation are granted a specified period of initial evaluation, followed by a second Graduation and Admissions Committee will evaluate the student's ability to continue in the degree program. Admission on probation provides an opportunity for students who otherwise might not be admitted to the University to demonstrate their ability to complete their study.

The following categories of students are admitted on probation:

- **Special students:** Those admitted under Special Student's status (see admission requirements for Special Students below)
- **Inadequate preparation:** A review of transcripts of undergraduate or graduate studies and/or academic reference evaluations that raises concerns about the adequacy of the student's preparation, abilities, and/or discipline to pursue graduate theological studies
- **Unaccredited Institutions:** Students holding a Bachelor's degree from an unaccredited institution

While on probation, the student may take a maximum of 15 semester hours of course work before further review. When a student has completed 15-20 semester hours, the Graduation and Admissions Committee will evaluate the student's academic progress and make a decision as follows: 1) grant admission to a degree program; or 2) grant continuation of probation for one semester; or 3) dismiss the student from the University. Normally a minimum cumulative grade point average of at least 2.0

of course works will be required for confirmation of admission. Since probation is viewed as a time to assist a student in developing and demonstrating academic competency, admission on probation will not be recorded on his or her permanent transcript.

### **3. Audit Student Program (Non-Credit)**

Auditors are permitted in most courses. Persons desiring to audit are required to secure the permission of the Registrar, complete the audit registration form, and pay a non-refundable audit fee.

Minors (persons under 17 years of age) are permitted to audit a course only when they have either graduated from high school or passed the GED exam, or the instructor in charge has given permission. Audit privileges include regular class attendance; copies of all photocopied or printed material distributed free to the class, and the opportunity to ask occasional questions in the class.

Normally auditors will not be permitted to participate in classroom exercises or recitations or to make seminar presentations, nor will assignments or examinations be reviewed or graded by the instructor. Occasional visitors must seek permission of the instructor for each class they wish to attend and will not have the privilege of participation in class discussion. Auditors and other members of the community have access to the library collection and on-site resources, and for a nominal fee they may apply for circulation privileges.

## **F. Special Student Program (Ability-to-Benefit)**

### **Undergraduate “Ability-to-Benefit”**

Students who do not have official high school diploma may be admitted to the undergraduate program of EU with the conditional admission, as indicated in the EU Academic Catalog. From the time of admission, a student’s assessment results and records are kept on file (Check list Form 1-312), and the assigned academic advisor for the student monitors the progress of the student during the enrollment of EU.

If a student who does not have a high school diploma or its equivalent, the student must demonstrate the ability-to-benefit from the B.A. program offered by Evangelia University. Additionally, because of the moral/spiritual nature of theological studies and the high demand of the curriculum standards, the university examines credentials with a view to ascertain whether an applicant is of good moral character, is of serious purpose, and has the aptitude to complete the rigorous academic program required for graduation. The institution may grant admission on the basis of the credentials submitted, or the chair of Academic and Curriculum committee (Academic Dean) may make the following requests of the applicant.

(1) To submit the Letters of reference

- (2) To take a standardized test<sup>1</sup> provided by EU
- (3) To meet with a representative of EU for a personal interview.

“Ability to benefit” services are also provided when students are placed on academic probation, have special learning disabilities, and are admitted under probationary status. Their assigned faculty members—academic advisor, the Academic Dean, and the Student Dean monitor these students. The institution has the right to reduce their academic course load and extend their date of graduation. Their records on these students are kept in the office of registrar and of their advisor. Follow-up is measured by course grades and required materials for their learning outcome portfolio.

### **Graduate “Ability-to-Benefit”**

Some applicants for admission to a graduate program may not have completed a bachelor’s degree from an accredited college or university. Occasionally, applicants without an undergraduate degree, but who indicate the ability to perform graduate studies, may be admitted to a graduate program as “special” students. Candidates for this program must be actively engaged in full-time ministry, must have completed at least two years of undergraduate studies, and must have at least three years of full-time ministry experience. They must demonstrate the ability to benefit from the master’s program offered by EU. Additionally, because of the moral/spiritual nature of theological studies and the high demand of the curriculum standards, the university examines credentials with a view to ascertain whether an applicant is of good moral character, is of serious purpose, and has the aptitude to complete the rigorous academic program required for graduation. The university may grant admission on the basis of the credentials submitted, or the chair of Academic and Curriculum committee (Academic Dean) may make the following requests of the applicant.

- (1) To submit the Letters of reference
- (2) To submit certificates of their education and training
- (3) To submit other evidences of their ministerial experiences
- (4) To take a standardized test provided by EU
- (5) To meet with a representative of EU for a personal interview.

“Ability to benefit” services are also provided when students are placed on academic probation, have special learning disabilities, and are admitted under probationary status. The process and principles for the care for them is essentially identical for the undergraduate students.

## **Education**

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<sup>1</sup> Here the current standardized test will be placed by the potential Breath Exam (see Response to Recommendation 16 above), after more discussion in its application to the student. This is also applicable to one of the ability-to-benefit criteria for the graduate studies, with the proper level of the test questions.

The applicant must have completed at least 30 semester units (or equivalent) of undergraduate study at an accredited or otherwise approved college or university. Of these units, at least 15 semester units must be in humanities or liberal arts other than Bible and theology (namely, English or world literature, history, philosophy, ancient or modern foreign languages, etc.). To strengthen the application, the remaining course work should be in the above areas or in natural sciences, social sciences, and Bible/theology. The cumulative grade point average in undergraduate course work must be 3.0 or above.

### **Employment & Christian Service**

The applicant must also have life experience in employment and Christian service in a church or para-church organization. Four years of employment experience and of experience in Christian service will be weighted as equivalent to one year (30 semester units) of undergraduate study. The applicant must have a total preparation package (combining ministry/employment experience and academic course work) equivalent to four years (120 semester units) of undergraduate study. Thus, Special Student applicants must demonstrate one of the following combinations of academic and life experience:

- 30-59 semester units of academic courses, plus 12 years of employment and 12 years of Christian service/experience.
- 60-89 semester units of academic courses, plus 8 years of employment and 8 years of Christian service/experience.
- 90-119 semester units of academic courses, plus 4 years of employment and 4 years of Christian service/experience.
- Years of employment and Christian service experience may be fulfilled concurrently, but both categories must be fulfilled respectively.

### **G. Affiliation with Other Institutions**

Evangelia University has sister relationships with the following schools and organizations. Up to a certain limit agreed upon by Evangelia University and the following schools, credits are mutually transferable.

- Kosin University, Pusan, Korea
- Korea Theological Seminary, Chun-Ahn, Korea
- Baek-Suk University, Chun-Ahn, Korea
- Theological Academy of Evangelical Christian Churches of the Russian Federation

## IV. FINANCIAL INFORMATION

### A. Tuition, Fees and Other Expenses

Evangelia University strives to keep student costs at minimum. Costs of completing degree programs at EU are maintained as low as possible and are competitive with other private postsecondary institutions in California.

<b>Tuition</b>	
Undergraduate Program	\$140.00 per credit unit
Graduate Program (M. Div. and M.A.)	\$160.00 per credit unit
Other Programs	
Certificate Program	\$150.00 per credit unit
ESL	\$150.00 per credit unit
Audit Fee	
EU Alumnus	\$15.00 per unit
Non-EU Alumnus	\$50.00 per unit
<b>Miscellaneous Fees (non-refundable and per incident, unless otherwise specified)</b>	
Application fee (due three weeks before the start of classes)	\$30.00
Late fee for application submission	\$20.00
On-line Class registration fee	\$50.00 per class
Semester registration fee	\$10.00
Late registration fees	
After due date but before classes start	\$20.00
On or after the first day of semester/term	\$40.00
International Students Form I-20 issuance fees:	
Initial Issuance	\$200.00
Replacement (primary and/or dependents)	\$20.00 per person
Student Association fee (per semester):	\$15.00 per class Maximum (3 or more classes): \$45.00
Official transcript fee	\$10.00
Certificate of attendance/ graduation fee	\$10.00
Late payment of tuition after classes start	\$30.00
Payment Service Charge	\$5.00 per payment
Late charge to optional payment plan	\$10.00 per payment (7-day or more past due)
Returned check service fee	\$15.00 per check
Removal of incomplete grade fee	\$10.00 per course
Add or drop fee	\$10.00 per item
Fees for Missing Academic Deadlines:	
Preliminary examination	\$30.00
Language examination	\$30.00
Dissertation/Thesis/Project Report	\$30.00
Graduation Fees: (non-refundable and per incident unless otherwise specified)	
Master's Degree	\$150.00

Bachelor's Degree	\$100.00
Non-Degree Diploma/Certificate	\$75.00

## B. Tuition Payment Policy

Tuition and fees are due and payable at the beginning of each semester. However, EU provides a personalized deferred payment plan for students who are unable to pay the total amount at time of registration. A student must fill out a *Tuition Payment Plan* form with the Registrar before a semester/session begins.

The basic standard deferred payment plan is as follows:

The total amount due for the given semester is divided into four equal payments (25% each) with the first payment due at registration. The balance, which is divided equally into three payments, is due over the following three months. There is a service charge of \$5 for each payment. A late payment charge of \$10.00 will be assessed for payments more than 7 days late.

The following are payment due dates:

	Fall Semester	Spring Semester
1 <sup>st</sup> Payment	Registration	Registration
2 <sup>nd</sup> Payment	Sept. 30	Feb. 28
3 <sup>rd</sup> Payment	Oct. 31	Mar. 31
4 <sup>th</sup> Payment	Nov. 30	Apr. 30

Failure to make payments within 30 days may be grounds for suspension.

For winter and summer intensive sessions, full tuition and fee payments are due at the time of registration. Additional information concerning the tuition payment plan can be obtained at the Registrar's office.

## C. Tuition Refund Policies

Evangelia University's tuition refund policy is in compliance with the applicable state laws and regulations governing tuition refund policies. In order to ensure that students are fully informed of their rights and the procedures for recovering tuition refunds returnable to them, a copy of the university's *Cancellation/Withdrawal Policy* is given to students when they first register. The university's cancellation and withdrawal and refund policy is also fully disclosed on the reverse side of the enrollment agreement.

### 1. Full Refund

Students, who cancel their enrollment before the Friday of the 2<sup>nd</sup> week of classes, are entitled to receive 100% of the amount paid for instructional charges (except the non-refundable fees, if applicable). If the scheduled classes are canceled by the university, students will receive a full refund.

### 2. Effective Dates for Refund

Refunds are computed on the date the *Notice of Cancellation/Withdrawal* is filed in the Registrar's Office. The weeks listed on the Refund Schedule below begin on the

first day of the semester regardless of the day a student begins attending classes. No tuition refund is given after fourth week for full semester courses.

**3. Effective Date of Cancellation or Withdrawal**

All refunds due will be made within 30 calendar days from the effective date of cancellation or withdrawal. Students must deliver a signed and dated *Notice of Cancellation/Withdrawal* form (or any other written notice of withdrawal) *in person* or *by certified mail* to the Registrar's Office and receive a signed and dated receipt. The effective date of cancellation or withdrawal is the day which an official notification is delivered *in person* to the Registrar's Office. If mailed, the effective date of cancellation or withdrawal is the *date postmarked*.

**4. Refund Schedules**

- Regular Semester Refund Schedule

% of Refund	Due Date
100%	Friday, 2 <sup>nd</sup> week of classes
75%	Friday, 3 <sup>rd</sup> week of classes
50%	Friday, 4 <sup>th</sup> week of classes
None	After 4 <sup>th</sup> week

For specific dates, see the fee schedule with each semester/session schedule.

**NOTES:**

- Changes from Audit to Credit, and Credit to Audit, are not allowed after second week.
- No withdrawals from a class are allowed after the fourth class week.
- Drop slips must be handed to the registrar by 4 p.m. on the corresponding class week of the refund schedule in order to receive the refund percentages allowed.

- Intensive Sessions Refund Schedule (2-week courses)

% of Refund	Due Date
100%	First day of class
75%	Second day of class
60%	Third day of class
50%	Fourth day of class
None	After the fourth day of class

For specific dates, see the fee schedule with each semester/session schedule.

**NOTES:**

- Changes from Audit to Credit, and Credit to Audit, are not allowed after first class day.
- No withdrawals from a class are allowed after fourth class day.
- Drop slips must be handed to the registrar by 4 p.m. on the corresponding class days of the refund schedule in order to receive the refund percentages allowed.

- Intensive Sessions Refund Schedule (1-week courses)

<b>% of Refund</b>	<b>Due Date</b>
100%	First day of class
50%	Second day of class
None	After the second day of class

For specific dates, see the fee schedule with each semester/session schedule.

**NOTES:**

- Changes from Audit to Credit, and Credit to Audit, are not allowed after first day of classes.
- No withdrawals from a class are allowed after the second day of classes.
- Drop slips must be handed in to the registrar by 4 p.m. on the corresponding class days of the refund schedule in order to receive the refund percentages allowed.

