

GRACE
CHRISTIAN
UNIVERSITY



2022-2023

On Campus Undergraduate Academic Catalog

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GRACECHRISTIAN.EDU

The academic catalog is not a contract between Grace Christian University and the student. Grace makes every effort to include applicable academic and non-academic information available at the time of publishing the annual catalog.

While all students must follow academic programs as listed in the catalog in effect at the time of entrance or re-entry to the university, any changes instituted by the faculty or administration become effective when official notification is published unless otherwise stated and may differ from the entering catalog.

Students are expected to satisfy the degree requirements of the respective entry year catalog within eight years. After a period of eight years or upon re-entry to the institution, a student will be expected to satisfy the degree requirements in effect at the time of re-entry.

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Acknowledgment of Receipt

All students are provided with notification of and access to the current academic catalog. Enrollment in any Grace Christian University course indicates the student's acknowledgment of the policies and procedures outlined in the respective division's academic catalog. The student acknowledges that he/she has read and understood the Grace Christian University Academic Catalog pertaining to his/her academic division, which is located on the University website (gracechristian.edu). The student understands that it reflects the current policies, regulations, guidelines, and services of Grace Christian University and accepts responsibility for compliance. The student understands that these policies, regulations, guidelines, and services are subject to change at the discretion of the University at any time with or without prior communication. The student understands it is his/her responsibility to remain current with this information. The student acknowledges that, if he/she does not understand any statements of this catalog, it is his/her responsibility to seek out clarification from either a dean or an administrator.

Message from the President

Confusion and proliferation of ideologies and humanistic solutions for the challenges of our day are now “the norm.” In other words, in a world of “fake news” or false and misleading narratives, the future of Truth versus misinformation is at stake. Public opinion is seldom connected to truth but to personal belief and emotional appeals and personal experiences. This is the world of our students and future leaders in church and culture.

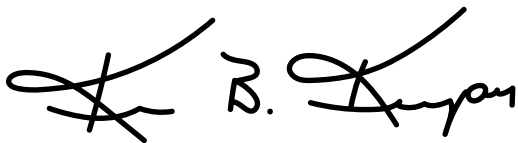
At Grace Christian University.....

- The **Word of God** is taught, valued, celebrated
- Objective Truth is believed, AND the **standard for practice** for all students and employees
- All people are seen as the precious **image bearers** of God regardless of age, gender, ethnicity, or background
- All people are understood as flawed from birth and in need of Christ’s death on the cross to redeem and enable **godly living**
- Personal relationships thrive between each person in a **redemptive learning community**.
- **Serving others** inside and outside the family of God is the normal, expectation and done with joy and meaning.

Our vision for 2025 is this: *“Every student will have a path to a debt-free education in a redemptive learning community.”*

This strategic, bold, counter-cultural model is essential more today than ever before. Imagine the power of these realities in contrast to the chaos and pluralism of today. If you are open to these counter-cultural values and desire to grow in Christ and with others we welcome you to Grace Christian University. Academics are designed to be challenging and stretch you, but competent professors will serve as loving guides to help you succeed.

For His Glory,

A handwritten signature in black ink, appearing to read "K. B. Kemper". The signature is fluid and cursive, with a large initial "K" and "B".

Dr. Ken B. Kemper, President

Mission Statement: Graduating Godly Individuals Prepared to Serve Christ in Church and Society

Accreditation

Grace Christian University is dually accredited by the Higher Learning Commission and by the Commission on Accreditation of the Association for Biblical Higher Education.

Higher Learning Commission

hlcommission.org

800-621-7440

Commission on Accreditation Association for Biblical Higher Education

5850 T.G. Lee Blvd., Ste. 130

Orlando, FL 32822

Ph: (407) 207-0808

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abhe.org

Grace Christian University is authorized by the Department of Labor and Economic Opportunity for the State of Michigan to award Bachelor of Science, Bachelor of Religious Education, Bachelor of Music, and Associate of Arts, and Master degrees. The Michigan Department of Labor and Economic Opportunity has statutory powers, duties, functions, and responsibilities regarding the establishment and approval of non-public institutions incorporating private colleges and universities.

Documents from all of these agencies are available for review upon request in the Administration Office.

Grace Christian University is authorized under Federal law to enroll non-immigrant students and cooperates with the U.S. Department of Veterans Affairs in processing benefits for the training of honorably discharged service members.

Location

Grace Christian University is located just west of US 131, near the intersection of 28th Street and Clyde Park Avenue. Grace's campus can be found in Wyoming, Michigan, a suburb of the greater Grand Rapids metropolitan area. The area is serviced by major air, rail, and bus lines.

History

Beginnings

Grace Christian University began in 1939 as Milwaukee Bible Institute. Evening classes were held to train laymen and Sunday school teachers to serve God. In these early years, a dedicated group of evangelical pastors saw the need to prepare full-time Christian workers with particular concern for a dispensational theological understanding of the Bible and the distinct revelation given to the Apostle Paul. While the Institution has grown in many ways through the decades, its core values are rooted in the efforts of these early years.

Leadership

Humanly speaking, Grace Christian University would not have come into existence without the visionary leadership of its first president, Reverend Charles F. Baker. The Institution was founded under his leadership, grew to a College and navigated the challenges of moving the campus from Milwaukee to Grand Rapids, MI. The Institution continued to grow as Dr. Jack T. Dean became president in 1967. Facilities and degree programs were expanded and the Institution was granted accreditation with the Association of American Bible Colleges. Dr. Samuel Vinton Jr. led the Institution from 1985 to 1989. During these years, the Institution began facilitating opportunities for international students to earn their degrees at Grace. Bruce Kemper became the fourth president in 1990. Coming from Pastoral Ministry, Bruce Kemper brought a strong emphasis of ministry to the Institution. Grace's current president, Dr. Kenneth B. Kemper, was called to lead the Institution in 2003. President Kemper has brought renewed vision and energy to the Institution. From the beginning and continuing into this present year, God has called leaders who love His Word, love His people, and joyfully use the gifts God has given them at Grace Christian University.

Academics

From an evening school Bible Institute to the current University, academics at Grace is a story of growth and excellence. The early evening classes grew to a day school with a broader curriculum. Soon after the move to Grand Rapids, Grace achieved accreditation with the Association of American Bible Colleges (now the Association for Biblical Higher Education) in 1967. Regional accreditation was granted by the Higher Learning Commission in 1990. During the 1990s, Grace also established consortium agreements with Cornerstone University and Davenport University further opening degree options for students. In 2010, Grace began offering 100% online degrees expanding the reach of its educational opportunities far beyond the Grand Rapids campus. Graduate studies began in 2016 offering a Master of Arts in Ministry followed by a Master of Arts in Organizational Leadership. The growth and excellence of academics at Grace is also seen in the example of its faculty in lifelong learning for whom the majority, rather than the exception, have earned terminal degrees. As of 2022, Grace employs 19 full-time faculty, 10 of whom hold doctorates or other terminal degrees.

Facilities

While our most distinguished alumni of the Institution speak of the Milwaukee campus with fond memories, the majority of the alumni have only known the campus at 1011 Aldon Street SW. Although modified with additions, the original four 1961 buildings continue to serve the campus today. Additional buildings to the campus include: Bultema Memorial Library (1971, expanded in 2004), Enslow and Klein Apartments, Baker Chapel (1980), the Aldrich Athletic Center (1977), the Jack T. Dean Academic Center (2006), the Student Commons (2010) as well as the Dining Room and Kitchen renovation and expansion (2019). The most recent addition to the campus is the Grace Townhomes. This three story building with 29 apartments opens for Fall 2022 to providing safe and comfortable housing for students. Further renovations and expansions are included in the Campus Master Plan to accommodate future growth.

Co-Curricular

What happens outside the classroom shapes students alongside their academic pursuits. Chapel continues with its strong history of corporate worship and instruction from God's Word. Students put learning into action through Christian Ministry. Ministry trips, domestic and abroad, give students opportunities to experience other cultures and ministry contexts. Intercollegiate Athletics builds life learning through competition which has seen tremendous success with regional and national championships.

History in a Name

We can see a snapshot of the Institutional growth through the history of its name: Milwaukee Bible Institute, Milwaukee Bible College, Grace Bible College, Grace Christian University. Each year as new students come and graduates move on, we are reminded, with deep gratitude, of those who have come before us to humbly learn and serve God at Grace.

Statement of Faith

The following statement of faith is the theological position of Grace Christian University.

The Bible. We believe that the Bible, both Old and New Testaments, is verbally inspired by God, without error in the original writings, and is the supreme and final authority for every aspect of faith and life (Rom.15:4; 2 Tim. 3:16-17; 2 Pet. 1:21).

The Godhead. We believe there is one God, Creator of all things and eternally existing in three Persons: Father, Son, and Holy Spirit. Each is a Person distinct from the others, but inseparable, coequal, coeternal, unlimited and unchanging in power, presence and knowledge. All are worthy of the same worship and obedience (Gen. 1:26; Deut. 6:4; Matt. 28:19; Acts 5:3-4; Rom. 11:33-36; 1 Cor. 8:6; 2 Cor. 13:14; Eph. 4:4-6; Col. 1:16-17; 1 Tim. 2:5; Heb. 1:8-10).

The Person of Christ. We believe in the full humanity and full deity of our Lord Jesus Christ; His virgin birth, His sinless life, His miracles, His substitutionary death, His bodily resurrection, His ascension to the right hand of the Father, and His personal return in power and glory (Luke 1: 35; Rom. 1: 3-4; 1 Cor. 15:1-8; Phil. 2:6-11).

The Person of the Holy Spirit. We believe that the Holy Spirit is a divine Person, coequal with the Father and the Son. It is the Holy Spirit who convicts unbelievers of their sin and condemnation before God, and regenerates the hearts of believing sinners. He baptizes the believer into the Body of Christ. He also seals, indwells, enlightens, equips for service, and empowers the believer to live a godly life (John 16:7-8; Acts 5:3-4; 1 Cor. 2:10-12; 6:19; 12:13; 2 Cor. 3:18; Gal. 5:16-26; Eph. 1:13-14; 4:4-6; Tit. 3:5).

Humanity and sin. We believe that God created the first man and woman in His own spiritual image and likeness. They disobeyed God, died spiritually and became subject to physical death. As their descendants, we are all sinners both by nature and by choice, and are totally unable of ourselves to do anything pleasing to God (Gen. 1:26-27; Isa. 64:6-7; John 15:5; Rom. 3:9-23; 5:12; 8:5-8; Eph. 2:1-3; Tit. 3:5).

Salvation. We believe that God justifies ungodly sinners solely by His grace upon the grounds of the sacrificial blood of Jesus Christ and His Resurrection. This complete salvation is given as the free gift of God through faith, apart from our works. Only those who trust in Jesus Christ are born of the Spirit and become children of God (John 1:11-13; 3:16; Rom. 3:24-28; 10:9-13; 1 Cor. 15:1-4; 2 Cor. 5:21; Eph. 1:7; 2:8-9).

Eternal Security. We believe that all believers are eternally saved through Christ and are sealed by the Holy Spirit until the day of redemption (John 10:28-29; Rom. 8:1; 8:28-39; Eph. 1:13-14; 4:30; Col. 3:1-4; 2 Thess. 2:13-14; 1 John 5:11-13).

Sanctity of Life. We recognize all human beings are made in the image of God and created as male and female; thus every human being has been granted by God the right to life from conception, or the functional equivalent thereof until his or her natural death. Therefore, the intentional killing of an innocent human being violates God's lasting commandment, "You shall not murder" (Gen. 1:26, 9:6; Ex. 20:13; Psa. 139:13-14).

Sanctity of Marriage. We recognize that marriage is between one man and one woman for life and that God has designed sexual relations to be enjoyed only within the God-ordained marriage relationship (Gen. 2:24; Matt. 19:4-6; Eph. 5:22-23; Heb. 13:4).

Dispensations. We believe that the Holy Scriptures are best understood through the framework of Dispensational Theology. The Bible is clear that God deals in different ways, at different times with different people. These changes in the outworking of God's plan are referred to as "dispensations." We recognize several distinct dispensations, or administrations, in Scripture. Each is marked by revelation from God specific only to that dispensation. The current dispensation, God's plan for the Church, the Body of Christ, "the mystery" revealed to the Apostle Paul, is distinct from God's plan for the nation of Israel. We find in Paul's writings alone the revelation, position and destiny of the Church (Rom. 16:25-27; 1 Cor. 15:51-54; Gal. 1:11-12; Eph. 3:1-12; Col. 1:24-29; 2 Tim. 2:15).

The Church. We believe that all in this dispensation who are saved by faith in Jesus Christ are united together in the one true Church, the Body of Christ, of which He is the Head. God's specific truth of and for this Church was first revealed through the Apostle Paul. This Church began historically with Paul before the writing of his first epistle (1 Cor. 12:13, 27; Eph. 1:22-23; 3:1-11; Col. 1:18, 24-25).

Spiritual Gifts. We believe that God has given believers spiritual gifts with which to serve the Lord for the building up of the Body of Christ (Rom. 12:3-8; 1 Cor. 12:1-31; Eph. 4:7-16). Some of the spiritual gifts that operated in the Church were temporary in nature and were intended for its infancy, including the official offices of apostle and prophet. Other gifts, such as miraculous powers, the gift of healing, tongues and the interpretation of tongues, revelations and visions ceased (Rom. 11:11-36; 1 Cor. 1:22; 13:8-13; 2 Cor. 12:12; Eph. 2:20; Phil. 2:25-26; 1 Tim. 5:23; 2 Tim. 4:20). We do believe that God is sovereign and able to operate in miraculous ways as He desires Eph. 3:20).

The Believer's Walk. We believe that, as a result of Christ's victory over sin and the indwelling Holy Spirit, all of the saved may and should experience deliverance from the power of sin in their daily lives. This comes through constant submission to the Holy Spirit and obedience to God's Word. Since sinless perfection is not a possibility in this life, we must consciously work in harmony with the Holy Spirit (Ps. 119:9-11; Rom. 6:6-14; 1 Cor. 10:12-13; 2 Cor. 2:14; 10:2-5; Gal. 5:16-25; Phil. 2:12-13).

The Lord's Supper. We believe that the Lord's Supper (i.e., Communion or the Lord's Table) is a memorial of the broken body and shed blood of Christ on the Cross. We believe the elements are only symbolic, serving as a sacred reminder and proclamation of Christ's death until He comes again. Participation in the Lord's Supper is open to every believer who is in fellowship with Christ (1 Cor. 10:14-22; 11:17-34).

Baptism. We believe that the Holy Spirit places all believers into the Body of Christ at the moment of salvation by one spiritual baptism. Through this work of the Holy Spirit, we are identified with Christ in His death, burial and resurrection. The Bible also speaks of other baptisms, some are spiritual in nature and others were ritualistic and played a key part in God's program with Israel. While those baptisms all had importance in the past, Scripture speaks of this divine baptism as the one and only baptism that is operative today. Therefore, we practice no other baptism. We emphasize this spiritual baptism as foundational to the unity of all believers (Rom. 6:3-4; 1 Cor. 1:17; 12:12-13; Gal. 3:26-27; Eph. 4:3-6; Col. 2:9-12; Heb. 9:9-10).

Resurrection. We believe in the physical resurrection of the dead. Jesus Christ was resurrected bodily, and therefore everyone will have a bodily resurrection. The saved will be raised to eternal glory and the unsaved to eternal punishment (Luke 24:39-43; John 5:28-29; Acts 24:15; 1 Cor. 15:12-24; Phil. 3:21; 2 Thess. 1:7-9; Rev. 20:4-6, 11-15).

The Return of Christ. We believe the Lord Jesus Christ will personally come to take His Church to heaven, commonly referred to as “the Rapture of the Church.” All members of the Body of Christ, both living and dead, will be caught up together to meet the Lord in the air. This event is imminent and will take place prior to the Tribulation that will come upon the earth (1 Cor. 15:51-53; Phil. 3:20-21; 1 Thess. 4:13-18; Titus 2:13-14). After the seven- year tribulation period, Jesus Christ will return in power to establish His Kingdom upon the earth (Jer. 30:7; Dan. 9:20-27; Zech. 14:4, 9; Matt. 24:15-41; Rev. 19:11-16; 20:1-4).

The State of the Dead. We believe that immediately after death all people exist in a state of consciousness that will last forever. The believer of this dispensation passes directly into the presence of Christ in Heaven. All of the unsaved dead enter a state of conscious eternal suffering without any hope of salvation (Luke 16:23-28; John 3:36; 2 Cor. 5:6-8; Phil. 1:23; 2 Thess. 1:7-9; Heb. 9:27; Rev. 14:11; 20:10-15).

Mission. We believe our mission is to bring glory to God as we proclaim the message of reconciliation to all the unsaved; as we equip and train the saved for the spiritual and physical growth of the Body of Christ; and as we serve all people through acts of grace and compassion. In this way we make plain to everyone the unsearchable riches of Christ according to the dispensation of the mystery (Rom. 12:9-21; 16:25-27; 1 Cor. 10:31-11:1; 2 Cor. 5:14-21; Gal. 2:10; 6:10; Eph. 3:8-9; 4:11-16; Phil. 2:1-8; Col. 4:3-6; 1 Tim. 2:3-7).

Buildings & Facilities

Bultema Memorial Library

Named for the late Pastor Harry Bultema of Muskegon, MI, the library was expanded and renovated in 2003. The Library houses over 40,000 print items, and provides remote access to an extensive digital collection of eBooks, journal articles, and media. There is also a technologically equipped classroom/multipurpose room, as well as comfortable study areas for individuals and groups.

O’Hair Memorial Building

Named after the late Pastor J.C. O’Hair, this building houses the president’s, business and administrative offices as well as three affiliated organizations – Grace Gospel Fellowship, Grace Ministries International, and Grace Publications.

Huston Hall

The late T.R. Huston was one of the founders of the College. The building contains the Student Commons, Kahawa Café, and dining hall. The dining hall and kitchen underwent major renovations during 2019, including the addition of the President’s Dining Room.

Jack T. Dean Academic Center

This academic hub was named after the College’s second president. It includes classrooms, faculty and administrative offices, student lounge, iMac midi lab, recording studio, and the Grace Online program staff.

Baker Chapel

Charles F. Baker was the founder and first president of the College. The chapel, named in his honor, was constructed in 1980 to accommodate the regular college chapel services, musical recitals and concerts, as well as dramatic productions. In 2019, the chapel was upgraded with new technology equipment to live stream and video record events in the chapel.

Aldrich Athletic Center

Named for the Aldrich sisters from Chicago, Illinois, this building, erected in 1977, includes a gymnasium with bleacher seating for 500. The upstairs houses the fitness center and the Student Affairs offices.

Aletheia Hall and Preston Hall

Separate residence halls for women and men students. Both residences have laundry facilities. Student lounges are adjacent to each hall.

Campus Houses

Six houses adjacent to College property are available for married student housing.

Enslow and Klein Memorial Apartments

Twelve one-bedroom and two-bedroom apartments provide additional housing for students. The buildings honor Fred and Julia Enslow and Karl Klein who bequeathed generous gifts to Grace.

Student Commons

The Student Commons renovation and addition was completed in 2011. The Commons provides students with a comfortable central gathering place and serves as a hub to the campus.

Commitment to Cultural Intelligence

“There is neither Jew nor Greek, slave nor free, male nor female, for you are all ONE in Christ Jesus.”
-Galatians 3:28

Grace Christian University is committed to educating students from diverse backgrounds and preparing them to serve Christ in a diverse society.

Grace defines diversity as differences in culture, experience, and background among individuals and groups. This includes but is not limited to race, ethnicity, nationalities, generations, abilities, and denominations consistent with our Christian worldview and appropriate to our theological context.

In order to build the capacity to both create a more diverse campus and better prepare students for a diverse world, the University has partnered with the **Cultural Intelligence Center (CQC)** to provide training and assessment in **Cultural Intelligence (CQ)** for every employee and student at Grace. CQ consists of four capabilities: CQ Drive, CQ Knowledge, CQ Strategy and CQ Action.

The four CQ capabilities have been integrated into the curriculum of every student using the following educational outcomes:

- CQ Drive: Is the student able to interact with a high level of interest, persistence, and confidence in multicultural situations?
- CQ Knowledge: Is the student able to analyze how cultures are similar and different?
- CQ Strategy: Is the student able to plan with awareness for multicultural interactions?
- CQ Action: Is the student able to adapt when relating and working in multicultural contexts?

Grace Christian University believes that by building capacity for diversity through CQ, the University is creating the ability it needs to create a more diverse campus that prepares students to serve Christ in a diverse society.

Educational Philosophy

Grounded in a fundamental belief in the pursuit of truth, a primary concern of Grace Christian University is to cultivate a learning environment that encourages participation, freedom of thought, open questions and the free exchange of ideas for every individual. This openness arises from a threefold conviction:

1. that truth is to be found in the person of Jesus Christ, who is himself the Truth (John 14:6)
2. that the Bible is the Word of God and therefore God's truth revealed (John 17:17, Psalm 119:60)
3. that truth is coherent because God is the author of truth (e.g., "all truth is God's truth")

In this pursuit of truth, the faculty of the University is committed to the holistic personal growth of each student in his or her intellectual, moral, and spiritual capacities, and as an expression of each student's God-given identity, mission, and purpose.

In alignment with the mission, vision, and values of the University, the faculty affirm:

Historic Purpose and Distinctive Theological Perspective

Belief in the inspired and authoritative Word of God has been fundamental to the University since its founding as Milwaukee Bible Institute in 1939. Its distinct theological perspective of Pauline dispensational theology continues to guide biblical and theological instruction as the faculty train 21st-century leaders for Christian service in a range of vocational contexts. In all cases, the faculty seek to model and extend practical dimensions of this Grace theology, including but not limited to: mercy, kindness, forgiveness, inclusion, humility, and service.

Bible-Focused Curriculum and Instruction

The University's unwavering commitment to the authority of the Bible is reflected in and through an integrated biblical perspective in all classes. This includes the integration of biblical knowledge (Old and New Testaments, Christian Worldview) and other academic knowledge (general and discipline-specific education). Students are encouraged to develop a framework for personal and professional decision making that correlates with the truth of God's Word.

Career-Oriented Student Body

Recognizing the diversity of the Body of Christ (1 Cor. 12), the faculty support on campus, online, and graduate students in the pursuit of their unique career callings and vocations. Whenever possible, students will be given opportunities for practical learning experiences that will equip and enhance them with knowledge and skills that prepare them for viable careers in a competitive job market. Faculty will continually evaluate degree programs and instructional methods to ensure that the education offered by the University is practical and relevant in preparing students to serve Christ in Church and society.

Commitment to Transformational Relationships

As a community of lifelong learners, the Faculty seeks to develop life-changing learning environments and experiences for students, both inside and outside of the classroom. They value students' personal and professional development, and are committed to guiding them through the educational process through life-on-life mentoring relationships, career counseling, and personal and spiritual guidance. The commitment to transformational relationship includes awareness of and commitment to cultural intelligence, diversity, inclusion of underrepresented and under-served communities of students.

Institutional Learning Outcomes

The mission of Grace Christian University is *Graduating Godly Individuals Prepared to Serve Christ in Church and Society*. In order for students to graduate ready to serve, they need a *commitment* to KNOW truth and wisdom, they need to BE people with *character*, they need *competence* in what they DO, and they need to SERVE others with *compassion*. Therefore, the following Institutional Learning Outcomes are expected of all Grace Christian University students. In addition to these institutional outcomes, each degree program has specific outcomes which build upon and enhance these outcomes.

KNOWING

Graduates will integrate knowledge of God's word and God's general revelation in creation resulting in a broad understanding of human life.

BEING

Graduates will demonstrate character formed by the Bible and the Spirit of God.

DOING

Graduates will implement the skills needed for living and working in the world.

SERVING

Graduates will serve others in their churches, careers, and communities.

Grievance Procedure

Most matters of conflict or disagreement can be resolved by meeting individually with the offending party. Grace Christian University asks that any member of the community with a complaint against another member or entity first attempt to seek a resolution by meeting with the individual with whom they are in conflict. Whether or not an individual meeting has taken place, students have the right to submit a formal complaint. This process is initiated by completing a **Formal Grievance Form**. The Academic Provost maintains a record of these complaints as well as the processing of complaints according to University policies.

If the student is not able to satisfactorily resolve the complaint or grievance with the University, the student has the right to submit his or her complaint to the State of Michigan or either of the Institution's accrediting bodies:

- Higher Learning Commission: hlcommission.org
- Commission on Accreditation, Association for Biblical Higher Education: abhe.org
- Michigan Department of Labor and Economic Activity:
michigan.gov/leo/bureaus-agencies/wd/pss

Academic Calendar

2022-2023 ON CAMPUS ACADEMIC CALENDAR

Note: Since some On Campus students and faculty are engaged in multiple course modalities or pursuing concurrent dual degrees with partner institutions, this calendar includes important dates for Cornerstone University and Davenport University.

2021 Fall Semester

Date	Event
August 8	Early Fall athletes/students check-in day
August 10	Early Fall classes begin at 8 a.m.
	(Early Fall classes meet August 9-12, 15-18, and 22-23)
August 23	Early Fall classes end
August 24	Fall Kick-off and Orientation for All On Campus Students
August 29	Fall 2022 classes begin
August 30	Convocation at 9:45 a.m.
August 31	Cornerstone University classes begin (Dual Degree students)
September 5	ALL CAMPUS OFFICES CLOSED FOR LABOR DAY - No Classes Scheduled
	Davenport University classes begin (Dual Degree students)
September 9	Last day to drop a course without record
October 5	Campus Service Project - No Classes or Chapel scheduled
October 14-15	Homecoming Weekend
October 18	Academic Advising Day - No Classes or Chapel scheduled
	Registration for Spring 2023 begins
November 2	Priority Registration for Spring 2023 ends
November 3-4	Fall Break - No classes scheduled
November 6	Daylight Savings Time ends

Date	Event
November 11	Last day to withdraw from a Fall 2022 course
November 21-25	Thanksgiving Break (No classes scheduled)
November 24-25	ALL CAMPUS OFFICES CLOSED FOR THANKSGIVING BREAK
December 12-16	Final Exam Week
December 13-16	Cornerstone University Final Exams (Dual Degree students)
December 17	Davenport University classes end (Dual Degree students)
December 19	Christmas/Winter Break begins (No classes scheduled)
December 20	Fall 2022 Grades due
Dec. 23 - Jan. 1	ALL CAMPUS OFFICES CLOSED FOR CHRISTMAS BREAK

2023 Spring Semester

Date	Event
January 2-13	Cornerstone University J-Term (Dual Degree students)
January 13	Spring Orientation
	Deadline to finalize Spring 2023 class schedules
January 16	ALL CAMPUS OFFICES CLOSED FOR MARTIN LUTHER KING JR. DAY
January 17	Spring 2023 Classes begin
	Cornerstone University classes begin (Dual Degree students)
January 30	Last day to drop a course without record
February 22-23	Reading Break - No Classes scheduled
March 5-11	Spring Break
March 12	Daylight Savings Time begins
March 20	Academic Advising Day - Classes and Chapel not scheduled
	Registration for Fall 2023 classes begins
April 6	Priority Registration for Fall 2023 classes ends

Date	Event
April 7	ALL CAMPUS OFFICES CLOSED FOR GOOD FRIDAY – Classes not scheduled
April 14	Last day to withdraw from Spring 2023 classes
April 29	Davenport University classes end (Dual Degree students)
May 1-5	Final Exam Week
May 1-4	Cornerstone University Final Exams (Dual Degree students)
May 6	2023 Annual Commencement, 10:30 a.m.
May 10	Spring 2022 Grades due

2023 Summer Semester

Date	Event
May 7 – August 8	Summer Semester (as needed)
May 29	ALL CAMPUS OFFICES CLOSED FOR MEMORIAL DAY
June 19	ALL CAMPUS OFFICES CLOSED FOR JUNETEENTH HOLIDAY
July 4	ALL CAMPUS OFFICES CLOSED FOR INDEPENDENCE DAY

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Eastport Bible Church

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Youth Ministry Calvary Church

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Caledonia, MI
Retired, GMI Adjunct Instructor,
Grace Christian University

Bryan Walker

Hopkins, MI
Superintendent, Calvary
Schools of Holland

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Byron Center, MI
General Surgeon /
Short Term Mission Work

Pastor Josh White

Glendale, AZ
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Church of Phoenix

Shocka Williams

Wyoming, MI
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Scotts, MI
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University Registrar

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Fallon McMurray, M.B.A.

Chair of Undergraduate Business Program

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Chair of Criminal Justice Program

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Vice President for Advancement, Chief Advancement Officer

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Associate Vice President for Student Affairs and Enrollment

Faculty

FACULTY EMERITI

The designation of Professor Emeritus, granted by the Board of Directors of Grace Christian University, is an honor given to a retired faculty member who has demonstrated particularly meritorious service to the institution, its students, and the cause of scholarship in Christian higher education.

Evelyne Beyer (1963 – 1990)

Dale S. De Witt (1961 – 2003)

Gunvor K. Olson (1979 – 1995)

Marlin L. Olson (1977 – 1995)

FACULTY, ADJUNCT FACULTY, INSTRUCTORS

GEORGE ACKERMAN

Online Adjunct Faculty

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M.B.A. Nova Southeastern University

J.D. Nova Southeastern University

Ph.D. Capella University

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PH. D. University of Illinois

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D.Min. Luther Rice Seminary and University

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Online Adjunct Faculty

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M.S. Regis University

M.S. DeVry University

M.B.A. The University of St. Thomas

M.Ed. Regis University

D.M. University of Phoenix

Ph.D. Fielding Graduate University

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ERIC FREEMAN

Online Adjunct Faculty

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B.A. Grand Valley State University

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M.A. Dallas Theological Seminary

SHALIE WILLIAMS

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THOMASINE WORTHAM

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Ph.D. Capella University

Admission Requirements

Admissions requirements are designed to ensure that students admitted to Grace Christian University have the ability and desire to successfully complete academic work, make full use of the educational opportunities available and show evidence of Christian commitment. Factors considered in the admission process are outlined below, separated by first-time freshman and transfer student requirements.

FIRST TIME FRESHMAN

If the only college coursework a student has taken was prior to graduating from high school (e.g. dual-enrollment), the student is considered a first-time freshman.

1. A completed application form
2. Official high school transcript or equivalent. It is the responsibility of the applicants to have their transcripts sent directly to the University.
 - Students applying with a 2.70 grade point average (GPA) or higher are accepted without reservation.
 - Students applying with a GPA between 2.0 and 2.69 will be accepted but may be placed in the Academic Success Program.
 - Students applying with a GPA lower than a 2.0 will be required to submit an essay and an educator reference which will be reviewed by a committee. Those admitted by the committee will be placed in the Academic Success Program.
 - Provisional admission status is granted to students who are missing their final (diploma conferred) official transcript. The provisional status will be removed once the final official transcript is received. Grace Christian will re-evaluate student academic status upon the reception of the final transcript.
 - There are higher admission standards for the pre-professional and teacher education programs offered as part of the consortium with Cornerstone University.
3. ACT or SAT Scores are not required for admission to Grace Christian University; however, scores received may be used for advising and placement. Scores may also be requirement due to consortium admission requirements for selected programs.
 - At the time of taking the test, students should request that a record of their scores be sent to Grace Christian University.
 - The ACT college code number is 2001.
 - The SAT college code is 0809.
4. Students will be required to take a Christian Life Assessment, view a video explaining the Christian nature of the institution, and affirm to live within the guidelines of the student handbook while at Grace Christian University.

Admission Requirements

Admission Level	HS GPA	Additional Requirements
Good Standing	2.7 or higher	None
Conditionally Accepted	2.00 - 2.69	None
Committee Review	below 2.00	Essay and Educator Reference

TRANSFER APPLICANTS

If the student has taken college coursework after graduating from high school, the student is considered a transfer student.

