GRACE CHRISTIAN UNIVERSITY

2026-2027

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 campus catalog in effect at the time of entry, readmission, or transition from one campus to another, 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 pursuing an A.A. degree are expected to satisfy the degree requirements of the respective entry year catalog within four years; students pursuing a B.S. degree are expected to satisfy the degree requirements of the appropriate catalog within six years. After the designated period or upon readmission to the institution, a student will be expected to satisfy the degree requirements in effect at the time of readmission.

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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

These days, there is significant confusion and an increasing reliance on humanistic solutions to address the challenges of our day. We are bombarded with false and misleading narratives, yet the enduring Truth of God's Word continues to provide a solid foundation for all aspects of life. The submission of our opinions and behaviors to the authority of the Scriptures is a counter-cultural idea, but it is precisely this commitment that sets Grace Christian University apart from other religious schools.

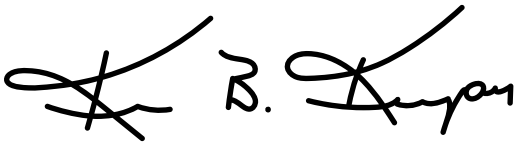
At Grace Christian University....

- The **Word of God** is celebrated, highly valued, and taught with careful scholarship
- **Objective Truth** is upheld for personal and corporate belief, and it sets the standard for the behavior of all students and employees
- Every person is regarded as a precious **image bearer of God**, regardless of age, gender, ethnicity, or background
- All people are understood as flawed from birth and in need of Christ's redemptive death on the cross to enable **godly living**
- Personal relationships flourish within a **redemptive learning community**
- **Serving others**, both inside and outside the family of God, is the norm and is done with joy and purpose.

Our mission is: **"Graduating Courageous Ambassadors for Christ Who Make an Eternal Impact Wherever They Go."**

Ambassadors for Christ will always be noticed and become difference-makers in our world. Imagine the impact of these principles in contrast to the chaos and pluralism of today. We invite you to courageously learn, grow, and serve in this way for a world that is watching and in need of people who give glory to God and transform lives. The academics at Grace Christian University are designed to be challenging and push you to excel, with credentialed and competent professors serving as loving guides to help you succeed.

For His Glory,



Dr. Ken B. Kemper, President

Accreditation

Grace Christian University is accredited by the Higher Learning Commission, an institutional accreditation agency recognized by the U.S. Department of Education.

Higher Learning Commission
hlcommission.org
800-621-7440

Grace Christian University is accredited by the Association for Biblical Higher Education Commission on Accreditation to grant certificates and degrees at the Associate, Baccalaureate, and Master levels.

Association for Biblical Higher Education
Commission on Accreditation
5850 T.G. Lee Blvd., Ste. 130
Orlando, FL 32822
Ph: (407) 207-0808
Fax: (407) 207-0840
abhe.org

Grace Christian University is authorized by the Department of Labor and Economic Opportunity for the State of Michigan to award Master, Bachelor, and Associate degrees as well as Certificate and Diploma programs. 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 alien students. Furthermore, Grace Christian University 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 at 1011 Aldon Street SW, Wyoming, Michigan. The beautiful City of Wyoming is southwest of Grand Rapids and enjoys the cultural and recreational benefits of the greater West Michigan area. Grace Christian University is easily accessible 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 Biblical Higher Education. 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 to the present, 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. Grace achieved accreditation with the Association for Biblical Higher Education in 1967. Additional 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. Additional graduate degrees soon followed.

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 or are actively pursuing terminal degrees. As of 2024, Grace employs 14 full-time faculty, six of whom hold doctorates or other terminal degrees.

Facilities

Four buildings original to the 1961 campus continue to serve the University today. Additional buildings to the campus include: Bultema Library and Learning Center (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 opened in Fall 2022, providing safe and comfortable housing for students.

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.

Mission

The mission of the University serves as our guiding statement. All activity of the Institution moves us toward accomplishing this overarching purpose:

Graduating Courageous Ambassadors for Christ Who Make an Eternal Impact Wherever They Go

Vision 2030

A Biblically Faithful and Fiscally Resilient University in which Every Student is Transformed by Learning Experiences and Relationships, Resulting in 230 Graduates Who Serve Christ Globally

Core Values

The Core Values of the University are consistent with the historical founding of the Institution and consist of the values to which we hold. In our work, planning, and interactions with stakeholders we desire that all we do fall within these four Core Values:

- Bible Centered
- Grace Theology
- Ministry Focused
- Transformational Relationships

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 Library and Learning Center

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. In 2026, the building was renamed and rededicated the Bultema Library and Learning Center to reflect the expansion of its services to students.

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 University. The building contains the Student Commons, Kahawa Café, and dining hall. The dining hall and kitchen underwent major renovations in 2019, including the addition of the President's Dining Room. The Student Commons is a hub for the campus and serves as a comfortable gathering place for students to meet, study, and socialize.

Jack T. Dean Academic Center

This academic hub was named after the University's second president. It includes classrooms, information technology, faculty and administrative offices, student lounge, computer lab, and recording studio.

Baker Chapel

Charles F. Baker was the founder and first president of the University. The chapel, named in his honor, was constructed in 1980 to accommodate chapel services, music recitals and concerts, as well as dramatic productions. In 2019, the chapel was upgraded with new technology equipment to live stream and 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 upper level houses the fitness center and the Student Affairs offices.

Grace Townhomes

The Grace Townhomes are the most recent addition to the campus. The Townhomes consist of 29 apartments for student housing. Each apartment includes two bedrooms, two bathrooms, a full kitchen, as well as washer and dryer. The Townhomes can accommodate a total of 116 students.

Aletheia Hall and Preston Hall

Separate residence halls for women and men students are designed to build community within the student body. Both residences have laundry facilities. Student lounges are adjacent to each hall.

Campus Houses

Four houses adjacent to University property are available for married student and staff housing.

Enslow and Klein Memorial Apartments

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

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.

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 courageous ambassadors for Christ who are ready to serve in their chosen career fields.

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 relationships includes awareness of and commitment to cultural intelligence, diversity, and support of underrepresented and under-served communities of students.