## **V. ACADEMIC POLICIES**

### **A. Bible Knowledge Requirements**

The passing of a Bible Knowledge Test is required for M.Div. and M.A. students prior to graduation. This test may be repeated in a various forms until students pass. A grade of 70 is considered as a passing grade.

### **B. Directed Study Courses**

Students may request permission to take an independent, directed study course under the supervision of a professor. Such a course requires the equivalent of one thousand pages of reading per semester hour in lieu of class attendance, plus a project approved by the professor. The character of the work and the way of reporting it will be left to the professor, but all directed study courses must be approved by the Academic Dean. These courses must be completed within the semester in which the courses started. The normal tuition rate is charged for all directed study courses. Directed study courses are usually offered to cover subjects that are not included in the published curriculum. Regularly scheduled elective and required courses may be taken by directed study upon the discretion of the professor and Academic Dean only when a course is required for graduation and cannot be worked into a student's schedule.

### **C. Student Conduct**

Student conduct is under the supervision of the Dean of Students. The university reserves the right to dismiss any student who engages in inappropriate behaviors or whose conduct is found to be unsatisfactory on the basis of the moral, spiritual, and ethical principles found in Scripture and the Westminster Standards after a proper hearing and due process according to the procedures described in the Student Handbook.

Additional rules, procedures, and regulations governing life at the university are contained in the Student Handbook.

### **D. Transfer and Other Credit Policies**

#### **1. Residence Requirements**

Transfer students must fulfill the residence requirements stated below in order to graduate from the Evangelia University.

- BA program: at least 43 semester units
- Graduate program:
  - M.Div.: no fewer than 30 units
  - M.A.R.: no fewer than 30 units

## 2. Transfer Credit from Other Institutions

### i. Transfer Credit Policy for Undergraduate Programs

#### a. Transfer Credit from Accredited schools

Evangelia University welcomes transfer students from other accredited colleges and universities and endorses the “Joint Statement on Transfer and Award of Academic Credit” approved by the American Council on Education, the American Association of Collegiate Registrars and Admissions Officers and the American Association of Community Colleges. Many of the principles of that statement are inherent to this policy.

The academic programs at Evangelia University combine the general education with a Bible and theology core curriculum. Therefore, Evangelia University commonly accepts course works completed at other institutions where the content and depth of courses are similar to EU courses.

- The transfer credit policy at EU will **not** award credit for courses where the student earned below a "C" grade or its equivalent.
- All courses will be evaluated by the Dean of Academic Affairs to determine, whether or not, content is comparable to the breadth and depth of specific EU courses.
- BA students must complete 129 academic credits in order to receive a diploma. Transfer students may transfer a maximum of 86 units of the required credits into EU.
- Limited numbers (up to 9 credits) of Bible, doctrine courses that are substantially similar to courses offered at Evangelia University may be accepted. Other religious education courses will be credited as electives.
- Credits will be awarded for courses completed at colleges and universities outside of the United States that are accredited or approved by the Ministry of Education (or other appropriate governmental agency) of the country in which they are located. Credit and placement decisions are based on recommendations of the American Association of Collegiate Registrars and Admissions Officers, National Association of Foreign Student Advisors, and selected other professional organizations and agencies that evaluate foreign educational institutions.
- It is generally *not* awarded for courses completed at non-accredited institutions. Exceptions must be approved on a course-by-course basis by the Dean of Academic Affairs.

- Credits are awarded and posted to transcripts only for students who enroll at Evangelia University subsequent to completing coursework at other institutions.

**b. Credit Earned by Unaccredited Institutions**

If Students who are admitted to Evangelia University B.A. program seek to transfer credits that they completed at an unaccredited institution, they must supply the following information for the thorough evaluation of each transferable course.

- A copy of the course syllabus, stating the instructor's name and the course requirements
- At least one sample of course work assignments submitted in fulfillment of course requirements

All decisions regarding transfer credit from unaccredited institutions are made on a course-by-course basis. Acceptance of one course from an unaccredited institution for transfer credit carries no implication regarding the acceptance of other courses from that institution.

Only courses of a grade of B (not B-) or above will be accepted for transfer credit. No more than 15 semester hours (23-quarter hours) from an unaccredited institution will be accepted for transfer credit toward a student's degree program at Evangelia University.

**c. Determination of Course Equivalencies**

- Final determination of transfer credit equivalencies are made by the Dean of Academic Affairs through a comparison of course descriptions and/or course titles. If substantial similarity exists between a course taken at another institution and an Evangelia University course, transfer credit will be awarded for the Evangelia University course. If substantial similarity does not exist, but the course is in a subject matter taught at Evangelia University under a specific course prefix, elective credit will be awarded under that prefix.
- Elective credits awarded for upper-division courses taken at four-year colleges and universities will be designated as upper-division for transfer purposes (i.e., will apply to the upper-division credit hour requirement for graduation at Evangelia University).
- Transfer equivalencies are based on current policies and generally reflect course numbers from the Evangelia University catalog at the time the evaluation is conducted. Evangelia University courses and course numbers are subject to change; thus, transfer equivalencies are subject to change as well.

#### **d. Appeal of Transferability or Course Equivalencies**

The ultimate authority for transfer of credit rests with the Dean of Academic Affairs. Students who wish to appeal the evaluation or transferability of a course may do so through the appropriate department head. When making an appeal, students must be prepared to provide supporting documentation (e.g., a course syllabus, course description from the other institution's catalog, a sample writings of the course work).

#### **e. Credit Hour Equivalencies**

Credit is converted to semester hour equivalents. In converting quarter hours to semester hours, a conversion factor of two-thirds is used. When conversions result in fractions, credit granted per course is reduced to the nearest whole number. Fractions are accumulated and reduced to the nearest whole number, and general elective credit is awarded for that total.

If a course at another institution is offered for fewer credit hours than an equivalent course at Evangelia University (e.g., if a two credit hour course at another institution is substantially similar in content to a three credit hour course at Evangelia University), the student will be given transfer credit for the equivalent course at Evangelia University but only for the number of credit hours earned at the other institution. In such cases, the student may need to take an additional course to fulfill credit hour requirements.

#### **f. Grade Equivalencies**

- Transfer grade equivalents will be determined and recorded with the student's transfer credit. Credit will be awarded for courses in which a "C" or higher was earned.
- Transfer grades and grade point averages are assigned on the basis of the Evangelia University grading policy. For courses taken at other institutions that do not use a plus/minus grading system, the equivalent minus letter grade will be given (e.g. for A earned in another institution, A- will be given for that grade at the Evangelia University). For courses taken at other institutions that use combined grades (e.g., "AB"), the lower grade will be used. Courses taken at institutions that use a grading system not comparable to the Evangelia University grading system will be evaluated with the transfer grade equivalents of Pass or Not Pass. "Withdraw failing" grades are calculated in a student's transfer grade point average as "F" grades. Transfer grade will be marked with T in front of the letter grade awarded (e.g. for A- grade, TA- will be posted for the transferred grade)
- When fractions are accumulated and awarded as general electives, grade points are accumulated in a similar fashion. For example, a student who took one four-quarter hour course with an "A" and two four-quarter hour

courses with a “B” would receive general elective credit (to compensate for fractions) for two credit hours and six grade points.

- Courses taken from non-accredited colleges and universities by a regional accrediting agency or the TRACS will be treated as “Pass/Not Pass” courses for grading purposes.
- A student’s grade point average at Evangelia University is based only on the courses completed at this institution. A transfer grade point average is carried as part of the student’s total record. The Evangelia University and transfer grade point average are combined into an overall grade point average to determine academic standing, eligibility for admission to certain programs, graduation and honors, as described in this catalog.
- A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than— (1) One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester; or (2) At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by EU including internships, practicum, and other academic work leading to the award of credit hours.

**g. Transfer of Credit from Two-Year Institutions**

Students are generally awarded only lower division credit for courses completed at two-year institutions (community and junior colleges). Departments seldom award upper division credit at Evangelia University.

**h. Major Core Course Requirement**

Major core courses must be completed at Evangelia University unless the school from which credits are transferred shares the same theology and Reformed tradition of Evangelia University.

**ii. Transfer Policy for the Graduate Programs (Kosin School of Theology)**

**a. Admission and Transcript Evaluation**

Students who intend to request transfer credit from another graduate-level institution must submit all regular required application items, including the following: Application for Admission, Application Fee, Ecclesiastical Reference, Academic Reference, and Official Transcripts from each post-secondary institution from which the applicant has received credit. Once the prospective transfer student has been admitted to Evangelia University, the Dean of Academic Affairs will complete a transcript evaluation to determine which courses will receive credit from Evangelia University. If a transfer student desires a preliminary transcript evaluation prior to acceptance, the student may submit his or her official transcripts and request for transcript

evaluation to the Office of Admissions. Transfer credit will not be processed until the student has been admitted.

**b. Transfer Credit Policies**

Evangelia University may grant graduate level credit for courses in which a grade of C (not C-) or above was received. Course work from an accredited institution may transfer as equivalent to a required course or as elective credit in the student's program at Evangelia University. The Dean of Academic Affairs determines course equivalence on the basis of course descriptions, syllabi, prerequisites, and requirements, and in consultation with the relevant instructors of courses.

Transfer credit may not be granted for coursework at other institutions for courses in the Evangelia University curriculum that require biblical languages (Greek and/or Hebrew) as prerequisites if the courses taken at those institutions did not have the biblical language prerequisites.

At least 30 semester hours must be completed in an Evangelia University Graduate program. Language credits from other graduate schools may be transferred by submitting an official transcript to the Evangelia Registrar's office documenting passing grades. Students who have taken Greek and/or Hebrew language courses at other institutions should take placement exam in order to receive credits for their biblical language courses.

All required courses must be completed at Evangelia University unless the school from which credits are transferred shares the same theology and Reformed tradition of Evangelia University.

**c. Transfer Credit from Unaccredited Institutions**

If students who are admitted to an M.A. or M.Div. program seek to transfer credits for graduate-level studies that they completed at an unaccredited institution, they must supply the following information for the thorough evaluation of each transferable course:

- A copy of the course syllabus, stating the instructor's name and the course requirements
- At least one sample of course work assignment submitted in fulfillment of course requirements

All decisions regarding transfer credit from unaccredited institutions are made on a course-by-course basis. Acceptance of one course from an unaccredited institution for transfer credit carries no implication regarding the acceptance of other courses from that institution.

Only courses of a grade of B (not B-) or above will be accepted for transfer

credit. No more than 15 semester hours (23-quarter hours) from an unaccredited institution will be accepted for transfer credit toward a student's degree program at Evangelia University.

### **3. Credit for Prior Experiential Learning**

#### **i. General Description**

Adult learners have the opportunity to achieve expertise and knowledge through self-development, continuing education events, community or ministry service, non-college courses, etc. Students with prior ministry or mission field experience have often developed college level competencies. These various types of theoretical and experiential learning equivalent to designated college courses taught at Evangelia University will be awarded as credits for students. Assessment of experiential learning is based upon the standards, principles, and procedures of the Council for Adult and Experiential Learning (CAEL).

#### **ii. Criteria**

For students already enrolled, credits are awarded for prior experiential learning only under the following conditions:

- Credit for Prior Learning is applicable only for the B.A. program.
- Prior learning is equivalent to a college or university level of learning;
- The credit for prior experiential learning will be awarded only after completion of residence requirement;
- Learning experience demonstrates a balance between theory and practice; and
- Learning experience counts only in disciplines within the curricula that are appropriate to the degree program in which the student is enrolled.

#### **iii. Procedure**

The student seeking credit for experiential learning shall submit the request in writing with a portfolio with appropriate documentations. Each request for experiential credit shall be evaluated by a faculty member qualified in the specific subject area together with the Dean of Academic Affairs and will determine the level of learning and how many credits will be granted toward a degree for each experience.

#### **iv. Maximum Number of Credits Allowed**

Number of credits awarded to students for their prior experiential learning will be limited to a maximum 15 semester units.

### **4. Transferability of Units and Degrees Earned at Evangelia University**

Credits and degrees obtained at Evangelia University are also transferable to Kosin University and Theological Seminary in Pusan, Korea, which has a sister relationship with Evangelia University. Units earned in the Bachelor of Arts, Master of Arts, and Master of Divinity programs may not be transferable to other accredited

colleges or universities in the US and other countries. Transferability of courses is the decision of the receiving school.

#### **5. Transferability of Units Earned from Online Classes**

All credits and degrees earned from online courses are treated the same as courses taken on-ground at the main campus.

### **E. Papers and Examinations Due Dates**

Unless required earlier by the professor, all course assignments, term papers, and reports must be submitted by the deadline listed in the academic calendar. Upon approval of the Dean of Academic Affairs, exceptions to this rule may be made by the professor. Extensions will be granted only for causes deemed adequate, and a written request is required. All examinations must be taken when scheduled. Exceptions to this rule may be made only upon prior request showing adequate cause to the professor concerned, but the rescheduled examination should be taken during the examination period.