1. A completed application form
2. Official high school transcript or equivalent is required for students with fewer than 15 semester hours of transferable credit (courses passed with a C- or better). It is the responsibility of the applicants to have their transcripts sent directly to the University.
3. Official transcripts from all colleges previously attended must be submitted. Unofficial transcripts must include the university name, student's full name, course title, course number, grade and credits earned. Official transcripts must be submitted before the end of the student's first semester with Grace Christian. A minimum cumulative GPA of 2.0 in all previous college coursework is required for admission in Good Standing.
4. Students applying with a cumulative GPA lower than a 2.0 will be required to submit an essay and an educator reference which will be reviewed by committee. Those admitted by the committee may be conditionally accepted. Students may be admitted based on unofficial transcripts; final official transcripts must be submitted before the student registers for the second semester of classes.
5. Provisional admission status is granted to students who are missing their final official transcript. The provisional status will be removed once the final official transcript is received. Grace Christian will re-evaluate student academic status upon receipt of the final transcript.
6. Applicants are required to take a Christian Life Assessment, view a video explaining the Christian nature of the institution, and affirm to live within the guidelines of the student handbook while at Grace Christian University.
7. Veteran students who have military coursework evaluated by the American Council on Education must submit an official ACE Transcript to be evaluated for transfer credit.

Note: Grace Christian University is recognized for training veterans under VA Education Programs and complies in full with all reporting requirements of the U.S. Department of Veterans Affairs. Veterans entering as transfer students will be given a written statement of the credit granted in transfer and the number of credits that are required to complete the program in which they are enrolling. This information will also be provided to the Department of Veterans Affairs.

HIGH SCHOOL DUAL-ENROLLMENT

Grace Christian University provides three different options for students who wish to earn Grace college credit as part of their high school diploma program.

1. Grace partners with several area Christian schools through which students can take Grace college courses that can double count for their high school diploma and their college transcript. How the credits are applied toward the student's high school diploma is at the discretion of the high school. The **State of Michigan Department of Education (MDE)** pays partial tuition for these credits and the remainder is covered by Grace scholarships. The tuition for students who do not earn credit for a Dual Enrollment class paid by MDE must be repaid to MDE by the student's family.
2. High school students from schools that do not partner with Grace, as well as homeschooled students who are working with a local high school for diploma completion, may take classes on campus at Grace. With the approval of the sponsoring high school, partial tuition for these credits is paid by the school district and the remainder is covered by Grace scholarships. The tuition for students who do not earn credit for a Dual Enrollment class paid by MDE must be repaid to MDE by the student's family.
3. Students who are homeschooled or those who wish to take courses that are not approved by the MDE (e.g. Bible, Theology, etc.) may take classes on campus with Grace students. The student's family pays the current Dual Enrollment tuition rate per credit plus any applicable course fees.

After determining which enrollment option is best for them, high school students are invited to start their college program at Grace Christian University following these steps:

- Complete the **Dual Enrollment Application for Admission**.
- Demonstrate a readiness to take college-level coursework
 - If the MDE or the student's public or charter school is paying for the class, all MDE eligibility requirements must be met, including minimum test scores and/or consent of the appropriate high school official. See Dual Enrollment FAQs at the **MDE site**.
 - If tuition for the course is being paid by the applicant's family, the applicant must submit a high school transcript for review which demonstrates that the student has at least sophomore class standing and a minimum 3.0 cumulative GPA.

- Work with the high school counselor or parent (for homeschooled students) to determine how many Grace courses are appropriate for the student to take in a single semester. As a rule, students should take no more than two Grace courses in their first semester, but may take more (as appropriate and available) in successive semesters. Dual Enrollment students may take only lower division (i.e. 100- and 200-level) courses, unless prior consent is granted to take upper division classes by the Dean of the appropriate school.
- If taking a course on campus, the student is expected to sign and abide by the Christian Life Assessment, which is required of all On Campus students.

EARLY HIGH SCHOOL GRADUATE DEGREE-SEEKING ENROLLMENT

All standard admission criteria must be met. In addition, the following policy applies:

Students who earn their high school diploma earlier than the traditional age may enroll in Grace's undergraduate programs subject to the admissions standards in force at the time of their enrollment. If a student will not turn 18 by the end of his or her first semester at Grace, the student's parent or guardian will sign a SPECIAL ADMISSIONS AGREEMENT FOR DEGREE-SEEKING UNDERAGE STUDENTS. The form can be provided by the Registrar's Office or Enrollment staff.

NON-DEGREE SEEKING STUDENT

Individuals seeking to attend selected Grace On Campus Undergraduate courses without enrollment into a particular degree program are welcome to enroll at Grace Christian University with the following provisions:

1. Applicant must complete an Application for Admission as a Non-Degree Student.
2. The applicant must submit a final high school transcript, all college transcripts and a letter of recommendation.
3. The applicant must enroll in one freshmen level course and successfully complete it before a second course may be selected. Sophomore-level courses may also be considered after the successful completion of the freshman-level course.
4. After earning nine credit hours, the applicant is expected to complete Grace's full admission process.
5. Non-degree students are not eligible for federal, state, or institutional financial assistance.

INTERNATIONAL STUDENTS

International students are welcome at Grace Christian University. See the **International Student Admission** section for more information.

APPLICANTS WITH PRIOR CRIMINAL HISTORY

Grace Christian University asks applicants for its On Campus program to reveal felony convictions. This information allows the University to advise the student in choosing an appropriate field of study if admitted. Information provided may be verified by a criminal background check.

Those who answer “yes” will be asked to provide specific or general information about the conviction(s) or pending charges and provide a signed waiver allowing Grace to conduct a criminal history background check. Applicants will be given an opportunity to explain their records during the application process. A committee consisting of the Director of Enrollment, the Dean of Students, and the Associate Provost will review the background check and the applicant’s additional statements in determining whether the student will be admitted to the University and if so, under what conditions if any.

The committee will consider the specifics of the conviction in determining admittance. The specifics of the conviction to be considered include the following:

- The facts surrounding the original arrest and charges (this may include reviewing applicable police reports)
- The crime for which the applicant was convicted
- The length of time since the date of conviction
- If the applicant was incarcerated, the length of time from the date of release
- Any other relevant information requested by the University.

The committee may decide to conduct a personal interview with the applicant about the incident. If an applicant is currently on parole, the applicant will provide an official letter or document outlining the terms and conditions of the parole or provide the contact information of his or her parole officer. Convictions of crimes that may indicate threats to the well-being of other students and employees, such as violence, sexual offenses, and other assaultive behavior are especially important for the University to make judgments regarding campus safety. The University will also consider any documented success of rehabilitation. At the conclusion of its fact-finding on the felony convictions, the committee may admit the applicant, deny admission, or admit with conditions based on the applicant’s record and responses.

Grace Christian University does not ask applicants for the Online and Graduate Online programs to disclose felony convictions. If admitted Online students choose to participate in athletics or decide to change to the On Campus program, the University will implement the same background check process as for On Campus students. The University reserves the right to conduct the felony background check process for Online students whose activities create regular physical interaction with other students or Grace employees.

If a student with a prior felony conviction applies for readmission or reentry to the University, the student is required to complete the felony conviction disclosure process for the program to which the student seeks readmission. If the felony has not been previously reviewed, the student must complete the conviction review process in its entirety.

Grace Christian University considers it the applicant's responsibility to understand how criminal convictions or other matters of personal history may hinder or prevent employment in their degree field.

CONDITIONAL ADMISSION

Students admitted to Grace Christian University are expected to have made satisfactory progress toward achieving his or her academic goal(s). Individuals whose previous preparation and experience prior to coming to Grace give an indication they may experience some difficulty with the academic program will be admitted conditionally for the first semester. The requirements for conditional admission include limiting total credits for the first semester to no more than 14, working with an academic mentor to create and follow an Academic Plan for Success throughout the semester.

Readmission & Reentry

READMISSION

A student who cancels his or her application for a previous term may apply for readmission by contacting his or her Enrollment Advisor. If the student's application is over one year old, a new application must be completed. Once received, official transcripts will remain on file and do not need to be resent unless additional coursework has been completed at the institution. A student is required to update any information that has changed since the previous application was submitted with the request for readmission (Name, address, phone number, email address, or additional transfer institutions). The student will be notified via email from the Enrollment Advisor regarding the readmission decision.

Students readmitted to Grace must fulfill the requirements of the catalog in effect for the semester of readmission.

The Administration reserves the right to deem a student ineligible to return based on academic ineligibility, behavioral concerns, or student account delinquency.

REENTRY

A student who has withdrawn from the University who desires to return to the institution may contact the Enrollment Office to apply for re-entry to Grace Christian University. The Registrar's Office will review the application for re-entry and determine eligibility based on the information provided, current academic status, and current financial status with the institution. The advisor will be notified via email regarding the decision. An Advisor will communicate any conditions for re-entry or the re-entry decision to the student. The Advisor will assist the student in the process of returning. Upon re-entry, the student will be provided access to their student email, student portal, Blackboard, and an updated education plan.

Military service members who cease attendance at Grace Christian University due to service requirements may request to be readmitted after they return from service. Grace Christian University will readmit the student into the next available classes within the program, with the same academic status that they had when they last attended.

- Students must notify the Grace Academic Advising Office as soon as possible when they need to stop attending classes due to service requirements.
- Students must notify the Grace Academic Advising Office of their intent to return to school within three years of completion of their period of service.
- The cumulative length of the absence and of all previous absences from the school for military service may not exceed five years.

A student's readmission rights terminate in the case of a dishonorable or bad conduct discharge, general court-martial, federal or state prison sentence, or other reasons as described in 34 CFR 668.18(h).

The Administration reserves the right to deem a student ineligible to return based on academic ineligibility, behavioral concerns, or student account delinquency.

Non-Discrimination & Accessibility

Grace Christian University admits students of any race, color, national and ethnic origin, or handicap to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, sex, or national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

In conformity with the pertinent requirements of Title IX of the Education Amendment of 1972 enacted by the Congress of the United States, Grace Christian University does not within the context of its religious principles, heritage, mission, or goals discriminate on the basis of sex in the area of employment, admission, educational programs, or other activities.

Grace Christian University complies with all federal and state nondiscrimination laws and is an equal opportunity institution. Grace Christian University reserves the right to maintain student educational and behavioral standards and standards based upon religious considerations consistent with its role and mission.

Americans with Disabilities Act Accessibility Policy

Grace Christian University is committed to ensuring that all people with disabilities have access to the same services and content that are available to people without disabilities, including services and content made available through the use of information technology. Americans with Disabilities Act (ADA) compliance covers access to the Physical Plant, Accommodations, and Accessibility. Our goal for this Accessibility Policy is that a person with a disability will be able to engage in the same interactions, experience the same services, and acquire the same information as a person without a disability, be able to do so in an equally effective manner and with substantially equivalent ease of use. Services and information must be made available at the same time to a person with a disability as to a person without a disability.

ADA Accessibility Policy

1. As part of ADA Accessibility, all information communication technology must be accessible so that all students, prospective students, employees, guests, and visitors have equivalent access to information. Examples of information communication technology covered by this policy include university websites, learning management systems, software systems, electronic documents, videos, and other electronic communication.
2. Accessibility coaching will be provided on an on-going basis to help train faculty and staff, increase awareness and sensitivity, and produce and manage accessible content.
3. All Grace Christian University's websites are required to meet the accessibility standards set forth by Web Content Accessibility Guidelines (WCAG) 2.0 AA.

Rationale and Definitions

This policy aligns with Grace Christian University's goal of cultivating a caring learning community where Jesus Christ is exalted and students are equipped for serving the needs of church and society.

It is important to differentiate between ADA accommodations (Section 504) and accessibility (Section 508):

An accommodation is...

- Provided based on the specific needs of a student with a documented disability
- Determined by an accommodations officer on a case-by-case basis
- Provided for students whose needs require great intervention, such as live American Sign Language (ASL) interpreters or lecture transcripts for live courses
- For circumstances that are difficult to anticipate and foresee

Accessibility is...

- The responsibility of all who create or publish digital content
- Provided for all students, prospective students, employees, guests and visitors with no expectation of an explanation of need
- Expected for disabilities that are easily anticipated

Americans with Disabilities Act Accessibility Procedure

Grace Christian University is dedicated to ensuring that the institution complies with Americans with Disabilities Act (ADA) requirements and that faculty and staff are trained to comply with ADA requirements.

1. Grace Christian University will publish an approved ADA Policy which includes overall ADA compliance, physical plant compliance, accommodation, and accessibility.
2. Faculty and staff will receive on-going training regarding ADA guidelines and compliance with expectations for accessibility, including but not limited to: Documents, video, audio, Learning Management System (LMS), and other forms of electronic communication.
 - Faculty and staff will utilize the Checklist for ADA Accessibility for Web Content.
 - Faculty and staff will be provided properly formatted examples of accessibility.
 - Faculty will receive training on the use of Screencast-O-Matic technology to create and publish content that is accessible to people with disabilities.
 - On-going training modules will be developed for faculty and staff as needed.

3. Faculty and staff will have access to Screencast-O-Matic for development of ADA compliant video content.

Contact for ADA Accessibility Support

- Marketing: VP of Marketing and Enrollment
- Information Technology: Director of Information Technology
- Faculty: ADA Accessibility Coordinator

Academic Accommodations

Admitted students may request a reasonable accommodation as a result of a qualifying disability as defined by the Americans with Disabilities Act (2008) or Section 504 of the Vocational Rehabilitation Act of 1973. Information on the Academic Accommodation policy and procedure can be found in the [Academic Accommodations](#) section of the catalog.

International Student Admission

International students are welcome at Grace Christian University. Due to strict government regulations, the University has detailed requirements pertaining to international students. The University does not have available special funding to assist international students in financing their education. It is the responsibility of the student to obtain the proper documents and to furnish the University with these documents. International students who are seeking to enroll in an online degree program do not need USCIS or a student visa as long as the student is not physically present in the United States. Online programs are not able to enroll non-US citizens residing in the United States on a student (F-1) Visa. Refugees or undocumented individuals are permitted to attend following the standard admission criteria. International students are therefore defined as those on an F-1 Student Visa attending On Campus and those attending Online but residing in a foreign country.

International students must meet the stated admission criteria for domestic students for their program of interest and must:

1. Pass an English proficiency test. Grace Christian University accepts the following tests of English as a second language:
 - ACT minimum cumulative score of 18+
 - SAT minimum 510+ and Verbal 480+
 - TOEFL minimum score of 550 is required on the paper-based test, 213 on the computerized test, or 80 on the internet-based test
 - IELTS minimum score of 6.5
2. Provide proof of the ability to pay for the entire first year, and pay for the first semester before courses begin at Grace. The amount due before the student's start date is determined by estimating class load, room, board, books, fees, and any other known expenses. Any exceptions to this policy must be approved by the Business Office.

On Campus International Admission Additional Requirements:

1. Provide evidence that the student is a graduate of an accredited secondary school and the ability to satisfactorily complete college-level work in the United States of America.
2. Proof of country of citizenship required for the issuance of the I-20.
3. Official Transcripts must be evaluated by a profession international credit evaluation service that is accredited by the National Association of Credential Evaluation Services (NACES). An official report must then be mailed directly from the evaluator to Grace Christian University.
4. Provide recommendation letters from an Educator and Pastor.

Transfer Credit

Grace Christian University offers traditional and non-traditional credit options for Undergraduate and Graduate students with varied academic and professional backgrounds. It is Grace's policy to award credit based on evidence of learning and not experience alone. Grace Christian University welcomes students to apply for transfer credits from other institutions. Once an official transcript is received, credits transferred are recorded on the admitted student's academic record and will apply toward graduation requirements, as applicable to the declared academic program. Grades are not transferred. Once transfer credits have been granted, a subsequent change of program or major may result in a change in the number of transfer credits applied toward the degree requirements. Types of traditional and non-traditional credit options currently offered by the University are described below.

There is an important distinction between transferable and applicable in terms of transfer work. While a course may meet all of the requirements to be transferable, the course may not be applicable to the degree program selected at Grace Christian University, but will be accepted as elective credit.

TRANSFER CREDIT POLICY

The following provisions govern transferring credits to Grace Christian University:

- The student seeking enrollment by transfer from another institution will complete the regular admission process.
- For an evaluation of transfer work to occur, a transcript (unofficial or official) is required. Unapproved document formats or documents lacking the necessary information may not be evaluated.
- The applicant will be notified of the credits approved for transfer by the Enrollment Advisor upon acceptance by the Registrar's Office.
- A pre-evaluation may be conducted by the Registrar's Office prior to the completion of the application process as requested by an Enrollment Advisor.
- An evaluation is not considered official until official transcripts have been received and processed by the Registrar's Office.
 - An official transcript is defined as one that has been received by Grace directly from a secure, authenticated party or the issuing institution. Grace does not accept any electronic documentation directly from the student as official. Transcripts can be sent to the Registrar's Office at Grace Christian University, 1011 Aldon St SW, Grand Rapids, MI 49509. Request official electronic transcripts to be sent to onlineregistrar@gracechristian.edu.
- **On Campus Students:** All official transcripts must be received by the start of the semester. Failure to furnish a complete and valid record of all previous college experience may mean cancellation of the student's privilege of admission.

- The student may be required to provide a course description or course syllabus for transfer credit determination if the information is not available through the institution website.
- Transfer credits must be from a regionally accredited college or university, or an institution that is accredited by a national accrediting agency that is recognized by the Department of Education. Students seeking a graduate degree from Grace who graduated from a nationally accredited institution will be considered on a case-by-case basis.
- Credits earned at a non-accredited college will be considered only after the student has provided documentation of a minimum of three regionally accredited institutions that accept similar courses in transfer from the non-accredited institution. Once verified, coursework from the unaccredited school must be evaluated by the Registrar in the same manner as accredited coursework. The maximum number of credits transferable from an unaccredited school is 30 semester credit hours for bachelor degree seeking students unless otherwise approved by the Dean or Provost.
- Courses must be college-level courses; typically labeled as 100 level or higher. Remedial or vocational credits will not be accepted in transfer.
- All academic, college-level courses in which at least a C- grade or its equivalent has been earned are eligible for transfer to undergraduate programs. A grade of B or higher is required for the transfer of graduate-level coursework.
- Undergraduate students will receive a minimum of 60 credit hours for an earned Associate of Arts or Associate of Science degree from a regionally or ABHE accredited institution. The credits will be evaluated for Grace degree requirements by the Registrar's Office.
- The transfer credits earned as part of an Associate of Applied Science degree program will be evaluated for Grace degree applicability by the Registrar's Office on a course by course basis.
- Students completing the requirements of the Michigan Transfer Agreement (MTA) will receive a minimum of 30 semester credits in transfer. All Arts and Sciences Core requirements will be satisfied by the completed MTA.
- At least 25% of the required credit hours for a Grace associate or bachelor degree program must be taken at Grace Christian University. Graduate students must complete 50% of the program requirements at Grace.
 - **Associate Degree Program:** Students may transfer in a maximum of 45 credits, including credit by exam or prior learning assessment, toward an associate degree.
 - **Bachelor Degree Program:** Students may transfer in a maximum of 90 credits, including credit by exam or prior learning assessment, toward a bachelor degree.
- Transfer credit (including non-traditional transfer credit) must be completed prior to the student's last semester at Grace Christian University unless pre-approved by the Dean or Provost.

Reassessment of Transfer Credits

- Credits may be reassessed at any point at the request of the student by emailing the Registrar's Office at onlineregistrar@gracechristian.edu. The student may be required to provide the course syllabus from the college or university where the course was taken.
- Duplicate credit will not be granted for two courses with significantly similar content.

Military Joint Services Transcript (JST) (Undergraduate Students Only)

The American Council on Education (ACE) provides quality assurance and policy guidance for the Joint Services Transcript (JST) used by the Army, Marine Corps, Navy, and Coast Guard. The

Registrar's Office may approve credit to be granted for courses or experience as recommended by ACE with a level of Lower (L) or Upper (U) course level designation, but will not grant credit for Vocational (V) work. Credit will be granted based on the general transfer credit policy regarding maximum transfer credits. In order to receive credit, the Registrar's Office must receive an official copy of the military transcript.

International Transfer Credit

All international transcripts must be evaluated course-by-course by one of the National Association of Credential Evaluation Services (NACES) member organizations (naces.org/members.html), with the results sent directly to Grace Christian University along with an official transcript. Any fee(s) associated with the evaluation and transcription must be paid by the student. Upon receipt of the evaluation, the Registrar will review the transcript for transfer course equivalency.

University Partnerships

Grace Christian University has developed partnerships with several organizations to allow college credit to be awarded or granted based on the completion of a specific program that has been evaluated by Grace. Grace reserves the right to review or change these partnerships at any time. Contact the specific organization or Grace directly (info@gracechristian.edu) for more specific information.

CONTRACTUAL ARRANGEMENTS

A contractual arrangement to grant college credit for completing an approved program of study has been reached with the following organizations:

- **Bridge Street House of Prayer** (Grand Rapids, MI)
- **Grace Adventures** (ASCENT and PACE programs) – Silver Lake, MI
- **Leaders for Christ Bible School** (through Resurrection Life Church in Grandville, MI)
- **Leadership Essentials Training** (Kentwood Community Church) – Kentwood, MI
- **Michigan State Police Training Academy (MSPTA)** – Lansing, MI

ARTICULATION AGREEMENTS

Grace Christian University has entered into agreements with the following institutions to accept and apply credit from their programs toward Grace degree programs as specified below.

Michigan Transfer Agreement (MTA)

Students who have completed the requirements of the **Michigan Transfer Agreement (MTA)** at a Michigan community college will be admitted to the university as having satisfied Grace Christian's **Arts and Sciences Core requirement** (30 credits) for the bachelor degree. This agreement requires that the MTA is posted to the student's official transcript submitted as part of the application process.

Community college students wishing to transfer to Grace Christian are encouraged to contact the Registrar's Office at Grace Christian to discuss specific coursework that might be completed as part of the MTA degree program that will grant the student the most benefit toward the completion of the Grace degree.

School of Missionary Aviation Technology (SMAT) – Ionia, MI

The agreement with the **School of Missionary Aviation Technology (SMAT)** offers degree opportunities for students interested in pursuing a career in missionary aviation. Students may combine SMAT training and Grace Christian University coursework in multiple ways to meet their goals.

- Student earns 48 prescribed credits at GCU and a SMAT diploma for which GCU grants 12 credits. These credits would apply toward an Associate degree in General Studies for a total of 60 GCU credits.
- Student earns Associate degree (60 credits) from GCU and transfers to SMAT for diploma.
- Student earns one of the following SMAT diplomas which transfer as a block toward the On Campus B.S. in Interdisciplinary Studies or Online Undergraduate Bachelor programs:
 - SMAT Aviation Maintenance Technology diploma – 36 credit hours*
 - SMAT Aviation Flight Training diploma – 36 credit hours*
 - Both Maintenance and Flight Training – 48 credit hours*

All students must complete the Arts and Sciences and Bible and Theology Core requirements appropriate for the declared degree program.

- * For SMAT students who complete both the SMAT Aviation Maintenance Technology diploma and the SMAT Aviation Flight Training diploma (48 total GCU credits awarded) and are seeking to complete a bachelor degree at GCU, the student needs to complete at least 12 credits of upper division (UD: 300 or 400-level) credits through GCU during the last year of study.

Students may also pursue non-degree options to obtain needed credits for their missionary aviation goals.

Credit by Examination

The maximum number of credits a student may receive for prior learning assessment and proficiency exams (PLA, Advanced Placement (AP), College Level Examination Program (CLEP), and Grace administered Proficiency Examinations) is 30 credit hours.

ADVANCED PLACEMENT (AP)

Grace Online will grant credit to students with scores of 3 or higher on an Advanced Placement (AP) examination conducted by the College Board. Students are required to have their official AP scores sent to the Registrar's Office. The AP college code number for Grace Christian University is 0809.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

Credit is granted for subject examinations offered by the College Level Examination Program (CLEP); however, no college credit is granted for the CLEP general examinations.

- Credit may not be granted for a CLEP test that is the duplication of coursework for which a student has already received credit.
- The CLEP examination must be completed prior to the student's last semester at Grace.
- An official transcript must be requested by the student to be sent from the College Board to Grace. The CLEP college code number for Grace Christian University is 1265.
- The CLEP credit will be considered official when the official transcript has been received by the Registrar's Office and the credit has been posted to the student's Grace transcript.

DEFENSE ACTIVITY FOR NON-TRADITIONAL EDUCATION SUPPORT (DANTES) AND DSST

Veterans can also earn credit through Defense Activity for Non-Traditional Education Support (DANTES) Subject Standardized Tests (DSST) with scores meeting or exceeding the score requirements provided by the American Council on Education. Students will be notified of specific credit awarded upon evaluation of the official exam transcript.

Prior Learning Assessment

Grace Christian University recognizes that many students come to an institution of higher education with experience and training that has resulted in college-level knowledge. Students who enroll may earn credit for prior learning. A maximum of 30 semester credit hours may be earned through a form of prior learning assessment or proficiency exam (including CLEP and AP). Prior learning can come from a number of different sources including workshops, seminars, self-study, non-credit classes, training programs, and work experiences. Portfolios are to be assessed by a qualified, credentialed content area expert. Grace may award college credit for a license, certificate, or job-specific training as evaluated by the American Council on Education (ACE) or through the PLA evaluation process.

Grace adheres to the **Ten Standards for Assessing Learning** as documented by the Council for Adult and Experiential Learning (CAEL) at cael.org.

Grace Online offers a college-level exploratory course, PLA 200 Prior Learning Theory and Practicum (3 Credits), designed to assist the learner in understanding learning theory and apply theory to their own prior learning. One's assessment of personal prior learning encourages new learning. Satisfactory completion of PLA 200 allows the student to have one portfolio assessed at no additional charge. PLA 200 may satisfy a lower-level elective course requirement within any undergraduate program, as applicable.

More detail is available on the **Prior Learning Assessment Advising Form** or from the Registrar: onlineregistrar@gracechristian.edu.

PRIOR LEARNING ASSESSMENT FEE STRUCTURE

Item	Cost
Proficiency Exam	\$100 per exam, regardless of the result
Portfolio Assessment	\$300 per portfolio submission, regardless of the number of credits awarded
PLA 200 – 3 credits	See tuition cost table

Fees may not be covered by financial aid. Contact the Financial Aid Office to determine whether or not PLA related fees can be covered by the financial aid package.

PROFICIENCY EXAM

A proficiency exam is an examination administered by Grace to assess prior knowledge on a subject. Grace Online currently offers a proficiency exam for New Testament and Old Testament Bible knowledge. The **Proctor Agreement Form** is available online.

PORTFOLIO DESCRIPTION

A portfolio is a compilation of documentation that significant, college-level learning has been achieved by the learner. The portfolio must be written according to the expectations for college-level writing. Creating a portfolio is the learner's way to translate and validate one's prior knowledge into a format that is able to be assessed by another individual.

PORTFOLIO RUBRIC

A rubric will be used to assess evidence of prior learning. The content area expert will assess the portfolio and decide whether there is significant evidence that the student has satisfied at least 70% of content mastery in a specific subject area and that the student has satisfactorily demonstrated that learning. The content expert will also provide helpful feedback to the student. Credit can be awarded as an elective (lower or upper level) or a specific course equivalency.

Types of Financial Aid

The Financial Aid Office is available to advise and assist students with obtaining funds to attend Grace Christian University. The Financial Aid Office seeks to meet the financial needs of our students through grants, scholarships, and loans. Students who believe their resources are inadequate to meet their expenses at Grace Christian University should contact a Financial Aid Specialist. More information can be found at gracechristian.edu/oncampus/tuition-costs/financial-aid.

FINANCIAL AID DEFINED

Financial Aid is financial assistance that helps students and their families pay for college. This financial assistance covers educational expenses including tuition and fees, room and board, books and supplies, and transportation. There are several types of financial aid available, including grants, scholarships, and loans.

Once eligibility for financial assistance has been determined, students may be offered a Financial Aid Award Package which includes one or more types of aid.

The Financial Aid Award Package may include the following:

- Scholarship Aid: Awards usually based on academic excellence or merit and not necessarily on financial need.
- Grant Aid: Awards based solely on financial need.
- Loan Aid: Federal loans offered at a low interest rate, which must be repaid to the assigned lender after the student leaves college or drops below half-time enrollment.
- Federal Work Study: Undergraduate and graduate students can earn money from a part-time job to help pay for college expenses.

GRANTS

Federal Pell Grants

A Federal Pell Grant is awarded to eligible students based on their FAFSA results. It does not have to be repaid. This grant is awarded to undergraduate students who have not earned a bachelor degree. The amount of Federal Pell Grant funds a student may receive over their lifetime is limited by federal law to be the equivalent of six years of Pell Grant funding.

Federal Supplemental Educational Opportunity Grant (SEOG)

SEOG funds will be awarded to students with the lowest expected family contributions (EFC) who will also receive Pell Grants in that award year. SEOG funds do not have to be repaid. The Department of Education only provides schools with a limited amount of SEOG funds, so once the funds are depleted, awarding will stop. Valid FAFSA results must be received in the Financial Aid Office to receive consideration.

MILITARY BENEFITS

Grace Christian University accepts educational benefits through the military. These benefits may include GI Bill® and Federal Tuition Assistance. GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at benefits.va.gov/gibill. To begin the process of determining any applicable benefits, the student should contact his or her respective educational liaison within the appropriate military organization. Once that action has been taken, the student may contact the Academic Advising Office to proceed with any other applicable processes. For more information, visit gracechristian.edu/online/military.

LOANS

Federal Stafford Loans

Direct Stafford Loans are low-interest federal loans available to students who are attending college at least half-time. The funds are borrowed from the Department of Education through the Direct Loan Program. The amount a student may borrow is based on year in school, dependency status, and enrollment status. The FAFSA is the application for Direct Stafford Loans, but first time borrowers are also required to complete Loan Entrance Counseling and a Master Promissory Note at studentaid.gov.

Federal Parent PLUS Loan

A parent may borrow a Direct Parent PLUS Loan to help pay the expenses of a child who is a dependent undergraduate student enrolled at least half time. The parent must pass a credit check to be eligible to receive a PLUS Loan. In the event the parent is denied the PLUS Loan due to adverse credit, the student generally becomes eligible to borrow an additional amount in an Unsubsidized Federal Stafford Loan. Parents who wish to apply for a Direct Parent PLUS Loan may visit studentaid.gov.

Private Loans

A student may also obtain private loans from a Private Lender to cover education-related expenses. Students may need a creditworthy cosigner if they have not established credit yet. Usually loans are borrowed to cover the full year and divided between two semesters, but a student could get a loan for just one semester, if needed. Private loans have NO origination fee. For more details, go to: elmselect.com, choose Grace Christian University, then select Undergraduate Loans.

How to Apply for Financial Aid

All students who wish to apply for financial aid (grants, scholarships, or loans) should complete the Free Application for Federal Student Aid (FAFSA). Students can apply online at fafsa.gov. For assistance with this application process, students may contact the Federal Student Aid Information Center at 1-800-433-3243. The FAFSA must have Grace Christian University's school code (002265) entered for the results to be received by the Grace Financial Aid Office. The FAFSA must be renewed prior to each academic year. Students with additional financial aid questions may contact the Grace Christian University Financial Aid Office at financialaid@gracechristian.edu, or by calling (616) 538-2330.

Typically, Grace will receive the FAFSA within three business days of its completion. As soon as the FAFSA is received by the Financial Aid Office, the results will be reviewed. The Department of Education will select some FAFSA applications for a process called "verification," which requires the school to request additional documentation from the student before the financial aid process can be completed.

Once all necessary documentation is received, the student will be sent a Financial Aid Award Letter from the Financial Aid Office at Grace. The student is responsible for returning a signed copy of the award letter to the Financial Aid Office, indicating which awards they accept or deny. Students who accept a Stafford Loan must also go to studentaid.gov to complete the required Loan Entrance Counseling and Loan Master Promissory Note.

EXPECTED FAMILY CONTRIBUTION

The information on your FAFSA is used to calculate your Expected Family Contribution (EFC). Your EFC is an index number that our financial aid staff uses to determine how much financial aid you can receive. The EFC is calculated according to a formula established by law. Your family's taxed and untaxed income, assets, and benefits (such as unemployment or Social Security) can all be considered in the formula. Your family size and the number of family members who will attend college during the academic year is also considered. For more detailed information about how the Expected Family Contribution (EFC) is calculated, visit studentaid.gov/complete-aid-process/how-calculated.

Financial Aid Rights & Responsibilities

Students have the right to accept or refuse any part of their financial aid package. If the student rejects any part of his/her financial aid package, it may affect other aid offered. Students may not receive financial aid from more than one school while enrolled at two or more schools for the same time period. Classes the student takes outside of his/her declared program do not qualify for most forms of financial aid.