A Philosophy of Biblical Integration

Biblical integration is the intentional, holistic blending of biblical truths—rooted in Scripture's narrative of creation, fall, and redemption—with insights from the natural and social sciences, where Scripture serves as the **authoritative lens** for evaluating and critiquing knowledge and culture. Affirming that "all truth is God's truth," this approach gives a **privileged place to the Bible** as God's normative authority while guiding a dynamic dialogue with human reason and experience in the learning process. Beyond merely rational understanding, it seeks to develop biblical imagination in students by involving their emotions, senses, and creativity so that Scripture informs how they think, act, and respond to the world as courageous ambassadors for Christ. Students are encouraged to develop a framework for personal and professional decision making that correlates with the truth of God's Word.

Grace strives for biblical integration in all of its curriculum. Every syllabus contains a "biblical integration statement" detailing how the Bible figures in that course's learning outcomes, readings, assignments, and classroom teaching.

Institutional Learning Outcomes

Grace Christian University's mission is *"Graduating Courageous Ambassadors for Christ Who Make an Eternal Impact Wherever They Go."* To prepare students to make that impact, each course has learning outcomes that align with program outcomes to achieve the Institutional Learning Outcomes.

LEARN

Cultivate Bible-centered wisdom in every area of academic learning and professional skill.

GROW

Reflect the love of God and Christian character through transformational relationships.

SERVE

Engage in Christ-centered service in church, career, and community.

Grievance Procedure

ACADEMIC POLICY GRIEVANCE

If a dispute involving an academic issue occurs, the student is encouraged to try to resolve the differences through a private conference. Should such efforts fail, the student may initiate an academic appeal for issues relating to academic policies, grading, graduation requirements or academic suspension by submitting an **Academic Appeal form**. (See the Academic Appeal section of this catalog for more information.) Should a further appeal be desired, the student may submit an appeal to the Faculty Senate.

In cases where the decision of the Faculty Senate is not satisfactory, the student may submit an Academic Grievance Form. Once this form is completed, a meeting with the Academic Grievance Committee will be called. The Academic Grievance Committee is composed of the Provost, the Associate Provost and a full faculty member from the Division offering the student's major program. If desired, the student may request the participation of a specific faculty advocate.

STUDENT LIFE POLICY GRIEVANCE

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 Student Life 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

2026-2027 ON-CAMPUS ACADEMIC CALENDAR

Fall 2026

Date	Event
August 5-7	OC Student Leadership Summit
August 10	OC Early Fall Kickoff / Student check-in day
August 11	OC Early Fall Orientation
August 12	OC Early Fall classes begin at 8:00am (8/12-14; 8/17-20; 8/24-26 or 8/5-7; 10-13; 17-19)
August 26	OC Early Fall classes end
August 27	OC Fall Kick-off Day / Student check-in days
August 28	OC Fall Orientation for All On-Campus Students
	OC Last day for new students to register for Fall 2026 classes
August 31	OC Fall 2026 classes begin
September 1	OC Convocation at 9:45am
September 4	OC Last day to add Fall 2026 classes
September 7	ALL CAMPUS OFFICES CLOSED FOR LABOR DAY – No Classes Scheduled
September 14	OC Last day to drop a Fall 2026 class without record
September 24-26	Homecoming Weekend
October 7	OC Campus Service Project – No Classes or Chapel scheduled
October 21	OC Midterm Grades due by 12:00pm
October 22	OC Fall Break – No classes scheduled
October 27	OC Academic Advising Day – No Classes or Chapel scheduled
November 6	OC Priority Registration for Spring 2027 ends
November 9	OC Last day to withdraw from a Fall 2026 course

Date	Event
November 23-27	OC Thanksgiving Break (No classes scheduled)
November 26-27	ALL CAMPUS OFFICES CLOSED FOR THANKSGIVING BREAK
December 14-16	OC Final Exam Week
December 17	OC Christmas/Winter Break begins (No classes scheduled)
December 21	OC Fall 2026 Grades due by 12:00pm
Dec. 24 – Jan. 1	ALL CAMPUS OFFICES CLOSED FOR CHRISTMAS BREAK

Spring 2027

Date	Event
January 8	OC Spring Orientation
	OC Last day for new students to register for Spring 2027 classes
January 11	OC Spring 2027 classes begin
January 15	OC Last day for students to add Spring 2027 classes
January 18	ALL CAMPUS OFFICES CLOSED FOR MLK DAY – No Classes
January 25	OC Last day to drop a Spring 2027 course without record
March 4	OC Midterm Grades Due by 12:00pm
March 8-11	OC Spring Break
March 23	OC Academic Advising Day - classes and chapel not scheduled
	OC Registration for Fall 2027 classes begin
March 26	OC Last day to withdraw from Spring 2027 classes
	ALL CAMPUS OFFICES CLOSED FOR GOOD FRIDAY – Classes not Scheduled
Mar. 31 – Apr. 1	OC Reading Break – No classes scheduled
April 9	OC Priority Registration for Fall 2027 classes end
April 26-28	OC Final Exam Week
May 1	2027 Annual Commencement, 10:30am

Date	Event
May 3-14	OC May term (schedule TBD)
May 4	OC Spring 2027 Grades due by 5:00pm
May 14	2027 Annual Virtual Commencement Video released

Summer 2027

Date	Event
May 3 – August 8	OC Summer Semester (as needed)
May 31	ALL CAMPUS OFFICES CLOSED FOR MEMORIAL DAY
July 5	ALL CAMPUS OFFICES CLOSED FOR INDEPENDENCE DAY

Board of Directors & Advisory Board

Jill Anderson
Wyoming, MI
Librarian,
Kent District Library

Pastor Caleb Befus
Jenison, MI
Pastor,
Grace Bible Fellowship

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Grand Rapids, MI
CEO,
Wedgewood Christian Services

Matthew Hall, J.D.
Kentwood, MI
Asst. Public Defender,
Ottawa County

Dr. Kizombo Kalumbula
Grand Rapids, MI
Pastor,
Tabernacle Community Church

Dr. Mulonge Kalumbula
Grand Rapids, MI
Principal,
Grand Rapids Public Schools

Keith Kemper, J.D.
Edmonds, WA
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Ellis, Li & McKinstry, PLLC

Dr. Ken Bruce Kemper
Hudsonville, MI
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Russell Kopp – Board Chair
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Vice President of Operations,
Wesco

Bill Krombeen – Advisory
Byron Center, MI
Retired, Dickinson Press

Alex Lebron
Brighton, MI
Investment Advisor,
Bridge Wealth Management

Kymberly McFadden
Glendale, AZ
Adjunct Professor,
Grace Christian University

James Moore – Vice Chair
Hudsonville, MI
Realtor, Independence Realty
Senior Advisor, Moja Market