### **F. Degree Time Limits**

Students enrolled in the M.Div. degree programs have seven years to complete degree requirements. Students enrolled in the M.A. degree program have four years to complete their program requirements. Students in the B.A. degree program have six years to complete their program requirements. After the maximum time limit has been reached for a degree program, the student may apply for an extension. Students who request an extension in a Master's degree program will be charged \$100.00 each year after the time limit has been reached. Program requirements will be updated to meet the requirements of the current catalog for those given extensions.

### **G. Grading Policies**

#### **1. Grading System**

Evangelia University continually evaluates the student's educational progress through examinations, classroom participation, and research projects. Also evaluated are professional competence and attitudes necessary to achieve expected performance as an ordained minister for those who are enrolled in the University's School of Theology.

The generally accepted letter grade system (A, B, C, D, F) is used to evaluate all course work and assignments and monitor students' academic progress with their GPA and the total number of credit hours earned. In addition, the "IP" (In Progress) grade is awarded for Master's Degree Preparation courses, and "AU" (Audit with no credit) to accommodate the changing needs and circumstances of students in completing their academic goals and objectives at the University.

#### **2. Grading Scale**

Grade Range (%)	Letter Grade	GPA Points
94-100	A	4.00
90-93	A-	3.66
87-89	B+	3.33
84-86	B	3.00
80-83	B-	2.66
77-79	C+	2.33
74-76	C	2.00
70-73	C-	1.66
67-69	D+	1.33
64-66	D	1.00
60-63	D-	0.66
Below 60	F	0.00
Incomplete	I	N/A
Pass*	P	N/A
In-Progress**	IP	N/A
Withdrawal	W	N/A
Withdrawal Failing	WF	N/A
Audit	AU	N/A

\*Awarded to credit by course challenge examination only.

\*\*Awarded to those completing master's thesis only.

## 2. Incomplete Grades

A grade of “I,” indicating incomplete work, is assigned to a student who has attended class but who, due to unforeseen circumstances, has failed to complete all assigned work for the course. The “I” grade is given only to students whose work, at the time the “I” grade is assigned, is at least passing and allows the student to make up the missing work. Incomplete grades are awarded only for compelling reasons, as determined by the instructor and as approved by the Academic Dean. Students must, prior to the end of the semester make an official request to the instructor for an “I” grade. Students receiving an “I” grade must contact the course instructor or Academic Dean to make up the necessary requirements within six months following the end of the course for which the “I” was given. Failure to do so will result in an automatic change from an “I” to an “F” grade.

## 3. Grade Change

All grades except “I” and “IP” are final when submitted to the Registrar by the instructor in the end-of-semester course report, though such a grade change exception is rarely allowed. An instructor may change a grade in the following semester after which the original grade was received if sufficient reasons exist and warrant such a change. Students’ academic records are kept in the Registrar's Office. Students should check their academic records periodically and should immediately inform the Registrar of any discrepancies. Copies of official transcripts may be obtained from the Registrar.

A letter grade assigned to a student may be challenged on grounds that the grade was based on an evaluation of work by criteria not directly reflective of course performance. If a student feels that a grade has been incorrectly assigned, an appeal for a grade change must be submitted in writing to the Registrar prior to the end of the semester following the academic term in which the grade was assigned.

The appeal procedures and grievance review authority are described in the Grievance Resolution and Appeal Procedures. However, before resorting to the appeal process, students are encouraged to resolve grade change issues with the instructor in charge and departmental chairperson prior to consulting with the Dean of Academic Affairs.

## **H. Course Registration and Attendance Policies**

### **1. Normal Course Load**

A normal course load is twelve to eighteen semester hours for the fall and spring semesters and two to five semester hours for the winter session. The permission from the Academic Dean must be obtained prior to registering for nineteen or more semester hours. Students who take fewer than twelve semester hours of academic work in a regular semester are classified as part-time students.

### **2. Change of Audit Status to Credit Status**

Once registered as an audit student, the student may not change to credit status unless such change is requested prior to the deadline for adding a course, specified in the academic calendar. A student, who enrolled a course for credit, may not change to audit status after the last day to add or drop courses.

### **3. Late Registration and Adding or Dropping Courses**

Late registration is permitted through the second week of the fall and spring semesters. A late registration fee of \$40.00 is charged. Courses may be dropped without academic penalty if done so by the drop date listed in the academic calendar of the respective campus. No courses may be added after the two-week add deadline, and no courses may be dropped after the five-week drop deadline. Students wishing to add or drop a course after registration must obtain a "Request for Program Change" form from the Registrar and secure the signature of the course instructor. Changes must be made by the deadline for program change posted in the academic calendar. Courses dropped before the deadline will not be recorded on the student's permanent record.

The difference in tuition resulting from a reduction in the number of credits registered will be refunded to the student in accordance with the posted refund schedule. Conversely, the student will pay the difference in tuition if the number of course credits is increased. After the deadline for program changes, students may drop a course only with the permission of the course instructor and the Academic Dean. Upon their approval, the student will receive a "W" grade. All requests for dropping courses must be in writing and approved by the Dean of Academic Affairs to receive a "W" grade. Students who do not officially drop a registered course, and do not attend, are subject to a failing "WF" grade.

#### 4. Repetition of Courses

Students may repeat only those courses of grades of C-, D+, D, D-, F, or WF in order to raise their grade point average. Students who repeat a course more than once must obtain the prior approval of the Dean of Academic Affairs. Whenever a course is repeated for credit, the highest grade earned will be the official grade; therefore, in computing the grade point average, only the highest grade and grade points in each course that was repeated will be used. The grade point of lower grades will be removed from the student's GPA. The lower grade will remain on the transcript.

#### I. Class Attendance

Classroom attendance is for the glory of God and preparation for the gospel ministry. Students, therefore, are expected to attend class sessions. No student should absent himself or herself from classes in order to fulfill requirements or responsibilities of other classes. Those with absences may be penalized at the discretion of the professor. If students miss a class or classes persistently throughout the regular semester, they may be dismissed for academic reasons. In certain exceptional cases, such as extended illness or family crisis, in which it is impossible for students to complete a semester's work, they may present a written request for permission to withdraw from all courses.

#### J. Policies Concerning Academic Progress and Performance

The two main tools used to monitor acceptable student performance are the Satisfactory Academic Progress (SAP) and the Grade Point Average (GPA). Those students whose weaknesses are identified will receive remedial guidance and additional assignments. The Board of Trustees, administration, faculty, and staff believe that it is the duty and responsibility of the school to ensure that students' investment of their precious time, energy, and money must not be wasted. In order to accomplish this objective, early identification of student academic problems to prescribe remedial measures is the policy of the university.

Each student is expected to meet the **Satisfactory Academic Progress (SAP)** requirements established by the university. These requirements correspond with the same SAP standards established by the U. S. Department of Education which regulates Title IV federal grants and loans to students.

The first requirement is that students maintain a minimum cumulative grade point average of 2.0 (on a 4.0 scale) or "C" average. In addition, students must make progress toward a degree by achieving the following minimum completion standard if enrolled as a full-time student:

Years of Study	Required Units	
1	21	(32 x .65 = 21)
2	43	(32 x .70 = 22)
3	68	(32 x .80 = 25)
4	98	(32 x .95 = 30)

5	128	$(32 \times .95 = 30)$
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A full-time load is a minimum of 12 semester units. The status of students taking less than a full load will be adjusted accordingly.

### **K. Withdrawal, Dismissal, and Readmission**

A student planning to withdraw from the university at any time should report that fact in writing to the Registrar so that his/her academic records may be finalized and transcripts released. Unless the proper withdrawal forms are completed, transcripts will not be released. If a student returns after being out for more than one year, he/she must reapply, pay the application fee, and submit the additional information that may be requested by the Director of Admissions. A student whose GPA falls below C (2.0) after completing 18 hours of coursework is placed under probation and permitted to continue studies for one semester. If the average remains below 2.0 in the following semester, the student is dismissed. After a period of one year, those dismissed for academic reasons may apply for readmission.

### **L. Retention of Student Records**

The Registrar maintains a permanent academic record for every student of Evangelia University. In accordance with the Family Educational Rights and Privacy Act of 1974, as amended, directory information (name, address, telephone number, dates of attendance, major field of study, awards, honors (includes Dean's List), degree(s) conferred) may be released without written consent of the student. Enrolled students may request that this information be withheld by completing a Request to Prevent Disclosure of Directory Information form, obtainable in the Registrar's office. Exceptions: University officials who have a legitimate educational interest in a student's records and certain government officials acting in their legitimate functions may have access to the student's file. Student educational records are subject to lawfully issued subpoenas. Under FERPA, students have the right to inspect, review, and seek to amend their educational records, subject to conditions specified by the Act.

### **M. Transcripts**

Transcripts are released only upon written request of the student. Upon graduation, the student receives a copy of his/her final transcript free of charge provided by the university. Additional copies are available at the rate of \$10.00 each. Copies of transcripts require three to five working days to process.

### **N. Academic Integrity**

#### **1. Overview**

EU is committed as an institution to ethical practice in teaching, scholarship, and service. EU practices academic honesty in our oral and written scholarship. This means that we take care to appropriately acknowledge the contributions of others in

our work. This policy defines and provides examples of plagiarism and outlines the disciplinary actions that follow verified acts of academic dishonesty.

## **2. Definition of Academic Dishonesty**

Academic dishonesty is the deliberate attempt to misrepresent individual efforts, whether in writing, audio-visual representation, or oral presentation. Issues of plagiarism are specific examples of academic dishonesty. Basically, plagiarism is claiming someone else's ideas, words, or information as plagiarist's own without acknowledgement or citation. In minor cases, it can be the simple quotation of a sentence or two without quotation marks and without a citation, footnote, endnote or inclusive note to indicate the original author. In the most serious cases, plagiarism reproduces a significant fraction of an entire work written by someone else. Examples of plagiarism consist of removal of the original author(s) name(s) and substituting the plagiarist's name. Mere reformatting of a text does not constitute "original" thought, but merely juxtaposing someone else's work and text.

## **3. Examples of Academic Dishonesty and Plagiarism Deemed Unacceptable within the Academic Community**

- While taking exams, tests, and quizzes, the products of the students should be the sole effort of the individual student and should not contain any answers or responses that have been knowingly obtained from someone else.
- Seeking to gain an advantage in an exam by obtaining advance access to particular questions or advance copies of a professor's exam.
- Making a public presentation (e.g., speech, lecture, and sermon) where elements of the presentation are misrepresented as original thought or work.
- Having someone else write a paper for a plagiarist, turning it in as his or her own work, or writing a paper for someone else.
- Submitting as a plagiarist's own work papers, articles, book chapters, reports formerly written by other students, graduate students working with a faculty member or purchased from commercial services.
- Using published materials word for word, without citation or quotation marks, as all or part of work submitted as your own.
- Close, deliberate paraphrase or another's work, published or unpublished, without acknowledgement.
- Turning in a paper previously written for another course (unless approved by the instructor), or one paper for two current courses, without permission of the instructors.
- Deliberately using false citations to give the appearance of acknowledgment and research.
- Referencing Internet web sites without citation or paraphrase.

## **4. Detection of Plagiarism**

EU authorizes individual professors and students to use any computer search mechanisms to validate and verify examples of plagiarism, prior to disciplinary action. Detection may also include verification of duplicated student work, current or previous.

## **5. Disciplinary Results from Plagiarism or Academic Dishonesty**

- Ignorance regarding appropriate paraphrase and citation is not an excuse warranting misrepresentation of original work. Individual professors may determine whether an isolated instance of plagiarism was due to faulty citation skills or misrepresentation with intention. In such cases, the professor may allow the student to correct the citation in the final assignment.
- Dishonesty in a minor class assignment (e.g. test, short reaction paper, quiz, etc.) will result in a score of zero of the assignment, or possibly a failing grade for the entire course.
- Dishonesty or plagiarism of a major assignment (e.g. examination, prominent writing submission, term paper, term project, etc.) will result in immediate grade of “F” for the course and will be referred to the Office of Student Affairs and the Dean of Academic Affairs.
- Multiple cases and disciplinary actions for academic dishonesty will result in academic probation or dismissal from the university.
- In the case of a student or faculty member denying commitment of academic dishonesty, but not to the satisfaction of the professor or Dean of Academic Affairs, the matter will be referred to a Grievance Committee

## **VI. UNDERGRADUATE STUDIES**

### **(BA in Biblical Studies)**

#### **A. Program Objective**

**EU currently offers one major (Biblical Studies) in its undergraduate baccalaureate program.** The purpose of the Biblical Studies Degree (BA) is to equip men and women to form a Christ-like mind to influence the world for the Lord Jesus Christ through providing fundamental knowledge of the Old and New Testament, of Christian doctrines and history, of various practical areas of Christian ministries, and of methods for further biblical and theological studies.