The student must attend college at least half-time (six credit hours) in order to be considered for most financial aid. Withdrawal from classes or failure to attend all classes may result in a loss or reduction of financial aid and a balance due to the University.

It is the student's responsibility to inform the Financial Aid Office of any changes to information provided on the FAFSA application. Financial aid offered to the student is dependent upon the availability of funds. Any change in the availability of funds or a student's academic performance may change the award package.

If a student's FAFSA is incomplete, or if their FAFSA verification paperwork is not turned in, no award letter will be provided and the student is responsible for paying out of pocket for all tuition costs and fees.

Students and their families who are experiencing a financial hardship which significantly changed their financial situation compared to the data listed on the FAFSA, are highly encouraged to reach out to the Financial Aid Office to request a Special Circumstance review.

REQUIREMENTS TO RECEIVE FINANCIAL AID

Statement of educational purpose:

- A student must be enrolled as a degree-seeking student and must sign a statement indicating that all federal financial aid will be used for expenses related to study at Grace Christian University. This requirement will be fulfilled when the student signs and returns their Financial Aid Award Letter.
- A student must not be in default on any federal loan or must have made satisfactory arrangements to repay any defaulted federal loan.
- A student must not have borrowed in excess of the federal loan limit at any institution and must not owe money on a federal student grant.

Selective service registration

While federal law requires nearly all male citizens and male immigrants, 18 through 25 years old, to register for Selective Service, a student's failure to register will no longer impact their Title IV eligibility. On December 7, 2020, the FAFSA Simplification Act was enacted into law as part of the Consolidated Appropriations Act, 2021. Among other things, that law eliminated the requirement for male students to register with the Selective Service before the age of 26 to be eligible for Title IV aid. For more information about Selective Service, visit sss.gov.

High School diploma/GED

Students are required to have a High School Diploma or GED equivalent to be eligible for Federal Financial Aid.

FINANCIAL AID INELIGIBILITY

Lack of Satisfactory Academic Progress (see [SAP Policy](#)). For more information, contact the Financial Aid Office at 616-538-2330 or financialaid@gracechristian.edu.

Satisfactory Academic Progress (SAP)

In order to receive federal or state financial aid, regulations require that the student maintain satisfactory academic progress toward completion of the student's current academic program. Academic progress will be reviewed for each student, regardless of whether or not the student is receiving financial aid since these rules determine eligibility for future enrollments.

FINANCIAL AID POLICY

Satisfactory Academic Progress (SAP) at Grace Christian University governs the student's eligibility to receive financial aid based on academic performance. The guidelines outlined below relate to a student's eligibility to receive federal financial aid. Contact the Financial Aid Office (financialaid@gracechristian.edu) for information about maintaining eligibility for federal and state aid. The determination as to whether or not an undergraduate student is meeting the SAP requirements is made at the end of each academic year based on three factors mandated by federal policy. (Graduate students are evaluated at the end of each semester). These factors include cumulative grade point average (GPA), completion ratio, and maximum time frame as described below.

GPA Requirement

For Undergraduate students, Grace will evaluate the GPA Requirement after the Spring semester, but for Graduate students, Grace will evaluate the GPA requirement each semester. A student will be considered in violation if the student does not maintain the minimum GPA requirement.

The student must have earned the required cumulative GPA based on the semester hours attempted to maintain financial aid eligibility. The Director of Financial Aid has the authority to grant limited exceptions to first-time freshmen who fail to meet this requirement but whose cumulative GPA is at or above 1.50.

Undergraduate Semester Credit Hours Attempted	Cumulative GPA Required	Completion Ratio
3-27	1.50	The required completion ratio for all undergraduate levels is 67%
28-55	1.75	
56+	2.00	

Maximum Time Frame Requirement

The maximum time frame limits the number of credits a student may attempt when pursuing a degree. Grace will monitor the Maximum Time Frame Requirement at the end of each academic year by comparing the required hours for program completion to the cumulative hours attempted. A student will be considered in violation when it becomes mathematically impossible for them to graduate within the 150% time frame. For example, in an undergraduate program of study that requires 124 credits, you may not exceed 186 credits and remain eligible for financial aid.

Graduate students must complete all degree requirements within five years from admission to their program. An approved leave of absence of up to two semesters is not counted in the five years.

Completion Ratio Requirement

The completion ratio is determined by dividing cumulative semester hours earned by cumulative semester hours attempted. The minimum required completion ratio for undergraduate students is 67%, while the minimum required completion ratio for Graduate students is 75%.

Determining Satisfactory Academic Progress

When determining SAP, grades and credits are tallied according to the following guidelines:

- Earned semester hours include all grades (A, B, C, D, S, and P) including all +/- variations and applied transfer work.
- Attempted semester hours include the grades listed above, as well as F, U, W, and XF.
- For repeated courses, credits from each time a student is enrolled are applied to the attempted and earned credits. However, only the most recent grade earned is used when calculating the cumulative GPA.
- Transfer credit accepted at the time of admission, if applicable, is not included when calculating cumulative GPA. Such credits are, however, included in the determination of a student's cumulative GPA required.
- Transfer credits are also included when calculating the completion ratio and maximum time frame.

If it is determined that a student failed to meet the SAP standards outlined above, the student will be disqualified from receiving federal financial aid until the student has met the SAP standards. Students who no longer qualify for financial aid may secure alternate funding for their education and remain enrolled unless a determination has been made that the student is academically suspended.

SAP Appeal Process (for possible reinstatement of financial aid eligibility)

If a student loses eligibility to receive federal financial aid because of failure to meet the SAP standards, the student may attempt to regain financial aid eligibility in one of the following ways:

1. By successfully appealing the loss of eligibility. To appeal, the student must submit a Satisfactory Academic Progress Appeal Form, available from the Financial Aid Office. The extenuating circumstances that may justify reinstating one's eligibility for financial aid on a temporary basis are outlined on this form. If this appeal is successful, the student's eligibility for financial aid will be reinstated with specified conditions.
 - When considering any extenuating circumstances, financial aid probation can only be granted if it is also determined that the student should be able to meet SAP standards by the end of the next semester. Failure to meet SAP standards at that time would make the student ineligible for federal aid without the right to further appeal.
 - Under certain circumstances, the Financial Aid Appeal Committee has limited authority to approve an academic plan that would reinstate the student's eligibility to receive federal aid provided the student is able to meet SAP standards by the end of the next academic year. This academic plan also includes a minimum threshold that must be achieved at the end of the first semester in order to maintain eligibility to receive federal aid. Failure to meet this threshold would make the student ineligible for federal aid without the right to further appeal.
2. By using personal financial resources to complete one or more semesters at Grace with at least half-time enrollment. Reinstatement of the student's eligibility for financial aid will be determined at the end of each semester, dependent on whether or not the student meets the SAP standards at that time. Courses taken must be approved by the Registrar and must advance the student toward earning the declared degree.

Tuition & Fees Schedule

ON CAMPUS UNDERGRADUATE TUITION

The cost breakdown listed is applied to classes that take place in the 2022-2023 financial aid year (Fall 2022 and Spring 2023 semesters). All costs are subject to change.

Tuition cost per credit hour (\$730 Tuition + \$15 Fees*) = \$745

* Fees: Library, Activity, and Technology Fees

Residential Students - Room and Board with Meal Plan Options

NUMBER OF MEALS (per semester)	ROOM & BOARD (per semester)	WHO'S ELIGIBLE?
Full	\$4,330	All Residential Students
225	\$4,150	All Residential Students
150	\$3,850	All Residential Students
90	\$3,520	All Residential Students
60	\$3,340	Returning Students
30	\$3,000	Returning Students

Residential Students - Premium Housing Room and Board with Meal Plan Options

NUMBER OF MEALS (per semester)	ROOM & BOARD (per semester)	WHO'S ELIGIBLE?
Full	\$4,815	All Residential Students
225	\$4,635	All Residential Students
150	\$4,335	All Residential Students
90	\$4,005	All Residential Students
60	\$3,825	Returning Students
30	\$3,435	Returning Students

Commuter Students - Meal Plan Options

NUMBER OF MEALS (per semester)	MEAL PLAN COST (per semester)
90	\$720
60	\$540
30	\$300

Estimated Cost - One Semester Example:

TUITION (15 credit hours)	ROOM BOARD (225 meal plan)	TOTAL (not including textbooks)
\$11,175	\$4,150	\$15,325

TEXTBOOKS

Students may purchase books through any vendor. Amazon links are provided through the Student Portal.

The average student typically spends around \$400 per semester on textbooks.

SCHOLARSHIPS AND GRANTS

Visit gracechristian.edu/oncampusscholarships for a list of scholarships available to Grace Christian University students.

MILITARY FUNDING

In compliance with the Veterans Benefits and Transition Act of 2018, Grace Christian University will allow any individual entitled to receive Chapter 31 (VRandE) or Chapter 33 (Post 9/11 GI Bill®) benefits to attend registered courses while the institution awaits payment from the VA.

Grace Christian will not assess late fees due to delayed VA payments, nor will access to classes, libraries, or other institutional facilities be denied. Covered individuals will not be required to borrow additional funds. There will be no penalties on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from VA under chapter 31 or 33.

The waiting period will expire upon receipt of the payment from the VA or after 90 days from the date the institution certified tuition and fees following the receipt of the certificate of eligibility.

It is recommended that Military students submit their Certificate of Eligibility or Statement of Benefits to the school before classes begin. If the student's eligible VA benefits do not fully cover the financial obligations at the University, the student will be responsible to make other payment arrangements to cover the remaining balance before classes begin.

Student Account Balance & Refund Options

The tuition refund policy is based upon the Last Day of Attendance (see official **Attendance and Participation Policy**). Absenteeism or failure to begin a class does not reduce a student's financial obligation.

TITLE IV FUNDS

Credit Balance

Federal regulations prohibit the use of Title IV funds to be applied toward a prior year's past due balance greater than \$200.

Withdrawal Impact/Return of Funds

Students are encouraged to contact the Financial Aid Office before withdrawing from classes to understand the complete financial impact of withdrawal. A withdrawal from school could result in a student owing the University and/or federal government for financial aid that has already been applied to a student's account balance. Withdrawing from classes may also impact the Satisfactory Academic Progress completion ratio.

Federal laws set forth regulations that govern the treatment and calculation of Federal Financial Aid (Title IV aid) when a student withdraws from a class.

The Financial Aid Office is required by the Department of Education to recalculate federal financial aid eligibility for students who withdraw, drop out, or are dismissed prior to completing at least 60% of a semester. Recalculation is based on the percent of earned aid. The Financial Aid Office must return Title IV funds to the programs from which the student received aid during the payment period or period of enrollment as applicable, in the following order, up to the net amount disbursed from each source:

- Unsubsidized Stafford Loan
- Subsidized Stafford Loan
- Federal PLUS Loan
- Federal Pell Grant
- Federal SEOG Program
- Other Title IV grant programs

The University reserves the right to amend this procedure to comply with federal regulations.

FINANCIAL AID HANDLING OF EXCESS FUNDS

A student who receives financial aid will be asked to complete an Authorization to Retain Funds form. This form must be returned to the Financial Aid Office. The form will ask the student to choose one of the following options:

1. Keep the credit balance at the school;
2. Keep \$200 at the school to cover additional of future fees, and mail the remaining excess funds to the student;
3. Mail the entire credit balance to the student.

Student's federal aid will arrive at the school according to the following table:

Campus	Requirements	Funds' Arrival	Disbursement Date
On Campus Undergraduate	Students must be in attendance beyond the add/drop refund period.	30 days after the semester begins	within 14 days of the funds' arrival
Online Undergraduate	Students must participate in class before funds arrive at the school. Participation is verified by the FA Office. A schedule change may impact the disbursement date.	3rd week of the 2nd course of the semester	4th week of the 2nd course of the semester
Online Graduate	Students must participate in class before funds arrive at the school. Participation is verified by the FA Office. A schedule change may impact the disbursement date.	2nd week of the 2nd course of the semester	3rd week of the 2nd course of the semester

After the student's financial aid has arrived at the school, the Financial Aid Office will send a "Loan Notification" email to loan recipients. If the student has a credit balance remaining after the Financial Aid is posted for the semester, and if the student chose to have their credit balance mailed to them, then Financial Aid Office will enter a request to the Business Office to mail a check to the student. It is Grace's policy to mail the excess funds check one week after the financial aid has arrived at the school.

TUITION REFUND AND CHARGES

Undergraduate On Campus Refund Guidelines

Tuition and Private Music Lessons

If courses are dropped, the following schedule of tuition refunds applies:

- During the first two weeks of semester – 100% refund on basis of preregistered hours.
- During the third week of the semester – 75% refund.
- During the fourth week of the semester – 50% refund.
- After the fourth week of the semester – no refund.
- If for disciplinary reasons – no refund.

Room and Food

If a student leaves college housing and/or drops the meal plan, the following schedule of refunds apply:

- During the first week of the semester – 100 % refund less \$100
- During the second week of the semester – 75% refund.
- During the third week of the semester – 50% refund.
- During the fourth week of the semester – 25% refund.
- During the fifth week of the semester – 15% refund.
- During the sixth week of the semester – 10% refund.
- After the sixth week of the semester – no refund.
- If for disciplinary reasons – no refund.

Fees: No other fees are refundable.

* Tuition and fees are subject to change.

Academic Accommodations

Grace Christian University will make reasonable accommodations for students with disabilities or who may need accommodations in compliance with section 504 of the Rehabilitation Act of 1973 and with the Americans with Disabilities Act of 1990. The purpose of academic accommodation is to provide equal access to educational opportunities to students with disabilities. Grace does not intend that academic standards be altered, nor that the essential elements of programs or courses are changed. Grace will adhere to the New 508 Compliance Rule, ensuring all content is accessible.

A student who has a documented disability may apply for accommodations by completing the **Accommodation Request Form**.

Accommodations are granted on the basis of determined need and appropriate documentation of disabilities. A student must complete the **Accommodation Request Form** and must provide documentation supporting the current need for the requested accommodation. This must include the most recent school record such as an individualized educational plan (IEP), and/or medical records detailing a diagnosed disability. If an IEP or 504 plan is more than three years old, the student should request a letter from his/her doctor detailing the current need for the accommodation being requested. To be deemed appropriate documentation, testing and assessment of a disability must have been completed no more than five years prior to the application for accommodations.

The **Accommodation Request Form** and supporting documentation will be reviewed by the Accommodations Review Committee (ARC). The process of determining eligibility for accommodations may take several weeks, so a student desiring accommodations should complete an **Accommodation Request Form** and submit appropriate documentation well in advance of admission or the next term/semester in which accommodations are desired.

If the requested academic accommodation is approved, the student will be notified via an official verification letter sent to his or her student email account. The decision to use the available academic accommodation lies solely with the student for each course. Should the student desire to use the accommodation, it is his or her responsibility to inform each professor at the start of the course that he or she will be taking advantage of the accommodations available. Any questions about these accommodations should be directed to the Accommodation Review Committee via **onlineregistrar@gracechristian.edu** or (616) 261-8586.

If a student's request for academic accommodations is denied by the Accommodation Review Committee, the committee will notify the student via an official letter in an email sent to the student email account.

In the event that a student has questions regarding eligibility for accommodations, providing appropriate documentation of disabilities, or handling a disagreement with a professor over questions of accommodation, the student should contact the academic advisor or the Registrar's Office immediately. If a disagreement arises surrounding eligibility for services or the manner in which a specific accommodation is being implemented, the student has a right to informal and formal grievance procedures.

Academic Dishonesty & Plagiarism

All members of the Grace Christian University learning community are expected to honor the principles of truth, honesty, and maintaining academic integrity at Grace. In order for real learning to occur, one must put in the time and effort to create original thoughts. One reason to avoid plagiarism is that plagiarism keeps the student from learning. Students can use a computer to copy text from a source and paste it into a paper without ever learning anything from the material. On the other hand, when a student does the hard mental work to create a good paraphrase and disciplines himself to keep track of and cite where the paraphrase comes from, the student both learns the material cited and learns about the source. Good, appropriate use of sources promotes learning.

Plagiarism or any misrepresentation of work, unsanctioned collaboration, use of prohibited materials, and participation in any form of dishonesty all constitutes a violation of the academic integrity policy. A violation of this policy will result in the actions and consequences specified within this policy. Faculty will determine violations of integrity for academic coursework and report the instance to the Associate Provost's Office using the **Academic Dishonesty Report Form**. Staff or administrators who determine a violation of integrity has occurred, are required to report the violation. Administration can overturn the decision by faculty based on the outlined appeal process below, or through an investigation and accumulation of evidence.

Examples of academic dishonesty that constitute a violation of this policy include, but are not limited to, the following:

- Plagiarism (see definition below)
- Cheating on tests, quizzes, or any assignments
 - Including purchasing or obtaining and submitting pre-written assignments, homework, or examinations of any sort as your own work (or selling or providing such items to others)
 - Use of any paper generator tool
 - Copying another student's homework, written assignments, examination answers, electronic media, or other data or items
 - Submitting work created for another course without the instructor's approval
- Aiding and abetting dishonesty
- Falsification of records and official documents
- Misrepresenting oneself or one's circumstances to gain an unfair advantage

Students are responsible for understanding and following:

- All provisions of this policy including, but not limited to, the examples above
- Specific course policies for academic work
- Other University policies as specified in the current Catalog
- Academic principles of honesty and integrity
- The Academic Appeal process which gives students the right to appeal any grade affected by a charge of academic dishonesty

PLAGIARISM DEFINITION

It is expected that all work submitted by the student will be that student's original, own work. The student's previous, own work may not be used in the submission of another assignment.

- Resubmitting a previously submitted assignment is self-plagiarism. Self-plagiarism is considered outright plagiarism unless the faculty has given prior approval for the student to re-submit an assignment or paper with the expectation that the student has improved upon the previously submitted assignment or paper.
- Although rare, limited quotation of personal work may be appropriate in some cases (requires proper citation).
- Re-submission of a chart or diagram that can't be revised for improvement is an exception.

Plagiarism can be intentional or unintentional. A finding of a plagiarism issue does not necessarily indicate intentionality.

Failure to *either* cite in the text or list on the References page is a component of plagiarism.

- If a source is used in writing a paper and quoted verbatim, the source material must be in quotes, cited in the text, and listed on the References page.
- If a source is used in writing a paper and paraphrased or summarized, the paraphrased or summarized source material must be cited in the text, and listed on the References page.
- Whatever is cited in the paper, must be listed on the References page.
- Whatever is listed on the References page, must be cited in the paper.

If a source is used in writing a paper, and neither cited in the text nor listed on the References page, this is outright plagiarism. Outright plagiarism can range in size from a few words to paragraphs.

Attempting to use a paper or assignment written by another individual or online tool is a severe act of academic dishonesty.

ACADEMIC DISHONESTY AND PLAGIARISM REVIEW PROCEDURE

1. The faculty member will determine if the plagiarism is a **component** of plagiarism, **outright** plagiarism, or **self-plagiarism** based on the definitions found in the Academic Integrity and Plagiarism section.
2. The faculty member will explain the consequence of the plagiarism to the student in the assignment feedback and via email. This notification must take place within the 7-day faculty grading period as much as possible and before final course grades are submitted. In some instances, the student may not be granted an option to resubmit based upon the proximity to the end of the course. **Faculty should clarify the following**, where applicable and when appropriate with the student:
 - The nature of academic dishonesty that occurred;
 - Expectations for homework, assignments, collaborative student efforts, research papers, exams, etc.;
 - Any specific style/format requirements for assignments.
3. For a **component** of plagiarism the faculty member should work directly with the student within the course. When a **component** of plagiarism is discovered, the assignment shall be assessed a 10% to 30% deduction from the assignment grade based on the number of **components** in the assignment. Abuse of the use of **components** of plagiarism should be documented by the faculty within the Feedback section of the assignment. Ongoing abuse of **component** plagiarism within the same course (repeated instances over several weeks) should be reported to the Dean on the **Academic Dishonesty Report Form**.
4. For **outright** plagiarism, the faculty member will complete the **Academic Dishonesty Report Form**. The following are representative of possible levels of consequences for **outright** plagiarism and/or academic dishonesty. The University reserves the right to assess the appropriate level of consequence based on the severity of the violation. The following will be imposed in order unless otherwise directed by the Dean based on the severity of the offense. At any level, the student will be directed to contact the **Grace Writing Center Online** to schedule an appointment OR other remediation as advised by the Dean or Academic Advisor.
 - a. The student will receive a zero on the plagiarized assignment. The student has the ability to revise and resubmit the assignment based on feedback from the faculty within five (5) calendar days of the notification, provided the timing is before the end of the course. The revised assignment will be applied a 10-25% penalty off of the final grade as determined by the faculty.
 - b. The student will fail the assignment and is not allowed resubmission.
 - c. The student will fail the class. A grade of XF will be given to indicate failure due to academic dishonesty. A student may appeal the grade of XF to be replaced with an E after one year.
 - d. The student will be suspended or dismissed from Grace Christian University as directed by the Online Dean, Associate Provost, or Provost.

5. For **self-plagiarism** the faculty member will work directly with the student within the course. The faculty member will determine if the student is reusing work from the same course taken previously, or using work from a different course with similar requirements. Ongoing abuse of **self-plagiarism** within the same course (repeated instances over several weeks) should be reported to the Dean on the **Academic Dishonesty Report Form**.
 - In the case of using work from the same course taken previously, **it is recommended** that the assignment be substantially revised and improved. However, if the faculty determines that the assignment would be appropriate to be resubmitted, they may make that exception for a specific assignment.
 - In the case of using work from a different course with similar assignment expectations, the work must be substantially revised and improved for the current course.
 - Failure to resubmit an assignment will result in a zero (0) for that assignment. Penalties from 10% to 30% may be assessed for resubmissions that do not demonstrate adequate revision (at the discretion of the faculty member).
6. The appropriate Dean (based on the student's program) will receive notification of the plagiarism report (from Academic Advising), review the presented information, and access the assignment in Blackboard, as applicable.
7. The Dean will respond to the reported violation within 2-3 business days with the plagiarism offense number and consequence. The Dean will email the student (and CC the faculty member and Academic Advising) of the formal documentation of the offense (including the violation number), appropriate policy information, emphasize the ethical and professional standards of higher education, and explain any disciplinary action beyond the grading of the assignment (if applicable).
8. Permanent records will be kept off academic dishonesty violations by Academic Advising in the student files.
9. Academic Advising will contact the student for guidance, support, coaching, and resources for future improvement.

Academic Information

Academic Calendar

Grace Christian University operates on a semester basis. The On Campus Undergraduate school year consists of two semesters of approximately fourteen weeks each.

Unit of Credit

The unit of credit is the semester hour. A semester credit represents 750 minutes of classroom instruction and 1500 minutes of student work outside of class per semester or its equivalent.

The following table represents the minimum workload for each type of course. Workload includes student engagement in seat time, reading, research, online discussions, assignment preparation, and writing.

Type of Course	Minimum Work Load
All undergraduate three-credit courses (On Campus/hybrid/Online)	112.5 hours
All undergraduate two credit courses (On Campus only)	75 hours
All undergraduate one-credit courses (On Campus only)	37.5 hours

Time Commitment

Most On Campus three-credit-hour courses meet twice per week for 90 minutes each meeting. One three-credit course totals three hours of in-class meeting during the week and the student is expected to invest six hours in work outside class during the week for a total of nine hours of time dedicated to that course each week. A student taking 12 semester credits should expect to invest 36 hours in academics each week, and a student taking 15 semester credits should expect to invest 45 hours in academics each week.

Full-time Studies and Academic Overload

A full-time course load is 12 to 18 credit hours per semester (36 to 54 hours of academic work per week). Students may request consent to register for more than 18 credits hours by completing the **Credit Hour Overload Form** and submitting it to the Registrar's Office.

Course Formats

In addition to the traditional On Campus 14-week semester, courses are offered using a variety of time frames, settings, and technologies. Each format must meet the time demands for semester hours of credit defined above, but the balance of time between in-class and out-of-class learning activities differs from format to format. Formats offered at Grace Christian University include:

- **On Campus Semester Courses** – 14 weeks of class with one hour of in-class and two hours of out of class work each week for each credit hour earned.
- **Dual-Enrollment Courses** – Traditional courses, often taught on a high school campus. These courses meet the same semester hour time requirement as traditional on campus courses, but class meeting times are determined by the high school's schedule.
- **Early Fall and Summer Condensed Courses** – Class times are extended and the academic term is shortened. For example, some courses meet for three weeks with class sessions that are four or more hours long. Others meet for six weeks with class sessions that are 2-1/2 hours long. As with On Campus courses, students should expect to invest twice as much time out of class as in class. A single condensed class will demand as much time per week as two to four traditional classes for the same credit.
- **Independent Study, Readings, and Capstone Thesis Courses** – Students work with a professor to design a set of learning activities for independent study courses. The learning activities necessary to achieve the course outcomes will require approximately the same time commitment from the student as a traditional lecture class's inside and outside class activities for the same number of credits.
- **Online Courses** – Faculty select online learning activities to achieve a course's learning outcomes. The learning activities necessary to achieve the course outcomes will require approximately the same time commitment from the student as an On Campus lecture class's inside and outside class activities for the same number of credits.
- **Hybrid Courses** – Courses offered using a hybrid combination of classroom and online learning spend about half as much time in the classroom as On Campus courses. The time commitment for these classes shifts to out-of-class activities facilitated by online technology. Students should expect to invest more time in outside-class activities for hybrid classes than they would for traditional classes, but about the same total time inside and outside the classroom for the same credit.
- **Internships** – Grace On Campus Undergraduate programs desire that classroom instruction be supplemented with experiential learning. Therefore, credit is granted for supervised experiences in businesses, churches, schools, and service agencies in most majors. See course descriptions for the semester hours of credit and time commitments for each internship.

Course Numbers

Courses numbered 100-299 are lower division courses and are generally for freshman and sophomore students. Courses numbered 300-499 are upper division courses and are generally for junior and senior students.

Final Examinations

Students with two examinations scheduled for the same hour or with three or more exams scheduled for the same day are permitted to reschedule one of them by arrangement with the instructor for the course. Arrangements for any other change in the schedule must be made in writing with an academic dean no later than the Friday before final examinations begin.

Inclement Weather Policy

Information regarding campus-wide class cancellations will be posted on local television and distributed through the On Campus alert system. For a variety of reasons, Grace Christian University rarely cancels classes due to inclement weather. Commuter students who believe conditions are unsafe to drive to campus due to inclement weather are expected to communicate this to professors by the end of the scheduled class session in order to be granted an exception to the attendance policy. Any assignments are still due unless otherwise approved by the professor. On Campus resident students are expected to attend class unless the campus closes.

Assessment Activities

Because of its desire to improve the quality of education and services offered and a commitment to continuous improvement, the University regularly schedules assessment activities. These activities may include standardized tests, surveys, focus groups, interviews, etc. Students will receive prior notification of these activities so that they can plan accordingly.

Academic Standing

CLASSIFICATION OF STUDENTS

Official classifications are made by the Registrar's Office at the beginning of each academic semester (fall and spring). Transfer credit hours are included in the credits counted toward class standing once an official transcript has been received by the Registrar's Office and the credits have been applied to the student's transcript.

Student class standing and enrollment status are classified as indicated in the following tables:

Class Standing by Earned Credit Hours

Class Standing	Cumulative Earned Credit Hours
Freshman	0-27.99
Sophomore	28-55.99
Junior	56-84.99
Senior	85+

Student Status by Enrolled Credit Hours per Semester

Status	Credit Hours per Semester
Full-time	12-18
Part-time	1-11.5
3/4 time	9-11.5
1/2 time	6-8.5
Less than half time	.5-5.5
Non-Degree Seeking	Fewer than 9; taking courses without the intention of pursuing a degree
Dual-Enrolled	Courses taken double count for high school and college credit

ACADEMIC STANDING

Academic standing is based on the student’s completed semester grade point average (GPA). The Registrar’s Office team will verify academic standing at the end of the semester according to the table below. The Registrar will notify students on their academic standing upon the completion of each semester. It should be noted that Academic Standing is not the same as Financial Aid Satisfactory Academic Progress (SAP).

Undergraduate students who are part-time (less than 12 credits attempted in a given semester) will be reviewed for suspension or probation on a case-by-case basis and offered support services accordingly. Part-time students will not be evaluated for Dean’s List, or President’s List.

Academic Standing by Cumulative Credits and GPA

Total Cumulative Credit Hours Attempted*	Semester GPA for Academic Probation
12-18	< 1.50
19-37	< 1.75
38+	< 2.00

* Applied transfer coursework will be counted toward total semester credits attempted.

DEAN’S AND PRESIDENT’S LISTS

At the conclusion of each student’s semester, the University will recognize those students who have successfully completed a minimum of 12 graded credits within a single semester (full time). Students who earn a semester grade point average of 3.50-3.99 will be named to the Dean’s List, while those achieving a semester grade point average of 4.0 will be named to the President’s List. The students who achieve the Dean’s List or President’s List criteria will receive a notification at the time of qualification. Spring semester recipients will be recognized in the Journey Magazine published by Grace Christian University once per year.

ACADEMIC PROBATION

The purpose of Academic Probation is to provide resources that will empower the student to become academically successful and to make positive progress toward graduation. Students are expected to earn a minimum GPA of 2.0 during their probationary semester, which will result in a return to Good Standing.

On Campus students who are placed on Academic Probation will be required to limit the credits in the probationary semester to no more than 14, work with an academic mentor to create and follow an Academic Plan for Success, and meet with an academic advisor to enroll in courses best suited for academic support. Any exceptions are by the consent of the Associate Provost. The student's eligibility for extracurricular activities may be restricted as determined by the Associate Provost.

ACADEMIC SUSPENSION

Probationary students who fail to earn at least a 2.0 GPA during the probationary semester will be academically suspended. Students who are academically suspended will not be allowed to enroll in any courses for the equivalent of one semester.

A student who is academically suspended may apply for Re-Admission to Grace after one semester of absence. The application must include an appeal to the Associate Provost which includes:

- a personal statement explaining what extenuating circumstances prohibited the student from meeting the Satisfactory Academic Progress
- evidence that the difficulties previously encountered have been overcome
- established accountability to assure that completion of the degree requirements can reasonably be expected.

Should the student wish to appeal further after the Associate Provost's decision has been received, a second appeal may be submitted to the Educational Policies Committee. The decision of the Educational Policies Committee is final, with no further option to appeal.

A student whose academic challenges were substantively impacted by extenuating circumstances may appeal the decision by submitting an Academic Appeal form. The student's participation in academic support efforts (e.g. accessing the Grace ACE, academic coaching, or an Academic Success Plan) will be considered when making this determination. The appeal must be submitted within four weeks of receiving notification of the suspension.

Athletic Eligibility

Grace Christian University offers intercollegiate athletic teams in men’s soccer and basketball, and women’s volleyball, soccer, and basketball. Grace also offers co-ed cross country, bowling, tennis, and track and field. Grace Christian University, although not presently a member of an athletic conference, is a member of the National Christian College Athletic Association (NCCAA), a 110-plus member organization which sponsors national tournaments in soccer, basketball, and volleyball.

To be eligible for competition in intercollegiate athletics, a player must be regularly enrolled for 12 hours of credit and have achieved a total of 24 hours of credit for the previous two semesters. Athletes are expected to make consistent progress toward the completion of their Grace degrees. Bachelor degree-seeking athletes need to achieve the following credit requirements prior to each season of athletic eligibility:

Season	Min. Prior Credits Earned Toward Grace Degree
1	0
2	24
3	48
4	72

Athletes who have achieved Junior standing must maintain a 2.0 cumulative GPA. Other NCCAA eligibility requirements may affect how the GPA is calculated and which courses count toward credit hours needed. The Athletic Director and the University Registrar determine eligibility according to both the NCCAA and Grace Christian University rules. Grace Christian University may also restrict participation in intercollegiate athletics for students on academic or social probation.

Availability of Classes & Programs

The course offering schedule for each Grace Christian University program is created based on course capacity with specific student needs. As a result, every course is not offered every semester. Students are encouraged to work with an Academic or Faculty Advisor when planning class schedules to assure that all degree requirements are completed in an efficient and timely manner.

It is also the student's responsibility to demonstrate achievement of special qualifications such as prerequisite courses, work experience, knowledge, or a particular grade point average as specified by the course requirements.