Scott Myers – Advisory
Enumclaw, WA
Pastor,
Northwest Bible Church

Rebekah Shyne – Secretary
Muskegon, MI
Teacher,
Muskegon Public Schools

Pastor Cameron Townley
Jenison, MI
Pastor,
Rush Creek Bible Church

Dr. Sam Vinton – Advisory
Caledonia, MI
Retired,
Grace Christian University

Dr. Bryan Walker
Hopkins, MI
President,
Grace Gospel Fellowship

Shocka Williams
Wyoming, MI
Senior Application Developer,
National Heritage Academies

Randy Zandbergen – Treasurer
Wyoming, MI
CFO, Pioneer Construction

Michael Zuverink
Scotts, MI
Financial Planner,
Zuverink and Associates

Leaders

Kenneth Kemper, M.Div., Ph.D.
President

Brian Sherstad, M.S.
Executive Vice President

ACADEMICS

Matthew Loverin, M.T.S., Ph.D.
Provost and Chief Academic Officer

Scott Shaw, M.A., M.T.S., M.A., M.S.W., Ed.S., D.Min., Ph.D., Ed.D.
Associate Provost, Chair of Psychology Program

Victoria Cumings, M.C.M.
University Registrar

Erinn Huebner, M.L.I.S.
Dean of Library Services

Matthew Sykes, M.A.
Director of Academic Operations

BUSINESS AND FINANCE

Jeff Van Dyke
Vice President of Finance and Business Services

ENROLLMENT

Alicia McCullar M.Ed., Ph.D.
Vice President for Online Strategy and Enrollment

STUDENT AFFAIRS

Kyle Bohl, M.A.
Vice President of the Student Experience

Faculty

FACULTY, ADJUNCT FACULTY, INSTRUCTORS

This list includes all faculty who are approved to teach Grace Christian University courses on any of its three campuses (Undergraduate On-Campus, Undergraduate Online, or Graduate Online). Faculty are approved to teach in specific discipline(s) and degree level(s) based on their academic credentials and experience.

GEORGE ACKERMAN
Online Adjunct Faculty
M.S. Nova Southeastern University
M.B.A. Nova Southeastern University
J.D. Nova Southeastern University
Ph.D. Capella University

KEN ADAIR
Online Adjunct Faculty
M.S University of Oregon

THOMAS ALDRICH
Online Adjunct Faculty
M.Ed. Grand Valley State University

MARK AMERMAN
Online Adjunct Faculty
M.S. Capella University
Ph.D. Capella University

SIXTA MARIA POPO AMU
Online Adjunct Faculty
M.S. La Sabana University
M.A. University of Alcala

DANA ARLEDGE
Online Adjunct Faculty
M.A. Liberty University
M.T.S. Grand Rapids Theological Seminary

DEBRA BALDWIN
Online Adjunct Faculty
M.A. Webster University
Ed.D. Barry University

JORDAN BALLARD
Online Adjunct Faculty
M.Div. Liberty University
M.A.R. Liberty University
M.R.E. Liberty University
S.T.M. Dallas Theological Seminary

EUNICE BENAVIDEZ
Online Adjunct Faculty
M.S.W. Grand Valley State University

THOMAS BIGNALL
Online Adjunct Faculty, Senior Enrollment Specialist
M.S. University of Tennessee at Chattanooga
M.Ed. Grand Valley State University
Ed.D. Liberty University

KYLE BOHL
On-Campus Adjunct Faculty, Vice President of the Student Experience
M.A. Cornerstone University

AMELIA BOSTON
Online Adjunct Faculty
M.Ed. Spring Arbor University

JOHN BROWN
Online Adjunct Faculty
M.A. Northern Arizona University
Ph.D. Leiden University

SCOTT CHEATHAM
Online Adjunct Faculty
M.R.E. Liberty University

KURT CLASSEN
On-Campus Adjunct Faculty, Dual Enrollment Coordinator,
Chair of Sports Management Program
M.A. Walden University

JOHN COIN
Online Adjunct Faculty
M.A. Grand Rapids Theological Seminary
Ed.D. Min. Southern Baptist Theological Seminary

ETHAN COLE
Online Adjunct Faculty
M.A. Grand Rapids Theological Seminary
D.Min. Southern Baptist Theological Seminary

MARTIN COVEY
Online Adjunct Faculty
M.A. Michigan State University
Ph.D. Michigan State University

AILENE CRUM
Online Adjunct Faculty
M.Ed. Maranatha Baptist University
M.A. Wayland Baptist University

VICTORIA CUMINGS
Adjunct Faculty, University Registrar
M.C.M., Western Seminary

MATTHEW DEYOUNG
Faculty, Professor and Chair of Graduate Business Program
M.B.A. Cornerstone University
Ph.D. Capella University

STEVEN DOBO
Online Adjunct Faculty
M.A. Malone University

CARRIE DOTSON-BERMUDEZ
Online Adjunct Faculty
M.A. Grand Canyon University

BETHANIE DUCHEMIN
Adjunct Faculty
M.A. Western Michigan University

DEAN DYKSTRA
Faculty, Assistant Professor of History and Education, Chair of General Education Program
M.Ed. Grand Valley State University

JIMMIE FLORES
Online Adjunct Faculty
M.A. Fielding Graduate University
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

GARY FORTNEY
Online Adjunct Faculty
M.A. Wheaton College

ERIC FREEMAN
Online Adjunct Faculty
M.B.A. The University of Portland

PAUL FURFARO
Online Adjunct Faculty
M.A. California State University, Long Beach

JAMES GAMBLE
On-Campus Adjunct Faculty, Dean of Students
M.A. Grace College and Seminary

DAVID GREYDANUS
Adjunct Faculty
J.D. The University of Toledo

ERIC GRIMM
Online Adjunct Faculty
M.S. Michigan State University

NATHAN GRUBE
Adjunct Faculty
M.S.S. United States Sports Academy

CHASTITY HARPER
Online Adjunct Faculty
M.S. North Carolina Central University

RICHARD HARRELL
Online Adjunct Faculty
M.Div. Southwestern Baptist Theological Seminary
M.A. National University

KEITH HAWES
Online Adjunct Faculty
M.A. Colorado State University
Ph.D. Liberty University