Career opportunities for Biblical Studies graduates are ample including most of the following Christian service categories:

- Pastor (usually after the completion of a M. Div. degree)
- Evangelist
- Missionary
- Minister of Youth
- Minister of Children's Program
- Counselor
- Church Administrator
- Bible Teacher for Christian Schools

#### **B. Learning Outcomes**

Upon completion of the BA in Biblical Studies, graduates will:

- Articulate the general content, outline, themes, and theology of the Old and New Testaments.
- Demonstrate sufficient knowledge of the history, literature, and theology of the Old and New Testaments to be able to interpret biblical texts within their historical and literary contexts with appropriate application of principles of sound interpretations and applications of the Bible.
- Distinguish major historical and doctrinal movements of the church and evaluate their impact upon the development of the Christian church and doctrine today.
- Demonstrate their knowledge of the themes and principles of biblical redemptive history with foundational Reformed hermeneutical skills.
- Read the Bible either in Greek or Hebrew with the help of a dictionary.
- Show adequate knowledge of the issues, rationale, and biblical texts for the major doctrines of the Bible and systematize personal positions on additional theological issues in relation to doctrines, spiritual disciplines, ministry, and life in general.
- Show adequate proficiency in integrating biblical and theological truth into one's own life situation, particularly in their field of calling.
- Demonstrate sufficient knowledge and proficiency in various Christian ministries.

## C. Curriculum Design and Graduation Requirements

The coursework in Biblical Studies is intended for students to be well acquainted with biblical contents to have a grasp of the major doctrines of the Bible and to grow to get greater spiritual maturity.

The Bachelor of Arts in Biblical Studies degree requires 129 semester units which consist of 36 units of general education including 3 units of Research & Critical Writing, 54 units of biblical/theological studies and ministerial courses, and 39 units of electives.

Besides required courses, any course the student takes will be considered an elective course. Students can choose classes from GE and Major Courses in order to fulfill their elective requirement. The flexibility of electives within this major will enable students to design a program in line with their ministry objectives as well as their personal interests.

### 1. Degree Requirements Overview

<b>Overview of the Requirements</b>	
<b>General Education Requirements</b>	<b>36 units</b>
Research & Critical Writing	3 units
English Reading	3 units
Communication	3 units
Social/Behavioral Science	9 units
Humanities/Fine Arts	12 units
Natural Science/Math	6 units
<b>Major Core Requirements</b>	<b>54 units</b>
Biblical Languages	6 units
Biblical Studies	21 units
Christian Thoughts and Experience	12 units
Christian Ministries	15 units
<b>Electives</b>	<b>39 units</b>
<b>Total Credit Requirements</b>	<b>129 Units</b>

### 2. Graduation Requirements

General requirements for graduation are as follows:

- Completion of all the required course work within the time frame allowed. Meet the residence requirement of earning no fewer than 43 semester units at Evangelia University.
- A cumulative grade point average of 2.0 or higher on a 4.0 scale (“D” grades in major courses must be repeated).

### 3. General Education Courses<sup>2</sup>

#### (1) RM 101 Research and Critical Writing

Required for all incoming students

#### (2) English

**Required to take at least 1 of the followings:**

GE 111 Basic Writing

GE 112 Basic Listening and Speaking

GE 113 Basic Reading Comprehension

GE 211 Intermediate Writing

GE 212 Intermediate Listening and Speaking

GE 213 Intermediate Reading Comprehension

GE 311 Advanced Writing

GE 312 Advanced Listening and Speaking

GE 313 Advanced Reading Comprehension

#### (3) Communication (3 units)

GE 121 Introduction to Public Communication

#### (4) Social/Behavior Science (9 units)

GE 131 Introduction to Sociology

GE 132 Introduction to Psychology

GE 133 General Cultural Anthropology

#### (5) Humanities/Fine Arts (12 units)

**At least 4 of the followings:**

GE 141 Introduction to Philosophy

GE 241 History of Civilization

GE 242 Ethics

GE 151 Introduction to Music and Appreciation

GE 261 Survey of World Literature

GE 271 World Religion

#### (6) Natural Science/Math (6 units)

GE 281 Science & Religion

GE 291 Computers and Ministry

### Major Courses (Biblical Studies)

#### (1) Biblical Languages (6 units)

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<sup>2</sup> All courses listed are worth 3 units, unless otherwise noted.

LA 101 Greek  
 LA 102 Hebrew

**(2) Biblical Studies (21 units)**

OT 201 Old Testament Survey  
 NT 201 New Testament Survey  
 NT 301 Principles of Interpretation  
 OT 401 Pentateuch  
 OT 402 Historical Books  
 NT 401 Gospels  
 NT 402 Pauline Epistles

**(3) Christian Thoughts and Experience (12 units)**

TH 201 Introduction to Christian Thought  
 ST 301 Systematic Theology I  
 ST 302 Systematic Theology II  
 CH 201 Introduction to Christian History

**(4) Christian Ministries (15 units)**

CM 201 Introduction to Spiritual Growth  
 CM 301 Christian Leadership  
 CM 211 Introduction to Ministry  
 CM 221 Foundation of Christian Education  
 CM 331 Biblical Theology of Mission

**Electives (39 units, 13 classes)**

Students can select their own elective courses. Any course which is not listed as GE or major requirement will be considered as an elective course.

**D. Suggested Academic Progression Plan by Year**

Year	Summer	Fall	Winter	Spring
<b>First Year</b>		<ul style="list-style-type: none"> <li>• RM 101 Research and Critical Writing</li> <li>• GE 113 Basic Reading Comprehension</li> <li>• GE 141 Introduction to Philosophy</li> <li>• NT 201 New Testament Survey</li> <li>• Elective</li> </ul>	<ul style="list-style-type: none"> <li>• LA 101 Hebrew</li> </ul>	<ul style="list-style-type: none"> <li>• GE 131 Introduction to Sociology</li> <li>• GE 133 General Cultural Anthropology</li> <li>• TH 201 Introduction to Christian Thought</li> <li>• OT 201 Old Testament Survey</li> <li>• Elective</li> </ul>
		15 units	3 units	15 units

<b>Second Year</b>	<ul style="list-style-type: none"> <li>• LA 102 Greek</li> </ul>	<ul style="list-style-type: none"> <li>• GE 132 Introduction to Psychology</li> <li>• NT 202 Principles of Interpretation</li> <li>• CM 201 Introduction to Spiritual Growth</li> <li>• CH 201 Introduction to Christian History</li> <li>• Elective</li> </ul>	<ul style="list-style-type: none"> <li>• GE 121 Introduction to Public Communication</li> <li>• CM 221 Foundation of Christian Education</li> <li>• GE 271 World Religion</li> <li>• GE 291 Computer and Ministry</li> <li>• Elective</li> </ul>
	3 units	15 units	15 units
<b>Third Year</b>	<ul style="list-style-type: none"> <li>• Elective</li> </ul>	<ul style="list-style-type: none"> <li>• CM 211 Introduction to Ministry</li> <li>• GE 281 Science and Religion</li> <li>• OT 401 Pentateuch</li> <li>• Elective</li> <li>• Elective</li> </ul>	<ul style="list-style-type: none"> <li>• GE 241 History of Civilization</li> <li>• GE 242 Ethics</li> <li>• NT 402 Pauline Epistles</li> <li>• Elective</li> <li>• Elective</li> </ul>
	3 units	15 units	15 units
<b>Fourth Year</b>		<ul style="list-style-type: none"> <li>• CM 301 Christian Leadership</li> <li>• ST 302 Systematic Theology II</li> <li>• NT 401 Gospels</li> <li>• Elective</li> <li>• Elective</li> </ul>	<ul style="list-style-type: none"> <li>• CM 331 Biblical Theology of Mission</li> <li>• ST 301 Systematic Theology I</li> <li>• OT 402 Historical Books</li> <li>• Elective</li> <li>• Elective</li> </ul>
		15 units	15 units

## **VII. GRADUATE STUDIES (KOSIN SCHOOL OF THEOLOGY)**

### **A. MASTER OF DIVINITY (M.DIV.)**

#### **A. Program Objectives**

Graduate Studies of Evangelia University (Kosin School of Theology) offers the Master of Divinity program, whose purpose is to train students in the Word of God and to train them to become faithful ministers in the Church of Christ. More specifically, the program equips students with the Reformed worldview, trains them to correctly interpret God's Word, nurtures them to grow in the grace of our Lord Jesus and the guidance of the Holy Spirit, help them to be skillful at applying the Word of God in every area of ministry, and to become "all to all" in the context of the life and the culture of the congregation. The program requires three years of full-time study, and is designed to provide a basic professional foundation for the entry-level pastoral position within the Christian ministry. The graduate will acquire the professional competence necessary for serving as a pastor, missionary, chaplain, campus ministry director, associate pastor, ministry-related counselor, evangelist, religious-subject instructor, or similar professions.

#### **B. Learning Outcomes**

Upon completion of the M. Div degree, graduates will:

- Demonstrate the basic knowledge of both Greek and Hebrew.
- Demonstrate a firm grasp of the historical and cultural backgrounds, content, geography and theological themes of the Old Testament and New Testament.
- Show sufficient hermeneutical skills to interpret any passage in the Scripture with the Reformed biblical hermeneutical principles.
- Preach and teach biblical passages Christocentrically and in their redemptive-historical context.
- Demonstrate through comprehension of Christian Doctrine with Reformed Perspectives and be able to construct theology by thinking biblically and contextually.
- Demonstrate their knowledge of how theological issues have developed throughout history and be able to critique and assess them from the Reformed perspective.
- Have a firm grasp of the principles of Reformed apologetics
- Be able to discern the theological and cultural forces that influence the church and to suggest ways to respond biblically, theologically, and practically
- Understand the nature of the church and ministry in order to serve as leaders of a local church or Christian organization.
- Show basic understanding of biblical principles and methods for Christian education and adequate skills and knowledge of various models of education

- Demonstrate sufficient knowledge of biblical principles and methods for missions and open-mindedness for cross-cultural ministry.

### C. Graduation Requirements

1. To receive a Master of Divinity degree at Evangelia University, a student must complete a total of 96 units with a C (2.0) or above average on all courses taken.
2. The student must complete all the required courses within the time frame allowed (seven years from the time of first enrollment). The student must meet the residence requirement of earning no fewer than 32 semester units at Evangelia University.
3. The student must complete the field education requirements with a satisfactory grade.
4. The conduct and attitude of the student must be satisfactory according to the norms of Scripture and the Westminster Standards.
5. The student must pass the Bible Knowledge Test.
6. The student must pass the test on The Westminster Confession of Faith.
7. The student must fulfill all financial obligations, including the graduation fee of \$150, to the university. The student must submit a formal request for graduation before the designated deadline, normally in the beginning of the last academic year. Ordinarily, degrees will be awarded at the conclusion of the spring semester, but may be granted in December.
8. The student must take at least one English class.

### D. Pastoral Internship

Pastoral Internship is that area of theological education in which the theory of the classroom is tested and applied in the life and ministry of the local church. The purpose of pastoral internship is to provide opportunities for M.Div. students to exercise and improve their gifts and skills and to equip them with diversified backgrounds of firsthand experience in the service to which God has called them. Prior to or concurrent with the beginning of the field experience, students are required to take Orientation to Ministry. At the start of their field work, students should register with the Director of Field Education, at which time a file of field work for each student will be established. Internship work not properly registered with the Director of Field Education cannot be counted toward the pastoral internship requirement. The M.Div. degree requires **500 hours of pastoral internship experience (relevant to a two credit unit)**. Upon completion of this requirement, an evaluation report is to be submitted to the Director of Field Education by a field supervisor (usually a pastor, elder, or evaluation committee).

The pastoral internship credit may be earned as a summer student assistant to a pastor, a student supply in a vacant pulpit, a pastoral internship of nine to fifteen months, a missionary internship, a campus ministry internship, work with a para-church organization, ministry in a national park, youth ministry, evangelistic ministry in a local church, nursing home chaplaincy, hospital chaplaincy, jail ministry, teaching home Bible classes, or other similar ministries.

## E. Curriculum Design

The curriculum is divided into three areas of studies: (1) Christian Thoughts and Experience, (2) Biblical Studies, and (3) Spiritual and Ministerial.

### 1. **Christian Thoughts and Experience (Systematic Theology & Church History)**

Theological education consists of introduction to the main topics of systematic theology. They form the backbone of the Reformed worldview which shapes every aspect of a pastor's ministry. Students will not only learn how various biblical data informs each of the topics under systematic theology and how theology has developed throughout the centuries, but they will learn how to think "theologically" in all of their life and ministry—that is, to develop a critical and analytical skill of bringing all the relevant biblical, historical, and contextual data to bear on a particular issue at hand.