Catalog Year Policy

The academic catalog is not a contract between Grace Christian University and the student. Grace makes every effort to include applicable academic and non-academic information available at the time of publishing the annual catalog.

While all students must follow academic programs as listed in the catalog in effect at the time of entrance or re-entry to the university, any policy changes instituted by the faculty or administration become effective when official notification is published unless otherwise stated and may differ from the entering catalog.

Undergraduate Students are expected to satisfy the degree requirements of the respective entry year catalog within eight years. After a period of eight years or upon re-entry to the institution, a student will be expected to satisfy the degree requirements in effect at the time of re-entry.

Students may request a different catalog under which to graduate. The new catalog must be dated later than the entry year catalog, and must be in effect while the student is enrolled at Grace. Students must complete all of the degree requirements as they appear in the catalog of record, including Arts and Sciences Core, Bible and Theology Core, Major, Minor and Concentration.

Change of Program Request

In order to request a program change, the student must fill out the **Degree Change Form**.

- The student's graduation date may be delayed when a new degree is selected.
- The student may lose applicable transfer credits when a new degree is selected.
- The student may be required to take additional credits at Grace when a new degree is selected; also, some previously taken credits may not be applicable to the new degree.
- When a new degree audit is created, the student must approve the plan before the Registrar's Office will officially change the degree.

Classroom Policies

ON CAMPUS ATTENDANCE POLICY

Grace Christian University believes that regular attendance and participation in classes are essential for learning. Class attendance is directly related to a student's performance which is enhanced by class attendance. Therefore, students are expected to attend all classes.

Students who anticipate an absence due to an official school-sponsored event should consult with the professor in advance. Faculty or others in charge of an event will provide the faculty with a list of students participating prior to any activity that would remove students from class. All faculty are required to include an attendance policy in each course syllabus. In addition, faculty will record the absences of students in all classes. Whenever a student does not attend class in accordance with the attendance policy in the syllabus, the professor will take appropriate action. The nature of the action should be related to the excessiveness of the absenteeism. Any student who misses 1/3 or more of the scheduled meetings of a class automatically fails the course.

As much as possible, official school functions that require student participation should not be scheduled so as to require absence from classes. No official school-sponsored event may be scheduled during the final exam period.

Students should keep in mind that any absences might affect their final grade in a course. The impact of absence on one's grade can be found in the course syllabus provided by the instructor of each course.

INCLEMENT WEATHER POLICY

Information regarding campus-wide class cancellations will be posted on local television and University alert systems. For a variety of reasons, however, Grace Christian University rarely cancels classes due to inclement weather. Commuter students who believe conditions are unsafe to drive to campus due to inclement weather are expected to communicate this to professors by the end of the scheduled class session in order to be granted an exception to the attendance policy. Any assignments are still due unless otherwise approved by the professor. Students who live on campus are expected to attend classes.

LATE PAPERS AND PROJECTS POLICY

The following policy regarding late papers, projects, and assignments will be followed unless otherwise assigned by the instructor.

- Assignments, including papers and projects, are due at the beginning of the class period on the date assigned. This applies to any student who may be absent from class that day, as well as to athletes or other students officially sanctioned by the University to be gone from class on that day. The late submission of these assignments is unacceptable and will result in a failing grade.
- Instructors may extend or change a due-date for assignments at their discretion. However, such changes or modifications should be made at least one class period prior to the original due date.
- In-class assignments, including tests, quizzes, and presentations, missed due to absence will result in a grade of zero unless prior arrangements are made with the instructor.
- Exceptions to this policy may be made by the instructors at their discretion or as directed by the Associate Provost or Provost.

Course Repeat Policy

Students are permitted to take a course in which an unsatisfactory grade was achieved during a previous period of enrollment for the purpose of earning a higher grade point average and improved learning. In such situations, registration for the course and payment of the related tuition and fees at the current tuition rates are required. The grade achieved by the repeated course supersedes the initial grade in relation to the cumulative GPA calculation, though the initial grade will remain on the permanent transcript record and marked with an “R” for repeated. Financial aid may be available to help pay for a repeated course if the student’s existing grade in the course is an F or W.

In certain instances, a student may wish to repeat a passed course to raise his/her grade point average (GPA) or to refresh knowledge of specific content. If the student received a passing grade (D- or better), financial aid may be used to repeat the course only one time. Financial aid is not available for coursework completed in a previously earned certificate or degree program.

Directed & Independent Study Policy

INDEPENDENT STUDY

Grace will allow the use of an independent study when required to assist a student with the completion of the program degree requirements. An independent study is a way for a student to learn independently with the direction of a faculty who is a content expert in the student's approved area of exploration. Students work with an instructor to design a set of learning activities necessary to achieve the course outcomes. The time commitment will be approximately the same as a standard course and follow the same course format as the program the student is enrolled in. An independent study is offered at the discretion of an advisor and must be approved by the Dean or Chair of the student's program. Independent or directed study courses are taken for credit and all regular tuition and fees will apply to courses taken in this format. A student who fails an independent study course may be required to repeat the course. An Independent Study Approval Form may be obtained from the Registrar's Office.

Guidelines for Independent Study:

1. The student and assigned faculty must meet prior to the first week of class (Online Students) or during the first week of class (On Campus Students) to narrow the subject and establish a format for study.
2. A minimum of four meetings must occur with the instructor during the term, regardless of the number of credits assigned to the course.
3. The faculty member and student should decide on a suitable form of assessment for the articulation of the results of the studies.
4. The faculty member must document the independent study's Course Learning Outcomes (CLOs) which must align with the Program Learning Outcomes (PLOs).
5. The above agreements should be put in written form using the Independent Study Contract.
6. A completed copy of the Independent Study Contract must be given to the Registrar.
7. The Independent Study must be approved by the Dean of the school in which the independent study course is offered.
8. The general expectations for the student and faculty are the same as for all other courses.

DIRECTED STUDY

Grace will allow the use of a directed study when an unforeseen circumstance prevents a student from being able to take a required course as it is offered in the academic calendar. A directed study is a way for a student to learn independently through the use of current course curriculum directed by a faculty who is a content expert and who has previously taught the course material. A directed study is offered at the discretion of an advisor and must be approved by the Dean or Chair of the student's program in consultation with the Registrar. The time commitment will be approximately the same as a standard course and follow the same course format as the program the student is enrolled in. The course is required to have the same Course Learning Outcomes (CLOs) as the course has when offered as a standard course. If the course content and the assessments must be altered for single student use, the altered assessments must align with the CLOs.

Independent and directed study courses are taken for credit and all regular tuition and fees will apply to courses taken in this format. A student who fails a directed study course will be required to repeat the course and may do so in a standard section or as a subsequent directed study, as approved.

Dual Degree Programs

Grace Christian University partners with Cornerstone University and Davenport University to make it possible for Grace students to complete degrees in areas of study not available at Grace Christian. This unique arrangement makes it possible for students to earn two baccalaureate degrees concurrently. Utilizing the coursework taken at both Grace and the partner institution, students earn a B.S. in Interdisciplinary Studies at Grace and a selected degree from the partner institution. Student can select from any bachelor degree program offered at Cornerstone, with the exception of Engineering, Nursing and K-12 Music Education; or a bachelor degree program in Business or Technology at Davenport.

Students typically declare their desire to pursue the dual degree program as part of the application for admission process. Grace's Academic Advisor for Dual Degree students works closely with the students to assure that their application documents with the partner institution are submitted at the appropriate point in the student's program, coordinates the transfer of pertinent data at the end of each semester and assures that the student registers for the appropriate courses each semester. This is intended to maximize the efficiency of the program and to assure that the degree requirements at both institutions are successfully completed.

Grading Scale

It is the responsibility of each student to meet the specific outcomes of each course as defined by the curriculum and upheld by the faculty, as well as to meet the general overall requirements for graduation which include a minimum cumulative GPA and total credit hours. If the student feels at any time that his/her performance is not on track to meet the specified requirements, the student should make an appointment with his/her instructor regarding an individual course, or an Academic Advisor if regarding the overall program. Grades are computed at the end of each course and are posted upon official grade submission by the instructor.

Students may view their official grades after the end of each term or semester by accessing the Student Portal and selecting “My Grades” and “Letter Grades.” The “My Grades” link in Blackboard is unofficial.

GRADES

Grading Scale and Grade Explanation

Percentage or Description	Letter Grade	Grade Points (multiply by course credit hours)	Explanation A plus (+) or minus (-) grade indicates performance is at the upper or lower range defined by the letter grade.
95-100	A	4.0	Superior Work. Implies excellence in thinking and performance in a course. High-level work that is clear, precise, well-reasoned, and insightful.
90-94	A-	3.7	
87-89	B+	3.3	
83-86	B	3.0	Above Average. Implies sound thinking and performance in a course. B level work is clear, precise, and well-reasoned but does not have the depth of insight that A level work has.
80-82	B-	2.7	
77-79	C+	2.3	

Percentage or Description	Letter Grade	Grade Points (multiply by course credit hours)	Explanation A plus (+) or minus (-) grade indicates performance is at the upper or lower range defined by the letter grade.
73-76	C	2.0	Average. Implies mixed thinking and performance in a course. C level work is inconsistently clear, precise, well-reasoned, and inconsistently demonstrates comprehension of basic concepts and principles.
70-72	C-	1.7	
67-69	D+	1.3	
63-66	D	1.0	Inferior but Passing. Implies poor thinking and performance in a course. D level work is inconsistently clear, precise, and well-reasoned. It does not display a depth of insight or consistent competence.
60-62	D-	.7	
0-59	F	0	Failure. Implies an attempt to get through a course by rote recall and reflects a mistaken comprehension of basic concepts and principles.
Incomplete	I	0	Incomplete. See the Incomplete Grade Policy below.
Withdrawal	W	Does not impact GPA	A W grade indicates the student has withdrawn (or been administratively withdrawn) from the course. A W grade does not impact the grade point average, but is considered an attempted course.
Audit	AU	Does not impact GPA	Audit. No credit is earned. This grade is not used in computing the student's GPA.
Satisfactory	P	Does not impact GPA	Credit granted based on a pass/fail basis. Credit earned is equivalent to a C or better.
Unsatisfactory	U	0	Credit granted based on a pass/fail basis. No credit earned.
Academic Integrity Violation	XF	0	The grade of XF is given for plagiarizing, cheating on a test or assignment, or otherwise violating the academic integrity policy.
Repeat	R		The course has been repeated.

Grade Point Average (GPA)

The GPA is computed by dividing the total number of credits attempted into the total number of honor or quality points as outlined in the table above.

Incomplete Grade (I)

The following policy is to be applied to all Grace Christian University On Campus students who receive a grade of an “I” for incomplete work in a course:

- All coursework is designed to be completed within the official date parameters set for the registered course.
- An Incomplete grade may be granted when a student is prevented from finishing coursework on time by extenuating circumstances brought about by a specific event.
- The student must have earned a course grade of at least “C-“ as of the date of the event necessitating the request.
- It is the student’s responsibility to request an “I” grade prior to the end of the class and the professor’s to determine whether the circumstances merit an incomplete grade. The faculty member will instruct the student to submit a **Request for Incomplete Grade request form**, which will be forwarded to the instructor for approval before the incomplete grade is processed.
- A student who receives an incomplete grade for any course (some or all assigned work not turned in) will be required to turn in the completed work to the professor who taught the course unless other arrangements have been approved by the Dean or Provost.
- On Campus Undergraduate courses must be completed within four weeks from the last day of the original semester.
- Failure to submit the incomplete work by the established deadline will result in earning zero points for incomplete work, and the final grade will be awarded accordingly.

AUDITING A COURSE

Auditing a course means taking a course for no credit or grade. Students may audit courses. Students are permitted to attend an audited course but may not submit assignments or take examinations. Audited courses do not earn honor points (GPA) or credits toward graduation. Audit status does not count toward full-time enrollment. Audit status must be declared at the time of registration and confirmed with the instructor on the first day of class. Audit enrollments are based on class size availability. If at any point prior to the beginning of the course, the class size maximum is reached, any audit registrations will be canceled. Financial Aid is not available for audited courses. Changes from credit to audit and vice versa will not be permitted after the first week of the class. All tuition and schedule change fees apply accordingly (see applicable **Fee Schedule**).

Graduation & Commencement

APPLICATION FOR GRADUATION

In order to receive a diploma and be invited to participate in the commencement ceremony, the student must apply to graduate by filling out the **Graduation Application Form**. Students are encouraged to submit their **Graduation Application Form** at least six months prior to the anticipated completion date.

Candidates for graduation are charged a non-refundable graduation fee for each degree earned: \$100 for associate and bachelor degrees, and \$150 for master degrees. The Registrar will audit the student's records for degree completion. If there are outstanding requirements that have not been addressed, the Registrar will notify the Academic Advisor and the student. If all degree requirements are either met or pending completion, the student will be notified of the pending conferral date. As long as there is not an outstanding balance on the student's account, and it has no holds, the diploma will be mailed to the address on the application for graduation or on file at Grace, whichever is more recent. If a student has not met the degree requirements at the final degree audit, the Registrar will notify the student and the advisor. The student will be required to reapply to graduate for the next conferral date he/she is eligible for. Diplomas are distributed three times a year: late February, late June, and late October.

PARTICIPATION IN COMMENCEMENT

Candidates for degrees may participate in one of two commencement services in the spring of each academic year. In order to be included in an annual commencement ceremony, the candidate must apply to graduate by January 15. If the application is not received by that date, the candidate may not be able to participate in the commencement.

Grace offers an In-Person Commencement ceremony held in Grand Rapids, Michigan in the spring, and a Virtual Commencement approximately two weeks later that is available to view through a link on the Grace website. Both ceremonies honor the graduates by speakers from the graduating class, distributing special awards, and culminate in the reading of participating graduates' names.

It is expected that candidates will have successfully fulfilled all degree requirements prior to the In-Person commencement ceremony date. If the candidate desires to participate in the commencement before completing all degree requirements, s/he may petition to be allowed to do so. The petition should include specific rationale for the request to walk early, and a detailed description of the remaining degree requirements and how/when they will be completed.

Candidates who wish to participate in a commencement ceremony will order their cap and gown regalia from the university's third-party vendor, paying the vendor directly for the cost. Candidates who have met the requirements for the honors or high honors designation will be provided the honor cords at no cost.

GRADUATION HONORS

Undergraduate students will be honored for their achievement with the privilege of wearing a silver cord representing Honors (3.30 – 3.69) or a gold cord for High Honors (3.70 – 4.00). The graduation honors grade point average is based on the cumulative GPA for all completed coursework as of the commencement ceremony date. Only Grace Christian University credits will be used to determine academic honors.

A final audit will determine the graduation honors to be awarded at the time of degree conferral. Undergraduate students with a final cumulative grade point average of Honors (3.30 – 3.69) or High Honors (3.70 – 4.00) will receive the corresponding sticker affixed to their diploma and a notation on the official transcript.

GRADUATION AWARDS

Students may be selected for various graduation awards upon meeting the specific academic and/ or character requirements.

DIPLOMA RE-ORDER

A diploma may be reordered at the request of the student. The cost for a replacement diploma is \$45, which must be paid prior to the order. Contact the Registrar's Office to request a replacement diploma: onlineregistrar@gracechristian.edu.

Graduation Requirements

DEGREE REQUIREMENTS

In order to graduate from an undergraduate program at Grace Christian University, the student must complete the following general education requirements:

- Earn a minimum of 60 credits for an Associate Degree and 120 credits for a Bachelor Degree (overall credit requirements may vary)
- Earn a minimum of 25% of the required program from Grace Christian University (15 credits for AA, 30 credits for BS)
- Earn a minimum cumulative grade point average of 2.0
- Complete the required Bible and Theology Core (BTC):
 - AA Degree: 12 credit hours
 - BS Degree Completion: 18 credit hours
 - BS Degree: 30 credit hours
- All transfer work (including non-traditional and credit by exam) must have been earned prior to the start of the student's last semester at Grace unless part of a dual-degree program or pre-approved by the Associate Provost or designee
- Dual-degree students must fulfill the degree requirements of both institutions
- Official college transcripts must be received in order for transfer work to be posted on the student's academic record
- All required coursework for the selected degree program must be completed satisfactorily:
 - Complete each Major, Minor and Concentration requirement with a grade of C- or higher
 - Earn a minimum of 36 upper division credits
 - Complete the specified number of credits for each major in residence at Grace Christian University

MULTIPLE MAJOR POLICY

Students wishing to earn more than one major as part of a bachelor degree program must:

- fulfill all course requirements for each major
- complete at least 18 unduplicated credits within each major
- complete all other bachelor degree requirements as described in the catalog

Students wishing to complete an associate degree with more than one content area must:

- fulfill all course requirements for each content area
- complete at least 15 unduplicated credits with each content area
- complete all other associate degree requirements as described in the catalog

SECOND BACHELOR DEGREE POLICY

Students who have earned a bachelor degree at Grace Christian University or at a regionally or ABHE-accredited institution may wish to earn a second bachelor degree in a different discipline at Grace. The student's transcript(s) of the first bachelor degree program will be reviewed by the registrar to determine what courses are needed for the second bachelor degree program.

Based on that evaluation, a second bachelor degree may be awarded to a student under the following conditions:

- Complete the course requirements for the first degree.
- Complete the second degree with a minimum of 18 unduplicated credit hours from the first degree.
- Complete all other degree requirements as stated, including the appropriate Bible and Theology Core requirements.
- Complete a minimum of 144 credits for a second bachelor degree (at least 24 credits must be earned after the completion of the first degree).

POSTHUMOUS DEGREE

A posthumous degree may be awarded upon request of the student's family if the deceased student had met the requirements as set forth below. Posthumous degrees will be awarded in the name of a deceased or critically ill student, who according to the best available medical advice, has no significant probability of being able to resume studies toward an earned degree in their lifetime.

The deceased student is required to have been registered in the current or preceding semester, be in good academic standing with the university, and have completed at least 85% of the requirements for the specified degree. The Registrar will complete a degree audit as a verification of the requirements, and submit the request to the Dean. If the Dean approves, the Dean will submit the request to the Provost for final approval.

The final approval will be returned to the appropriate Registrar for processing. The Registrar will notate the academic transcript with: "Degree Granted Posthumously." A copy of the academic record will be released, if requested, to an attorney representing the estate of the deceased student. There will not be a graduation or transcript fee assessed.

Deceased students not meeting the above criteria may receive a "Certificate of Achievement," if requested by the family.

Generally, posthumous degrees are conferred on institutional conferral dates; not at the annual graduation ceremony. If a student was in his or her last semester, the family may submit, in writing, a request to have one family member accept the posthumous degree during commencement as part of the normal proceedings. The reading of the name will include “awarded posthumously” in the announcement and in the printed program.

Personal & Professional Conduct

THE GRACE EXPERIENCE

Grace Christian University is committed to biblical higher education. First and foremost, this involves seeking to engage the entire campus intentionally and pervasively in the study and application of the text of God's eternal Word, the Bible. As an institution of higher learning, Grace is also committed to the pursuit of knowledge, understanding, wisdom, and skills, not as an end entirely unto themselves, but as the means by which community members can become better equipped to more effectively meet the needs of the church and society, both now and in the future.

The mission of Grace Christian University is Graduating Godly Individuals Prepared to Serve Christ in Church and Society. As students work toward this end, it is expected that they will be people with **character** in who they are, **competence** in what they do, **compassion** as they relate to others and **commitment** to the gaining of knowledge and wisdom.

RESPONSIBILITIES OF THE UNIVERSITY COMMUNITY

Grace Christian University is a community with a purpose. Members of the community include faculty, staff, and students. The broader Grace community includes alumni, constituents, churches, and the University Board. In order to fulfill the mission of the University, members of the community need to understand their responsibilities. If responsibilities are not met, the University will preserve the harmony of the community through redemptive discipline, in order to create an environment of warmth in which confrontation and discipline, done with empathy and forgiveness, can be an effective part of the growth process. In order to achieve institutional aims and objectives, Grace believes it necessary to ask faculty, staff, and student body members to observe limitations on conduct and to commit themselves firmly to these principles.

With the guidance and enabling of the Holy Spirit, the Administration and Faculty are responsible to:

1. Work toward the maximum attainment of institutional objectives, so as to make them steadily relevant to the lives of individual students.
2. Demonstrate in administration, instruction, and other activities Christian standards of competence, leadership, and encouragement for Christian maturity.
3. Demonstrate in their own personal lives a commitment to the Lord Jesus Christ.
4. Provide maximum educational opportunities for the student in keeping with the aims and objectives of the university.

With the guidance of the Holy Spirit, each student is responsible to:

1. Cooperate actively and constructively in the achievement of the aims and objectives of the university.
2. Practice Christian conduct based on biblical principles, extending the Lordship of Christ to every aspect of life.
3. Make full use of their God-given abilities so as to achieve maximum personal development by active participation in as many activities and learning experiences as is reasonable.
4. Respect with consideration the personal freedom, standards, and decisions of others.

The University recognizes that certain aspects of culture are offensive to the Christian conscience and has therefore developed the following standard of conduct for the University family: Practices known to be morally wrong by biblical teaching (i.e., drunkenness, stealing, occult practices, adultery, gossip, pride, lust, bitterness, etc.) are not acceptable for members of the Grace Christian University community.

By virtue of enrollment, the student agrees to accept the responsibilities outlined above. The student who is found to be out of harmony with the aims and objectives of the University may be asked to withdraw from the Community whenever the general welfare to the University demands it even though there may be no serious special breach of conduct.

ON CAMPUS STUDENT HANDBOOK

Grace Christian University is a private institution. Attendance at Grace Christian University is a privilege. Grace Christian University reserves the right to revoke the attendance privilege of any student if at any time the student is believed to not be fulfilling the purpose and objectives of the institution as set forth by the Board of Directors and/or the Administration of Grace Christian University. The Undergraduate On Campus **Student Handbook** clarifies the expectations and general sequence of response but does not supersede the overall right of the institution to revoke attendance privilege.

Privacy Policy

In order to release education records to a third-party, Grace Christian must receive a signed permission to release non-public information form. The form (**FERPA Permission to Release Non-Public Information Form**) can also be requested via email from the Grace Registrar's Office (onlineregistrar@gracechristian.edu).

DIRECTORY INFORMATION

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Grace Christian University, with certain exceptions, obtain the student's written consent prior to the disclosure of personally identifiable information from the education records. However, Grace Christian University may disclose appropriately designated "directory information" without written consent, unless the student has advised Grace Christian University to the contrary in accordance with Grace Christian University procedures. The primary purpose of directory information is to allow Grace Christian University to include information from student education records in certain school publications.

Examples include:

- Dean's, President's and other recognition lists, including Merit Pages
- Graduation programs
- Sports activity sheets, showing weight and height of team members

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a student's prior written consent. Outside organizations include, but are not limited to, companies that manufacture graduation garb or publish diplomas.

Students who do not want Grace Christian University to disclose any or all of the types of information designated below as directory information from the education records without prior written consent, must notify the Registrar's Office in writing.

Grace Christian University has designated the following information as directory information:

- Student's name
- Hometown
- Grace Email address
- Dates of attendance
- Photograph
- Participation in officially recognized activities and sports
- Weight and height of athletic team members
- Honors and awards received
- The most recent educational agency or institution attended

ANNUAL FERPA NOTIFICATION

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. (An "eligible student" under FERPA is a student who is 18 years of age or older or who attends a post-secondary institution at any age). These rights include:

1. The right to inspect and review the student's education records within 45 days after the day Grace Christian University receives a request for access. A student should submit to the Registrar a written request that identifies the record(s) the student wishes to inspect. The school official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the school official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask Grace Christian University to amend a record should write the Registrar, clearly identify the part of the record the student wants to be changed, and specify why it should be changed.

If Grace Christian University decides not to amend the record as requested, Grace Christian University will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before Grace Christian University discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

Grace Christian University discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official typically includes a person employed by Grace Christian University in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of Grace Christian University who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records such as an attorney, auditor, or collection agent, or a student volunteering to assist another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for Grace Christian University.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Grace Christian University to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

See the list below of the disclosures that post-secondary institutions may make without consent.

FERPA permits the disclosure of PII from students' education records, without the consent of the student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, § 99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures.

A post-secondary institution may disclose PII from the education records without obtaining the prior written consent of the student:

- To other school officials, including teachers, within Grace Christian University whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))
- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))

- To authorized representatives of the U. S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State post-secondary authority that is responsible for supervising the university’s State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§ 99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§ 99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§ 99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
- Information the school has designated as “directory information” under § 99.37. (§ 99.31(a)(11))
- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of § 99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§ 99.31(a)(13))
- To the general public, the final results of a disciplinary proceeding, subject to the requirements of § 99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school’s rules or policies with respect to the allegation made against him or her. (§ 99.31(a)(14))

To parents of a student regarding the student’s violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15)).

Registration & Course Attendance

Registration for students currently enrolled is usually held in October for the next spring semester and in March for the fall of the next academic year. New students will be contacted regarding their course selections. All students have until the first day of the semester to make changes in their course selections.

REGISTRATION CHANGE

A student desiring to make a change in his/her schedule after the first day of the semester must obtain a Drop/Add form from the Registrar. Changes are not official until the form is completed, signed by the academic advisor and filed with the Registrar. A student desiring to add a course after a semester begins must obtain consent from the course instructor before filing a Drop/Add form with the Registrar. No course may be added after the second week of the semester without the approval of the Associate Provost.

- Any course dropped during the first two weeks of the semester will not be entered on a student's academic record.
- Any course dropped after the second week of the semester will be recorded on the student's academic record as withdraw (W).
- Any student who discontinues attending a course and completing assigned work without officially withdrawing with the Registrar's office will receive a failing grade (F).

ACADEMIC ADVISING

Academic advising is provided by an assigned faculty or staff member to allow an ongoing series of consultations between students and an advisor. Therefore, every student admitted to the University is assigned to an academic advisor. Advisors are available to offer counsel to students regarding academic policies and procedures, in registering for courses each semester, in checking progress toward obtaining their degree and in matters relating to personal and spiritual growth.

While advisors and advisees share in the advising process, each student is responsible for meeting his/her educational goals and satisfying graduation requirements. Students whose career goals will require them to transfer to another four-year college or university following work at Grace should be sure to inform their academic advisor of their intentions as early as possible so that consideration can be given to transfer requirements. Students may be expected to provide a catalog of the institution to which they expect to transfer.

ATTENDANCE

Grace Christian University believes that regular attendance and participation in classes are essential for learning. Therefore, excessive absenteeism is viewed as a very serious matter that may result in a failing grade. However, Grace also recognizes that circumstances sometimes prevent students from attending classes. Students are expected to monitor their class attendance.

Specific details on the attendance policy are found in the **Classroom Policies** section of the catalog.

Student Records

Student records are protected by the Family Education Rights and Privacy Act (FERPA). See the **FERPA** section for more information.

TRANSCRIPT REQUEST

To request an official transcript, visit the **Transcript Request page** on the Grace website. If the student has an outstanding balance or other hold on the account, the transcript will not be released until the hold has been resolved. Transcripts will be sent electronically, by mail, or will be available for pickup (as requested by the student) within two to three business days. Satisfactory financial status and a \$5 payment are required before transcripts are sent.

An unofficial transcript can be accessed by current students in the Student Portal. Alumni of the university may request an unofficial transcript by completing the **Unofficial Transcript Request Form**.

TRANSFERABILITY OF CREDITS

Grace Christian University does not guarantee that credits earned from Grace will transfer to another school. Typically, an institution will evaluate coursework from a regionally accredited institution in terms of transferability and applicability to the degree program. Grace is regionally (HLC) and nationally (ABHE) accredited.

Student Services

Academic Support

Entering students who are academically at risk, as well as students who fail to demonstrate satisfactory academic progress, are required to participate in the Academic Success Program. The Academic Center for Excellence (ACE), located in the Bultema Library, is available for any student who desires academic assistance and support.

Bookstore

In order to provide students with the best savings possible, Grace Christian University does not operate its own bookstore. Required textbooks are listed for each course in the student portal. Links to [Amazon.com](https://www.amazon.com) are also provided for convenience and cost savings.

Career Services

Students can utilize resources provided by Career Services as they identify their career paths and search for professional opportunities during college and after graduation. Career Services helps students determine academic and career paths that match their interests and provides assistance with skills such as resume writing, interviewing skills, and job searching. Career Services is located in the Student Affairs Office and can be reached via email at careerservices@gracechristian.edu.

Ministry students desiring to serve in the churches of the Grace Gospel Fellowship (GGF) should contact the Executive Director of the Fellowship, Matt Amundsen, at the GGF offices in the O'Hair Memorial Building.

Computer Access

Computers with internet access and Microsoft Office are available for students to use in the Bultema Library and Academic Center. Students may also access the internet through the campus wireless network. Information regarding hardware requirements is available from the Director of Information Technology.

Counseling and Guidance

Counseling for vocational, social, and personal needs is available through the Campus Counselor. We encourage students to examine their motives, talents, and gifts as part of developing a meaningful relationship with Jesus Christ and to determine the capacities in which students might serve Him. The University counselor is available to students who wish to discuss personal needs or problems. Offsite counseling is also available by referral at reasonable costs. Guidance in selecting courses each semester is offered through the student's academic advisor.

Food Service

Well-balanced meals are served daily in the dining hall. A meal plan is included for all students living in campus housing. Students living off-campus may purchase individual meals or a commuter meal punch card at published prices.

Library

The Library of Grace Christian University exists to augment, enhance, and facilitate the academic pursuits of students, staff, faculty, and alumni. The Library is continually evaluating and expanding its resources to support the curriculum and promote student academic success. Library hours, access to its e-Resources, including journal articles, eBooks and media, and resources like Academic Success Coaching and The Writing Center are available through its website: gracechristian.edu/library.

The Library also holds approximately 40,000 physical volumes which may be searched through the online Catalog, also available through the website. Comfortable reading spaces, group work areas, and individual study spaces are scattered throughout both levels of the Library building. The Library holds several events during the academic year to promote community and academic and spiritual wellness in the student body.

Students may supplement their Library needs by using their own local libraries, or through agreements with 82 other academic libraries in the U.S. and Canada.

Medical Services

A licensed nurse is available on campus for consultation during specified hours each week. Immediate, emergency medical service is also available through local hospitals and clinics. For the protection of everyone in the Grace community, students are required to submit their immunization records and health history. Students participating in intercollegiate sports are required to carry medical insurance.

Postal Service

Incoming mail is distributed daily in student mailboxes.

Student Activities

Life at Grace Christian University is more than books and class work. Activities invite the participation of nearly every student. The program is designed to enrich and broaden the educational experience. Social contacts at Grace will establish lifetime friendships. Additional information can be found in the **Student Handbook** or by contacting Student Affairs.

Activities Program

Regular activities include concerts, outings, special dinners, parties, lectures, art, and drama. Baker Chapel, the recreation room in Huston Hall, and the facilities in the Aldrich Athletic Center offer a wide variety of activities.

Ambassador Fellowship

Ambassador Fellowship encourages worldwide vision and seeks to inspire an interest in missions in the student body. The missionary conference, held annually in the spring, is directed by Ambassador Fellowship.

Athletics

Grace Christian University provides intercollegiate competition in baseball, basketball, bowling, cross-country, soccer, tennis, and track and field for men. Women's sports include basketball, bowling, cross-country, soccer, softball, tennis, track and field, and volleyball. Intramural sports are also available.

The University is affiliated with the National Christian College Athletic Association (NCCAA), which sponsors regional and national tournaments in various sports.

Christian Ministry Program

Grace Christian University believes growth and development should include more than academic preparation. Classroom teaching must be supplemented with on-the-job training and experience. A wide assortment of service activities is available to students including youth clubs, Sunday school teaching, music ministry, evangelism, tutoring, and jail ministry. Specific courses in each degree program contain required Christian Ministry assignments. Successful completion of these courses is required for graduation. Details can be found in the **Student Handbook** or through the Christian Ministry Department.

Student Government

Each class of the student body may elect representatives to the Student Government. These representatives work to enhance campus life as well as voice concerns of the students to faculty and administration. A member of the Student Government is welcome to attend faculty meetings.

Students with Spouses

Married students meet to encourage and support each other through fellowship and activities designed to build and strengthen their relationship with their spouses and with other couples.

Vocal and Instrumental Ensembles

Students are invited to audition for the performance ensembles offered through the Music, Worship, and Technology Department. These groups lead worship at campus chapels, at university functions, and in churches and schools across the country.