CASSIDY HAWF
Online Adjunct Faculty
M.S. Capella University
M.S. Kaplan University

KIUAN HEARNS
Online Adjunct Faculty
M.A. Western Michigan University

JEREMY HERR
Online Adjunct Faculty
M.A. Liberty University

EBONI HILL-MATHIS
Online Adjunct Faculty
M.A. Siena Heights University
M.S. Central Michigan University
D.M. University of Maryland University College

JOHN HOOGEVEEN
Online Adjunct Faculty
M.A. Liberty University

WILLIAM HORTON
Online and Graduate Adjunct Faculty
M.A. Regent University
Ph.D. Liberty University

ERINN HUEBNER
Adjunct Faculty, Dean of Library Services
M.L.I.S. Wayne State University

HEIDI JAECKLE
Special Appointment On-Campus Faculty
M.S. State University of New York, Albany
Ed.D. University of Arkansas

CORY JAMIESON
On-Campus Adjunct Faculty, Athletic Director
M.A. Western Michigan University

MATTHEW JEWETT
Adjunct Faculty
M.A. Aquinas College

MICHAEL KAGER, JR.
Online Adjunct Faculty
M.A. Malone University

KIZOMBO KALUMBULA, JR.
On-Campus Adjunct Faculty
M.A. Liberty University
Ph.D. Northcentral University

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M.Div. Grand Rapids Theological Seminary
Ph.D. Lancaster Bible College

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Online Adjunct Faculty
M.A. University of Arkansas at Little Rock

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Faculty, Assistant Professor of English, Chair of A.A. Program
M.A. Grand Valley State University

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M.Div. Liberty University
M.S. Joint Military Intelligence College
Ph.D. Liberty University

JEREMIAH LOFTHUS
Online Adjunct Faculty
M.A. Liberty University

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M.A. Talbot Theological Seminary
M.A. Talbot Theological Seminary
Ph.D. Andrews University

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Ph.D. University of Notre Dame

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Ph.D. Indiana University of Pennsylvania

KATIE MCCRAY
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M.A. Liberty University

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M.A. Fuller Theological Seminary
Ph.D. Lancaster Bible College and Seminary

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Adjunct Faculty
M.A. Southern New Hampshire University

MICHAEL MCGORMAN
Online Adjunct Faculty
M.Div. Tennessee Temple University

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Faculty, Assistant Professor and Chair of Undergraduate Business Program
M.B.A. Cornerstone University

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Online Adjunct Faculty
M.A. Grace Christian University

NAT MERCER
Online Adjunct Faculty, Assistant Director of Academic Operations
M.A. Grace Christian University
Ed.D. Bradley University

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Online Adjunct Faculty
M.B.A. Liberty University
Ph.D. Tennessee Temple University

CHARLES MONROE
Online Adjunct Faculty
M.A. Spring Arbor University

MELISSA MORAN
Adjunct Faculty, Director of Student Success
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KEVIN MULDER
Online Adjunct Faculty
M.Ed. Grand Valley State University

SCOTT MYERS
Online Adjunct Faculty
M.B.A. Corban University M.Div. Liberty University

OLIVIA NOLAND
Online Adjunct Faculty
M.A. Trinity International University

KAREN ORTIZ
Online Adjunct Faculty
M.Ed. Universidad del Turabo

MIGUEL ORTIZ
Adjunct Faculty
M.A. Liberty University

KARLOS PALACIOS
Online Adjunct Faculty
M.A. University of Central Florida

JOSHUA PATRICK
Online Adjunct Faculty
M.A. American Public University
Ph.D. Faulkner University

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Professor and Chair of Graduate Education and Leadership Programs
M.A. State University of New York
Ph.D. Western Michigan University

RICK PILIECI
On-Campus and Online Adjunct Faculty
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Ph.D. Trinity Theological Seminary

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JACOB RODGERS
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M.A. Fuller Theological Seminary

MARGARITA RUIZ
Online Adjunct Faculty
M.S.W. Arizona State University

TIMOTHY RUMLEY
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M.A. Bob Jones University
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EMILY SALTARELLI
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Ph.D. Walden University

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M.T.S. Grand Rapids Theological Seminary
M.A. Arizona State University
M.S.W. Grand Valley State University
Ed.S. University of Michigan
D.Min. Trinity Theological Seminary
Ph.D. Northcentral University
Ed.D. University of Michigan

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Ph.D. Regent University

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Ed.D. Walden University

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M.A. Caribbean University

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M.S. Troy State University

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Adjunct Faculty
M.Mus. Capital University

ROBERT STAUFFER
Online and Graduate Adjunct Faculty
M.A. University of Maryland
D.B.A. University of Phoenix

DENVER STONECHECK
Adjunct Faculty
M.S. Life University

JOYCE STORMS
Online Adjunct Faculty
M.A. Grace Christian University

ANJI STRAAYER
Adjunct Faculty
M.A. Bowling Green State University

ELIZABETH STRAAYER
Adjunct Faculty
M.Ed. Grand Valley State University

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M.A. Grand Rapids Theological Seminary
Ed.D. Cornerstone University

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Graduate Adjunct Faculty
M.A. Moody Graduate School
Ph.D. Columbia International University

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Online Adjunct Faculty, Director of Academic Operations
M.A. University of North Carolina at Charlotte

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Online Adjunct Faculty
M.S. Florida International University
Ph.D. Regent University

NICHOLAS VAN LOO
Adjunct Faculty
M.B.S. Grand Valley State University

KEVIN VAN WYNSBERG
Online Adjunct Faculty
M.A. Liberty University

JULIO VARELA
Adjunct Online Faculty
M.A. Calvary Bible
Ph.D. Piedmont International

KYLE VEGH
Faculty, Assistant Professor of Biblical Studies, Chair of Christian Studies Program
M.A. Grand Rapids Theological Seminary

CHARLES VERGARA
Online Adjunct Faculty
M.A. Grace Christian University

MARK WASHBURN
Adjunct Faculty
M.B.A. Cornerstone University

SHALIE WILLIAMS
Online Adjunct Faculty
M.A. Liberty University

COLTON WOLFE
Adjunct Faculty, Assistant Athletic Director
M.S. Cairn 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 (college-level 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 students 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. Students are required to provide a Christian Life Assessment. Grace's Mission is to graduate courageous ambassadors for Christ; this assessment demonstrates where each student starts this journey. Students are expected to answer the assessment questions in their own words without the use of AI.
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 Michigan 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 Records/Registration 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.
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 will 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 required to fill out a supplemental application. A committee consisting of the Director of Enrollment, the Dean of Students, and the Associate Provost or designee 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. Failure to disclose prior felonies on a Grace application will result in denied admission to the University or, if discovered after admittance, suspension from the University.