### 2. **Biblical Studies (Old Testament & New Testament)**

Biblical training consists of learning the skills of "providing the building material" for a biblical worldview, skills of biblical knowledge, of biblical languages skills, of exegetical skills, and of other hermeneutical skills. In an information-friendly world and in the tempted circumstance to rely on information without critical thinking, it is especially important for pastors and other servants of the Lord to ground all of their life and ministry on the Word of God itself by diligently and faithfully "handling the Word of God" and closely learning and watching their doctrine.

### 3. **Spiritual and Ministerial Training (Practical Theology)**

Spiritual training needs to go hand-in-hand with knowledge training, for knowledge by itself makes a man "puff up." Spiritual training includes mandatory chapels, prayer groups, revivals, spiritual mentor program, counseling, courses on spiritual formation and fellowships.

Every semester, students will try to apply what they are learning in the context of the ministry through a ministry-related course. Additionally, those who are studying to be ordained take a preaching class every year, for preaching is at the heart of pastoral ministry. Non-pastors can take other courses that are related to their calling. As they try to apply their learning from theology and biblical courses to their ministry classes, they can also take real-life ministry situations back to their theology and biblical courses to keep a healthy circulation or dialogue going between doctrine and practice.

Furthermore, the cross-cultural element of the curriculum adds an additional emphasis on the *application* of the gospel to various cultural contexts, which often in the case of Los Angeles/Orange County coexist. The concept of a unique culture here is not limited to different ethnic groups. The students learn to 1) appreciate the ways in which God's truth is revealed differently in other cultures, 2) discern the ways in which cultural elements have become idols, and finally 3) learn ways to wisely bring the gospel to transform those cultures.

## F. Course Requirements

### 1. Overview of the Degree Requirements

Languages	6 units
Biblical Studies	30 units
Christian Thoughts and Experience	24 units
Spiritual and Ministerial Training	27 units
Electives	9 units
Pastoral Internship: 500 hours	2 units
<b>Total Credit Requirement</b>	<b>98 units</b>

### 2. Major Requirement

#### (1) Languages (6 units)

LA 501 Hebrew  
LA 502 Greek

#### (2) Biblical Studies (30 units)

##### **Old Testament (15 units)**

OT 501 Introduction to the Old Testament  
OT 601 Pentateuch  
OT 602 Historical Books  
OT 603 Prophetic Books  
OT 604 Poetry & Wisdom

##### **New Testament (15 units)**

NT 501 Introduction to the New Testament  
NT 601 Synoptic Gospels  
NT 604 Pauline Epistles  
NT 605 General Epistles & Revelation  
NT 611 New Testament Theology: Special Topics

#### (3) Christian Thoughts and Experience (24 units)

##### **Systematic Theology (15 units)**

ST 501 Apologetics  
ST 502 Prolegomena & Theology Proper  
ST 601 Anthropology & Christology  
ST 602 Pneumatology & Soteriology

ST 603 Ecclesiology & Eschatology  
 ST 604 Christian Ethics

**Church History (9 units)**

CH 501 Early Church History  
 CH 601 Medieval Church and Reformation History  
 CH 602 Modern Church History

**(4) Spiritual and Ministerial Training (27 units)**

**Practical Theology (27 units)**

PT 501 Personal Foundation of Spiritual Formation  
 PT 512 Pastoral Ministry  
 PT 521 Foundation of Christian Education  
 PT 551 Sermon Preparation  
 PT 624 Church Administration  
 PT 631 World Mission  
 PT 641 Cultural Anthropology  
 PT 651 Sermon Delivery (Preaching)  
 PT 652 Pastoral Counseling

**(5) Pastoral Internship (500 hours- 2units)**

PT 603 Pastoral Internship

Registration for Pastoral Internship or Field Education is required by the Spring Semester of the first year of study in the M. Div program.

**3. Elective Courses (9 units)**

Any graduate level course taken which is not counted as one of the required courses listed above will be considered as an elective.

**G. Suggested Academic Progression Plan by Year (M.Div.)**

Year	Summer	Fall	Winter	Spring
First Year	<ul style="list-style-type: none"> <li>LA 502 Greek</li> </ul>	<ul style="list-style-type: none"> <li>CH 501 Early Church History</li> <li>ST 501 Apologetics</li> <li>NT 501 Introduction to the New Testament</li> <li>PT 501 Personal Foundation of Spiritual Formation</li> <li>PT 631 World Mission</li> </ul>	<ul style="list-style-type: none"> <li>LA 501 Hebrew</li> </ul>	<ul style="list-style-type: none"> <li>CH 601 Medieval Church and Reformation History</li> <li>ST 502 Prolegomena &amp; Theology Proper</li> <li>OT 501 Introduction to the Old Testament</li> <li>PT 512 Pastoral Ministry</li> <li>PT 521 Foundation of</li> </ul>

				Christian Education
	3 units	15 units	3 units	15 units
<b>Second Year</b>		<ul style="list-style-type: none"> <li>• CH 602 Modern Church History</li> <li>• ST 602 Pneumatology &amp; Soteriology</li> <li>• NT 601 Synoptic Gospels</li> <li>• OT 601 Pentateuch</li> <li>• PT 551 Sermon Preparation</li> </ul>		<ul style="list-style-type: none"> <li>• ST 601 Anthropology &amp; Christology</li> <li>• ST 603 Ecclesiology &amp; Eschatology</li> <li>• NT 604 Pauline Epistles</li> <li>• OT 602 Historical Books</li> <li>• Elective</li> </ul>
		15 units		15 units
<b>Third Year</b>		<ul style="list-style-type: none"> <li>• NT 605 General Epistles &amp; Revelation</li> <li>• OT 603 Prophetic Books</li> <li>• PT 642 Pastoral Counseling</li> <li>• PT 681 Cultural Anthropology</li> <li>• Elective</li> </ul>		<ul style="list-style-type: none"> <li>• NT 611 New Testament Theology: Special Topic</li> <li>• OT 604 Poetry &amp; Wisdom</li> <li>• PT 651 Sermon Delivery (Preaching)</li> <li>• PT 602 Church Administration</li> <li>• Elective</li> </ul>
		15 units		15 units

## **B. MASTERS OF ARTS IN RELIGION**

### **A. Program Objectives**

This program is designed for those who desire to strengthen the Christian basis for one's life and work, whether in a secular career or a church staff position, without seeking ordination as ordained ministers. The goal is to help the student to integrate and apply the biblical worldview in a particular field of calling, either in arts and sciences or a particular area of ministry.

### **B. Learning Outcomes**

Upon completion of the MA in Religion, students will:

- Demonstrate a competent knowledge and understanding of the biblical, historical, and theological aspects of Christianity so as to function as church leaders, professional or otherwise.
- Show communicative, inspirational, supervisory, administrative, organizational and other managerial skills necessary for fulfilling the assigned duties and responsibilities within the Christian ministry or mission, such as teaching and consulting in Christian education.
- Demonstrate ability to integrate the Christian worldview into their ministerial

endeavors.

- Demonstrate sufficient ability to analyze problems and find solutions to them independently in matters related to Christian ministry.

### C. Curriculum Design

The curriculum of the MA in Religion consists of core requirements and electives. The major core requirements provide foundational, biblical, and theological understanding of Christianity.

A student may complete the M.A. plus the M.Div. degree program in four years with 126 semester hours of course work including satisfying all the graduation requirements of the M. Div. program.

#### 1. Graduation Requirements

The candidate must also meet the following requirements:

- Complete all the required courses within the time frame allowed (four years from the time of first enrollment)
- Have a minimum cumulative grade point average 2.0 on a 4.0 scale
- Transfer students must meet the residence requirement of a minimum of earning no fewer than 30 semester units at Evangelia University.
- The student must pass the Bible Knowledge Test.

#### 2. Overview of the Total Credit Requirement

<b>Major Core Requirements</b>	<b>48 units</b>
Biblical Language	6 units
Biblical Studies	12 units
Christian Thoughts and Experience	15 units
Spiritual and Ministerial Training	15 units
<b>Electives</b>	<b>12 units</b>
<b>Total Credit Requirements</b>	<b>60 units</b>

#### 3. Required Courses

##### (1) Biblical Language (6 units)

LA 501 Hebrew  
LA 502 Greek

##### (2) Biblical Studies (12 units)

##### Old Testament (6 units)

**2 courses from the following:**

OT 501 Introduction to the Old Testament

OT 601 Pentateuch  
OT 602 Historical Books  
OT 603 Prophetic Books  
OT 604 Poetry & Wisdom

**New Testament (6 units)**

**2 courses from the following:**

NT 501 Introduction to the New Testament  
NT 601 Synoptic Gospels  
NT 604 Pauline Epistles  
NT 605 General Epistles & Revelation  
NT 611 New Testament Theology: Special Topics

**(3) Christian Thoughts and Experience (15 units)**

**Systematic Theology (9 units)**

**3 courses from the following:**

ST 501 Apologetics  
ST 502 Prolegomena & Theology Proper  
ST 601 Anthropology & Christology  
ST 602 Pneumatology & Soteriology  
ST 603 Ecclesiology & Eschatology  
ST 604 Christian Ethics

**Church History (6 units)**

**2 courses from the following:**

CH 501 Early Church History  
CH 601 Medieval Church and Reformation History  
CH 602 Modern Church History

**(4) Spiritual and Ministerial Training (15 units)**

**Practical Theology (15 units)**

**5 courses from the following:**

PT 501 Personal Foundation of Spiritual Formation  
PT 512 Pastoral Ministry  
PT 521 Foundation of Christian Education  
PT 551 Sermon Preparation  
PT 624 Church Administration  
PT 631 World Mission  
PT 641 Cultural Anthropology  
PT 651 Sermon Delivery (Preaching)  
PT 652 Pastoral Counseling

**3. Electives: 12 units**

Any graduate level course, not counted as one of the required courses listed above, will be considered as an elective course.

**D. Suggested Academic Progression Plan by Year**

Year	Summer	Fall	Winter	Spring
<b>First Year</b>	<ul style="list-style-type: none"> <li>• LA 501 Greek</li> </ul>	<ul style="list-style-type: none"> <li>• CH 501 Early Church History</li> <li>• ST 502 Prolegomena &amp; Theology Proper</li> <li>• NT 501 Introduction to the New Testament</li> <li>• PT 631 World Mission</li> <li>• PT 501 Personal Foundation of Spiritual Formation</li> </ul>	<ul style="list-style-type: none"> <li>• LA 502 Hebrew</li> </ul>	<ul style="list-style-type: none"> <li>• CH 601 Medieval Church and Reformation Church History</li> <li>• PT 521 Foundation of Christian Education</li> <li>• NT 611 New Testament Theology: Special Topics</li> <li>• OT 501 Introduction to the Old Testament</li> <li>• PT 681 Cultural Anthropology</li> </ul>
	• 3 units	• 15 units	• 3 units	• 15 units
<b>Second Year</b>		<ul style="list-style-type: none"> <li>• PT 512 Pastoral Ministry</li> <li>• ST 602 Pneumatology &amp; Soteriology</li> <li>• OT 601 Pentateuch</li> <li>• Elective</li> </ul>		<ul style="list-style-type: none"> <li>• ST 601 Anthropology &amp; Christology</li> <li>• Elective</li> <li>• Elective</li> <li>• Elective</li> </ul>
		12 units		12 units

## VIII. COURSE DESCRIPTION

### UNDERGRADUATE COURSES

#### A. General Education Courses

##### ***Research and Methodology (RM 100s)***

###### **RM 101 Research and Critical Writing**

This course is a required course for all incoming undergraduate students. It covers Evangelia Guideline for Writing Papers, basics of writing a good paper and various writing assignments in undergraduate program, and research methods and tips.

##### ***English (GE 110s, GE 210s, GE 310s)***

###### **GE 111 Basic Writing**

This course will introduce basic grammatical structures in natural context and train students to write basic sentences and simple pieces of writing.

###### **GE 112 Basic Listening and Speaking**

This course will enhance students to engage communication in English in everyday life situations.

###### **GE 113 Basic Reading Comprehension**

This course will help student to read and understand simple information materials and to build up knowledge of basic vocabularies.

###### **GE 211 Intermediate Writing (Prerequisite: GE 111 or appropriate placement test score)**

This course will help student to compose paragraphs in various life situations and to be able to write their opinion in a paragraph. Students will also learn more complex grammatical structures.

###### **GE 212 Intermediate Listening and Speaking (Prerequisite: GE 112 or appropriate placement test score)**

This course will help students to understand and engage in conversation on everyday topics with more competence and help students to improve their listening skills.

###### **GE 213 Intermediate Reading Comprehension (Prerequisite: GE 113 or appropriate placement test score)**

This course is designed to train students to medium-length selections of various forms of writings and develop appropriate vocabulary power for academic tasks.

###### **GE 311 Advanced Writing (Prerequisite: GE 211 or appropriate placement test score)**

This course will help students to express their opinions in written forms and develop writing skill to write undergraduate level academic papers.