Worship Services

Services are conducted in Baker Chapel three days each week. A.C.T. groups also meet during the week affording students, faculty, and staff the opportunity to challenge one another in Applying Christ Together. The entire student body and faculty are expected to regularly participate in these activities. Other student-led worship times are regularly held.

Student Technology Policy

E-MAIL CORRESPONDENCE

E-mail correspondence is increasingly used for distribution of information to members of the Grace community. Electronic forms of correspondence are timelier and more efficient than traditional paper correspondence and provide better service to the recipient and potential cost savings to the University.

Since all staff, faculty and registered students have email accounts created by virtue of their association with the University, electronic correspondence is one of the authorized means of communication from the University to its constituents. Notification by email is equivalent to a notification by letter or by phone. Email correspondence shall be made to the email address issued by the University (email address ending in @gracechristian.edu). Students have the option of forwarding their Grace email to a preferred personal email, however, the University cannot guarantee delivery of these messages to non-Grace addresses.

STUDENT TECHNOLOGY SPECIFICATIONS

In order to provide a quality experience for all users accessing Grace Christian University resources; the suggested, not required, minimum and recommended computer specifications are listed below. Students and Faculty are encouraged to use computers meeting the recommended specifications for the best user experience. Grace Christian University is unable to provide troubleshooting support for systems which do not meet the minimum specifications.

Note: Wireless specification is required to access the On Campus wireless network.

Minimum and Recommended Computer Specifications

Component	Minimum Specifications	Recommended Specifications
Processor	Intel Core i3	Intel Core i5 or i7
Operating System	Windows 10 or Mac OS 10.12	Windows 10 or Mac OS 10.12
Memory	4GB	8GB - 16GB
Network and Wireless	Wireless 802.11g/n	Wireless 802.11a/c/n, Integrated Gigabit Ethernet
Display/Graphics	Largely personal preference depending upon your needs, but for those who use Apple computers, Retina displays are highly recommended	

ACCEPTABLE USE POLICY**Purpose**

Grace Christian University provides computing resources to support its mission of Christian higher education-particularly in the areas of instruction, research and independent study, and to encourage a responsible community of shared inquiry. Student use of these resources must be consistent with these intentions. As a responsible member of the Grace community, you are expected to act in accordance with the following guidelines which are based on common sense, common decency, civility, and Christian values as applied to the networked computing environment.

All students, faculty, staff, and guests of Grace Christian University using university network and computer resources must comply with the guidelines set forth in this policy and with federal, state and local laws. Improper use of university technology resources may result in disciplinary action.

Scope

This policy applies to all guests, faculty, staff, registered students in good standing, and vendors of Grace Christian University, identified as the Grace community.

Policy Statement

Sharing of passwords, PINs, tokens, or other authentication information is strictly prohibited. Each individual is responsible for his/her account(s), including the safeguarding of access to the account(s). Information residing on institutionally maintained systems, including, but not limited to, student, financial, and personnel records, is made available to users on an individual basis only, and only to such extent, as explicitly authorized by the department which has custodial responsibility for that data.

The use of Grace resources to access, further or otherwise participate in an activity which is inconsistent with the mission and Christian principles of the university is prohibited. This includes, but is not limited to the following: illegal activity, sexually explicit material, hate speech, violent behavior and bullying, spam, hacking, etc. Individuals engaged in necessary educational related activities or research consistent with Grace's mission may be allowed to access sites.

Online learning tools are increasingly a part of higher education. In fact, the majority of Grace students are online students. In class students also utilize online learning tools. As a small step to enhance building the Grace learning community, users are encouraged to personalize their profile on Blackboard and E-mail.

Here are some guidelines:

- Avatars should be personal images. We want to see you, not a superhero.
- Avatars must be your own image which you have the rights to use (don't violate copyright law). Selfies or photos, showing shoulders and above are encouraged.
- Images must be a valid GIF/PNG/JPG formation, less than two megabytes, and small pixel size in dimension; 150 pixels by 150 pixels.
- The University reserves the right to remove avatars which may be deemed inappropriate.

If any inappropriate images or other media are discovered, the following procedure will take place:

1. Faculty/staff who identifies inappropriate images will share these guidelines with the student and ask him/her to choose an alternate photo via email (cc: onlineregistrar@gracechristian.edu). Particularly egregious images or other media may be removed immediately.
2. A member of the Registrar's Office will check that an appropriate image has been selected within two business days of the initial notification.
3. If the image has not been changed, the staff member will submit a helpdesk ticket to have the image removed.

In addition to standard electronic resources, members of the Grace community are expected to make appropriate use of the Grace Telephone/Voicemail system. Examples of inappropriate actions:

1. Unauthorized entry into a voice mailbox
2. Unauthorized use of another individual's identification and authorization code
3. Use of the University telephone system to send abusive, harassing, or obscene messages
4. The use of Grace resources to conduct business for personal financial gain is prohibited.

Anti-virus and anti-malware software must be installed on your computer, kept up to date, and currently enabled. If your software is not up to date or disabled, it may lead to an infection which may result in your network access being disabled.

Although Grace's Information Technology (IT) Department deploys Windows patches for university issued devices, employees are responsible for keeping their computer updated with all other security patches/fixes from the appropriate software update services. This includes updating applications, such as MS Office, Adobe, iTunes, Firefox, Chrome, etc. This also includes operating system patches for non-university devices. If your computer is not up to date, it could lead to malware infection which may result in your network access being disabled.

Grace faculty and staff are responsible for their computer, including its hardware, software, and any network traffic transmitted by it. Software licensed by the University or merely used on University equipment must be used in accordance with that license agreement. Violations of the terms of software license agreements are not within the scope of University employment; the University may seek repayment of fines or damages from employees who violate licensing terms and may take disciplinary action up to and including dismissal. Please contact the IT Helpdesk if you have any questions about whether or not certain software/hardware might conflict with this acceptable use policy.

Copying or sharing copyrighted material, including through peer to peer file sharing, is illegal and immoral. We expect members of this Christian community will seek to uphold both the letter and spirit of the law regarding copyrighted material. Students found to have illegally downloaded files will have network privileges revoked.

The use of personal routers (wireless or wired) and/or DHCP servers is strictly prohibited. The IT Department will assist you if you require additional connectivity or have specific departmental needs.

Using the Grace network to provide any service that is visible off campus without prior IT approval, is prohibited. This applies to services such as, but not limited to, HTTP (Web), SSH, FTP, IRC, email, private VPN, etc.

Configuring your computer to provide Internet or Grace network system access to anyone who is not a Grace faculty, staff member, student, or vendor is prohibited.

Visitors may make use of the Internet and other resources with consent from the Director of Information Technologies or a University administrator.

Grace Christian University technology personnel may routinely monitor individual computer and network use. The University reserves the right to inspect personal computers and data files to investigate evidence of misuse.

The university email system is to be used for communication purposes.

The following are unacceptable uses of email:

1. Mass mailings or forwards to more than 15 recipients for anything other than approved university administrative purposes (spam).
2. Sending an email with falsified addresses (spoofing).
3. Using someone else's email account without their consent.
4. Sending harassing or abusive e-mail.
5. Unsolicited advertising is not acceptable.

Study Abroad

Grace Christian University seeks to graduate culturally intelligent leaders who are prepared to serve Christ in Church and society in an increasingly complex global marketplace. The opportunity to pursue an education in a cross-cultural context presents students with a unique learning experience that ties curriculum content to practical life experiences and fosters a sense of cultural awareness and partnership in God's work around the world. Grace has a Study Abroad Scholarship to support students desiring to participate in cross-cultural experiences. Scholarship information can be found at gracechristian.edu/student-faqs. Students interested in study abroad opportunities may contact an academic advisor for more information.

Even though participating in study abroad is not required, it is greatly encouraged in order that students can gain a greater understanding of the world around them and can be better prepared for the field they are entering. Students who do not wish to earn credit for the experience may join the trip as a guest and enjoy all the benefits without the coursework.

Study abroad options available at Grace vary from year to year, but may include:

- Faculty-led Programs
- Semester Abroad
- International Internships
- Experiential and Mission Trips
- GAP Year
- Partnership Programs

Detailed information can be found at gracechristian.edu/studyabroad.

4+1 Program

DESCRIPTION

The 4+1 Program allows students in a Grace bachelor degree program to streamline the path directly into a Grace master program. By beginning graduate coursework during their bachelor program, students may apply up to four graduate-level courses (maximum of 12 credits) to both the bachelor and master degrees*. Students should contact an academic advisor to discuss any questions about the program.

Other Benefits Include:

- Cost savings toward graduate degree
- Strategic planning for electives in bachelor program
- Opportunity to experience graduate-level coursework without committing to a graduate program

Graduate Degrees Available:

- M.A. in Higher Education Leadership (MAHEL)
- M.A. in Ministry (MAMin)
- M.A. in Organizational Leadership (MAOL)
- Master of Business Administration (MBA)

Students who complete 4+1 courses with at least a B- will receive advanced standing in the selected graduate program, depending on the courses taken. These courses may be transferable to other institutions at the discretion of the receiving institution. 4+1 students wishing to complete a Grace graduate degree must formally apply to the graduate program after earning the bachelor degree.

* Students may elect to enroll in one to four six-week graduate-level courses to count toward both the undergraduate and graduate degrees. The courses available are dependent upon the student's selected graduate degree program. The number of graduate courses taken and the course availability may impact the length of time to degree completion for both the undergraduate and graduate degrees.

ELIGIBILITY

An Online undergraduate student is eligible to take up to four 4+1 courses if the student:

- Is in good academic standing
- Has earned at least a 3.0 GPA in undergraduate coursework at Grace
- Has accumulated at least 75 credits
- Needs the additional elective credits to reach 120 credits

Academic Schools

THE SCHOOL OF ARTS AND SCIENCES

By stimulating a rich appreciation of and a thirst for knowledge, the School of Arts and Sciences prepares students to be difference-makers in today’s world. A biblically informed education takes students’; natural talents, gifts, and passions and prepares them to serve effectively and immediately.

Academic programs and degrees in business, communication, education, history, intercultural communication, management, marketing, professional communication, sports communication and management, and writing and literature give students skills for life, allowing them to focus on possibilities - not obstacles.

Overseen by the School of Arts and Sciences, the Arts and Sciences Core provides students with a breadth of knowledge in communication, humanities, behavior sciences, and natural sciences. Effective communication, critical thinking, and historical perspectives are taught from a biblical perspective preparing students for academic success.

The faculty within the School of Arts and Sciences provide personal attention to help students meet the challenges of today and thrive in a culturally diverse world tomorrow.

On Campus Undergraduate Program List

Degree	Major
Associate of Arts	Business
Associate of Arts	General Studies
Bachelor of Science	Business*
Bachelor of Science	Communication
Bachelor of Science	Interdisciplinary Studies

* Optional concentrations in Management and Marketing

THE SCHOOL OF BIBLE AND MINISTRY

The mission of the School of Bible and Ministry is to prepare students for vocational Christian ministry by developing a foundational knowledge of the Bible and theology, ministry principles and practices, and by nurturing the personal character necessary for a life of service to Jesus Christ.

The Bachelor of Science in Biblical Studies is designed for students who specifically desire advanced study in biblical languages to prepare for seminary or graduate school. Within this degree program, students have the option of adding academic concentrations in either Old Testament or New Testament Studies.

The Bachelor of Science in Leadership and Ministry degree is designed for students involved in or preparing for ministry as a vocation. Students are challenged to think biblically about all aspects of life, develop spirituality in themselves and others, enhance their ministry skills and engage with the world. The curriculum mixes practical and theoretical knowledge through classroom work, research, and real-world experience. The program includes elective space which students can use to pursue a Minor in a ministry-related field, or in another discipline to enhance their ministry/vocational preparation. In addition to these courses, every student completes a ministry internship designed to put theory into practice.

On Campus Undergraduate Program List

Degree	Major
Bachelor of Science	Biblical Studies*
Bachelor of Science	Leadership and Ministry

* Optional concentrations in Old Testament and New Testament Studies

THE SCHOOL OF SOCIAL SCIENCES AND HUMAN SERVICES

The School of Social Sciences and Human Services provides a comprehensive, Christ-centered understanding of helping and serving others, empowering graduates to serve individuals, families, and society with integrity, cultural intelligence, and compassion. The School of Social Sciences and Human Services prepares graduates for graduate school, and a variety of careers in private and public agencies, and the church. The School of Social Sciences and Human Services confers degrees in Criminal Justice, Human Services, Psychology and Social Science, and optional Minors in Criminal Justice, Human Services, and Psychology.

On Campus Undergraduate Program List

Degree	Major
Associate of Arts	Social Science
Bachelor of Science	Criminal Justice
Bachelor of Science	Human Services
Bachelor of Science	Psychology

Associate of Arts Degrees

OVERVIEW

An Associate Degree is awarded upon the satisfactory completion of 60 credits of prescribed academic work with a minimum cumulative GPA of 2.0. The following program options are available On Campus: General Studies, Business, and Social Science.

Associate of Arts in General Studies

PROGRAM OUTCOMES

1. Apply knowledge acquisition, communication, cultural intelligence, and critical thinking skills to expand self-efficacy and achieve college-level academic study.
2. Apply the Bible and doctrinal themes to life and learning to form a biblical perspective.
3. Understand the role that culture plays in serving others with their education.

PROGRAM REQUIREMENTS

Associate of Arts in General Studies - 60 Credits total

Associate Arts and Sciences Core - 24 Credits

Course	Course Name	Credit Hours	Degree Requirement
COM 140	Life Communication	3	Written and Oral Communication
ENG 101 or ENG 101+ or ENG 201	English Composition or English Composition with Lab or Argumentation and Research	3-4	
HST —	History Elective	3	Humanities
ENG —	Literature Elective	3	
PSY 201 or SOC 243 or SOC 251	Introduction to Psychology or Introduction to Cultural Diversity or Principles of Sociology	3	Social Sciences (select one)
MTH —	Math Elective	3	Math and/or Science (select one)
SCI —	Science Elective		
—	Arts and Science Electives	6	Arts and Science

Bible and Theology Core - 18 Credits

Course	Course Name	Credit Hours
BBL 102	Old Testament Literature	3
BBL 202	New Testament Literature	3
BIB 205	Bible Study Methods and Application	3
THE 161	Christian Worldview	3
THE 162	Christian Mission	3
THE 213	Biblical Christian Thought	3

The Associate of Arts in General Studies is comprised of:

- Arts and Sciences Core 24 credits
- Bible and Theology Core 18 credits
- Undesignated Electives 18 credits
- **Total Required for Degree 60 credits**

Associate of Arts in Business

PROGRAM OUTCOMES

1. Integrate Christian principles in critical thinking and decision making.
2. Demonstrate awareness and improvement of thinking and learning strategies.
3. Apply management principles to work with people and processes within a profit or not-for-profit organization.
4. Evaluate operations and provide recommendations to improve performance.

PROGRAM REQUIREMENTS

Associate of Arts in Business – 60 Credits total

Associate Arts and Sciences Core – 24 Credits

Course	Course Name	Credit Hours	Degree Requirement
COM 140	Life Communication	3	Written and Oral Communication
ENG 101 or ENG 101+ or ENG 201	English Composition or English Composition with Lab or Argumentation and Research	3-4	
HST –	History Elective	3	Humanities
ENG –	Literature Elective	3	
PSY 201 or SOC 243 or SOC 251	Introduction to Psychology or Introduction to Cultural Diversity or Principles of Sociology	3	Social Sciences (select one)
MTH –	Math Elective (recommended)	3	Math and/or Science (select one)
SCI –	Science Elective		
ELECTIVE	Arts and Science Electives (MTH rec. for one)	6	Arts and Science

Bible and Theology Core – 18 Credits

Course	Course Name	Credit Hours
BBL 102	Old Testament Literature	3
BBL 202	New Testament Literature	3
BIB 205	Bible Study Methods and Application	3
THE 161	Christian Worldview	3
THE 162	Christian Mission	3
THE 213	Biblical Christian Thought	3

Business Content Courses – 18 Credits

Course	Course Name	Credit Hours
BUS 201	Principles of Macroeconomics	3
BUS 202	Principles of Microeconomics	3
BUS 210	Principles of Accounting I	3
BUS 212	Principles of Accounting II	3
BUS 255 or BUS 260	Fundamentals of Business Law or International Business	3
BUS 301 or MKT 330	Principles of Management or Principles of Marketing	3

The Associate of Arts in Business is comprised of:

- Arts and Sciences Core 24 credits
- Bible and Theology Core 18 credits
- Business Content Area Courses 18 credits
- **Total Required for Degree 60 credits**

Associate of Arts in Social Science

PROGRAM OUTCOMES

1. Summarize and apply scholarly research, and demonstrate competence in academic writing and professional communication.
2. Articulate a basic understanding of the principles related to Social Science fields.

PROGRAM REQUIREMENTS

Associate of Arts in Social Science - 60-66 Credits total

Arts and Sciences Core - 24 Credits

Course	Course Name	Credit Hours	Degree Requirement
COM 140	Life Communication	3	Written and Oral Communication
ENG 101 or ENG 101+ or 201	English Composition or English Composition with Lab or Argumentation and Research	3-4	
HST —	History Elective	3	Humanities
ENG —	Literature Elective	3	
PSY 201 or SOC 243	Introduction to Psychology* or Introduction to Cultural Diversity	3	Social Sciences/ Content Area
SOC 251	Principles of Sociology	3	
MTH —	Math Elective	3	Math and/or Science (select one)
SCI —	Science Elective		
ELECTIVE	Arts and Science Elective	3	Arts and Science

Bible and Theology Core - 18 Credits

Course	Course Name	Credit Hours
BBL 102	Old Testament Literature	3
BBL 202	New Testament Literature	3
BIB 205	Bible Study Methods and Application	3
THE 161	Christian Worldview	3
THE 162	Christian Mission	3
THE 213	Biblical Christian Thought	3

Social Science Content Courses - 18-24 Credits

Course	Course Name	Credit Hours
CJS 220	Introduction to Legal Studies	3
CJS 251	Introduction to Criminal Justice	3
PSY 201	Introduction to Psychology*	3
PSY 245	Lifespan Psychology	3
PSY 215	Psychology of Leadership	3
SOC 251	Principles of Sociology*	3
SOC 255	Introduction to Human Services	3
SSC 298	Associate Degree Capstone	3

* PSY 201 and SOC 251 apply toward both the Arts and Sciences Core and Social Science Content Area requirements.

The Associate of Arts in Social Science is comprised of:

- Arts and Sciences Core 24 credits
- Bible and Theology Core 18 credits
- Social Science Content Area 18-24 credits
- **Total Required for Degree 60-66 credits**

Bachelor Degree Requirements

Completion of a bachelor degree at Grace Christian University requires:

- Complete the Arts and Sciences Core requirements
- Complete the Bible and Theology Core requirements
- Accumulate a minimum of 120 semester credits
- Earn a minimum of 36 upper division credits
- Earn a minimum cumulative GPA of 2.0
- Complete at least 30 credits applied toward the degree in residence at Grace
- Complete all Major, Minor and Concentration courses with a grade of C- or higher
- Complete the specified number of credits applied toward the major in residence at Grace

Core Degree Requirements

Arts & Sciences Core

PROGRAM LEARNING OUTCOMES

1. Human Understanding - the ability to comprehend humanity's social, emotional, historical, ethical, cultural, and physical development through a biblical perspective.
2. Self Understanding - the ability to effectively locate, critically analyze, and creatively apply knowledge and beliefs for personal and professional development.
3. Relational Understanding - the ability to articulate knowledge and beliefs through strategic oral, written, and culturally relevant forms of communication to interact in diverse situations.

Arts and Sciences Core - Bachelor Degree - 30 Credits

Course	Course Name	Credit Hours	Degree Requirement
COM 140	Life Communication	3	Written and Oral Communication
COM 290	Professional Communication	3	
ENG 101 or ENG 101+ or 201	English Composition or English Composition with Lab or Argumentation and Research	3-4	
HST —	History Elective	3	Humanities
ENG —	Literature Elective	3	
PHL —	Philosophy Elective	3	
PSY 201or SOC 243 or SOC 251	Introduction to Psychology or Introduction to Cultural Diversity or Principles of Sociology	3	Social and Behavioral Sciences (select one)
MTH or SCI —	Math or Science Elective	3	Natural Science/Math
—	Arts and Science Electives	6	Arts and Science

Bible & Theology Core

PROGRAM LEARNING OUTCOMES

1. Analyze biblical texts based on recognized principles of biblical interpretation, in order to handle the word of God accurately (2 Tim. 2:15).
2. Demonstrate spiritual growth and maturity through service and the practice of spiritual disciplines.

Bible and Theology Core - 30 Credits

Course	Course Name	Credit Hours
BBL 102	Old Testament Literature	3
BBL 202	New Testament Literature	3
BIB 205 or 215	Bible Study Methods and Application or Biblical Interpretation	3
BIB —	Upper Division Old Testament Bible Elective	3
BIB —	Upper Division New Testament Bible Elective	3
THE 161	Christian Worldview	3
THE 162	Christian Mission	3
THE 213	Biblical Christian Thought	3
THE 363	Theology of Spiritual Formation	3
THE —	Upper Division Theology Elective	3

DEGREE COMPLETION (TRANSFER) STUDENTS

The Bible and Theology Core requirements for students who have earned at least 60 transferable semester credits from regionally or ABHE accredited institutions prior to matriculation at Grace Christian will be reduced to the 18 credits notated below. The student's transfer work will be evaluated for applicability to the Arts and Sciences Core, the Bible and Theology Core as well as the student's elected program of study.

Degree Completion Bible and Theology Core - 18 Credits

Course	Course Name	Credit Hours
BBL 102	Old Testament Literature	3
BBL 202	New Testament Literature	3
THE 161	Christian Worldview	3
THE 162	Christian Mission	3
THE 213	Biblical Christian Thought	3
THE 363	Theology of Spiritual Formation	3

Bachelor of Science in Biblical Studies

OVERVIEW

The mission of the School of Bible and Ministry is to prepare students for vocational Christian ministry by developing a foundational knowledge of the Bible and theology, ministry principles and practices, and by nurturing the personal character necessary for a life of service to Jesus Christ. The Bachelor of Science in Biblical Studies major at Grace Christian University includes 33 credits in Theological, Leadership and Ministry, and Biblical Studies. In addition to these courses, every student completes a ministry internship designed to put theory into practice.

For students who desire advanced study in biblical languages to prepare for seminary or graduate school, students can elect to pursue academic concentrations in either Old Testament or New Testament Studies.

PROGRAM OUTCOME

Students who graduate with the Biblical Studies major will be able to:

- Interpret the biblical text in its original languages and historical, cultural, and narrative context, using established principles and tools of exegesis and hermeneutics.

PROGRAM REQUIREMENTS

Bachelor of Science in Biblical Studies – 120 Credits total

Major Requirements – 33 credits, at least 15 credits in residence

Course	Course Name	Credit Hours
THE 316	Foundations of Dispensational Theology	3
MIN 351	Preaching and Teaching	3
MIN 427	Ministry and Postmodern Culture	3
MIN 467	Ministry Coaching and Counseling Skills	3
ELECTIVES	Bible or Theology Electives	9
LEA 438	Internship	3
<i>Select two (2) of the following:</i>		
THE 351	Theology I	3
THE 352	Theology II	3
THE 372	Church History	3
<i>Select one (1) of the following:</i>		
LEA 171	Introduction to Leadership	3
LEA 273	Issues in Christian Leadership	3
LEA/BUS 372	Organizational Leadership	3

The Bachelor of Science in Biblical Studies is comprised of:

- Arts and Sciences Core 30 credits
- Bible and Theology Core 30 credits
- Major 33 credits
- Undesignated Electives/Minor 27 credits
- **Total Required for Degree 120 credits**

Old or New Testament Concentrations- 120 Credits total

Old and New Testament Studies Concentration Outcomes (student must complete the Biblical Studies major to be eligible for these Concentrations):

1. Demonstrate proficiency in biblical Greek and/or Hebrew
2. Be prepared to engage in graduate-level biblical studies

Concentration in Old Testament Studies - 12 credits

Course	Course Name	Credit Hours
LAN 331	Elementary Biblical Greek I	3
LAN 332	Elementary Biblical Greek II	3
LAN 451	Elementary Biblical Hebrew I	3
LAN 452	Elementary Biblical Hebrew II	3

Concentration in New Testament Studies - 12 credits

Course	Course Name	Credit Hours
LAN 331	Elementary Biblical Greek I	3
LAN 332	Elementary Biblical Greek II	3
LAN 421	Readings in New Testament	3
LAN 422	Method of Greek Exegesis	3

The Bachelor of Science in Biblical Studies with a Concentration in Old or New Testament is comprised of:

- Arts and Sciences Core 30 credits
- Bible and Theology Core 30 credits*
- Major 33 credits
- Concentration/Electives 12 credits
- Undesignated Electives/Minor 15 credits
- **Total Required for Degree 120 credits**

* 18 credits for Degree Completion Transfer Students

Bachelor of Science in Business

OVERVIEW

The mission of the business program at Grace Christian University is to provide a Biblically informed interdisciplinary education designed to take the natural talents, gifts, and abilities from a diverse group of students and prepare them to serve effectively and immediately in the workforce. The program will provide students with an interdisciplinary look at the field of business. Students will learn to utilize a variety of field experiences with businesses, real-world case studies, role-playing, and group projects for developing business opportunities and ventures in society. The program is committed to leveraging the use of current technology in every discipline.

PROGRAM OUTCOMES

Students who complete a Bachelor of Science in Business will achieve the following learning outcomes:

1. **Business as Mission** – Demonstrate a firm understanding of the Christian call to business as ministry-based on references to scripture.
2. **Business Analytics** – Students will be able to make data-driven business recommendations utilizing comprehensive research skills.
3. **Creative Strategy Formulation** – Students are able to apply critical thinking theory to create strategic initiatives for business growth and sustainability in various market segments.

Major Requirements - 42 credits, at least 18 credits in residence

Course	Course Name	Credit Hours
BUS 201	Principles of Macroeconomics	3
BUS 202	Principles of Microeconomics	3
BUS 210	Principles of Accounting I	3
BUS 212	Principles of Accounting II	3
BUS 255	Fundamentals of Business Law	3
BUS 260	International Business	3
BUS 295	Fundamentals of Business Technology	3
BUS 301	Principles of Management	3
BUS 303	Introduction to Finance	3
BUS 372	Organizational Leadership	3
BUS 485	Strategic Management	3
BUS 495	Business Portfolio	3
BUS 499	Business Internship	3
MKT 330	Principles of Marketing	3

The Bachelor of Science in Business is comprised of:

- Arts and Sciences Core 30 credits
- Bible and Theology Core 30 credits*
- Major 42 credits
- Undesignated Electives/Minor 18 credits
- **Total Required for Degree 120 credits**

* 18 credits for Degree Completion Transfer Students

Bachelor of Science in Business / Management Concentration - 120 Credits total

Management Concentration Outcomes:

1. Understand and demonstrate a firm understanding of the Christian call to business as a ministry.
2. Demonstrate mastery of business disciplines by using real-world businesses in addition to the classroom environment to make an impact on an organization's productivity and profitability through various disciplines.
3. Execute and develop best practices through experiential learning outreaches whether it be local, national, or international.
4. Apply and advance God's word through the implementation using a godly worldview.
5. Demonstrate preparedness for working with and within other cultures through cross-cultural experiences.

Major Requirements - 42 credits, at least 18 credits in residence

Course	Course Name	Credit Hours
BUS 201	Principles of Macroeconomics	3
BUS 202	Principles of Microeconomics	3
BUS 210	Principles of Accounting I	3
BUS 212	Principles of Accounting II	3
BUS 255	Fundamentals of Business Law	3
BUS 260	International Business	3
BUS 295	Fundamentals of Business Technology	3
BUS 301	Principles of Management	3
BUS 303	Introduction to Finance	3
BUS 372	Organizational Leadership	3
BUS 485	Strategic Management	3
BUS 495	Business Portfolio	3
BUS 499	Business Internship	3
MKT 330	Principles of Marketing	3

Management Concentration - 12-15 Credits

Course	Course Name	Credit Hours
BUS 470	Personnel Development	3
BUS 475	Operations Management	3
COM 330	Culture and Conflict Management	3
COM 350	Leadership and Group Communication	3
Recommended PSY 215	Psychology of Leadership	3

The Bachelor of Science in Business / Management Concentration is comprised of:

- Arts and Sciences Core 30 credits
- Bible and Theology Core 30 credits*
- Major 42 credits
- Concentration 12-15 credits
- Undesignated Electives 3 credits
- **Total Required for Degree 120 credits**

* 18 credits for Degree Completion Transfer Students

Bachelor of Science in Business / Marketing Concentration - 120 Credits total

Marketing Concentration Outcomes:

1. Integrate Christian principles in marketing function with fundamental business enterprise concepts and principles of management, leadership, economics, finance, and accounting.
2. Apply marketing principles to a particular business using sound marketing aspects to create business opportunities.
3. Understand the use of technology, social media, digital marketing, and social networking on creating effective communication to meet customer demands.
4. Develop and strategic marketing plan through research methods and data analysis to create a robust marketing plan for a new or existing venture opportunity.

Major Requirements - 42 credits, at least 18 credits in residence

Course	Course Name	Credit Hours
BUS 201	Principles of Macroeconomics	3
BUS 202	Principles of Microeconomics	3
BUS 210	Principles of Accounting I	3
BUS 212	Principles of Accounting II	3
BUS 255	Fundamentals of Business Law	3
BUS 260	International Business	3
BUS 295	Fundamentals of Business Technology	3
BUS 301	Principles of Management	3
BUS 303	Introduction to Finance	3
BUS 372	Organizational Leadership	3
BUS 485	Strategic Management	3
BUS 495	Business Portfolio	3
BUS 499	Business Internship	3
MKT 330	Principles of Marketing	3

Marketing Concentration - 12 Credits

Course	Course Name	Credit Hours
MKT 265	Social Media Marketing	3
MKT 310	IT for Marketers	3
MKT 315	Advertising and Promotions	3
MKT 435	Market Research	3

The Bachelor of Science in Business (Marketing Concentration) is comprised of:

- Arts and Sciences Core 30 credits
- Bible and Theology Core 30 credits*
- Major 42 credits
- Concentration 12 credits
- Undesignated Electives 6 credits
- **Total Required for Degree 120 credits**

* 18 credits for Degree Completion Transfer Students

Bachelor of Science in Communication

OVERVIEW

With the advent of new communication technology, society has become increasingly more globalized. Leaders from all sectors of the marketplace need to know how to navigate complex global issues in this globalized environment. A comprehensive communication degree from Grace Christian University equips students to communicate effectively and “Christianly” in this global environment. In this program, students gain an appreciation for the diversity of cultural communication from a Christian perspective so that they can critically evaluate and creatively engage messages and technology across the global spectrum.

The program provides students with competencies in understanding culturally diverse communication processes, relational communication, communication strategy formulation and implementation, and adaptability. Communication is an ideal program for those interested in becoming Public Relations Specialists, Social Media Managers, Communication Directors, Business Leaders, Event Planners, Journalists, Public Servants, Cultural Advisors, or International Nonprofit Leaders.

PROGRAM OUTCOMES

Students who graduate with a BS in Communication degree from Grace Christian University will be able to:

1. Articulate and apply a Christian perspective of communication for global communication.
2. Evaluate the role that personal identity has on the creation of cultural identity and communication.
3. Creatively and critically evaluate the role of communication technology and its effects on personal relationships and society.

PROGRAM REQUIREMENTS

Bachelor of Science in Communication - 120 Credits total

Major Requirements - 33 credits, at least 15 credits in residence

Course	Course Name	Credit Hours
COM 210	Foundations of Communication	3
COM 220	Intercultural Communication	3
COM 250	Interpersonal Communication	3
MKT 265	Social Media Marketing	3
PSY 282	Research Statistics	3
COM 330	Culture and Conflict Management	3
COM 338	Communication Internship I	3
COM 350	Leadership and Group Communication	3
COM 370	Crisis Communication	3
COM 420	Public Relations	3
COM 438	Communication Internship II	3

The Bachelor of Science in Communication is comprised of:

- Arts and Sciences Core 30 credits
- Bible and Theology Core 30 credits*
- Major 33 credits
- Undesignated Electives/Minor 27 credits
- **Total Required for Degree 120 credits**

* 18 credits for Degree Completion Transfer Students

Bachelor of Science in Criminal Justice

OVERVIEW

Grace Christian University's Criminal Justice degree gives a broad overview of the field and the unique challenges of law enforcement and the criminal justice system. The mission of the Criminal Justice degree is to provide a biblically-informed, interdisciplinary education in the human services field, having theoretical knowledge and application for real-world Christian service.