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, enrolling in GEN 112, Tiger Path to Academic Success, and working with an academic mentor to create and follow an Academic Plan for Success throughout the semester.

Readmission

A student who cancels his or her application for a previous session may apply for readmission by contacting his or her Enrollment Specialist. If the student's application is over one year old, a new application must be completed. Once received, official transcripts received in 2021 or later will remain on file and do not need to be resent unless additional coursework has been completed at the institution; transcripts received prior to 2021 may need to be re-submitted on a case by case basis. 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, major of interest, 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.

A student who has withdrawn from the University who desires to return to the institution may contact a Reengagement Specialist to complete the Readmission Application process. The Records/ Registration Office will review the application for readmission and determine eligibility based on the information provided, current academic status, and current financial status with the institution. The Reengagement Specialist will be notified via email regarding the decision. The Reengagement Specialist will communicate any conditions for readmission or the readmission decision to the student, and will assist the student in the process of returning. Upon readmission, the student will be provided access to their student email, student portal, Blackboard, and an updated Education Plan.

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

Military service members who cease attendance at Grace Christian University due to service requirements may request to re-enter after they return from service. Grace Christian University will accept 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 Coach as soon as possible when they need to stop attending classes due to service requirements.
- Students must notify the Grace Coach 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 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. Grace's 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 or designee 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 ScreenPal 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 ScreenPal 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
   - DuoLingo English Test minimum score of 105
   - 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 Records/Registration Office.
- A pre-evaluation may be conducted by the Records/Registration 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 Records/Registration Office.
    - An official transcript is defined as one that has been received by Grace directly from a secure, authenticated party or the issuing institution. Students should request official electronic transcripts to be sent to **onlineregistrar@gracechristian.edu**. Grace does not accept any electronic documentation directly from the student as official. Printed transcripts can be sent to the Records/ Registration Office at Grace Christian University, 1011 Aldon St SW, Grand Rapids, MI 49509.
    - **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 an institution that is accredited by an 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 Records/Registration Office.
- The transfer credits earned as part of an Associate of Applied Science degree program will be evaluated for Grace degree applicability by the Records/Registration 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 General Education 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 Records/Registration 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 substantively 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

Records/Registration 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 Records/Registration 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)
- **Michigan State Police Training Academy (MSPTA)** – Lansing, MI
- **West Michigan Construction Institute (WMCI)** – Grand Rapids, 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 **General Education 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 Records/Registration 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 General Education 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.

West Michigan Construction Institute (WMCI) – Grand Rapids, MI

The agreement with the **West Michigan Construction Institute (WMCI)** offers students who desire to combine training in the construction trades with a Grace associate or bachelor degree the opportunity to receive up to 24 credits of WMCI coursework in transfer. The WMCI credits apply toward the elective requirements for the Grace degree and may be taken concurrently with the student's enrollment at Grace, or may be transferred in by requesting to have an official WMCI transcript sent to Grace.

Credit by Examination

The maximum number of combined credits a student may receive for proficiency exams, certificate training or prior learning assessment confirmed through portfolio essays 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 Records/Registration Office. The AP college code number for Grace Christian University is 0809.

AP EXAM CREDIT EQUIVALENCY

AP Exam	Min. Score	Credits	Grace Equivalent
2-D Art and Design	3	3	GenEd Humanities
3-D Art and Design	3	3	GenEd Humanities
African American Studies	3	3	GenEd History
Art History	3	3	GenEd Humanities
Drawing	3	3	Elective
Biology	3	4	GenEd Math/Science
Calculus AB*	3	4	MTH 153
Calculus BC*	3	8	MTH 153 & MTH 253
Chemistry	3 4	4 8	GenEd Math/Science
Chinese Language and Culture	3 4 5	8 12 16	GenEd Humanities
Computer Science A	3	3	Elective
Computer Science Principles	3	3	Elective
English Language and Composition	3	6	ENG 101/ENG 105 GenEd Communication
English Literature and Composition	3	6	ENG 223 GenEd Communication
Environmental Science	3	3	GenEd Math/Science
European History	3	6	GenEd History (2 courses)

AP Exam	Min. Score	Credits	Grace Equivalent
French Language and Culture	3 4 5	6 9 12	GenEd Humanities
German Language and Culture	3 4 5	12 16 20	GenEd Humanities
Comparative Government and Politics	3	3	GenEd Social Science
United States Government and Politics	3	3	GenEd Social Science
Human Geography	3	3	GenEd Social Science
Italian Language and Culture	3 4 5	6 9 12	GenEd Humanities
Japanese Language and Culture	3 4 5	8 12 16	GenEd Humanities
Latin	3 4 5	6 9 12	GenEd Humanities
Macroeconomics	3	3	BUS 201
Microeconomics	3	3	BUS 202
Music Theory	3 4	3 6	GenEd Humanities
Physics I	3	4	GenEd Science/Math
Physics II	3	4	GenEd Science/Math
Physics C: Mechanics	3	4	GenEd Science/Math
Physics C: Electricity and Magnetism	3	4	GenEd Science/Math
Precalculus	3	4	GenEd Science/Math
Psychology	3	3	PSY 201
Spanish Language and Culture	3 4 5	6 9 12	GenEd Humanities
Spanish Literature and Culture	3 4 5	6 9 12	GenEd Humanities
Statistics	3	3	MTH 150
United States History	3	6	GenEd History
World History: Modern	3	6	HST 114 GenEd History

* Cannot receive credit for both Calculus AB and Calculus BC

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

Credit is granted for subject examinations offered by the College Level Examination Program (CLEP) as recommended by the College Board. 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 Records/Registration 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 awards provided by the American Council on Education. Students will be notified of specific credit awarded upon evaluation of the official exam transcript.

INTERNATIONAL BACCALAUREATE (IB)

Grace Christian grants credit for the International Baccalaureate (IB) Diploma Programme. Letter grades will not be assigned. Credit will be granted for scores of "5" or above on higher-level examinations, up to a maximum of 30 semester credits. A score of "4" may grant waiver of certain core requirements or prerequisites. No credit will be granted for standard level examinations.