###### **GE 312 Advanced Listening and Speaking (Prerequisite: GE 212 or appropriate placement test score)**

This course is designed to make students to engage in ordinary conversation with competence and to train them to express their opinions in public.

**GE 313 Advanced Reading Comprehension (Prerequisite: GE 213 or appropriate placement test score)**

This course will train students to read and comprehend various academic texts and develop knowledge of advanced level vocabularies.

**Communication (GE 120s)**

**GE 121 Introduction to Public Communication**

This course will cover basic principles of public communication in various situations and will help student to practice to communicate in public.

**Social/Behavior Science(GE 130s)**

**GE 131 Introduction to Sociology**

This course introduces sociological concepts with emphasis on group life, culture, socialization, social institutions, social processes and change. Theoretical as well as practical application of interaction and its effect on individuals and on groups are examined.

**GE 132 Introduction to Psychology**

This course includes a survey of psychology as an empirical/behavioral science with a consideration of underlying philosophical basis in light of a Christian worldview. Topics to survey include development, cognition, learning, motivation, physiology, socialization, personality and psychopathology.

**GE 133 Introduction to General Cultural Anthropology**

This course will introduce basic concepts of cultural anthropology and various methods to engage in the studies of cultural anthropology.

**Humanities/Fine Arts (GE 140s, GE 240s, GE 150s, GE 250s, GE 260s, GE 270s)**

**GE 141 Introduction to Classical Greek Philosophy**

This course surveys the thoughts of the pre-Socratic philosophers, Plato, and Aristotle. Particular attention will be given to introduction to the ancient Greek philosophies. Special emphasis will be on the relationship between the various philosophical schools and the development of Christian Thought.

**GE 241 History of Civilization**

This course is a study of the major world civilizations from antiquity to the modern world.

**GE 242 Ethics**

This course introduces to philosophy through a study of the principal ethical theories and thinkers; basic ethical problems and related biblical teachings.

**GE 151 Introduction to Music and Appreciation**

Music is an important part of understanding and appreciating God's general revelation. This course will begin with a biblical understanding of music, and will survey through

the history of classical music, with an emphasis on understanding the mutual influence of Christianity and the classic music. Some singing will be part of the course to develop enjoyment of God through music.

### **GE 261 Survey of World Literature**

This course surveys classical literatures including representative works from antiquity to the 21<sup>st</sup> century. Classical literary works from both the West and the East will be surveyed in the course including Christian Classics.

### **GE 271 World Religions**

This course surveys each of the major non-Christian religions of the world with a focus on their history, primary tenets as distinct from Christianity, and some contemporary practices. These will include Islam, Hinduism, Buddhism, Confucianism, Judaism, and Shintoism.

### **Natural Science/Math(GE 280s, GE 290s)**

#### **GE 281 Science & Religion**

This course mainly deals with problems arising with respect to Christians' misunderstanding of the Bible's view on creation, nature and science. Although the Bible seems to be very quiet about natural sciences in modern terms, it still teaches us, to a certain degree, as to how believers can harmonize their belief in God and knowledge in natural sciences. This course emphasizes that the Bible, God's Words, does not include true meanings and principles of natural sciences.

#### **GE 291 Computers and Ministry**

A comprehensive survey of the ways in which modern personal computers can assist in the tasks of the minister. Topics include basic word processing, sermon preparation tools, internet research, web-site maintenance, and specialized church administration database tools. This course is also to analyze and, therefore, to "warn" of some dangerous "side effects" of modern technology, which can rather harm human personal relationships among people in the church.

## **B. Major Courses (starting from 200s levels except for languages)**

### **Biblical Language (LA 100s)**

#### **LA 101 Greek**

An intensive study of the elements of biblical Greek with an emphasis placed on the grammatical forms, basic grammatical structures, and vocabularies of Koine Greek, with an application of these principles to selected portions of the Gospels to demonstrate their value in the interpretation of Scripture. This course also examines syntax and the more complex aspects of the Greek grammar. Student will be able to identify the way in which a part of speech is used and its implication for exegesis.

#### **LA 102 Hebrew**

An intensive study of the elements of biblical Hebrew, focusing on the grammatical forms (morphology), basic grammatical structures (syntax), and vocabularies as it is reflected in the Old Testament. The objective of this course is to enhance the student's ability to begin to make a proper interpretation of selected biblical sections and to facilitate the use of commentaries and lexicons in which the Hebrew text mentioned. This study brings students to higher levels of competence in the use of the Hebrew text in the translation and interpretation of passages in the Old Testament books.

**Biblical Studies (OT 200s, OT 300s, OT 400s, OT 410s, NT 200s, NT 300s, NT 400s, NT 410s)**

**OT 201 Old Testament Survey I**

This course is a broad survey of the entire Old Testament, covering the historical situation, literary qualities, and theological contribution of each book. In addition, the cultural/religious/literary backgrounds of the Old Testament are also examined. This course will also study the Pentateuch in depth.

**OT 202 Old Testament Survey II**

This course is the second course of OT Survey. In addition to the general survey of the Old Testament, this course will study the prophetic books and Psalm in depth.

**OT 301 Study of Old Testament Book (prerequisite: LA 102; OT 201/202)**

This course selects one book from the Old Testament and studies in depth based on the general knowledge of the Old Testament and biblical languages. The study will cover various critical methodologies and theologies embedded in the text.

**OT 401 Pentateuch (Prerequisite: OT 201)**

This course is an introduction to the first five books of the Bible and includes a study of an authorship, dates, literary style, theme, purpose, and relative place within the Old Testament of the Pentateuch. The history of Israel up to the settlement in the land of Canaan is also covered.

**OT 402 Historical Books (Prerequisite: OT 202)**

This course is a more in-depth study of the authorship, dates, literary style, theme, purpose and canonical significance of the Historical Books within the Old Testament. The national history of Israel from the Exodus to the Babylonian Captivity is covered. This study also contains introductory surveys on the historical, literary, and theological characters of Hebrew narratives, exegeses of selected passages, and development of biblical-theological themes.

**OT 403 Psalms and Wisdom Books (Prerequisite: OT 202)**

This course provides a study of both the poetic and wisdom literature of the Old Testament in light of their origin and usefulness as inspired Scripture. An interpretive study of several Psalms and the Book of Proverbs will also be undertaken.

**OT 404 Prophets (Prerequisite: OT 202)**

This course studies the lives and times of the prophets and analyzes each book with special attention given to each prophet's contribution to the biblical drama. This study also contains the nature and history of the prophetic institution in Israel, along with the

introduction and exegeses of selected passages with special reference to the messianic theme and eschatological patterns.

**OT 411 Biblical Theology of the Old Testament (Prerequisite: OT 201/202)**

This course will survey the redemptive historical progress of God's redemption expressed the entire OT and survey theology expressed in OT.

**NT 201 New Testament Survey**

This course is a general survey of the books of the New Testament. Topics include textual criticism, canonicity, and historical, cultural, and religious backgrounds. The second part of this course is a hands-on course in the interpretation of the Scripture, focusing on the New Testament. In addition, the principles of biblical interpretation in its basic aspects, such as theological, historical, cultural and literary will be discussed.

**NT 301 Principles of Interpretation**

This course introduces methods and principles for interpreting Scripture throughout church history and the present era. Theory is applied to texts with an emphasis on the grammatical-historical method.

**NT 401 Gospels (Prerequisite: NT 201)**

This course is an in-depth study of the authorship, dates, literary style, occasion of writing, theme and purpose of the Synoptic Gospels. In this connection, the political, social, moral and religious conditions, which prevailed before and during the time of Jesus, will be explored. This course also includes a critical survey of the history of the criticism of the Gospels and a study of each Gospel's particular theological perspective.

**NT 402 Pauline Epistles (Prerequisite: NT 201)**

This course is an in-depth study of the authorship, dates, literary style, occasion of writing, themes and purpose of the Book of Acts and Pauline epistles. The political, social, moral and religious conditions which prevailed before and during the time of Apostles will be explored.

**NT 403 General Epistles and Revelation (Prerequisite: NT 201)**

This course is an in-depth study of Epistle to the Hebrews, the non-Pauline Epistles and the book of Revelations. Among topics are authorship, dates, literary styles, occasional writing as well as the authors' themes and purposes. These aspects are studied within the context of the political, social, moral and religious situations, which prevailed in the Roman Empire during the first century A. D. Besides the literary structure and style of revelation, exegetical and theological implications will be explored. Particular focus will be on reading Revelation in a redemptive-historical view.

**NT 404 Johanne Literature (Prerequisite: LA 101/ NT 201)**

Johanne theology, as found in the Gospel and Epistles of John, is the basis of this course. Special attention is given to John's concept of God, the logos, the Spirit, life, light, love, and knowledge. John's treatment of the Gnostic problem is studied.

**NT 411 Biblical Theology of New Testament (Prerequisite: NT102)**

This course will introduce students to understand the theology expressed in the entire NT and help them to see the NT within God's Redemptive History.

## **Christian Thoughts and Experience (TH 200s, TH 300s, ST 300s, CH 200s, CH 300s)**

### **TH 201 Introduction to Christian Thoughts**

This course is an introductory course for Christian thoughts. This will cover the historical development of Christian thoughts and comparative studies of Christian thoughts with other philosophical schools and ideas and help students to understand the uniqueness of Christian thoughts and tools to do further studies on Christian doctrines.

### **TH 301 Christian Worldview (Prerequisite: TH 201)**

Everyone has a worldview. In this course, students will learn commonness and uniqueness of the Christian worldview.

### **ST 301 Systematic Theology I (Prerequisite: TH 201)**

This course covers topics such as doctrine of revelation, doctrine of God, and doctrine of creation. A special emphasis is placed on the uniqueness of the concept, “knowledge of God:” in the traditional Reformed theology and its importance in general approaches to all theological topics and problems. Also a study on the formation and the meaning of the doctrine of “Trinity” will be treated importantly. The second half of the course covers themes of anthropology, which deals with human beings in terms of their original state as the “Image of God,” the cause and process of their fall, their “miserable” situation after the Fall, and God’s common grace to prevent them from being completely exterminated. This course also includes Christology (studies about the humanity and divinity of Jesus Christ, His work of salvation to save many fallen people from the eternal punishment).

### **ST 302 Systematic Theology II (Prerequisite: TH 201)**

This course covers first soteriology (doctrine of salvation) and pneumatology (doctrine of the Holy Spirit and His work). This course mainly focuses on what the Holy Spirit practically does to apply the salvation work of Christ to actually save people from eternal punishment and how the application is made and progressed. The second half of the course covers the doctrine of the Church, including the nature of the true Church and its work, as well as eschatology, i.e., the return of Christ, Last Judgment, questions of the millennium, and the eternal state of believers. This course also deals with certain types of modern philosophy, which emphasize the concept of “future” and influences on the churches of modern times.

### **CH 201 Introduction to Christian History**

This course covers the history of Christian church from the time of the apostolic fathers to the present times. This course deals with the major theological creeds and controversies in the ancient church, development of the medieval church, background of the Reformation and development of churches in the modern times.

### **CH 301 Korean Church History**

The Korean Church is one of the popular cases in discussion of the church growth today. This course explores the possible reasons for this phenomenon through historical overview, and suggests possible points of emulation as well as its pitfalls.

### **CH 302 American Church History**

This course explores the history of Christianity in America, from the colonial times to the present. Examined topics include Puritanism, relationship between church and state, and between fundamentalism and liberalism.

### **Christian Ministries (General: 200s, 300s, Ministries: 210s, 310s, 410s, Education: 220s, 320s, 420s, Mission: 330s, 430s, Worship: 440s)**

#### **CM 201 Introduction to Spiritual Growth**

This course provides further instruction and guidance for maturity and growth in ministry, focusing on one or two specific areas of exploration.

#### **CM 301 Christian Leadership**

This course introduces the importance of Christian leaders' professional knowledge in leadership itself, because until recently most churches have mainly focused on the leader's faith in God, knowledge of the Bible and personal piety. This course is designed to give students not only general knowledge in tasks, styles and models of leadership in a broader sense, but also specific knowledge of the biblical guidelines and church context of Christian leadership.

#### **CM 211 Introduction to Ministry**

This is a basic introduction to the various tasks of ministry in the church. Topics include the devotional preparation of the minister, biblical models of ministry, and examples of ministry types in the modern church, prayer ministry, and home visitations.

#### **CM 311 Family Ministry**

Contemporary ministry is often individualized. This course seeks to get back to the biblical basis of God's people as families and family units, in order to make ministry more effective and biblically based.

#### **CM 411 Special Topics in Ministry**

This course is offered occasionally, depending on availability of an instructor, focusing on a special aspect or topic in ministry.

#### **CM 221 Foundation of Christian Education**

This is an introductory course of Christian education. Biblical and theological foundation of Christian education will be emphasized. Christian and secular models as well as Reformed and non-Reformed models will be compared. Some methodological issues in education will also be also discussed.