The Bachelor of Science in Criminal Justice has been constructed considering the need for a Christian bachelor degree program that dually meets the needs of preparing individuals to serve Christ and society within the context of the criminal justice system. The strategic vision of the degree provides multidisciplinary coursework (Bible, theology, psychology, sociology, criminal justice) as well as training in the Christian worldview and ethical decision-making. The criminal justice degree has been built upon this foundation based on core values and ideas shared through the advisory committee consisting of federal and local law enforcement, community leaders/ministers and academics from three institutions of higher learning.

A strength of Grace Christian University's criminal justice degree is that it prepares students for a variety of job opportunities following graduation, as well as preparing professionals who understand and can respond to people from diverse walks of life. The Criminal Justice degree will prepare law enforcement students for the postgraduate police academy and police career. Those seeking graduate school or other (non-sworn) criminal justice work such as probation will be prepared for graduate work in the areas of criminal justice, counseling or social work.

PROGRAM OUTCOMES

Students who graduate with a BS in Criminal Justice degree from Grace Christian University will be able to:

1. Evaluate ethical factors in regard to issues of diversity and human rights in relation to the workings of the criminal justice system and criminology.
2. Interpret ways in which oppression, privilege, discrimination, and social and economic disadvantage contribute to inequalities and injustices within criminal justice systems.
3. Develop an ability to integrate information on society's response to crime, and the consequences of crime to our society, utilizing multiple perspectives.
4. Apply theoretical frameworks to understand the causes and prevention of crime, the processes of criminalization, and criminal enforcement.
5. Develop problem-solving methods to address criminal justice issues currently facing the community and/or society.

PROGRAM REQUIREMENTS

Bachelor of Science in Criminal Justice - 120 Credits total

Major Requirements - 57-60 credits, at least 24 credits in residence

Course	Course Name	Credit Hours
CJS 220	Introduction to Legal Studies	3
CJS 251	Introduction to Criminal Justice	3
CJS 310	Criminal Law	3
CJS 315	Criminal Procedure	3
CJS 330	Law Enforcement and Corrections	3
CJS 350	Criminal and Social Deviance	3
CJS 370	Juvenile Law and Delinquency	3
CJS 380	Current Issues in Security	3
CJS 430	Survival Psychology	3
CJS 440	Culture, Crime, Ethics, and Justice	3
PSY 201	Introduction to Psychology	3
PSY 245	Lifespan Psychology	3
PSY 282	Research Statistics	3
PSY 310	Abnormal Psychology	3
PSY 325	Social Psychology	3
SOC 243	Introduction to Cultural Diversity	3
SOC 251	Principles of Sociology	3
SOC 255	Introduction to Human Services	3
CJS 320/420 or CJS 426	Criminal Justice Internship I, II or Criminal Justice Internship	3-6

The Bachelor of Science in Criminal Justice is comprised of:

- Arts and Sciences Core 30 credits
- Bible and Theology Core 30 credits*
- Major 57-60 credits
- Undesignated Electives 0-3 credits
- **Total Required for Degree 120 credits**

* 18 credits for Degree Completion Transfer Students

Bachelor of Science in Human Services

OVERVIEW

One of the fastest growing professions relates to the service industry, especially in response to the human condition. No one is more prepared to meet this need than the Christian who is able to apply the principles of the Word of God and the knowledge and skills gained in a Human Services program. The mission of the Human Services program at Grace Christian University is to provide a comprehensive understanding of helping and healing relationships that enable graduates to serve individuals, families, and society. Its purpose is to develop practitioners who are biblically-informed, ethical thinkers who can practically apply their knowledge to serve others. The program seeks to prepare professionals who can meet the needs of diverse communities with integrity and sensitivity, and be prepared for advanced training, graduate school, and life-long learning.

PROGRAM OUTCOMES

Students who graduate with a Human Services degree from Grace Christian University will be able to:

1. Develop a personal philosophy of human helping, emphasizing student strengths and potential growth areas.
2. Apply the principles and skills of ethical decision-making and respect for diversity.
3. Demonstrate interpersonal skills in helping relationships and group dynamics.
4. Recognize the social and psychological dimensions of human interactions in a variety of settings.

PROGRAM REQUIREMENTS

Bachelor of Science in Human Services - 120 Credits total

Major Requirements - 42 credits, at least 18 credits in residence

Course	Course Name	Credit Hours
CJS 251	Introduction to Criminal Justice	3
PSY 201	Introduction to Psychology	3
PSY 245	Lifespan Psychology	3
PSY 282	Research Statistics	3
PSY 310	Abnormal Psychology	3
PSY 325	Social Psychology	3
PSY 349	Theories and Foundations in Counseling	3
PSY 430	Survival Psychology	3
PSY 457	Seminar in Counseling	3
SOC 243	Introduction to Cultural Diversity	3
SOC 255	Introduction to Human Services	3
SOC 356	Marriage and Family	3
SOC 320/420 or SOC 426	Human Services Internship I and II or Human Services Internship	6

The Bachelor of Science in Human Services is comprised of:

- Arts and Sciences Core 30 credits
- Bible and Theology Core 30 credits*
- Major 42 credits
- Undesignated Electives/Minor 18 credits
- **Total Required for Degree 120 credits**

* 18 credits for Degree Completion Transfer Students

Bachelor of Science in Interdisciplinary Studies

OVERVIEW

The Mission of the Interdisciplinary Studies program is to provide students with a solid academic foundation in the Bible, arts, and sciences as well as foster critical thinking and writing skills. The world in which we live is increasingly becoming more complex, and complex problems require multi-faceted solutions. The Interdisciplinary Studies program at Grace Christian University will enhance students' desire to see effective change in the world with opportunities to think through complex problems to come up with creative solutions. This program offers the ability to build upon a biblical foundation providing the tools to be a creative problem solver and world changer.

PROGRAM OUTCOMES

Students who graduate with an Interdisciplinary Studies degree from Grace Christian University will be able to:

1. Integrate and appreciate ideas from multiple areas of study.
2. Create biblical perspectives through the synthesis of two or more areas of study.
3. Apply knowledge, skills, and ideas from areas of study to contemporary challenges.

PROGRAM DESIGN

The Interdisciplinary Studies program is designed to give students maximum flexibility. In addition to the Bible and Theology Core, students will explore at least two academic areas of special interest, including discipline areas such as Business, Criminal Justice, Communication, Education, Human Services, Leadership, Pastoral Ministry, Psychology, Worship Ministry and Youth Ministry. These discipline studies are comprised of at least 15 credits in the field of focus, including at least six credits of upper division coursework. Courses within the discipline studies are typically designed in collaboration with a faculty member or the academic advisor.

A concentration in Paraprofessional Education is also available as described below.

PROGRAM REQUIREMENTS

Bachelor of Science in Interdisciplinary Studies - 120 Credits total

Major Requirements - 33 credits, at least 15 credits in residence

Course	Course Name	Credit Hours
—	Discipline / Area of Study (at least 6 credits UD)	15
—	Discipline / Area of Study (at least 6 credits UD)	15
IDS 438	Internship	3

The Bachelor of Science in Interdisciplinary Studies is comprised of:

- Arts and Sciences Core 30 credits
- Bible and Theology Core 30 credits*
- Major 33 credits
- Undesignated Electives/Minor 27 credits
- **Total Required for Degree 120 credits**

* 18 credits for Degree Completion Transfer Students

Bachelor of Science in Interdisciplinary Studies (Paraprofessional Education) - 120 Credits total

Major Requirements - 33 credits, at least 15 credits in residence

Course	Course Name	Credit Hours
—	Discipline / Area of Study (at least 6 credits UD)	15
—	Discipline / Area of Study (at least 6 credits UD)	15
IDS 438	Internship	3

Paraprofessional Education Concentration - 16 Credits

Course	Course Name	Credit Hours
COM 250	Interpersonal Communication	3
EDU 200	Intro to Paraprofessional Training	3
EDU 281	Principles/Philosophy of Education	3
EDU 283	School Observation Practicum	1
EDU 351	Education Psychology	3
PSY 245	Lifespan Psychology	3

The Bachelor of Science in Interdisciplinary Studies (Paraprofessional Education) is comprised of:

- Arts and Sciences Core 30 credits
- Bible and Theology Core 30 credits*
- Major 33 credits
- Concentration 16 credits
- Undesignated Electives 11 credits
- **Total Required for Degree 120 credits**

* 18 credits for Degree Completion Transfer Students

Bachelor of Science in Leadership & Ministry

OVERVIEW

The Bachelor of Science in Leadership and Ministry degree is designed for students involved in or preparing for ministry as a vocation. Students are challenged to think biblically about all aspects of life, develop spirituality in themselves and others, enhance their ministry skills and engage with the world. The curriculum mixes practical and theoretical knowledge through classroom work, research, and real-world experience.

PROGRAM OUTCOMES

Students who graduate with the Leadership and Ministry major will be able to:

1. Construct a comprehensive personal philosophy for ministry that is consistent with Scripture and proven leadership principles.
2. Apply practical principles and strategies for effective ministry practice in a team environment.

Bachelor of Science in Leadership and Ministry - 120 Credits total

Major Requirements - 42 credits, at least 18 credits in residence

Course	Course Name	Credit Hours
LEA 171	Introduction to Leadership	3
LEA 273	Issues in Christian Leadership	3
LEA/BUS 372	Organizational Leadership	3
LEA 438	Internship	3
MIN 301	Introduction to Ministry	3
MIN 351	Preaching and Teaching	3
MIN 401	Ministry of the Local Church	3
MIN 427	Ministry and Postmodern Culture	3
MIN 467	Ministry Coaching and Counseling Skills	3
THE 316	Foundations of Dispensational Theology	3
<i>Select two of the following:</i>		
THE 351	Theology I	3
THE 352	Theology II	3
THE 371	History of Christianity	3
<i>Select two of the following:</i>		
COM 330	Culture and Conflict Management	3
PSY 349	Foundations of Counseling	3
SOC 356	Marriage and Family	3

The Bachelor of Science in Leadership and Ministry is comprised of:

- Arts and Sciences Core 30 credits
- Bible and Theology Core 30 credits*
- Major 42 credits
- Undesignated Electives/Minor 18 credits
- **Total Required for Degree 120 credits**

* 18 credits for Degree Completion Transfer Students

Bachelor of Science in Psychology

OVERVIEW

The science of psychology goes beyond diagnosing and treating mental illness. Students majoring in the science of psychology learn how to ethically use research to improve people's lives with respect to the family, employment, and recreation. Psychology students embrace individuals holistically, taking a bio-psycho-social-spiritual perspective. Further, approaching psychology from a biblical worldview empowers students to support psychological findings in God's general revelation with His special revelation, the Bible. Psychology majors at Grace Christian University will be equipped to meet the challenges of serving people living together in a diverse and ever-changing world. Experiential learning prepares psychology majors to enter a variety of vocations or continue on to graduate degree programs.

PROGRAM OUTCOMES

Students who graduate with a BS in Psychology degree from Grace Christian University will be able to:

1. Identify and apply psychological concepts, theories, and research to various behavior problems.
2. Interpret and illustrate skills in scientific inquiry and critical thinking.
3. Construct culturally appropriate, ethical behavior in response to an increasingly diverse world.
4. Demonstrate proficiency in writing and in oral and interpersonal communication skills.

(Adapted from the American Psychological Association's Guidelines for the Undergraduate Psychology Major, Version 2.0, 2013)

PROGRAM REQUIREMENTS

Bachelor of Science in Psychology - 120 Credits total

Major Requirements - 45 credits, at least 18 credits in residence

Course	Course Name	Credit Hours
PSY 201	Introduction to Psychology	3
PSY 215	Psychology of Leadership	3
PSY 245	Lifespan Psychology	3
PSY 282	Research Statistics	3
PSY 310	Abnormal Psychology	3
PSY 339	Health Psychology	3
PSY 349	Theories and Foundations in Counseling	3
PSY 430	Survival Psychology	3
PSY 461	Physiological Psychology	3
PSY 457	Seminar in Counseling	3
SOC 243	Introduction to Cultural Diversity	3
SOC 255	Intro to Human Services	3
SOC 356	Marriage and Family	3
PSY 320/420 or PSY 426	Psychology Internship I and II or Psychology Internship	6

The Bachelor of Science in Psychology is comprised of:

- Arts and Sciences Core 30 credits
- Bible and Theology Core 30 credits*
- Major 45 credits
- Undesignated Electives/Minor 15 credits
- **Total Required for Degree 120 credits**

* 18 credits for Degree Completion Transfer Students

Minors

A Minor is an approved set of courses in a specific discipline that may be used to supplement any bachelor degree Major. Minors are optional and are not required for graduation. No more than six credits in the Minor may duplicate coursework required for the student's Major.

Biblical Languages Minor - 15 Credits

Course	Course Name	Credit Hours
LAN 331	Elementary Biblical Greek I	3
LAN 332	Elementary Biblical Greek II	3
LAN 421	Readings in the Greek New Testament	3
LAN 422	Methods of Greek Exegesis	3
LAN 451	Elementary Biblical Hebrew I	3

Business Minor - 15 Credits

Course	Course Name	Credit Hours
BUS 201	Principles of Macroeconomics	3
BUS 210	Accounting I	3
BUS 301	Principles of Management	3
MKT 330	Principles of Marketing	3
BUS 470	Personnel Development	3

Criminal Justice Minor - 15 Credits

Course	Course Name	Credit Hours
CJS 310	Criminal Law	3
CJS 315	Criminal Procedures	3
CJS 330	Law Enforcement and Corrections	3
CJS 350	Criminology and Social Deviance	3
CJS 370	Juvenile Law and Delinquency	3

History Minor - 15 Credits

Course	Course Name	Credit Hours
HST 200	Introduction to the Study of History	3
HST 357	Civil Rights in America	3
<i>Select two of the following</i>		
HST 113 or HST 114 or HST 215	World History to 1500 or World History 1500 to Present or Michigan History	6
<i>Select one of the following</i>		
HST 331 or HST 332 or THE 371	U.S. History to 1877 or U.S. History 1877 to Present or History of Christianity	3

Human Services Minor - 15 Credits (May not be combined with Psychology Major)

Course	Course Name	Credit Hours
SOC 243	Introduction to Cultural Diversity	3
SOC 251	Principles of Sociology	3
SOC 255	Introduction to Human Services	3
	Upper division PSY/SOC/CJS electives chosen with advisor	6

Intercultural Communication Minor - 15 Credits

Course	Course Name	Credit Hours
COM 220	Intercultural Communication	3
COM 250	Interpersonal Communication	3
COM 330	Culture and Conflict Management	3
COM 350	Leadership and Group Communication	3
COM 370 or COM 420	Crisis Communication or Public Relations	3

Leadership Studies Minor - 15 Credits

Course	Course Name	Credit Hours
LEA 171	Introduction to Leadership	3
LEA 273	Issues in Christian Leadership	3
LEA 372	Organizational Leadership	3
COM 350	Culture and Conflict Management	3
<i>Select one of the following</i>		
COM 350	Leadership and Group Communication	3
LEA 545	Leading with Cultural Intelligence	3
PSY 215	Psychology of Leadership	3
SOC 243	Introduction to Cultural Diversity	3

Pastoral Ministry Minor - 15 Credits

Course	Course Name	Credit Hours
MIN 301	Introduction to Ministry	3
MIN 351	Preaching and Teaching	3
MIN 427	Ministry and Postmodern Culture	3
MIN 467	Ministry Coaching and Counseling Skills	3
THE 316	Foundations of Dispensational Theology	3

Professional Communication Minor - 15 Credits

Course	Course Name	Credit Hours
COM 290	Professional Communication	3
MWT 324	Audio Production	3
MWT 328	Video Production	3
COM 420	Public Relations	3
ENG 401	Narrative Journalism	3

Psychology Minor - 15 Credits (May not be combined with Human Services Major)

Course	Course Name	Credit Hours
PSY 201	Introduction to Psychology	3
PSY 245	Lifespan Psychology	3
PSY 339	Health Psychology	3
PSY 282	Research Statistics	3
	Psychology/Sociology elective chosen with advisor	3

Sports Communication and Management Minor - 15 Credits

Course	Course Name	Credit Hours
SMG 201	Intro to Sports Communication and Media	3
SMG 210	Introduction to Sports, Fitness, and Recreation Management	3
COM 350	Leadership and Group Communication	3
ENG 409	Narrative Journalism	3
<i>Select one of the following:</i>		
COM 370 or COM 410 or LEA/BUS 372	Crisis Communication or Public Relations or Organizational Leadership	3 3 2

Worship Ministry Minor - 15 Credits

Course	Course Name	Credit Hours
WAM 211	Foundations of Worship Ministry	3
WAM 320	Planning and Leading Worship	3
WAM 329	AV Tech for Ministry Leaders	3
WAM 184	Worship/Ministry Team	1
WAM 186	Tech Team	1
<i>Select two of the following (may be repeated):</i>		
WAM 184	Worship/Ministry Team	1
WAM 186	Tech Team	1
<i>Select two of the following (may be repeated):</i>		
WAM 384	Worship/Ministry Team Leader	1
WAM 386	Tech Team Leader	1

Writing and Literature Minor - 15 Credits

Course	Course Name	Credit Hours
ENG 223	Introduction to Literature	3
ENG 301	Creative Writing	3
ENG 401	Narrative Journalism	3
<i>Select two of the following:</i>		
ENG 254	Dystopian Literature	3
ENG 305	Children's Literature	3
ENG 409	Multiethnic Literature	3

Youth Ministry Minor - 15 Credits

Course	Course Name	Credit Hours
YTH 121	Introduction to Youth Ministry	3
YTH 223	Philosophy of Youth Ministry	3
YTH 347	Issues and Culture of Today's Youth	3
YTH 353	Youth Ministry Management	3
<i>Select one of the following:</i>		
YTH 223	Middle School Youth Ministry	3
MIN 427	Ministry and Postmodern Culture	3
YTH ____	YMN Elective	3

Course Descriptions

BIBLE

BIB 205 – Bible Study Methods and Application

Credit Hours: 3

An introduction to the principles and practice of inductive Bible study, with emphasis on the effective communication of biblical truth. This course will include assignments intended to develop skills in expository writing and biblical instruction. Christian Ministry requirements are also embedded in this course.

BIB 215 – Biblical Interpretation

Credit Hours: 3

An introduction to the principles and practice of biblical interpretation as well as the primary tools of biblical research. Intended primarily for students majoring in Biblical Studies, this course seeks to equip students with the knowledge and skills needed to correctly interpret and analyze various literary genres, as well as develop skills needed for accurate practical application and teaching. Christian Ministry requirements are also embedded in this course.

BIB 302 – Jesus and the Gospels

Credit Hours: 3

The theology of Jesus, origin and background of the Gospels. Theological, social, and pastoral relevance of the gospels. Special attention to the canon of the New Testament. Offered alternate years.

BIB 303 – The Pentateuch

Credit Hours: 3

Origins, literary forms, archaeological illuminations and theology of the Mosaic documents, institutions, and legislation. Offered alternate years.

BIB 304 – Old Testament Historical Books

Credit Hours: 3

The Israelite conquest, settlement, and state in its rise, decline, and restoration. Theology of the Deuteronomic history (Joshua, Judges, Samuel and Kings) with attention to the Chronicles to Ezra, Nehemiah and Esther. Offered alternate years.

BIB 305 – Biblical Perspectives on Current Issues

Credit Hours: 3

Consideration of relevant biblical texts and historical samples of their interpretation on such social issues as the vitality of the individual, persons in violence, dependent and underclass persons, crime and violence, basic human rights, and social liberation.

BIB 308 – Acts

Credit Hours: 3

Study of the content and message of the Acts of the Apostles from an historical, theological, dispensational, and missiological perspective. Offered alternate years.

BIB 309 – Daniel and Revelation

Credit Hours: 3

An inductive study of the books of Daniel and Revelation with an emphasis on the consummation of God's plan. The course will include a general survey of apocalyptic material and an overview of millennial positions and associated views on this literature with a special emphasis on dispensational premillennialism. Offered alternate years.

BIB 312 – The Gospel of John

Credit Hours: 3

A study of the theology of John's Gospel, including the origin and social setting of the Fourth Gospel. The course will examine John's unique contribution to theology as well as the pastoral significance of the Johannine literature. Offered alternate years.

BIB 375 – Jesus in Cultural Context

Credit Hours: 3

This course introduces students to the historical and cultural background of Jesus in Second Temple Period and Roman culture in order to prepare students to experience cultural conceptions and expressions of Jesus in a variety of cross-cultural contexts.

BIB 403 – The Pauline Literature and Theology

Credit Hours: 3

Examination of the background and ministry of Paul, origin and purpose of each of the Pauline epistles in the context of the development of Paul's ministry. Synthesis of major themes of Paul with special attention to the Pauline concept of the church and its mission. Offered alternate years.

BIB 404 – New Testament Jewish-Christian Literature

Credit Hours: 3

The literature of Jewish Christians including Hebrews to Revelation. Origin, background, and theology of each book in its historical setting and modern relevance. Offered alternate years.

BIB 405 – Old Testament Wisdom

Credit Hours: 3

Studies in the ancient Near Eastern and biblical wisdom tradition; focused studies in the ideas of Job, Proverbs, Ecclesiastes, Song of Solomon and other biblical wisdom texts. Offered alternate years.

BIB 406 – Old Testament Prophecy

Credit Hours: 3

Political and social background of Israel's prophets and their ethical themes; special emphasis on the prophetic view of the messianic future and Israel's role in world redemption. Offered alternate years.

BIB 410 – Corinthian Letters

Credit Hours: 3

A study of the contents and theology of 1-2 Corinthians, including the origin and social setting of the letters. The course will examine Greco-Roman culture background for the letters as well as their pastoral significance.

BIB 421 – Intertestamental History and Literature

Credit Hours: 3

A study of history and literature of the Second Temple Period, from the end of the exile through the first Jewish War. This material will serve as background material to illuminate New Testament texts. Offered alternate years.

BIB 422- Romans

Credit Hours: 3

A study of contents and theology of Paul's letter to the Romans, including the origin and social setting of the letter. The course will examine Paul's contribution to Christian theology based on Romans as well as the pastoral significance of the letter. Offered alternate years.

BIB 449 – Independent Bible Study

Credit Hours: 1-3

Individual guided research in special problems by arrangement with instructor.

BIB 458 – Missionary Travels of the Apostle Paul

Credit Hours: 3

This course will trace the missionary activities of Paul in southwest Turkey with a special focus on biblical history, geography and Pauline missionary strategies. This will include ancient Roman culture and history as well as the history and culture of modern Turkey. Credit will not be given for more than 6 credit hours. Additional fee required. Offered alternate years.

BIB 459 – Biblical Studies Travel

Credit Hours: 3

A study tour immersing the student in the world of the Bible by traveling in the Holy Land to sites of interest to biblical history and culture. Credit will not be given for more than 6 credit hours. Additional fee required. Offered alternate years.

BIB 525 – Galatians and Romans

Credit Hours: 3

Explores Pauline theology by way of an in-depth study of the Apostle Paul's letters to the Galatians and Romans. Consideration will be given to theological questions generated by the New Perspective on Paul and relevant concerns of Dispensational Theology. (Available only to students in the 4+1 program.)

BIB 540 – Isaiah

Credit Hours: 3

Explores the historical circumstances, literary features and theology of the book of Isaiah. Attention will be given to contemporary approaches to the book and use of the book in the New Testament. (Available only to students in the 4+1 program.)

BIBLICAL LITERATURE

BBL 102 – Old Testament Literature

Credit Hours: 3

This course is designed to survey the literature of the Old Testament in its historical setting, literary types, and main ideas. Attention is given to outstanding persons, events, and major teachings.

BBL 202 – New Testament Literature

Credit Hours: 3

This course is designed to survey the literature of the New Testament in its historical setting, literary types, and main ideas. Attention is given to outstanding persons and major events.

BUSINESS

BUS 110 – Fundamentals of Business

Credit Hours: 3

A survey of business principles, problems and procedures, including an overview of production and distribution of goods, ownership, competition, profit, managerial controls, personnel, government, and business relations. Students will participate in an online simulation of business that will explore how all parts of a business work together to operate efficiently.

BUS 201 – Principles of Macroeconomics

Credit Hours: 3

A study of fundamental principles of resource allocation, production and income distribution, evaluation of consumer and government spending, business investment, taxation and monetary policy.

BUS 202 – Principles of Microeconomics

Credit Hours: 3

A study of market economies, the price system, current economic problems, governmental activity in a market system, and international economics.

BUS 210 – Principles of Accounting I

Credit Hours: 3

An introduction to double-entry financial accounting, including basic accounting theory and principles, financial statement preparation and analysis. Offered alternate years.

BUS 212 – Principles of Accounting II

Credit Hours: 3

A continuation of BUS 210 and managerial accounting topics. Long-term liabilities, owner's equity, cash flow and interpretation of financial statements, cost accounting and managerial accounting and analysis will be introduced. Prerequisite: BUS 210

BUS 255 - Fundamentals of Business Law

Credit Hours: 3

This course introduces the ethics and legal framework of business. Emphasis is placed on contracts, negotiable instruments, the Uniform Commercial Code (UCC), and the working of the court systems. Upon completion, students should be able to apply ethical issues and laws covered to selected business decision-making situations.

BUS 260 - International Business

Credit Hours: 3

This course familiarizes students with important considerations in conducting business in an increasingly global economy. It will help prepare students for positions in organizations engaged in global business. Students will be exposed to some of the issues encountered in global business. Key topics will include cultural, trade, ethical, political and economic issues.

BUS 295 - Fundamentals of Business Technology

Credit Hours: 3

The course is designed to provide an overview of business technology concepts for today's environment. The course will explore careers in IT, IT vocabulary, and office applications and productivity. Knowledge of business principles, the impact of financial decisions, and technology proficiencies demanded by business combine to establish the elements of this course. Managing change and fundamentals project management will be covered.

BUS 301 - Principles of Management

Credit Hours: 3

This course is an introduction to the management function within an organization. Topics include basic styles of management, principles of planning, organizing, motivating, directing, supervising, staffing, controlling work and work performance in a business. There is a major emphasis on business as mission and how our faith fits into workforce management.

BUS 303 - Introduction to Finance

Credit Hours: 3

This course is an introduction to the role of finance in the business world. Topics will include an overview of finance concepts, terminology, and principles, as well as the relationship between finance and accounting, basic financial analysis and planning techniques, financial ratios, profit, cash flow, and sources of business financing.

BUS 322 - Social Entrepreneurship and Cultural Intelligence

Credit Hours: 3

This course will provide students with a unique opportunity to be exposed to five distinct cultural groups living in the small Caribbean country of Belize. Students will explore the relationship between faith and business, and the concept of poverty alleviation through enterprise. Students will examine business practices in each of the cultural groups and apply culturally intelligent business practices. Additional fee required.

BUS/LEA 372 - Organizational Leadership

Credit Hours: 3

This course will provide an understanding of the topic of leadership in four contexts: intrapersonal and interpersonal relationships, organizational structure, processes, and culture. Students will gain an understanding of organizational leadership from a theoretical, practical and biblical point of view. The biblical approach of the covenant will be used as a unifying theme for leadership best practices within each of these contexts.

BUS 470 - Personnel Development

Credit Hours: 3

This course will emphasize the importance of developing, implementing, and evaluating activities and programs addressing employee training and development, performance appraisal, talent and performance management, and the unique needs of employees to ensure that the knowledge, skills, abilities, and performance of the workforce meet current and future organizational and individual needs.

BUS 475 - Operations Management**Credit Hours: 3**

A problem-oriented course in production and operations management. Topics include inventory control, production control, quality control, services management, and facilities management and control. Students will learn to synthesize business information, monetize decision making and think critically by quantifying various business functions.

BUS 485 - Strategic Management**Credit Hours: 3**

This course integrates techniques and learning in management, accounting, finance, economics, operations and marketing and focuses on organizational strategies and policies. This senior-level course utilizes a corporate simulation approach in which students develop and lead their own company to meet organizational goals.

BUS 495 - Business Portfolio**Credit Hours: 3**

This course requires students to assimilate their learning by developing a portfolio suitable for sharing with potential employers. The individual business portfolio is a collection of coursework, learning experiences, and class projects which highlight growth and mastery throughout the degree program.

BUS 499 - Business Internship**Credit Hours: 3**

A faculty-supervised internship that integrates previous classroom learning with practical experiences acquired at an approved internship site for a total of 120 hours. Emphasis will be on application of skills and concepts in a business setting.

BUS 515 – Financial Stewardship**Credit Hours: 3**

This course introduces the principles of financial management. Students will review basic concepts of financial management, financial analysis and control, capital investment decisions, cost of capital, sources of long-term funds and cash management principles, accounting, review of basic organizational financial statements, ratio analysis, debt and equity securities, security valuation, and Time Value of Money. It is a study of the fundamentals of corporate finance as they relate to non-financial managers. (Available only to students in the 4+1 program.)

COMMUNICATION**COM 131 – Fundamentals of Speech****Credit Hours: 3**

Fundamentals of Speech will increase students' knowledge and awareness of the theory and principles of public speaking. Casual and formal speaking opportunities will be used to develop confidence as a public speaker. Topic selection, cultural intelligence and sensitivity for diverse audiences, patterns of organization, development of supporting materials and creative presentation of ideas are part of the course.

COM 140 – Life Communication**Credit Hours: 3**

Life Communication will increase students' knowledge and awareness of the theory and principles of public speaking. Casual and formal speaking opportunities will be used to develop confidence as a public speaker. Topic selection, cultural intelligence and sensitivity for diverse audiences, patterns of organization, development of supporting materials and creative presentation of ideas are part of the course.

COM 210 – Foundations of Communication**Credit Hours: 3**

This course will provide an overview of the present state of the field of communication that is anchored in a biblical perspective. By paying attention to important communication terminology, historical developments, and key communication scholars and journals, students will recognize how communication can be used to serve others.

COM 220 – Intercultural Communication

Credit Hours: 3

This course introduces students to global communication by exploring issues related to intercultural communication practices from a biblical perspective. It examines the important role of social, cultural, and historical context in human interactions.

COM 238 – Workshop in Drama

Credit Hours: 1

This creative course specializes in developing the skills of acting drama, and improvisation. Students will be prepared with the skills and materials for utilizing drama as a ministry and have the opportunity to perform theatrically on campus.

COM 250 – Interpersonal Communication

Credit Hours: 3

Focusing on the common barriers that confound relationships, students will explore culture, conflict, gender, and perception of differences. By evaluating personal connections from a Christian perspective, students will identify strategies for improving interpersonal communication effectiveness.

COM 290 – Professional Communication

Credit Hours: 3

This course explores the fundamental concepts, principles, and skills needed for effective communication in a global world. Emphasis will be given to communication concepts, skillful writing, professional interviewing, organized informational presentations, and cultural intelligence in the workplace. Prerequisite: COM 131

COM 330 – Culture and Conflict Management

Credit Hours: 3

This course provides students with a basic overview of conflict resolution. The history, methods, and theory of conflict resolution will be explored. In addition, strategies in competitive versus collaborative negotiation will be examined in the context of culture and a Christian perspective.

COM 338 – Communication Internship I

Credit Hours: 3

This internship is a structured, supervised, and short-term experience to benefit from practical experience in a career setting. A minimum of 120 hours is required. Students also complete additional coursework in collaboration with their supervising faculty to integrate classroom concepts and theory into professional situations. Prerequisite: COM 210 or COM 220

COM 350 – Leadership and Group Communication

Credit Hours: 3

Designed as an introduction to the principles of small group communication, Leadership and Group Communication provides a foundation for understanding teams and groups. Activities will allow students to experience the challenge of learning how to improve their group communication skills through participation. Exploring biblical characteristics of leadership and teamwork will provide students with a framework for communicating and effectively leading in a diverse world.

COM 370 – Crisis Communication

Credit Hours: 3

This course introduces students to the field of crisis communication. The course will explore through the use of case studies both internal and external as well as reactive and proactive models to crisis communication.