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 any form of prior learning assessment (PLA), including proficiency exam (e.g. CLEP, DSST and AP). Prior learning can be gained 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 approved by the American Council on Education (ACE) or through the PLA evaluation process. Only current students at Grace are eligible for PLA credit consideration.

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

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	$500 for the first portfolio submission, and $300 for each subsequent portfolio submission, regardless of the number of credits awarded

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 no proficiency exams.

CERTIFICATE TRAINING

Individuals who have received training through an organization other than a college or university that is documented by the organization offering the training may be eligible to receive credit as approved by the American Council on Education.

When submitting certificates for credit evaluation, the student must include:

- The name of organization providing the training
- Documentation provided by the organization of the name(s) of the course(s), including a detailed description of each and any course outcomes
- The number of hours of training for each course
- Credentials of the instructor(s)
- A certificate documenting the student's participation.

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 assessable by another individual. **NOTE:** The subject must be in a discipline offered at Grace Christian University to ensure that a faculty content area expert is available to assess the portfolio.

The content area of the portfolio assesses the student's mastery of the subject in three ways:

1. Academic research of the subject, including historical development, applicable theories, philosophies, and (as appropriate) current applications of the subject in real world settings.
2. A detailed narrative description of how the student gained understanding and demonstrated experience that satisfies the course outcomes as included on the course syllabus.
3. Supporting documentation of that understanding and experience.

A successful portfolio essay is typically 12-20 pages long.

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 mastered the course content (i.e. course outcomes) at a minimum 75%, and that the student has satisfactorily demonstrated that learning. The content expert will coach the student through the protocols of writing a portfolio as well as providing feedback on the content. Credit can be awarded as an elective (lower or upper division) 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 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/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 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 Grace Academic Coach to proceed with any other applicable processes. For more information, visit **gracechristian.edu/military-assistance**.

LOANS

Federal Direct Loans

Federal Direct 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 Federal Direct Loans, but first time borrowers are also required to complete Loan Entrance Counseling and a Master Promissory Note at **studentaid.gov**. Due to changes to 2026-27 Federal Student Loans (One Big Beautiful Bill Act), if a student becomes enrolled less than full time, the school will be required to reduce the student's annual loan limits.

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 Direct 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 to log into their Financial Aid Student Portal to accept, decline or reduce their awards. Students who accept a Direct Loan must also go to **studentaid.gov** to complete the required Loan Entrance Counseling and Loan Master Promissory Note.

STUDENT AID INDEX

The information on the FAFSA is used to calculate the student's Student Aid Index (SAI). The SAI is generated by the FAFSA to determine how much financial aid the student can receive. The SAI is calculated according to a formula established by the Department of Education. The family's taxed and untaxed income, assets, and benefits (such as unemployment or Social Security) can all be considered in the formula. For more detailed information about how the Student Aid Index (SAI) 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

- A student must be enrolled as a degree-seeking student.
- 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 27, 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.

CAUSE FOR LOSS OF FINANCIAL AID ELIGIBILITY

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. 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 a 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

Grace will evaluate the GPA Requirement after the Spring 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 120 credits, you may not exceed 180 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 credits include all grades (A, B, C, D, S, and P) including all +/- variations and applied transfer work.
- Attempted semester credits 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 included in the attempted and earned credits. However, only the highest 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, two options are available:

1. The student may attempt to regain financial aid eligibility 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. The student may attempt to regain financial aid eligibility 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 2026-2027 financial aid year (Fall 2026 and Spring 2027 semesters). All costs are subject to change.

Students beginning in Fall 2025 or later, Block Tuition Cost

- 12-15 Credits = $10,150 per semester ($657 Tuition + $20 Fees*) = $677 per credit hour
- 11 Credits or less ($865 Tuition + $20 Fees*) = $885 per credit hour
- 16 Credits or more ($605 Tuition + $20 Fees*) = $625 per credit hour in addition to the block rate

* Fees: Library, Activity, and Technology Fees

Returning Student (Students beginning prior to Fall 2025)

- Tuition cost ($795 Tuition + $20 Fees*) = $815 per credit hour

Residential Students – Standard Housing Meal Plan Options

NUMBER OF MEALS (per semester)	HOUSING & MEALS (per semester)	WHO'S ELIGIBLE?
Full	$5,700	All Residential Students
225	$5,425	
150	$5,145	
90	$4,870	
60	$4,600	Returning Students
30	$4,210	

Residential Students – Townhome Housing Meal Plan Options

NUMBER OF MEALS (per semester)	HOUSING & MEALS (per semester)	WHO'S ELIGIBLE?
Full	$6,120	Returning and Transfer Students
225	$5,845	
150	$5,560	
90	$5,290	
60	$5,020	
30	$4,630	

Commuter Students – Meal Plan Options

NUMBER OF MEALS (per semester)	MEAL PLAN COST (per semester)
90	$825
60	$620
30	$345

Estimated Cost – One Semester Example (Returning Student Tuition):

TUITION (15 credit hours)	HOUSING & MEALS (225 meal plan)	TOTAL (including Perlego textbooks)
$12,225	$5,425	**$17,650**

Estimated Cost – One Semester Example (Block Tuition):

TUITION (15 credit hours)	HOUSING & MEALS (225 meal plan)	TOTAL (including Perlego textbooks)
$10,150	$5,425	**$15,575**

TEXTBOOKS

Students may purchase books through any vendor. Library resources include access to Perlego, which provides many textbooks in a digital format.

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 (VR&E) 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 Federal Direct Loan
- Subsidized Federal Direct 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. Mail the entire credit balance to the student.

Students' 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 with 14 days 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.

Housing and Meals

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 for students with disabilities. Grace does not intend for academic standards to be altered, nor that the essential elements of programs or courses be 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**.

Academic accommodations will be granted based on 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. Additional documentation may be requested.

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 **studentsuccess@gracechristian.edu**.

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.

If 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 Director of Student Success. If a disagreement arises surrounding eligibility for services or the manner in which specific accommodation is being implemented, the student has the right to informal and formal grievance procedures.

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. Summer semester offerings may be available on occasion as well.

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 Records/Registration Office.

In order to align with Grace's Core Value of being Bible-Centered and to provide students with opportunities for spiritual growth, ministry, and biblical literacy, all full-time students at Grace Christian University are required to take at least one class from the Bible and Theology Core each semester until the student's Core requirement for the intended degree program is completed.