#### **CM 321 Education in Ministry**

This course emphasizes history, philosophy, and aims and objectives of Christian education, including an overview of curriculum evaluation and preparation of materials for children, youth, and adults for the local church. This also contains some critical

studies on how modern secular philosophical thoughts as well as secular views on human beings have improperly influenced on certain aspects of Christian education.

### **CM 421 Creative Teaching Methods**

This course provides a systematic plan for developing life-related Bible lessons, introducing a wide variety of creative approaches to teaching the Bible. Also covered is an effective use of audio-visual aids, materials, equipment, and techniques.

### **CM 331 Biblical Theology of Mission**

This course will study biblical themes and principles of missions, and also survey the history of modern missions. It also explores various issues vital to every missionary, including mission theory, principles of communication, conversion criteria, qualifications of missionary workers, current methods of missionary effort, and the rapidly changing world scene, which provides new opportunities for mission activities. This study is also designed to analyze and criticize some modern mission theories such as “Mission Dei,” which are harm to the growth and expansion of the true Christian church.

### **CM 431 Evangelism**

This course is a study of the biblical basis for evangelism, both through personal and through church programs. Among covered topics are: (1) a historical survey of evangelism and (2) principles and methods by which evangelistic churches are built. This study is also to analyze and criticize some traditional theological trends which claim “irrelevancy” of evangelical works on the part of human beings, due to the theory of God’s predestination.

### **CM 441 Worship**

This course is designed to help students develop skill in planning, directing and evaluating worship occasions, including the use of music and other expressive methods.

## **GRADUATE STUDIES (M. DIV. AND M.A.R.)**

### **A. Biblical Languages and Methodology (LA 500s; RM 500s)**

#### **LA 501 Hebrew**

An intensive study of the elements of biblical Hebrew, focusing on the grammatical forms (morphology), basic grammatical structures (syntax), and vocabularies as it is reflected on the Old Testament. The objective of this course is to enhance the student's ability to begin to make a proper interpretation of selected biblical sections and to facilitate the use of commentaries and lexicons in which the Hebrew text is mentioned. By reviewing fundamental issues of the Old Testament with its original language examination, this course prepares students to begin exegesis of the Old Testament.

#### **LA 502 Greek**

An intensive study of the elements of biblical Greek will emphasize grammatical forms of the words, basic grammatical structures of the sentences, and vocabularies of Koine Greek, with an application of these principles to selected portions of the Gospels to demonstrate their value in the interpretation of Scripture. This course also includes a study of semantics through the selected passages in the New Testament. Students will be able to identify and parse basic grammatical forms of the text and to practice NT exegesis with its original language analyses.

#### **RM 501 Research Methodology and Graduate Theological Writing**

This course will cover basic principles of master's level of research method and graduate theological writing skills.

### **B. Biblical Studies (OT 500s, OT 600s OT 610s; NT 500s, NT 600s, NT 610s)**

#### ***Old Testament***

##### **OT 501 Introduction to the Old Testament**

In this course, students explore various hermeneutical, theological, and doctrinal issues surrounding Old Testament interpretations. In this overview of the Old Testament course, students learn how to read the Old Testament with its ancient and contemporary contexts. It includes study of history of the Hebrew text, major critical methods and postmodern interpretations, and biblical theologies.

##### **OT 601 Pentateuch (Prerequisite: LA 501)**

The first half of this course is devoted to an in-depth study of the backgrounds, origins, authorship and the date as well as the content and structure of each canonical books in the Old Testament. This study contains an introductory study of the Torah, the historical books and the Writings, except Daniel. In dealing with each book, this course deals with history of Israel and historical backgrounds of each book. Emphasis also lies in the content, form and composition, theological motifs, and intertextual relevancies among individual books. A second half of this course is an in-depth study of the authorship, dates, literary styles, theme, purpose and related places within the Old Testament of the Pentateuch. This study contains a biblical-theological analysis of God's covenantal administration of His kingdom during the

period covered by the Pentateuch, a study of the emergence and formation of the Old Testament canon, and survey of the higher criticism of the books of the Pentateuch.

**OT 602 Historical Books (Prerequisite: LA 501 and OT 501)**

This course is a more in-depth study of the authorship, dates, literary style, theme, purpose and canonical significance of the Historical Books within the Old Testament. The national history of Israel from the Exodus to the Babylonian Captivity will be covered. This study also contains introductory surveys on the historical, literary, and theological characters of Hebrew narratives, exegeses of selected passages, and development of biblical-theological themes.

**OT 603 Prophetic Books (Prerequisite: LA 501 and OT 501)**

This course studies lives and times of the prophets and analyzes each book with the special attention to each prophet's contribution to the biblical drama. This study also contains the nature and history of the prophetic institution in Israel, along with the introduction and exegesis of selected passages with special reference to the messianic theme and eschatological patterns.

**OT 604 Poetry & Wisdom (Prerequisite: LA 501 and OT 501)**

This course provides a study of both poetic and wisdom literature of the Old Testament in light of their origin and usefulness as inspired Scripture. An interpretative study of several Psalms and the book of Proverbs will be undertaken. This course also contains a study on the nature of Hebrew poetry and genre analysis of Psalms, exegesis of selected passages, and development of biblical-theological themes.

**OT 611 Old Testament Theology: Special Topic (Prerequisite: LA 501 and OT 501)**

This course will cover selected topics of Old Testament studies, especially concerning theological issues. All discussions will be based on the reading of the Hebrew texts.

**New Testament**

**NT 501 Introduction to the New Testament**

In this course, students explore various hermeneutical, theological, and doctrinal issues surrounding New Testament interpretations. In this overview of the New Testament course, students learn how to read the New Testament with its ancient and contemporary contexts. It includes study of history of the Greek text, major critical methods and postmodern interpretations, and biblical theologies.

**NT 601 Synoptic Gospels (Prerequisite: LA 502 and NT 501)**

This course is an in-depth study of the authorship, dates, literary style, occasion of writing, and theme and purpose of the Gospels. In this connection, political, social, moral and religious conditions, which prevailed before and during the time of Jesus, will be explored. This course also includes a critical survey of the history of the criticism on the Gospels and a study of each Gospel's particular theological perspective

**NT 602 Johanne Literature**

This course is an in-depth study of the authorship, dates, literary style, occasion of writing, and theme and purpose of the Gospel of John and Johanne epistles and Revelation. Special emphasis will be on the unique aspects of the Johannine theology.

**NT 603 Acts (Prerequisite: LA 502 and NT 501)**

This course is an in-depth study of the authorship, dates, literary style, occasion of writing, and themes and purpose of the book of Acts. Political, social, moral and religious conditions, which prevailed before and during the times of Apostles, will be explored.

**NT 604 Pauline Epistles (Prerequisite: LA 502 and NT 501)**

This course is an in-depth study of the authorship, dates, literary style, occasion of writing, and themes and purpose of the Pauline epistles. Political, social, moral and religious conditions, which prevailed before and during the time of Apostles, will be explored. Special attention will be given to the theology of Paul.

**NT605 General Epistles and Revelation (Prerequisite: : LA 502 and NT 501)**

This course is an in-depth study of Hebrews and the non-Pauline Epistles and an in-depth study of the book of Revelations. Studies include such topics of authorship, dates, literary styles, occasional writing as well as the authors' themes and purposes. These aspects are studied within the context of the political, social, moral and religious situations, which prevailed in the Roman Empire during the first century A. D. Besides the literary structure and style of the book of Revelation, exegetical and theological implications will be explored. Particular focus will be on reading Revelation in a redemptive-historical perspective.

**NT 611 New Testament Exegesis: Special Topic (Prerequisite: LA 521 and NT 501)**

This course will cover selected topics of New Testament studies.

## **C. Christian Thoughts and Experience**

### ***Systematic Theology (ST 500s, ST 600s, ST 610s)***

#### **ST 501 Apologetics**

This is a required introductory class for first-year master's level students. It is an introduction to the Reformed worldview and how it transforms all of our mind, our heart, and our entire lives. This course will also explore the necessity and principles of apologetics: the defense, by reasoned arguments, of the Christian faith. This course emphasizes the appropriate contexts for apologetic discussions.

#### **ST 502 Prolegomena & Theology Proper**

This course is the first of a four-part series. Among covered topics are introduction to systematic theology, doctrine of revelation, doctrine of God, and doctrine of creation. A special emphasis is on the uniqueness of the concept, "knowledge of God" in the traditional Reformed theology and its importance in general approaches to all theological topics and problems. In addition, formation and the meaning of the doctrine of "Trinity" will be considerably studied.

#### **ST 601 Anthropology & Christology**

This course continues the systematic theology series with anthropology, which deals with human beings in terms of their original state as the "Image of God," the cause and process of their fall and finally their "miserable" situation after the Fall. Topics of God's common grace to prevent them from being completely exterminated. The second part of this course also includes Christology (a study of humanity and divinity of Jesus Christ, His work of salvation to save some fallen people from the eternal punishment).

#### **ST 602 Pneumatology & Soteriology**

The third in the series covers first Soteriology (doctrine of salvation), and Pneumatology (doctrine of the Holy Spirit and His work). This course mainly focuses on how the work of Holy Spirit practically applies to the salvation work of Christ and how he leads Christians in their daily lives.

#### **ST 603 Ecclesiology & Eschatology**

The final course in the systematic theology series covers the doctrine of the Church, including the nature of the true Church and its work, as well as eschatology, i.e., the return of Christ, Last Judgment, questions of the millennium, and the eternal state of believers. Furthermore, this study will deal with certain types of modern philosophy and their influences the modern churches, emphasizing their concept of “future.”

#### **ST 604 Christian Ethics**

This course focuses on the development of a Christian philosophy of individual and social ethics and teaches the desired behavior of a Christian individual. Covered topics include divorce, abortion, feminism, homosexuality, capital punishment, euthanasia, genetic engineering, and other critical issues facing the Christian church today.

#### **ST 611 Science and Bible**

This course mainly deals with problems arising with respect to Christians’ misunderstanding of the biblical view on creation, nature and science. Although the Bible seems to be very quiet about natural sciences in modern terms, it still teaches us, to a certain degree, how believers can harmonize their belief in God and knowledge in natural sciences. This course emphasizes that the Bible, God’s Words, does in fact include true meanings and principles of natural sciences.

#### **ST 612 Contemporary Theology**

This advanced course focuses on some of the most significant issues and developments in the current theological scene, including those involving Fundamentalism, Evangelicalism and Neo-Evangelicalism, as well as the liberal and radical theologies of modern times.

#### **ST 613 Theology: Special Topics**

In this course, students are to write short theses on certain topics, which students themselves choose under the guidance of professors. This course is designed to train students to enhance their abilities of independently conducting various kinds of academic activities such as research, collecting ideas and writing. Through this course, students will be ready to study at the more advanced levels.

### ***Church History (CH 500s, CH 600s, CH 610s)***

#### **CH 501 Early Church History**

This study covers the history of the Christian church from its beginning to the 5<sup>th</sup> century. Special attention is also given to the formation of heresies, which hindered the progress of the Early Church. Special emphasis is placed on the influence of the Church Fathers’ thoughts on the start of the early Christian church and the role of the Greek philosophy in the formation of the medieval church.

#### **CH 601 Medieval Church and Reformation History**

This course is a study of the history of Christianity from the Medieval Age and Protestant Reformation. Emphasis is given to the origins of various denominations and to the counter-reformation in the Roman Catholic Church. This course also focuses on the uniqueness and

the course of development of the traditional Reformed Theology among other similar trends of theology like Lutheranism and Arminianism.

#### **CH 602 Modern Church History**

This course is an overview of the historical, philosophical, and cultural forces that have shaped the modern and the postmodern ages, and how they have specifically influenced on Christianity. A biblical critique and response for the various philosophical and theological trends will be also studied.

#### **CH 611 Korean Church History**

The Korean Church is one of the much talked-about areas of church growth today. This course explores the possible reasons for this through historical overview, and also suggests possible points of emulation as well as danger areas.

### **D. Spiritual and Ministerial Training**

#### **Spiritual Formation and Leadership (PT 500s, PT 600s)**

##### **PT 501 Personal Foundation of Spiritual Formation**

This course provides instruction and guidance for maturity and growth in ministry. Students will study biblical principles and patterns of how God leads his child to become more like Him. Stress is given to the need for life-long learning and daily communication with God as a permanent lifestyle. This course is also devoted to reviewing and criticizing secular philosophical theories in terms of how they are affecting Christians and churches today.

##### **PT 601 Christian Leadership**

This course introduces the importance of Christian leaders' professional knowledge in leadership itself, because until recently most churches have mainly focused on the leader's faith in God, knowledge of the Bible and personal piety. This course is designed to give students not only general knowledge in tasks, styles and models of leadership in a broader sense, but also specific knowledge of the biblical guidelines and church context of Christian leadership.