COM 420 – Public Relations**Credit Hours: 3**

This course provides an introduction to public relations and its role in American society. Basic principles and theories are reviewed and the communications planning process is examined. Students will explore current issues and trends and analyze the ethical issues from both a legal and biblical perspective. Case studies will be utilized and discussed. In addition, the student will learn public relations writing skills and prepare a public relations plan. The course will serve as a foundation for those interested in a career in public relations as well as provide a helpful overview of the practice for those planning careers in other fields. Prerequisite: COM 220

COM 438 – Communication Internship II**Credit Hours: 3**

This advanced internship is faculty-supervised and provides a managed experience to gain communication skills and build a professional network. A minimum of 120 hours is required. Students also complete additional coursework in collaboration with their supervising faculty to integrate classroom concepts and theory into professional situations. Prerequisite: COM 338.

COM 449 – Independent Study in Communication**Credit Hours: 1-3**

A guided academic project with readings and/or writing activities stemming from communication bachelor concepts, theories or practices. The Independent Study is developed by the student following the Grace Directed and Independent Study Policy. Prerequisites: COM 220, Junior Standing and consent of instructor.

CRIMINAL JUSTICE**CJS 220 – Introduction to Legal Studies****Credit Hours: 3**

Introduction to Legal Studies will provide a broad understanding of the American legal system and how the law impacts our society. The course reviews the court systems, and how laws are made, enforced, interpreted, and applied. Students will be exposed to an overview of the fundamentals of law in several areas including ethics and professional responsibility, civil litigation, tort law, contract law, administrative law, family law, constitutional law, criminal law, criminal procedure, property law, evidence and other legal matters. This course also provides a hands-on application of legal research, legal writing, and case briefing.

CJS 251 – Introduction to Criminal Justice**Credit Hours: 3**

Introduction to Criminal Justice focuses on the various processing stages, practices, and personnel in the criminal justice system. This course examines the problem of crime in American society. Both historical and contemporary components of the system, including the police, the courts, and correctional agencies are explored. This course is designed to provide the student with a foundational, broad-based understanding of both the effects of crime upon communities, as well the criminal justice system response to crime in our contemporary society.

CJS 310 – Criminal Law**Credit Hours: 3**

This course reviews criminal law and specific offenses and applies constitutional restrictions on government's power emphasizing basic criminal law, inchoate crimes, crimes against persons and property, contraband and regulatory offenses, public order crimes, operating while intoxicated, court functions and civil law and process. This course will also explore Biblical expressions of law and applications to modern laws and sanctions. Prerequisite: CJS 251 or consent of the instructor

CJS 315 – Criminal Procedure**Credit Hours: 3**

This course focuses on the substantive criminal procedure and on the constitutional restrictions on government's power to search, seize and question. The course emphasizes basic police criminal procedure, laws of arrest, search and seizure, laws on suspect identification, admissions and confessions, use of force, and other related topics. This course will include an analysis from the Christian worldview of justice and on the topics studied.

CJS 320 – Criminal Justice Internship I**Credit Hours: 3**

A faculty-supervised internship that involves placement in a local human service agency. The student will begin integrating classroom concepts and theory with practical interventions that have been the foundation from the theoretical and conceptual basis of prior learning. The internship requires a minimum of 120 hours under agency supervision. Students also complete additional coursework in collaboration with their supervising faculty for practical integration and growth of the developing human services professional.

CJS 330 – Law Enforcement and Corrections

Credit Hours: 3

Law Enforcement and Corrections examines the history, policies and laws that impact those working in the criminal justice field. Laws of arrest, evidence, admissions, confessions, search and seizure are highlighted as it guides warrant request and testimony preparation. The history, purposes and organizational structure of jails and prisons are studied. Ethical punishment and treatment are highlighted, with a focus on the legal rights of prisoners and responsibilities of officers. Emphasis is devoted to report writing and the importance of precise record keeping.

CJS 350 – Criminology and Social Deviance

Credit Hours: 3

Criminology and Social Deviance explores the social and psychological influences on criminal behavior. Current theories that attempt to explain the causes of illegal behavior will be examined, including violent crime, media (video game, TV) influence, gangs, and group deviance, white-collar crime, and ‘victimless’ crime. Attention will be given to understanding criminal behavior as multifactorial within the context of a biblical worldview.

CJS 370 – Juvenile Law and Delinquency

Credit Hours: 3

Juvenile Law and Delinquency focuses on the unique challenges of working with youth within the criminal justice system. Theories that seek to explain juvenile delinquency, including the nature and extent of illegal behavior will be explored, while also considering the significant role of media violence. The justice process for juveniles will be critiqued, highlighting the structure and function of juvenile justice, probation, detention, parole, diversion for child offenders and the roles of family and social institutions in addressing illegal juvenile behavior. A biblical worldview will be promoted in responding to juvenile delinquency.

CJS 380 – Current Issues in Security

Credit Hours: 3

Students in this course will discuss topics related to personal, building, and corporate security. Security knowledge in the workplace is extremely valuable and this course will help students understand the foundations of security and how to defend and react against potential threats. This course will also review legal issues, identifying suspicious behavior, technology in security, personal and structural security, internal and external threats and other related topics. Prerequisite: CJS 251 or consent of the instructor

CJS/PSY 415 - Sex Crime: Investigation, Trauma, and Psychosocial Implications**Credit Hours: 3**

This course will review the laws and investigation processes relating to various sex crimes such as criminal sexual conduct (CSC), child pornography, sexual abuse, prostitution, human trafficking and other related charges, along with the sex offender registration process and the impact on victims, offenders and the community. The course will appraise the neurophysiology of sexual trauma, cultural factors that promote sexual sin and abuse, and assess various counseling treatment programs along with their limitations, barriers, and steps to resilience. Through discussion, case studies, and experiential exercises, participants will gain knowledge of current research, theories, and empirically-supported trauma-informed treatment in light of a biblical worldview.

CJS 420 - Criminal Justice Internship II**Credit Hours: 3**

Continuation of CJS 320. The internship requires a minimum of 120 hours under agency supervision. Students also complete additional coursework in collaboration with their supervising faculty for practical integration and growth of the developing human services professional. Prerequisite: CJS 320

CJS 426 - Criminal Justice Internship**Credit Hours: 6**

A faculty-supervised internship that involves placement in an approved agency or setting. The student will integrate classroom concepts and theory with practical interventions that have been the foundation from the theoretical and conceptual basis of prior learning. The intensive six credit internship requires a minimum of 240 hours under agency supervision. Students also complete coursework in collaboration with their supervising faculty for practical integration and growth of the developing professional. Prerequisite: Senior standing

CJS 430 – Survival Psychology**Credit Hours: 3**

Survival Psychology focuses on the traits responsible for surviving in high-stress environments including responding directly to high-threat encounters. Students will understand the psychology behind the warrior mindset, combat stress response and pro-survival behaviors, including “the gift of fear.” Organizational and professional psychological traits present in law enforcement, paramilitary organizations and high stress organizations will also be explored balancing independence and leadership versus the need for teamwork in responding to stressful events. Healthy lifestyle factors are examined that lead to career effectiveness and avoiding burnout, such as managing vicarious trauma and promoting self-care.

CJS 438 – Criminal Justice Internship**Credit Hours: 3**

A faculty-supervised internship that involves placement in an approved agency or setting. The student will integrate classroom concepts and theory with practical interventions that have been the foundation from the theoretical and conceptual basis of prior learning. The three credit internship requires a minimum of 120 hours under agency supervision. Students also complete coursework in collaboration with their supervising faculty for practical integration and growth of the developing professional. This internship is most appropriate for students pursuing a career in Law Enforcement in a law enforcement agency. Prerequisite: Senior standing

CJS 440 – Culture, Crime, Ethics and Justice**Credit Hours: 3**

This course will provide an exploration of the relationships between culture, crime, and social justice with a special emphasis on ethical considerations in light of a biblical worldview. This course seeks to develop the learner’s cultural intelligence and foster compassion and a greater understanding of diverse groups who are affected by the criminal justice system. Prerequisite: CJS 251 or consent of the instructor

EDUCATION

EDU 281 – Principles and Philosophy of Education

Credit Hours: 3

An introductory course in teacher education presenting an overview of the roles, skills, knowledge base and values required of qualified classroom teachers. The course is designed to give students a framework of theoretical and philosophical for evaluating educational principles, perspectives, policies and procedures. Contemporary systems and historical implications of theory and practice will be considered as students interact with these data from a Christian/biblical perspective. As a culminating class project, students will construct a personal philosophy of education. This course is taken concurrently with EDU 283

EDU 283 – School Observation Practicum

Credit Hours: 1

During this field-based practicum, students will observe in the classroom of Christian, public, elementary, secondary, high-needs, multicultural, magnet schools, special education and a variety of other school settings. Students will learn to recognize the multidimensionality and overlapping experiences through observation and seminar experiences. This course is taken concurrently with EDU 281.

EDU 351 – Educational Psychology

Credit Hours: 3

Principles of learning theory and their application in the classroom. A study of the learner, the learning process and the varied factors which influence learning.

ENGLISH

ENG 101 – English Composition

Credit Hours: 3

The purpose of this course is to engage students in the writing process which includes prewriting, drafting, composing, editing, and revising to equip them for college-level written assignments. Students will learn to evaluate, synthesize, document and integrate scholarly sources into academic writing while adhering to the conventions of English grammar and mechanics. A final research paper is required.

ENG 101+ - English Composition with Lab**Credit Hours: 4**

The purpose of this course is to engage students in the writing process, which includes prewriting, drafting, composing, editing, and revising to equip them for college-level written assignments. Students will learn to evaluate, synthesize, document, and integrate scholarly sources into academic writing while adhering to the conventions of English grammar and mechanics. Attendance in the writing lab is required.

ENG 201 - Argumentation and Research**Credit Hours: 3**

Building on a foundation of English composition, students will experience intensive practice in academic writing and research. Students will learn how to understand and think critically about the ideas and language of others and how to develop and persuasively articulate their thoughts. Prerequisite: ENG 101 or Advanced English Placement.

ENG 223 - Introduction to Literature**Credit Hours: 3**

Introduction to the discipline and study of literature, especially through the lens of a Christian worldview. From careful reading and analysis of literary works of fiction, poetry, and drama, students will develop critical thinking skills and will complete literature essays.

ENG 254 - Dystopian Literature**Credit Hours: 3**

A survey of dystopian literature, with a focus on how it can help us understand our own government and society. The reading will take a historical approach, beginning with the utopian tradition, continuing with dystopian classics and popular present-day adult and young adult dystopian fiction. Prerequisite: ENG 223 or consent of instructor

ENG 301 – Creative Writing

Credit Hours: 3

With the emphasis on individual expression, students will explore and compose different genres of creative expression such as fiction, non-fiction, drama, prose and poetry.

ENG 305 – Children’s Literature

Credit Hours: 3

Survey of literature for children and adolescents, designed to assist in evaluation and interpretation. Traditional literature, authors, modern works and the Caldecott, Newberry and other award-winning books studied in the light of the child’s personal and spiritual needs. This course is designed for Dual Degree Education majors, but is open to any student who has met the prerequisite. Prerequisite: ENG 223

ENG 325 – World Literature

Credit Hours: 3

A survey of literary writings from the great works of the ancient world to those of the present, offering literary glimpses into Western and non-Western worlds and cultures. Course focus and readings may vary with each course offering. Prerequisite: ENG 223 or consent of instructor.

ENG 401 – Narrative Journalism

Credit Hours: 3

Students will combine creative writing and journalism concepts to create compelling non-fiction stories for publishing across multiple platforms. Students will build interviewing, writing, editing, and storytelling skills, and deepen their understanding of ethical issues in media and mass communication. Prerequisite: Sophomore standing or consent of instructor.

ENG 409 – Multiethnic Literature

Credit Hours: 3

Through the works of various authors from different time periods, locations, and ethnicities, students will explore the richness and diversity of literature. Topics to be examined include race, immigration, and religion. Course focus and readings may vary with each course offering. Prerequisite: ENG 223 or consent of instructor.

ENG 449 – Independent Study in English

Credit Hours: 1-3

This Independent Study is a guided academic project with readings and writing activities stemming from English composition studies, literature, or linguistics. The student develops the Independent Study following the Grace Directed and Independent Study Policy. Prerequisite: Consent of instructor and junior standing.

GENERAL EDUCATION

GEN 501L – Graduate Writing and Research

Credit Hours: 3

This course is designed to give students the skills they need to complete successful written projects and research in graduate-level courses within the context of a biblical worldview. Students who pass this course will demonstrate proficiency in critical thinking, expressed through solid research and clear writing, which serves as the foundation for further studies in the University's graduate programs. Includes research tools and methods for scholarly research. (Available only to students in the 4+1 program. The successful completion of GEN 501M is considered a prerequisite for all other graduate courses.)

GEN 501M – Graduate Writing and Research

Credit Hours: 3

This course is designed to give students the skills they need to complete successful written projects and research in graduate-level courses within the context of a biblical worldview. Students who pass this course will demonstrate proficiency in critical thinking, expressed through solid research and clear writing, which serves as the foundation for further studies in the University's graduate programs. Includes research tools and methods for biblical and theological research. (Available only to students in the 4+1 program. The successful completion of GEN 501M is considered a prerequisite for all other graduate courses.)

HISTORY

HST 113 – World History to 1500

Credit Hours: 3

A survey of ancient, medieval and early civilizations is traced, emphasizing the contributions of Western civilization as well as highlights of African, Far Eastern and Middle Eastern societies through 1500. Mega themes such as political, social, and economic impacts, religious expressions, the beginnings of modern state systems and other key intellectual and cultural developments are explored.

HST 114 – World History 1500 to Present

Credit Hours: 3

A study emphasizing Western and non-Western nation-states from 1500 to the present which probes formative ideas, themes, issues and events such as industrialism, imperialism, nationalism, revolutions, communism and the Cold War, and an analysis of increasing globalization.

HST 115 – American Studies

Credit Hours: 3

A study of American history from its colonial beginnings to the present emphasizing the interaction of political, social, economic, cultural, and religious factors that shaped the United States such as Puritanism, constitutional development, immigration, industrialism, technology, the impact of war, reform movements and contemporary issues.

HST 200 – Introduction to the Study of History

Credit Hours: 3

This course introduces basic research, analytical, and methodological skills through critical explorations of primary, secondary (monographic) sources, and book reviews. Students receive training in the interpretation of primary sources, historical reasoning, the evaluation of historical data and are acquainted with historiography. Students learn how to create a historical argument by developing a research question, annotated bibliography, and a research prospectus or research paper.

HST 210 – Independent Study in History

Credit Hours: 3

Individual guided research in issues of historical concern. Prerequisites: HST 113 or 114 and consent of instructor.

HST 215 – Michigan History

Credit Hours: 3

A survey of Michigan history emphasizing the constitutional, political, economic, social and religious developments from its territorial beginnings to the present as well as the integration of Michigan history with American and local history.

HST 251 – American History

Credit Hours: 3

This course is a survey of United States history from the earliest settlements to the Civil War with an emphasis on important ideas in the colonial and early republic time period. It focuses on the theme of liberty and how that concept developed and shaped American history during the early republic. Available only in an online format.

HST 316 – History of American Foreign Relations

Credit Hours: 3

This course is designed to trace the development of American relations from its inception as a nation to the present. This upper-level discussion and lecture course considers the rise of the United States and asks how and what kind of world power America has come to be. The course is not merely a history of wars and diplomacy, but also a history of ideas, social movements, technologies, and globalization. Special attention will be given to the themes of race, empire, and democracy as we follow the story of U.S. foreign relations to its current form. Prerequisite: Sophomore standing.

HST 331 – United States History to 1877

Credit Hours: 3

Students will examine the political, social, religious and economic history of the United States from Colonial times until the Civil War.

HST 332 – United States History 1877 to Present

Credit Hours: 3

Students will examine the political, social, religious and economic history of the United States from the Civil War until the present.

HST 357 – Civil Rights in America

Credit Hours: 3

Study of the experience of minorities in American society as documented in historical, literary, and biographical sources. The stories and histories of Native, Mexican, Asian, Jewish, and African, Americans along with the history of women in America will be the focus. The class will center on the struggle to obtain equality and rights in America.

HST 371 – History of Christianity

Credit Hours: 3

Survey of church history from the Apostolic Church through the Reformation and Counter Reformation period of 1500-1648. Emphasis on the impact of concepts, individuals, and events on the development of church history.

HST 372 – American Religious History

Credit Hours: 3

The history of religion in America especially emphasizing the history of Christianity in both its theological and institutional developments. Examination also of non-Christian religions in America.

HST 421 – Intertestamental History and Literature

Credit Hours: 3

A study of history and literature of the Second Temple Period, from the end of the exile through the first Jewish War. This material will serve as background material to illuminate New Testament texts.

INTERDISCIPLINARY STUDIES

IDS 338 – Interdisciplinary Studies Internship I

Credit Hours: 1-3

This internship is a supervised experience in an approved setting that allows the student to become immersed in areas of service applicable to their emphasis within the Bachelor of Science in the Interdisciplinary Studies degree. A minimum of 120 hours is required. Students also complete additional coursework in collaboration with their supervising faculty to integrate classroom concepts and theory into professional situations.

IDS 438 – Interdisciplinary Studies Internship II

Credit Hours: 3

This advanced internship is faculty-supervised and provides a managed experience to gain professional skills applicable to the student's emphasis within the Bachelor of Science in the Interdisciplinary Studies degree. A minimum of 120 hours is required. Students also complete additional coursework in collaboration with their supervising faculty to integrate classroom concepts and theory into professional situations. Prerequisite: Senior standing

IDS 440 – Capstone Thesis Project

Credit Hours: 3

The objective of the interdisciplinary studies bachelor thesis is to develop critical thinking and increase the understanding of a specific identified problem or subject, based on prior coursework. The thesis highlights the student's independent scholarship in investigating and developing a chosen topic, integrating a biblical perspective and theoretical frame of reference with current empirical references. Students will meet directly with a faculty mentor throughout the semester to produce a 25 to 40-page scholarly work. Prerequisites: Senior standing and faculty mentor commitment

LANGUAGES

LAN 331 – Elementary Biblical Greek I

Credit Hours: 3

An introductory study of the grammar and vocabulary of biblical Greek. Elementary readings from biblical authors and beginning elements of syntax.

LAN 332 - Elementary Biblical Greek II

Credit Hours: 3

A continuation of the study of the grammar and vocabulary of biblical Greek. Elementary readings from biblical authors and beginning elements of syntax.

LAN 335 - Elementary Swahili

Credit Hours: 3

Training in the elements of grammar, pronunciation and vocabulary acquisition with emphases on the development of speaking, listening, reading and writing skills taught in a context designed to promote awareness and appreciation of Tanzania Bantu culture.

LAN 336 - Elementary Swahili

Credit Hours: 3

LAN 336 builds on LAN 335 with a continuation of training in grammar and vocabulary acquisition with a strong emphasis on conversation and reading. By the end of the course the students should be able to hold conversations in Swahili and know how to apply Swahili grammar to build their communication skills in the future. Students will also be able to explain some history and cultural aspects of the host country.

LAN 421 - Readings in the New Testament

Credit Hours: 3

Reading of selected portions of the New Testament; includes a survey of syntax, the development of exegetical method, and an introduction to textual criticism.

LAN 422 - Method of Greek Exegesis

Credit Hours: 3

Practice in translation and exegetical procedures in both the Gospels and Epistles.

LAN 429 - Independent Study in Biblical Languages

Credit Hours: 1-3

Individual guided research in special areas of language study by arrangement with Instructor.

LAN 451 - Elementary Biblical Hebrew I

Credit Hours: 3

An introduction to the elements of biblical Hebrew and the development of vocabulary by reading from the Hebrew Bible.

LAN 452 - Elementary Biblical Hebrew II

Credit Hours: 3

A continuation of the study of the elements of biblical Hebrew and the development of vocabulary by reading from the Hebrew Bible.

LAN 521 - Readings in Hellenistic Greek

Credit Hours: 3

Readings in selected non-biblical Greek including the LXX, Apocrypha and Pseudepigrapha, Josephus, Philo, secular Hellenistic Greek, inscription and early Christian literature.

LEADERSHIP

LEA 171 - Introduction to Leadership

Credit Hours: 3

This course includes a study of the principles of effective leadership and administration for ministries within the local church. It integrates biblical principles for church leadership with principles of current organizational theory and practice.

LEA 273 – Issues in Christian Leadership

Credit Hours: 3

Issues in Christian Leadership addresses the seminal issues in Christian leadership in both the church and para-church settings, including the foundational issues of each of the five following areas: integrity, communication, leadership development, conflict management and self-care.

LEA/BUS 372 – Organizational Leadership

Credit Hours: 3

This course will provide an understanding of the topic of leadership in four contexts: intrapersonal and interpersonal relationships, organizational structure, processes, and culture. Students will gain an understanding of organizational leadership from a theoretical, practical and biblical point of view. The biblical approach of the covenant will be used as a unifying theme for leadership best practices within each of these contexts.

LEA 438 – Internship

Credit Hours: 3

A faculty supervised experience in an approved ministry situation which allows the student to develop, plan and implement ministry activities. The student is required to complete a minimum of 120 hours in their approved ministry.

LEA 505 – Organizational Ethics

Credit Hours: 3

An analysis of the foundation of ethical behavior in business, including an introduction to social graces and the importance of professional image. Emphasis is placed on a comparison between Judeo-Christian and secular ethical paradigms, as well as the social responsibility of organizations to contribute to the common good. (Available only to students in the 4+1 program.)

LEA 515 – Coaching and Communication Strategies**Credit Hours: 3**

This course teaches practical skills of personal and professional coaching necessary for moving organizations forward to achieve strategic goals and objectives. Students will practice fundamental coaching skills in the context of direct coaching relationships, with applications to team leadership, conflict management, and strategic planning. (Available only to students in the 4+1 program.)

LEA 530 – Foundations of Organizational Leadership**Credit Hours: 3**

The purpose of this course is to examine leadership theories in order to develop an effective foundation for leading self, and organizations. Theories to be studied include: Trait Approach, Skills Approach, Behavioral Approach, Situational Approach, and Leader-Member Exchange Theory. Other theories such as, Transformational Leadership, Authentic Leadership, Servant Leadership, Adaptive Leadership, and Followership, will be included. Organizational learning concepts and case studies will be analyzed; And lastly, students will have the opportunity to participate in leadership questionnaires, to explore their personal leadership style, and to develop a personal, and organizational, leadership philosophy. (Available only to students in the 4+1 program.)

LEA 540 – Organizational Behavior**Credit Hours: 3**

Organizational Behavior is the study of the behavior of individuals, teams, and organizations, within for profit and nonprofit arenas, which is based on current management and leadership theory. Emphasis is given to understanding, predicting, motivating, and changing work-related behaviors in organizations, as well as encouraging effective behaviors that help the individual, team, and the organization to flourish. Key topics include: managerial and leadership careers related to students' work and calling, decision making, organizational change, leading and mentoring teams, conflict and negotiation, and cultural intelligence. (Available only to students in the 4+1 program.)

LEA 545 – Leading with Cultural Intelligence**Credit Hours: 3**

Cultural Intelligence (CQ) is the capability to function effectively in a variety of cultural contexts. Students will examine literature and perspectives from the fields of anthropology, sociology, and organizational leadership as well as study cultural engagement in light of the biblical narrative. (Available only to students in the 4+1 program.)

LEA 550 - Leveraging Innovation**Credit Hours: 3**

This course introduces students to the topic of Innovation and Innovation Management. Innovation, by its very nature, requires an acceptance and regard for the new, the different, and the creative. Without an innovative mindset in an organization (which includes its levels of leadership, teams, and individuals), the organization can become stagnant, settle for the status quo, and not flourish as it once did. In this course, students will study strategies related to innovation, and consider concepts, models, or tools applicable to managing or leading innovation, which may positively impact the organization's future and growth. (Available only to students in the 4+1 program.)

LEA 560 - Leading Diverse Teams**Credit Hours: 3**

A study of the knowledge and skills needed to manage and maximize the potential of a diverse workforce in a team-based context. Includes a study of practical strategies related to interpersonal communication and conflict resolution, improving leadership, and project management. (Available only to students in the 4+1 program.)

MARKETING**MKT 265 - Social Media Marketing****Credit Hours: 3**

This course will use a biblical framework to determine and guide the identification and use of this rapidly changes media. Students will develop engagement strategies using social media to advance the mission and vision of the organization by creating customer profiles in social media marketing. In addition to the identification of alternative social media platforms, this class will explore various engagement options to ensure cultural awareness in advancing a marketing strategy.

MKT 310 - Information Technology for Marketers**Credit Hours: 3**

This course explores how marketers use PC to enterprise level computer systems to develop marketing plans to create sound marketing solutions in the eCommerce environment. Focus on the rapidly changing business climate will from a biblical perspective evaluate best practices that IT systems proved to the life cycle of the system application. The course will explore career and mission opportunities with various information systems.

MKT 315 – Advertising and Promotions

Credit Hours: 3

This course will focus on using major marketing communication tools: advertising, direct marketing, the Internet, interactive media, sales promotion, public relations, personal selling, as well as social and consumer-driven media. Students will be expected to research and evaluate a company's marketing and promotional plan to create an effective communication plan.

MKT 330 – Principles of Marketing

Credit Hours: 3

This course covers the role of marketing research, analysis of marketing opportunities, selection of target markets, development of marketing mix variables, management of the marketing effort, and development of the market plan. The specific topics that will be covered include marketing planning, understanding customer's decision making environment, measurement of market performance, product and branding decisions, advertising and promotions, pricing, and distribution.

MKT 435 – Marketing Research

Credit Hours: 3

This course provides a comprehensive introduction to marketing research and discusses key concepts, processes, and techniques, as well as their applications. Besides an overview of marketing research, the course covers research design, addresses the use of marketing research as an aid to making marketing decisions; specifically, how the information used to make marketing decisions is gathered and analyzed.

MATHEMATICS

MTH 105 – Mathematics of Personal Finance

Credit Hours: 3

Mathematics of Personal Finance teaches the techniques to develop and implement comprehensive plans to achieve a person's overall financial objectives. Students will analyze financial statements, markets, and assets to aid personal budgeting. A unified partial differential equation approach will evaluate investment decisions and risk and valuation.

MTH 110 – College Math**Credit Hours: 3**

An introductory course of mathematical thinking across the sub-disciplines of college mathematics. Topics include critical thinking, finance, algebra, geometry, trigonometry, probability, and statistics with practical applications of mathematics.

MTH 120 – College Algebra**Credit Hours: 3**

Topics include functions, their properties, graphs of equations and functions, logarithmic and exponential functions, sequences and series. Applications are drawn from issues of finance and economics. Available only in the Dual Enrollment program.

MTH 140 – Calculus I**Credit Hours: 4**

This course focuses on the topics of functions, limits, continuity, the process of taking derivatives, and the application of derivatives such as related rates, curve sketching, and optimization problems. Antiderivatives and the process of integration are introduced. Available only in the Dual Enrollment program.

MTH 145 – Calculus II**Credit Hours: 4**

This course explores integration of functions, ordinary differential equations, series and sequences, and their application. Techniques of integration, improper integrals, convergence and divergence of various types of series and sequences, and applications related to area, volume, conic sections, parametric equations, and polar equations are emphasized. Prerequisite MTH 140. Available only in the Dual Enrollment program.

MTH 150 – Statistics**Credit Hours: 3**

This introductory course will include descriptions of sample data, theoretical frequency distributions, sampling, testing hypotheses, chi square, analysis of variables, correlation and regression. Students will learn how to ethically collect, analyze, interpret and present data. Prerequisite: MTH 110 or equivalent.

MINISTRY**MIN 261 – Foundations of Urban Studies****Credit Hours: 3**

This course will help the student develop a biblical framework and gain an overall understanding of foundational principles for effective urban service. Students will gain an understanding of the contemporary practices and centrality of the local church in the urban community. Students will learn principles to understand the diversity of urban settings, target the needs to various people groups within an urban area, and develop strategies for effective urban service within that culture. Prerequisite: SOC 251 or consent of instructor

MIN 301 – Introduction to Ministry**Credit Hours: 3**

This course is designed to introduce the student to the nature and practice of Christian ministry. It provides a scriptural understanding of the call, qualifications and work of the minister, highlighting the practical implications this has for anyone considering this role in a local congregation.

MIN 314 – Pastoral Care**Credit Hours: 3**

An examination of the foundational issues in providing pastoral care in a local church. Attention will be given to personal, congregational, and social issues commonly encountered in the practice of ministry in order to equip the pastor with the understanding and skills necessary to meet these challenges.

MIN 331 – Foundations of Women’s Ministry

Credit Hours: 3

This course provides a biblical, theological, and philosophical introduction for ministering to women in the local church and para-church organizations. Students will develop a personal philosophy and practical strategies for ministering to the needs of women.

MIN 332 – Discipling and Mentoring Women

Credit Hours: 3

A biblical approach to disciple-making and mentoring women of various ages and issues. Counsel that is based on God’s Word is more powerful than we can ever imagine, this class is for those who desire to share with other women the comfort, hope, and encouragement the Bible has to offer in response to the problems of today. There will also be instruction, encouragement, and practical tools as you seek to disciple other women in the journey they are taking with Christ.

MIN 333 – Women, Bible and Culture

Credit Hours: 3

This course seeks to understand the women of the Bible in their ancient Near-Eastern and Greco-Roman cultural contexts. Emphasis will be placed on interpreting and applying the Bible to life situations of women in various cultural contexts, especially contemporary Western culture.

MIN 351 – Preaching and Teaching

Credit Hours: 3

The preparation and delivery of sermons and public addresses. Emphasis is given to the history of preaching, types of sermons, homiletical structure, outlining, and pulpit mannerisms. Several sermons are preached as part of the course requirements.

MIN 354 – Preaching and Teaching Lab

Credit Hours: 3

Preaching and teaching experience involving the preparation, presentation, and evaluation of different genres of sermons intended to prepare students for an effective ministry in a variety of settings. Prerequisite: MIN 351

MIN 401 – Ministry of the Local Church

Credit Hours: 3

This course examines the dynamics affecting congregational ministry. It will explore the differences in thinking and values that affect ministry and how the student can best lead and affect change within the congregation in light of these differences.

MIN 405 – Developing and Reproducing Healthy Churches

Credit Hours: 3

This course is designed to provide students with a biblical, philosophical, and practical understanding of the principles and strategies related to church health and reproduction. Emphasis will be given to church renewal and its natural result, including the establishing of new churches to further the cause of Christ in that local community and the surrounding context.

MIN 420 – Issues and Perspectives in Women’s Ministry

Credit Hours: 3

Examination of women’s issues in today’s culture, focusing from a Christian perspective on major issues such as domestic abuse, trafficking, fertility, and singleness.

MIN 427 – Ministry and Postmodern Culture

Credit Hours: 3

This course is designed to inform ministry practice through the study of the emerging postmodern generation and how churches can engage and evangelize emerging generations. Special attention will be given to understanding the origins and history of the emerging church and exploring the theological variations within it. Students will be expected to read extensively and assist with class lectures.

MIN 438 - Ministry Internship

Credit Hours: 3

A faculty-supervised experience in an approved ministry situation which allows the student to become immersed in areas of service applicable to his or her ministry emphasis within the Bachelor of Science in Biblical Studies degree program. The student is required to complete a minimum of 120 hours in their approved ministry.

MIN 449 - Independent Study in Practical Theology

Credit Hours: 3

Individual guided research in current trends and/or problems in the field of Practical Theology.

MIN 467 - Ministry Coaching and Counseling Skills

Credit Hours: 3

Student will learn to apply biblical communication principles and basic coaching and counseling skills in the context of ministry leadership.

MIN 515 - Communicating for Transformation

Credit Hours: 3

An analysis of the skills, resources, methods, and spiritual dynamics of communication. The course will equip leaders with an understanding of various ways to communicate more effectively and persuasively, in order to facilitate life transformation. (Available only to students in the 4+1 program.)

MIN 520 - Dynamics of Counseling

Credit Hours: 3

Offers theological, psychological, and practical perspectives on the care of others. It includes analysis and application of principles related to beginning counseling skills, as well as an exploration of the strengths and challenges the student brings to the counseling process. (Available only to students in the 4+1 program.)