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 supplement classroom instruction 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.

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 Integrity & 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. Plagiarism, including the unsanctioned use of generative Artificial Intelligence (AI) or AI tools, impedes the student's learning. When a student identifies a credible source of information, then creates a good paraphrase and exercises the discipline 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 includes any misrepresentation of work, unsanctioned collaboration, use of prohibited materials, and participation in any form of dishonesty all constitute a violation of the academic integrity policy. The use of generative AI tools such as Chat-GPT or AI-powered tools such as Grammarly in any way that violates a faculty member's stated policy constitutes a violation of Grace's Academic Integrity and Plagiarism policy. The use of technology assistance/ AI must be approved by the instructor prior to submission of the assignment, unless expressly allowed by the faculty member's policy. Utilizing AI includes, but is not limited to, the use of any type of device, software (online or device/network), automated effort to assist or direct the research, writing, and/or provision of answers to any type of course assignment, communication, and/or expectation, online and/or in person. 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 Director of Academic Operations using the **Reporting Academic Dishonesty 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)
- Utilizing artificial intelligence (AI) in a way that has not been approved by the instructor
- 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 own, original work. 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 an extreme example of outright plagiarism.

- 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 faculty member permits the use of AI tools, the student should cite the tool in the paper and in the reference page, in accordance with the course policy.
- Resubmitting an assignment that was submitted in a previous course that was not successfully completed is allowed; in that case, the student should inform the instructor to avoid assumption that the assignment is **self-plagiarism**. However, submitting an assignment for a different class than the one for which credit was originally granted is self-plagiarism. Although rare, limited quotation of personal work submitted for another course may be appropriate in some cases (requires proper citation).

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

ACADEMIC DISHONESTY AND PLAGIARISM REVIEW PROCEDURE

1. The faculty member will determine if the academic dishonesty is a violation of **Grace's AI policy**, a **component** of plagiarism, **outright** plagiarism, or **self-plagiarism** based on the section above.

2. The faculty member will explain the consequence of the violation 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. Follow the appropriate steps below, depending on the type of academic dishonesty:

   a. For a violation of **Grace's AI Policy** the faculty member should work directly with the student within the course. When there is a suspicion of a violation, the instructor should make every effort to communicate with the student in person (if possible), via video chat, or, as a last resort, via email to have a conversation with the student about their suspected use of AI. Once it has been determined that a violation occurred (or if the student does not respond within three days), a 50% to 100% deduction shall be assessed from the assignment grade based on the **severity of the violation**. Abuse of the use of **Grace's AI policy** should be documented by the faculty within the Feedback section of the assignment. Ongoing abuse of the AI policy within the same course (repeated instances over several weeks) should be reported to Academic Operations on the **Reporting Academic Dishonesty Form**.

   b. 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 Academic Operations on the **Reporting Academic Dishonesty Form**.

   c. For ***outright*** plagiarism, the faculty member will complete the **Reporting Academic Dishonesty 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 Director of Academic Operations 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 Academic Operations.

- 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.
- The student will fail the assignment and is not allowed resubmission.
- 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 F after one year.
- The student may be suspended or dismissed from Grace Christian University by the Director of Academic Operations, in consultation with the Associate Provost.

d. For ***self-plagiarism*** he faculty member will first confirm if the student is reusing work from the same course taken previously, or using work from a different course with similar requirements. 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. Ongoing abuse of **self-plagiarism** within the same course (repeated instances over several weeks) should be reported to the Director of Academic Operations on the **Reporting Academic Dishonesty Form**.

4. The Director of Academic Operations will receive notification of the plagiarism report, review the presented information, and access the assignment in Blackboard, as applicable.

5. Academic Operations will respond to the reported violation within three business days with the plagiarism offense number and consequence. The Director will email the student (and CC: the faculty member and the Coach) 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).

6. Permanent records of academic dishonesty violations will be maintained by the Academic Office in the student files.

7. The Coach will contact the student for guidance, support, coaching, and resources for future improvement.

An Academic Dishonesty citation may be appealed by the student to the Associate Provost. A second appeal based upon procedural error or new evidence may be made to the Provost, whose ruling is final.

Academic Standing

CLASSIFICATION OF STUDENTS

Official classifications are made by the Records/Registration 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 Records/Registration 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 Enrollment Status by Registered 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 Records/Registration 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.

ACADEMIC NOTICE

Students who are near the threshold for academic probation or suspension based on their semester GPA may be notified by the Registrar that their academic progress is placing them on a trajectory to be on Academic Probation the following semester should their grades decline further. Students are encouraged to utilize support resources to avoid academic probation.

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 a success coach to create and follow an Academic Plan for Success, and meet with an academic advisor to enroll in courses best suited for academic support. Requests for exceptions may be appealed to the Academic Appeals Committee. The student's eligibility for extracurricular activities may be restricted.

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 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 Academic Appeal Committee decision has been received, a second appeal may be submitted to the Provost. The decision of the Provost is final, with no further option to appeal.

A student whose academic challenges were substantively impacted by extenuating circumstances may appeal the decision by completing an **Academic Appeal form**, following the directions in the "Academic Suspension Appeal" section. The student's participation in academic support efforts (e.g. accessing the Grace Academic Support Center, academic coaching, and/or following 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.

Academic Appeal Process

Academic appeals fall into four main categories: Academic Policy, Grading, Graduation/ Commencement, and Academic Suspension. The specific parameters of each type of appeal are described below:

ACADEMIC POLICY APPEAL

Academic policies are designed to ensure that Grace Christian University meets the expectations established by its Board of Directors and accreditors. While the intentional, consistent and equitable application of those policies in all situations is the norm, there are times when a student requires special consideration due to unforeseen or unavoidable circumstances.

Students who wish to appeal an academic policy submit the online **Academic Appeal Form**, including a narrative that describes the extenuating circumstances, includes supporting documentation, and requests a specific resolution to the situation. Academic policy appeals are typically reviewed on a weekly basis by the Academic Appeals Committee. If additional information is needed, it will be requested prior to the rendering of a decision. Students are informed of the response to their appeal within two weeks of filing the appeal.

Students who wish to appeal further, may submit a written appeal to the Faculty Senate. The Faculty Senate members will review all documentation pertaining to the situation (including the previously-rendered decision), and will make a determination if/how the decision should be changed. In cases where the Faculty Senate decision is not satisfactory, the student may file an Academic Grievance Form. See the **Grievance Procedure** section of this catalog for more information.