##### **PT 602 Church Administration**

In this course, the principles for administering the affairs and activities of a local church, both business and spiritual, are covered. Special attention is given to the role of the pastor in conducting various public services, such as baptisms, weddings, and funerals. In addition, students learn (1) how to start a new church, including articles of incorporation, constitution and bylaws of the church, (2) budget preparation and presiding over business meetings, and (3) the general supervision of the church. Moreover, this course pays special attention on the church polity of the denominations to which students belong.

##### **PT 603 Pastoral Internship (2 hour credits)**

Registration for Pastoral Internship is required all M. Div. students by the Spring Semester of the first year of study in M. Div program. Student must complete 500 hours of internship by the time of graduation.

##### **PT 604 Discipleship Training**

This is an introduction to the principles and practice to make disciples, based on the example of the life of Jesus Christ Himself.

## **Ministry (PT 510s, PT 610s)**

### **PT 511 Computers and Ministry**

This course is a comprehensive survey of the ways in which modern personal computer can assist various tasks of ministers. Topics include basic word processing, sermon preparation tools, internet research, web-site maintenance, and specialized tools for the church administration database. This course is also to analyze and, thereby to “warn” of some dangerous “side effects” of modern technology, rather harm to human personal relationships among people in the church.

### **PT 512 Pastoral Ministry**

This is a basic introduction to the various tasks of ministry in the church. Topics include the devotional preparation for the minister, biblical models of ministry, and examples of ministry types in the modern church, prayer ministry, and home visitations.

### **PT 611 Pastoral Ministry Seminar (Prerequisite: PT 512)**

This course is a required seminar course for M.Div. students and will cover a comprehensive biblical and practical study of the various aspects of a pastoral ministry in seminar format. A balance between theory and practice will be emphasized.

### **PT 612 Family Ministry**

Contemporary ministry is often individualized. This course seeks to get back to the biblical basis of God’s people as families and family units, in order to make ministry more effective and biblically based.

### **PT 613 Ministry: Special Topic**

This course is offered occasionally, depending on availability of an instructor, focusing on a special aspect or topic in ministry. Previous topics include:

#### *Ethnic Churches*

This course explores the multiple roles which ethnic churches play in America which are service-oriented in nature, in addition to providing spiritual guidance. A primary objective is to prepare graduates to function in their roles as ordained ministers, as well as social service advisers for the members of ethnic churches composed largely of new immigrants.

#### *21<sup>st</sup> Century Family Ministry*

This short course explores the implications of modern culture and family situation in the context of Christian ministry and its demands.

## **Education (PT 520s, PT 620s)**

### **PT 521 Foundation of Christian Education**

This is an introductory course of Christian education. Biblical and theological foundation of Christian education will be emphasized. In discussion of some methodological issues in education, Christian and secular models as well as Reformed and non-Reformed models will be also compared.

### **PT 621 Education in Ministry**

This course emphasizes the history, philosophy, and aims and objectives of Christian education, including an overview of curriculum evaluation and preparation of materials for children, youth, and adults for the local church. This also contains some critical studies on how modern secular philosophical thoughts as well as secular views on human beings have improperly influenced to certain aspects of Christian education.

#### **PT 622 Creative Bible Teaching**

This course provides a systematic plan for developing life-related Bible lessons, introducing a wide variety of creative approaches to teaching the Bible. Also covered is an effective use of audio-visual aids, materials, equipment, and techniques.

#### **Mission (PT 530s, PT 630s)**

##### **PT 531 Evangelism**

This course is a study of the biblical basis for evangelism, both through personal and through church programs. Among covered topics are: (1) a historical survey of evangelism and (2) principles and methods by which evangelistic churches are built. This study is also to analyze and criticize some traditional theological trends which claim “irrelevancy” of evangelical works on the part of human beings, due to the theory of God’s predestination.

##### **PT 631 World Mission**

This course will study biblical themes and principles of missions, and survey the history of modern missions. It also explores various issues, vital to every missionary, including mission theory, principles of communication, conversion criteria, qualifications of missionary workers, current methods of missionary effort, and the rapidly changing world scene, which provides new opportunities for mission activities. This study is also designed to analyze and criticize some modern mission theories such as “Mission Dei,” which harm the growth and expansion of the true Christian church. Missions have changed drastically in the 20<sup>th</sup> century, thus, a history of missions and the theological, sociological, and cultural forces that shaped mission will be studied. This course particularly focuses on the understanding of mission in light of its history and on the devising approaches to mission that is biblically faithfully and relevant to a particular history and culture.

#### **Counseling (PT 540s, PT 640s)**

##### **PT 541 Introduction to Christian Counseling**

This course will cover basic principles of biblical and Christian counseling in contrast to the secular counseling. It also teaches how to do Christian counseling.

##### **PT 641 Counseling Field Training**

This course is 500 hours of field education on counseling. Students will serve at a church or in Christian counseling organization in some official capacity, and in this class receive instruction, advice, and supervision (unofficial) by the classroom instructor. Students should provide a detailed written report of the work progress on a monthly basis.

##### **PT 642 Pastoral Counseling**

In this course the principles, procedures, techniques, and goals of effective pastoral counseling are examined. Also, the student learns the limitations of pastoral counseling and when to refer parishioners to specialists.

## **Sermon (PT 550s, PT 650s)**

### **PT 551 Sermon Preparation**

This is an introductory preaching course which teaches all the basics of preaching. This course will cover biblical understanding of preaching. It also helps students how to select text, use exegetical tools, and develop sermon with practice.

### **PT 651 Sermon Delivery: Preaching (Prerequisite: PT 511)**

This is an advanced 2<sup>nd</sup> year preaching course for M. Div. students. It will cover how to prepare and deliver sermons. This course will also cover the various different aspects of sermon delivery. The emphasis will be placed on (a) vocal production, (b) articulation, (c) projection, (d) style, and (e) effective delivery of various types of sermons before the class for critique and skill development. Emphasis is given to redemptive-historical and expository preaching. Each student will prepare and present at least two sermons in the class for criticism and appraisal.

### **PT 652 Christ-centered Preaching (Prerequisite: PT 511)**

This course will focus on learning the principles and the practice of Christ-centered preaching. Texts from the OT as well as the NT will be selected to be interpreted in a Christo-centric manner, and be preached in a way that honors Christ and draws people to Christ.

### **PT 653 Homiletics: Special Topic (Prerequisite: PT 511)**

Special courses focusing on one or more specific aspects of preaching in the church. One of the example topics are: *21<sup>st</sup> Century Preaching*. An evaluation of current preaching theory and practice set against the background of the new century.

### **PT 654 Senior Preaching Seminar (Prerequisite: PT 611)**

This course will focus on preaching from various biblical texts: doctrinal, narratives, gospels, prophetic books. In this course, students will focus on studying the implication of the audience for preaching. Real audience and audience response may be used.

## **Church Growth (PT 660s)**

### **PT 661 Church Growth/Church Planting**

This course deals with sound theological principles of church growth. It will emphasize the total theological-spiritual support system of vital and practical faith which ensures to the healthy growth. The course will also deal with biblical principles of church planting and examples in history.

## **Worship/Music (PT 670s)**

### **PT 671 Worship & Church Music**

This course is designed to help students develop skill in planning, directing and evaluating worship occasions, including the use of music and other expressive methods. Special attention is given to Sunday worship services and the primary role of preaching in worship.

## **Interdisciplinary Subjects (PT 680s)**

### **PT 681 Cultural Anthropology**

Mission anthropology is the anthropology as it is related to missions. Therefore, the field of anthropology in the secular academic circles will be criticized from the Christian perspective with the result that a unique Christian perspective on anthropology emerges, from which vantage point is applied to mission.

**PT 682 World Religions**

A general survey of the major world religions, covering Buddhism, Confucianism, Hinduism and Islam. Special attention is given to the major religious cults of modern times.

## IX. PERSONNEL

### A. ADMINISTRATION



David H. Shin, D.D.  
*President, Chief Executive Officer*



David Cho, Ph.D.  
*Dean of Academic Affairs*



Ki Won Han, D.Miss.  
*Dean of Student Affairs*



Cha Hi Won, Th.M., D.Min., Ph.D. studies  
*Director of Korean-American Church Relation*



Su Chung Chay, M.L.S.  
*Librarian*



Soon Hye Kang Ed.D.  
*Director of Institutional Effectiveness*



Charley Lee  
*Registrar & Foreign Student Advisor*



Sarah Huh, A.A.  
*Accounting Manager*



Jason Kim, M.Div.  
*Information/Technology Manager*



Tim White, M.Div.  
*Coordinator of Development*



Soo J. Kim, M.Div., M.T.S., Ph.D. Studies  
*Assistant Dean of Academic Affairs*

## **B. FACULTY**



### **David H. Shin**

Yonsei University, Seoul, Korea (studied)  
B.A., Calvin College, Pusan, Korea  
M. Div., Korea Theological Seminary, Pusan, Korea  
D.D., Southern California Seminary, El Cajon, CA  
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### **Bo Min Lee**

B.S., Seoul National University, Seoul, Korea  
M.Div., Korea Theological Seminary, Pusan, Korea  
Th.M., Westminster Theological Seminary, Philadelphia, PA  
Th.D., Dutch Reformed Seminary (Liberated), Kampen, the Netherlands  
**Emeritus Professor of Christian Ethics and Theology**



### **Cha Hi Won**

B.A., Kosin University, Pusan, Korea  
M.Div., Korea Theological Seminary, Pusan, Korea  
D.Min., School of Theology at Claremont, Claremont, CA  
Th.M., Biola University (Talbot School of Theology), La Mirada, CA  
Ph.D. studies, University of Pretoria, RSA  
**Professor of New Testament**



### **Ki Won Han**

B.A., Kosin University, Pusan, Korea  
M.Div., Reformed Theological Seminary, Jackson, MS  
D.Miss., Reformed Theological Seminary, Jackson, MS  
**Professor of Practical Theology and Mission**



### **David Cho**

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M.S., UCLA, Los Angeles, CA  
M.Div., Talbot Theological Seminary, La Mirada, CA  
Ph.D., Westminster Theological Seminary, Philadelphia, PA.  
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### **Chang Bae Lee**

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**Esther J. N. Shin**

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M.Div., Evangelia University, Anaheim, CA  
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**Hoo Soo Nam**

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Th.D., Asia Baptist Graduate Theological Seminary, Baguio, Philippines  
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**Assistant Professor of Christian Education**



**Su Chung Chay**

B.A., Ewha Woman's University, Seoul, Korea  
M.L.S., University of Southern California, Los Angeles, CA  
**Librarian**

## **C. ADJUNCT FACULTY**

### **Sang Joon Choi**

B.A., Chung-Ang University, Seoul, Korea  
M.A., Villanova University, Philadelphia, PA  
Ph.D., Temple University, Philadelphia, PA

### **Jay H. Chung**

B.S., Seoul National University, Seoul, Korea  
M.S., California State University, Long Beach, CA  
Ph.D., University of California, Irvine, CA  
M.Div., Korea Theological Seminary in America, Anaheim, CA

### **Chul Won Kim**

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M.Div., Chongshin Theological Seminary, Seoul, Korea  
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M.A., Fuller Theological Seminary, Pasadena, CA  
Ph.D., Fuller Theological Seminary, Pasadena, CA

### **Jin Young Kim**

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M.A., Yonsei University, Seoul, Korea  
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Th.M., Calvin Theological Seminary, Grand Rapids, MI  
Ph.D., Southern Baptist Theological Seminary, Louisville, KY

### **Jonathan Kim**

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M.A. Trinity Evangelical School of Theology, Deerfield, IL  
Ph.D. Trinity International University, Deerfield, IL

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### **Jong Un Lee**

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### **Joseph S. Park**

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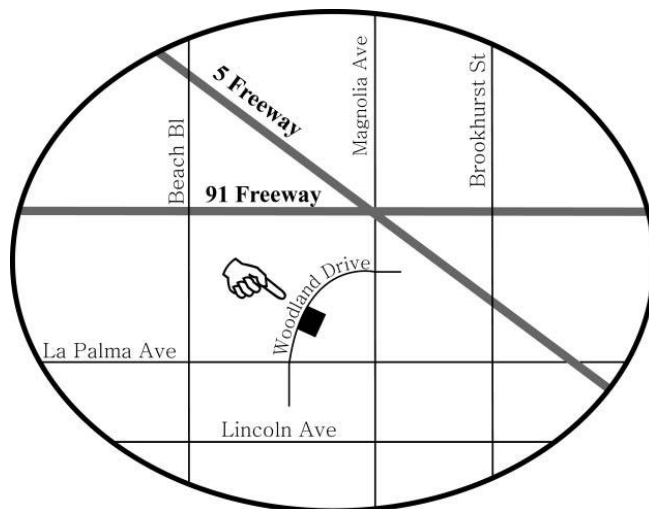
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