MIN 530 – Transformational Leadership

Credit Hours: 3

This course introduces students to the biblical foundations, principles, and practices of effective leadership. Students will further develop personal leadership skills, as well as create a working model of how to inspire change within a variety of ministry settings. (Available only to students in the 4+1 program.)

MIN 540 – Ministry and Culture

Credit Hours: 3

This course provides students with a theoretical and practical background for engaging culture. It examines a number of historic models of Christian cultural engagement and explores the validity of traditional and emerging models for ministry and mission. (Available only to students in the 4+1 program.)

MISSIONS

MIS/SOC 245 – Cultural Anthropology

Credit Hours: 3

An introduction to the field of cultural anthropology. Attention will be given to anthropological vocabulary, principles and methods with the aim of preparing the student for observing culture, identifying and describing cultural elements and understanding implications of cultural differences for cross-cultural ministry for those desiring to go into missions.

MIS 332 – Readings in Missions

Credit Hours: 3

An in-depth pursuit of personal mission interests through the reading of mission-related journals, periodicals and books, and the writing of reports which are shared in class.

MIS 335 – Religions of the World

Credit Hours: 3

A study of major non-Christian religions in the world. Special attention is given to Hinduism, Buddhism, Confucianism, and Islam. Prevalent aspects of the animistic view in common to the peoples of the Islands, Africa, Asia, Central and South America also studied. Offered alternate years.

MIS 449 – Independent Study in Missions

Credit Hours: 3

Individual and guided research on a topic of personal interest. Emphasis on history, geography, religion, government and culture of the field. Prerequisite: Consent of instructor.

MUSIC

Music Lessons

Music lessons are available for voice, guitar, and piano with qualified instructors who model proper technique and creative musicianship. Lessons are open to all students regardless of major.

Students enrolled in MUS 105-107 will receive 12 individual half-hour lessons each semester. There is an additional fee for music lessons.

Credit Hours: 1

MUS 105 – Voice Lessons

MUS 106 – Guitar Lessons

MUS 107 – Piano Lessons

MWT 200 – Deconstructing Modern Music

Credit Hours: 3

This course explores current music theory applications by deconstructing modern music. It will guide students toward a deeper understanding of musical elements found in today's music including triads, inversions, 7th chords, chord progressions, extended chords, and non-harmonic tones. Prerequisite: MWT 112 or demonstrated music theory proficiency.

MWT 260/360 – MWT Creative Experience**Credit Hours: 1**

This course provides the opportunity for students to demonstrate their music performance, worship leading, or audio/video production skills through an independent creative project. This is a faculty-supervised activity that culminates with a final reflection paper that captures the experience. This course is repeatable with the first experience registered under MWT 260 and the second experience registered under MWT 360. Available only to students who entered Grace prior to Fall 2022.

MWT 324 – Audio Production**Credit Hours: 3**

Audio Production explores multi-track MIDI and audio recording, editing and mixing using Apple's Logic Pro software. In addition, students will learn about different types of microphones and recording strategies for popular musical instruments. It provides students with the technological tools and hands-on experience necessary for producing professional audio recordings.

MWT 328 – Video Production**Credit Hours: 3**

Video Production explores video camera basics, video recording, editing, and file management skills using Apple's Final Cut Pro software. It provides students with the technological tools and hands-on experience necessary for production professional videos.

MWT/WAM 329 – AV Tech for Ministry Leaders**Credit Hours: 3**

AV Tech for Ministry Leaders provides students the opportunity to gain knowledge and expertise in running live sound, controlling stage lighting, managing media presentation software, and overseeing online live streaming. This course is ideal for anyone interested learning how to use audio and visual equipment and software within a house of worship or similar organization.

MWT/WAM 470 – MWT Internship

Credit Hours: 3

A faculty-supervised internship is an essential capstone experience of 120 hours required of all Music, Worship, and Technology students. The internship is designed to aid in developing ministry attitudes, roles and responsibilities, and leadership skills outside of the classroom that are vital within the fields of music, worship, and technology. Available only to students who entered Grace prior to Fall 2022.

PHYSICAL EDUCATION

PED 132 – Fitness and Health

Credit Hours: 2

An introduction to the benefits of developing good fitness and health practices including cardiovascular and muscular functions, nutrition, stress management and the implementation of various programs that will enable the student to explore and improve his/her innate abilities. The class is designed to improve fitness through testing, analysis, study, lectures, and participation.

PED 220 – Introduction to Tae Kwon Do

Credit Hours: 1

This course will introduce the student to the Korean martial art of Tae Kwon Do, covering both the history and progression of this popular sport from its origins to the present day. Students will understand the historical significance and be able to distinguish Taekwondo from other popular martial arts as well as learn the practical physical skills to progress to the level of Orange and Yellow Belts, achieving recognized rank certification by the American Taekwondo Association (ATA). Students will also have a basic understanding of self-defense and learn practical physical skills for self-protection. Students will likewise have a basic understanding of the unique contributions of Songham Taekwondo with the broader Korean and American systems.

PED 222 – Functional Fitness

Credit Hours: 1

This course includes instruction and practice of primary movements necessary for life-long health and fitness. Each class meeting will consist of warm-up, instruction and training in movement patterns, as well as a workout combining high-intensity interval training, body weight movement, and cardiovascular conditioning. Additional fee required.

PED 224 - Disc Golf

Credit Hours: 1

This course is designed to encourage growth and wellness through the avenue of disc golf. Students will work through a Bible permeated and Christ-Centered curriculum of disc golf history, styles of play, different courses discovered and benefit physically by learning, playing, practicing, and socializing on the 18-hole course located on campus. Additional fee required.

PED 260 - Intercollegiate Athletics

Credit Hours: 1

Participation in intercollegiate sports including soccer, basketball, volleyball, tennis, and cross-country. Membership on teams by tryouts, selection, and regular practice. One credit per sport per season. Additional fee required.

PHILOSOPHY

PHL 211 - Introduction to Philosophy and Culture

Credit Hours: 3

This course is an introduction to the major philosophies and belief systems available in global culture. Focus will be given to a Christian worldview and the identification of the main ideas of other belief systems. Topics will center on the nature of God, reality, humanity, death, truth, morality, and the meaning of life. Available only in the Dual Enrollment program.

PHL 212 - Ethics of Human Life

Credit Hours: 3

Ethics of Human Life explores how society responds to human family members considering U.S. Supreme Court decisions and state laws addressing abortion, infanticide, human embryonic stem cell research, and assisted suicide. From a biblical perspective, students will analyze how laws have affected culture, how culture affects beliefs, and how our beliefs influence action regarding the sanctity of human life.

PHL 305 - Ethics

Credit Hours: 3

Analysis of personal and social ethics, with particular attention to the ethical problems in contemporary society. Ethical theories and criteria for ethical judgments will be examined.

PHL 311 - Philosophy and Culture

Credit Hours: 3

This course will study the major philosophies and belief systems available in Western culture. Priority will be given to a Christian worldview and the critical evaluation of the main ideas of other belief systems. Topics will center around the nature of God, reality, human nature, death, truth, morality, and the meaning of life.

PSYCHOLOGY

PSY 201 - Introduction to Psychology

Credit Hours: 3

This course is a general survey of the discipline of psychology including the principles, methods, vocabulary, and major theories in the study of human behavior. Consideration will be given to selected application of psychology for life and ministry.

PSY 215 - Psychology of Leadership

Credit Hours: 3

This course looks at the psychological and social processes that characterize effective leaders. We will learn about leadership in relationship to psychological exchanges between leaders and followers and situations/behaviors that make some people more effective leaders than others. Some key factors that will be studied include psychological theories related to leadership, importance of teamwork, role of power, motivation, role of emotional intelligence, expectations of leaders, and various factors affecting future leadership in the 21st century. All of this will be studied from a Christian worldview of servant leadership. Offered alternate years.

PSY 236 – Developmental Psychology

Credit Hours: 3

This course is designed to explore human development, including spiritual, from conception through adolescence, using the bio-psycho-social model. We will explore how humans share developmental similarities, yet are unique due to various factors.

PSY 245 – Lifespan Psychology

Credit Hours: 3

This course is designed to explore human development from conception through death using the bio-psycho-social-spiritual model. Using major theories, such as psychodynamic, behaviorism, cognitive, ecological, etc., students will examine life span development similarities, yet also see how each life unfolds in its own unique pattern due to various factors such as temperament, personality, etc.

PSY 260 – Introduction to Adult Development and Aging

Credit Hours: 3

This course will provide a survey of the different issues involved in growing older. Spiritual, psychological, biological, and sociological aspects will be presented from a Christian worldview. An overview of the causes and psychosocial impact of communication issues will be addressed. This course includes an experiential component where students will be serving the aging population.

PSY 282 – Research Statistics

Credit Hours: 3

An introduction to research methodology and statistics as a liberal arts discipline, this course will not primarily be a number crunching course, though many statistical concepts will be presented in context. The emphasis of the course will be on developing an understanding of the principles and concepts underlying the use of statistics in social sciences research and applications. Topics to be explored include the formulation of questions and hypotheses, appropriate experimental design, sampling methodology, data analysis, and the presentation of results using graphical summaries and proper statistical notation. Offered alternate years.

PSY 310 – Abnormal Psychology

Credit Hours: 3

An introduction to the classification, description, and interpretation of behavior identified as abnormal. Emphasis is given to neuropsychological aspects, social variables and environmental conditions related to the acquisition and persistence of such behavior(s).

PSY 320 – Psychology Internship I

Credit Hours: 3

A faculty-supervised internship that involves placement in a local agency. The student will begin integrating classroom concepts and theory with practical interventions. The internship requires a minimum of 120 hours under agency supervision. Students also complete additional coursework in collaboration with their supervising faculty for practical integration and growth of the developing human services professional. Prerequisite: Senior Standing

PSY 325 – Social Psychology

Credit Hours: 3

A study of individual behaviors within the context of one's society, including how people think about, influence and relate to one another, including attitudes, beliefs, prejudices, aggression, leadership, altruism, conformity, attraction, persuasion, stereotypes and the like.

PSY 339 – Health Psychology

Credit Hours: 3

This course examines the psychological influences on health, well-being and longevity. Students evaluate the interplay between emotions, cognitions and behavioral factors which affect the onset, duration, recovery and prevention of chronic illness and disease over the life span. Topics will include depression and illness, traumatic injuries, neuromuscular diseases, cancer and chronic pain. Psychological treatment involving wellness behaviors, smoking cessation, substance abuse, proper nutrition and exercise are studied from the biopsychosocial model.

PSY 341 – Adult Psychology

Credit Hours: 3

This course explores various topics such as physical changes, physical and mental health issues, cognitive abilities, social relationships, work/retirement, etc., as they pertain to the various stages of adult development. Although much of the focus will be on older adulthood, topics discussed will also include adult development from young adulthood to death. Offered alternate years.
Prerequisite: PSY 201

PSY 349 – Foundations in Counseling

Credit Hours: 3

In this course, students will examine various theories of personality and counseling, with an emphasis on those theories used in the United States. Included in the course will be training in assertiveness and investigation of one's own personality. Students will have an opportunity to develop some basic counseling skills based on the theories studied through the use of role play, case studies, and other means to learn practical strategies used in the counseling setting.

PSY 361 – Psychology and Culture of the Aging Process

Credit Hours: 3

A review of the biological, sociological, and psychological aspects of age-related changes in respect to perception, memory, cognition, and personality. Major developmental theories and research will be studied. Study of aging from the perspective of prominent sociological theories in Western society with an emphasis on culture.

PSY 363 – End-of-Life Matters

Credit Hours: 3

Broad overview of death and dying topics including choices an aging population needs to make; ethics and Christian perspective of those choices; and the experience of grief and mourning.
Prerequisite: Sophomore Status

PSY/CJS 415 - Sex Crime: Investigation, Trauma, and Psychosocial Implications**Credit Hours: 3**

This course will review the laws and investigation processes relating to various sex crimes such as criminal sexual conduct (CSC), child pornography, sexual abuse, prostitution, human trafficking and other related charges, along with the sex offender registration process and the impact on victims, offenders and the community. The course will appraise the neurophysiology of sexual trauma, cultural factors that promote sexual sin and abuse, and assess various counseling treatment programs along with their limitations, barriers, and steps to resilience. Through discussion, case studies, and experiential exercises, participants will gain knowledge of current research, theories, and empirically-supported trauma-informed treatment in light of a biblical worldview.

PSY 420 - Psychology Internship II**Credit Hours: 3**

Continuation of PSY 320. Prerequisite: PSY 320

PSY 426 - Psychology Internship**Credit Hours: 6**

A faculty-supervised internship that involves placement in an approved agency or setting. The student will integrate classroom concepts and theory with practical interventions that have been the foundation from the theoretical and conceptual basis of prior learning. The intensive 6 credit internship requires a minimum of 240 hours under agency supervision. Students also complete coursework in collaboration with their supervising faculty for practical integration and growth of the developing professional. Prerequisite: Senior standing

PSY 430 - Survival Psychology**Credit Hours: 3**

Survival Psychology focuses on the traits responsible for surviving in high-stress environments including responding directly to high-threat encounters. Students will understand the psychology behind the warrior mindset, combat stress response and pro-survival behaviors, including the gift of fear. Organizational and professional psychological traits present in law enforcement, paramilitary organizations and high stress organizations will also be explored balancing independence and leadership versus the need for teamwork in responding to stressful events. Healthy lifestyle factors are examined that lead to career effectiveness and avoiding burnout, such as managing vicarious trauma and promoting self-care.

PSY 457 – Seminar in Counseling**Credit Hours: 3**

This course continues the process of developing counseling skills by using a problem/management, opportunity/development model which allows different theoretical approaches to be incorporated, including Christian viewpoints. Video-taped real and/or simulated sessions are a part of the student's experience.

PSY 461 – Physiological Psychology**Credit Hours: 3**

An introduction to physiological psychology in which students explore basic principles of brain structure and functional mechanisms, including the role of neurons and neurochemistry. The interrelationship between observable physiological function and psychological behavior will be explored, including the behavioral consequences of damage to the physiological systems of the nervous system.

PSY 467 – Memory Loss and Aging**Credit Hours: 3**

This course contrasts normal age-related changes in the brain with the effects of diseases that cause cognitive impairment. Prevalence, incidence, symptoms, causes, treatment, and caregiving issues are discussed, with emphasis on the history and personal, social, cultural, political, and economic impacts of Alzheimer's disease are explored.

SCIENCE**SCI 151 – Introduction to Chemistry 1****Credit Hours: 4**

Investigation of the composition and properties of substances and the changes they can undergo. Special emphasis on laws of chemical combination, theories of atomic structure, periodic trends, and chemical and physical equilibria as well as activities to communicate the centrality of chemistry to historical development, modern civilization, and life itself. Explores proper biblical stewardship in chemical manufacturing, disposal, and use. Instruction includes lectures and labs. Available only in the Dual Enrollment program.

SCI 152 – Introduction to Chemistry 2

Credit Hours: 4

A continuation of SCI 151 with concentration on thermochemistry, kinetics, equilibria, group properties, solutions, nuclear chemistry, materials chemistry, organic chemistry and qualitative analysis. Environmental concerns will be addressed along with safe handling and disposal of chemicals. Instruction includes lectures and labs. Available only in the Dual Enrollment program.

SCI 201 – Human Anatomy and Physiology 1

Credit Hours: 4

The goal of Anatomy and Physiology is to help students understand the systems of the body as God created them. The systems covered are skeletal, muscular, integumentary, nervous systems, cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive systems. Instruction includes lectures and labs. Available only in the Dual Enrollment program.

SCI 210 – Science of Personal Health

Credit Hours: 3

This course is designed to expand the student's knowledge on many health topics. The principles of personal health are studied, including the physical, emotional, social, intellectual, spiritual and environmental concepts the influence health and wellness. Students will also be able to examine their attitudes toward health issues and decide how they can modify their behaviors to their overall health status and perhaps prevent or delay certain health conditions. Bioethical issues facing today's society will be investigated and addressed within the context of a Christian perspective.

SCI 220 – Environmental Science

Credit Hours: 3

This course explores the relationship between man and the environment. Topics include biodiversity, environmental conservation, food and agriculture, climate, air pollution, water resources, energy and other environmental hazards.

SOCIAL SCIENCE

SSC 298 - AA Capstone

Credit Hours: 3

The AA Capstone course is an integrative learning experience bringing together all of the learning presented in the degree program. Each student will work individually, using his/her focus of study (with the School of Social Sciences and Human Services) to respond to assignments. Assignments include broad questions/concerns which students can answer with the use of learning from his/her focus of study, utilizing texts, peer reviewed articles, etc. This will also provide the opportunity for students to demonstrate to one another their ability to communicate ideas related to their field of study. Above all, the assignments will incorporate a biblical perspective as the overlying factor in any of these foci.

SOCIOLOGY

SOC 243 - Introduction to Cultural Diversity

Credit Hours: 3

This course is an exploration of cultural diversity and multiculturalism from a Christian faith perspective. This course provides a process to understand and practice cultural diversity competence. It is designed to initiate and provide ongoing preparation for effective interaction with everyone in our culturally diverse world. Growth in these skills equips individuals with the social graces needed to form bonds of mutual trust that will bridge the differences that ordinarily divides people.

SOC 251 - Principles of Sociology

Credit Hours: 3

Study of contemporary Western society with emphasis on culture, socialization, group life, social institutions, social processes and social change.

SOC 255 - Introduction to Human Services**Credit Hours: 3**

The course includes an introduction to human services in public and private settings. Course discussions will include the history and development of professional human services and a survey of potential local resources, which will include casework, group work, community organizations and self-study. Consideration of professional approaches will be used in working with people in the human services professions (especially psychology and social work). This course will also require site observations with special emphasis on environmental variables and diversity, including socioeconomic status (SES) and differences in power. Instruction will include lecture, discussion, field internship experiences, experiential exercises and small group experiences. Students will also begin to explore their commitment to a human service career.

SOC 261 - Foundations of Urban Studies**Credit Hours: 3**

This course will help the student develop a biblical framework and gain an overall understanding of foundational principles for effective urban service. Students will gain an understanding of the contemporary practices and centrality of the local church in the urban community. Students will learn principles to understand the diversity of urban settings, target the needs to various people groups within an urban area, and develop strategies for effective urban service within that culture.

SOC 305 - Social Problems**Credit Hours: 3**

This course is designed to give students a greater understanding of the major social problems of contemporary society and to explore possible solutions. Problems will be critically analyzed through sociological explanations and research. Students will be exposed to the Christian response to social problems and are expected to be able to articulate a Christian perspective, response, and solution to major problems.

SOC 320 – Human Services Internship I**Credit Hours: 3**

A faculty-supervised internship that involves placement in a local human service agency. The student will begin integrating classroom concepts and theory with practical interventions that have been the foundation from the theoretical and conceptual basis of prior learning. The internship requires a minimum of 120 hours under agency supervision. Students also complete additional coursework in collaboration with their supervising faculty for practical integration and growth of the developing human services professional.

SOC 332 – The Dublin Experience**Credit Hours: 3**

This course will be structured around the Dublin Christian Mission, Dublin, Ireland as well as include socio-historical sites in the greater Dublin area. Students will learn about the cultural and faith history of Ireland as well as the living, sociopolitical challenges facing Ireland today. Additional fee required.

SOC 335 – Religions of the World**Credit Hours: 3**

Study of major non-Christian religions in the world. Special attention is given to Hinduism, Buddhism, Confucianism, and Islam. Prevalent aspects of the animistic view common to the people of the Islands, Africa, Asia, Central and South America also studied. Additional fee required. Offered alternate years.

SOC 340 – Faith and Reconciliation in Urban Studies**Credit Hours: 3**

This course will focus on the integration of Christian faith, principles of spiritual formation and basic principles of social analysis and planned change. Special emphasis will be placed on the implications of the Christian faith and theology for an understanding of social justice and the church's role for community transformation. Social issues will be examined such as poverty, prejudice, racism, education, and urban and rural justice.

SOC 352 – Popular Music and Youth Culture

Credit Hours: 3

This course is intended to help students think creatively and critically about popular music. We will study the most significant styles of American music in chronological order and specifically examine the history of the second half of the 20th century through the lens of popular music.

SOC 354 – Interpreting Urban Communities

Credit Hours: 3

This course will identify the needs of neighborhoods that are located in urban settings and explore practical ways for the church to embody the gospel in response to social inequities like racism, inequitable distribution of wealth, illiteracy, abuse, etc. Students will also have an opportunity to participate in a service learning program with local community organizing initiatives, in which they will be able to discover the methods and content of community engagement.

SOC 356 – Marriage and Family

Credit Hours: 3

Analysis of the family as an American institution including an emphasis on those factors of courtship which influence an integrative relationship of marriage and family.

SOC 364 – Immigration and Contemporary Urban Issues

Credit Hours: 3

Because of the influx of immigrants (e.g. Hispanics/Latinos, Sudanese, Vietnamese, etc.), this course will look at contemporary concerns around immigration. Students will learn how to have an integrative approach, addressing key issues from a multidisciplinary perspective, with biblical, historical, theological, ethical, pastoral, and socio-political lenses. Students will be able to create a new and more positive narrative on immigration, which focuses on understanding, acceptance, and love.

SOC 365 – Long-Term Care System

Credit Hours: 3

Exploration of the continuum of long-term care services available in the United States. Examination of issues of access and financing; the combination of housing and services for disabled older adults; and challenges to the provision of a range of quality long-term care options.

SOC 420 – Human Services Internship II

Credit Hours: 3

Continuation of SO 320.

SOC 426 – Human Service Internship

Credit Hours: 6

A faculty-supervised internship that involves placement in an approved agency or setting. The student will integrate classroom concepts and theory with practical interventions that have been the foundation from the theoretical and conceptual basis of prior learning. The intensive 6 credit internship requires a minimum of 240 hours under agency supervision. Students also complete coursework in collaboration with their supervising faculty for practical integration and growth of the developing professional. Prerequisite: Senior standing

SPANISH

SPN 101 – Spanish I

Credit Hours: 4

This course provides basic conversational skills to beginning students who wish to understand and speak Spanish. Topics include basic vocabulary, grammar, and expressions that are used at work and in the community.

SPN 102 – Spanish II

Credit Hours: 4

A continuation of SPN 101 with additional skills to understand and speak Spanish. Course content continues to cover basic conversational patterns, expressions, and grammar.

SPORTS MANAGEMENT

SMG 201 - Introduction to Sports Communication and Media

Credit Hours: 3

An overview of sports communication practices provides students with insights and principles for promoting sports events and teams, advertising, social media, digital platforms, and community relations.

SMG 210 - Introduction to Sports, Recreation and Fitness Management

Credit Hours: 3

By examining the practices of sports, recreation and fitness management, students develop the skills of leadership, business, and operation in the context of the sports industry.

THEOLOGY

THE 161 - Christian Worldview

Credit Hours: 3

This course investigates the key aspects of Christian Worldview: Creation, Fall, Redemption, and Reconciliation. The study of these topics will then be applied to cultural challenges facing Christians in post-Christian world.

THE 162 - Christian Mission

Credit Hours: 3

This course investigates the key aspects of Christian Mission: Spiritual Formation, Evangelism, and Global Mission. The study of these topics will then be applied to cultural challenges facing Christians sharing the gospel in cross-cultural contexts. Christian Ministry requirements are also embedded in this course.

THE 213 – Biblical Christian Thought

Credit Hours: 3

This course emphasizes Scripture as the basis of Christian thought about God and surveys a range of Christian doctrine from the standpoint of systematic, historical and dogmatic theology. It also includes a survey of the progressive revelation of God's plan in Scripture as foundational to a Christian worldview; provides a focused introduction to Pauline dispensational theology and its unique ecclesiological and eschatological interests. Christian Ministry requirements are also embedded in this course.

THE 301 – Formation and Service I

Credit Hours: 2

This course focuses on the practical outworking of the Holy Spirit in the life of the believer. The importance of the Holy Spirit will be stressed, with attention given to how the Spirit equips God's people for service. Christian Ministry requirements are also embedded in this course.

THE 302 – Formation and Service II

Credit Hours: 2

This course emphasizes the work of the Holy Spirit in the life of the believer. Special consideration will be given to the development of a plan for lifelong spiritual growth. Christian ministry requirements are also embedded in this course.

THE 314 – Historic Christian Theologians

Credit Hours: 3

An examination of several theologians who have made significant contributions to the Christian faith (i.e., Augustine, Aquinas, Luther, etc.). Attention will be given to primary sources.

THE 316 – Foundations in Dispensational Theology

Credit Hours: 3

A study of the essential elements of dispensational theology with special emphasis given to the distinctive ministry and message of the Apostle Paul. Prerequisite: THE 213

THE 323 - Apologetics

Credit Hours: 3

This course is designed to introduce students to the field of Christian apologetics & the ability to provide a defense of the Christian faith. Attention will be given to the rationale for apologetics and its place in contemporary society. Students will be introduced to different methodologies in defense of the faith and there will be attention to the central issues in apologetics. Prerequisite: THE 213

THE 341 - Origins of the Bible

Credit Hours: 3

This course will trace the history of the Bible. Consideration will be given to the story of the original autographs through the many texts and contexts across the centuries up to the current translations that exist today. This course will include a travel tour to view relevant manuscripts at available museums and archives. May fulfill Bible or Theology requirement. Additional fee required.

THE 351 - Theology I

Credit Hours: 3

A study of systematic theology that includes the study of the Bible, God (His Person and works), angels, mankind, and sin. Prerequisite: THE 213

THE 352 - Theology II

Credit Hours: 3

A study of systematic theology that includes the study of Christ, salvation, the Holy Spirit, the Church, and the future as it relates to the End Times. Prerequisite: THE 213

THE 361 - Theology and the Arts

Credit Hours: 3

This course brings the theological themes of Creation, Fall, and Redemption into conversation with the visual arts. Includes development of the history of Christian engagement with the arts and exploration of how art has and continues to impact Christian theology, community, and worship. Students will create a number of pieces of visual art for display on and off campus. Prerequisite: Junior standing or instructor consent.

THE 363 - Theology of Spiritual Formation

Credit Hours: 3

This course focuses on the practical outworking of the Holy Spirit in the life of the believer. Special consideration will be given to how the Holy Spirit equips God's people for service, a development of a plan for lifelong spiritual growth, and appreciation for the historic spiritual disciplines. Christian ministry requirements are also embedded in this course. Prerequisite: THE 213.

THE 371 - History of Christianity

Credit Hours: 3

Survey of church history from the Apostolic Church through the Reformation and Counter Reformation period of 1500-1648. Emphasis on the impact of concepts, individuals, and events on the development of church history. Prerequisite: THE 213

THE 375 - Cultural Expression of Church

Credit Hours: 3

Students will study the doctrines and practices of the church as they are expressed in cross-cultural contexts. Topics include the nature, purpose, and mission of the church, church leadership structures, spiritual gifts, and worship/liturgy.

THE 414 - Studies in Dispensational Theology

Credit Hours: 3

This course provides special studies in dispensational problems, the literature of modern dispensational theology and its opponents, and its historical roots. Prerequisite: Senior standing

THE 419 - Readings in Dispensational Theology

Credit Hours: 3

In-depth readings of selected literature related to dispensational theology, especially texts focusing on mid-Acts dispensational theology. The completion of assignments and/or discussion based on these assigned readings is required.

THE 425 - Theology of Karl Barth

Credit Hours: 3

This course will explore the ways that Karl Barth, 20th century protestant theologian and his theological legacy centered on the person and work of Jesus Christ – continues to impact 21st century understanding of God, Scripture, Christ and salvation. Prerequisite: Junior standing or consent of instructor

THE 449 - Independent Study in Theology

Credit Hours: 1

Individual guided research in problems of theology.

THE 540 - Contemporary Theology Perspectives

Credit Hours: 3

This course is designed to equip the student to respond biblically to a range of theological issues facing the 21st-century church. Issues include (but are not limited to): soteriology, biblical interpretation and authority, and the emergent/missional church, as well as differing theological perspectives that are influential in culture today. (Available only to students in the 4+1 program.)

THE 560 - Studies in Dispensational Theology

Credit Hours: 3

Presents the student with an intensive summary of the historic theological position of Grace Christian University, including critical examination and evaluation of the biblical, theological, and practical interests of dispensational theology. (Available only to students in the 4+1 program.)

WORSHIP MINISTRY

WAM/MWT 184 - Chapel/Ministry Team

Credit Hours: 1

The Chapel/Ministry Team is a group of vocalists and instrumentalist that prepare and lead worship for weekly campus chapel services and other special events with potential for travel and ministry off campus. Open to all students. Audition required.

WAM/MWT 186 - Tech Team

Credit Hours: 1

The Tech Team is a group of creative, tech-savvy students who oversee the live sound, media, lighting, and online streaming for weekly campus chapels. Open to all students.

WAM 211 - Foundations of Worship Ministry

Credit Hours: 3

Students will explore their sense of calling to both personal worship and to lead others in corporate worship through a ministry-focused study of the development of Christian worship from creation through eternal worship in Heaven. In addition, music and other art forms will be surveyed to utilize as tools to enhance the worship experience.

WAM 320 - Planning and Leading Worship

Credit Hours: 3

This course seeks to prepare students to be proficient worship leaders. It blends ministry values with practical worship leadership skills including rehearsing music, planning worship services, communicating effectively, building teams, researching resources, utilizing technology, etc.

WAM 384 - Chapel/Ministry Team Leader

Credit Hours: 1

The Chapel/Ministry Team Leader is tasked with planning, coordinating, rehearsing and leading the team in live corporate worship experiences. Prerequisite: WAM 320 and successful completion of at least two credits of WAM/MWT 184.

WAM 386 - Tech Team Leader

Credit Hours: 1

The Tech Team Leader is tasked with planning, coordinating, rehearsing and leading the tech team in live corporate worship experiences. Prerequisite: WAM 329 and successful completion of at least two credits of WAM/MWT 186.

YOUTH MINISTRY

YTH 121 - Introduction to Youth Ministry

Credit Hours: 3

This course includes an introduction to youth ministry in various forms – the local church, camping ministry and para-church organizations. The course will include discussion on the historical development of youth ministry with critical emphasis given in the examination of the profession of youth ministry, ministry priorities, setting ministry goals, seeking professional growth and the call and qualifications of an effective youth leader.

YTH 223 - Philosophy of Youth Ministry

Credit Hours: 3

A study of foundational principles in establishing and maintaining a local church ministry to adolescents. Emphasis is placed upon a system of philosophy, theology, and general principles for adolescent ministry programming. Included will be a survey of the history of both intra and para-church adolescent ministries.

YTH 231 - Youth Evangelism and Discipleship

Credit Hours: 3

This course will focus on how to create a clear evangelistic youth program in a youth-oriented environment. This course also provides students with an understanding of Christian spiritual development especially as it relates to youth, instructs students how to design a ministry which enhances that development, and studies the methods and models of evangelism and discipleship for youth ministry.

YTH 233 - Middle School Youth Ministry

Credit Hours: 3

A study of early adolescents, without a doubt, one of the most important and strategic ministries within the context of the local church. Topics include characteristics of middle school students and ministry programming.

YTH 332 - The Dublin Experience

Credit Hours: 3

This course will be structured around the Dublin Christian Mission, Dublin, Ireland as well as include socio-historical sites in the greater Dublin area. Students will learn about the cultural and faith history of Ireland as well as the living, sociopolitical challenges facing Ireland today.

YTH 347 - Issues/Culture of Today's Youth

Credit Hours: 3

Examination of youth in today's culture, focusing from a Christian perspective on such major issues as self-identity, suicide, substance abuse, sexual issues, child abuse, peer pressure, and music.

YTH 352 - Popular Music and Youth Culture

Credit Hours: 3

This course is intended to help students think creatively and critically about popular music. We will study the most significant styles of American music in chronological order and specifically examine the history of the second half of the 20th century through the lens of popular music.

YTH 353 - Youth Ministry Management

Credit Hours: 3

This course provides a study in the nuts and bolts of Youth Ministry. An examination of youth programming, creating a more parent-friendly ministry, calendar planning, budgets, time management, youth meetings, recruitment and training of volunteer staff. Emphasis on developing a plan for keeping ministry lawsuit free, being a professional inside the office, dealing with criticism, creating a clear vision for ministry, and balancing family and ministry.

YTH 429 - Independent Study in Youth Ministry

Credit Hours: 1-3

Guided study or participation in activities related to youth ministry.