GRADING APPEAL

Students who believe that a grade is not consistent with the grading rubric for the course or is otherwise not reflective of the assignment or established assessment, may seek clarification on the grade. Grade appeals should be initiated no more than four weeks after the original final grade is posted. The Grade Appeal process is:

- The student speaks with the instructor to see if the situation can be resolved. Online students may request the assistance of their Coach or Enrollment Specialist to contact the professor. If a grade change is deemed appropriate, a Change of Grade request is submitted by the instructor and the student's record is updated accordingly.
- If the student and instructor are not able to resolve the situation, the student will complete the **Academic Appeal Form**. The Academic Appeals Committee will review the appeal and all available documentation and decide if/how the grade should be changed.

- Students who wish to appeal further, may submit a written appeal to the Faculty Senate. The Faculty Senate members will review all documentation pertaining to the situation (including the previously-rendered decision), and will make a determination if/how the decision should be changed.
- In cases where the Faculty Senate decision is not satisfactory, the student may file an Academic Grievance Form. See the **Grievance Procedure** section of this catalog for more information.

GRADUATION / COMMENCEMENT APPEAL

Students who wish to appeal graduation policies, including (but not limited to) course requirements, grade or GPA minimums, and participation in commencement, may submit an **Academic Appeal form**. Appeals for graduation/commencement policies should be submitted as early as possible to ensure ample time for full notification of the decision rendered to all affected parties. Graduation/commencement policy appeals are typically reviewed on a weekly basis by the Academic Appeals Committee. If additional information is needed, it will be requested prior to the rendering of a decision. Students are informed of the response to their appeal within two weeks of filing the appeal.

Students who wish to appeal further, may submit a written appeal to the Faculty Senate. The Faculty Senate members will review all documentation pertaining to the situation (including the previously-rendered decision), and will make a determination if/how the decision should be changed. In cases where the Faculty Senate decision is not satisfactory, the student may file an Academic Grievance Form. See the **Grievance Procedure** section of this catalog for more information.

ACADEMIC SUSPENSION APPEAL

Students who have been notified that they have been academically suspended from Grace have the option of appealing that suspension. Academic Suspension decisions are based on an established pattern of academic challenges resulting in a lack of satisfactory academic progress. An exception to the suspension decision will be based on the student's demonstration of two things: 1) Extenuating circumstances that impacted his/her ability to be successful and 2) How those circumstances have changed. **Appeal of Academic Suspension Guidelines** are available to assist the student in writing the appeal.

Students who wish to appeal further, may submit a written appeal to the Faculty Senate. The Faculty Senate members will review all documentation pertaining to the situation (including the previously-rendered decision), and will make a determination if/how the decision should be changed. In cases where the Faculty Senate decision is not satisfactory, the student may file an Academic Grievance Form. See the **Grievance Procedure** section of this catalog for more information.

Athletic Eligibility

Grace Christian University offers intercollegiate athletic teams in men's baseball, soccer and basketball, and women's softball, volleyball, soccer, and basketball. Grace also offers co-ed cross country, and e-sports. 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 credit hours, must have achieved a total of 24 credits for the previous two semesters, and must maintain a minimum 2.0 GPA. 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

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 program requirements as listed in the campus catalog in effect at the time of entry, readmission or transition to a new campus, 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.

Students pursuing an A.A. degree are expected to satisfy the degree requirements of the respective entry year catalog within four years; students pursuing a B.S. degree are expected to satisfy the degree requirements of the appropriate catalog within six years. After the designated period or upon readmission to the institution, a student will be expected to satisfy the degree requirements in effect at the time of readmission.

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 General Education Core, Bible and Theology Core, Major, Minor and Concentration.

Students who elect to complete an A.A. and continue directly into a B.S. degree program will remain under the requirements of the catalog in effect when they entered Grace, so long as their A.A. degree was completed within three years. Students whose Grace A.A. degree was completed in more than three years will be required to complete the B.S. degree requirements in place when their B.S. degree program begins (post A.A. completion).

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 program is selected.
- The student may lose applicable transfer credits when a new degree program 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 education plan is created, the student must approve the plan before the Records/Registration 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. Staff 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 one-third or more of the scheduled meetings of a class may not pass 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 absences 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 on the date and time specified. This applies to any student who may be absent from, as well as to athletes or other students officially sanctioned by the University to be gone from class on that day. All faculty are required to include a late submission policy in the syllabus.
- Instructors may extend or change a due-date for assignments at their discretion. However, such changes or modifications should be made 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 these policies may be made by the instructors at their discretion or as directed by the Provost or designee.

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 higher grade achieved in the course will be included in the cumulative GPA calculation, though the lower grade will remain on the permanent transcript record and marked as 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.

Dual Degree Programs

Grace Christian University partners with local private universities 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 Christian Studies degree at Grace and baccalaureate degree from the partner institution. Students can select from a wide range of bachelor degree programs from the partner institution.

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 ensure 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 confirms that the student registers for the appropriate Grace courses each semester in cooperation with the student's advisor at the partner school. This is intended to maximize the efficiency of the program and to assure that the degree requirements at both institutions are successfully completed.

Dual Degree students' Grace degrees require the completion of degree requirements at both the partner institution and Grace. Degree Completion students wishing to pursue the Dual Degree option will be required to complete the 30-credit Bible and Theology Core in order to fulfill the requirements for the Christian Studies major at Grace.

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. The "My Grades" link in Blackboard is unofficial.

GRADES

Grading Scale and Grade Explanation

Percentage or Description	Letter Grade	Quality 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
90-94	A-	3.7	
87-89	B+	3.3	
83-86	B	3.0	Above Average
80-82	B-	2.7	
77-79	C+	2.3	
73-76	C	2.0	Average
70-72	C-	1.7	
67-69	D+	1.3	

Percentage or Description	Letter Grade	Quality 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.
63-66	D	1.0	Inferior but Passing
60-62	D-	.7	
0-59	F	0	Failing
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	S	Does not impact GPA	Credit granted based on a satisfactory/unsatisfactory basis. Credit earned is equivalent to a C or better.
Unsatisfactory	U	Does not impact GPA	Credit granted based on a satisfactory/unsatisfactory 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. Only the highest earned grade counts toward GPA calculation.

Grade Point Average (GPA)

The GPA is computed by dividing the total number of quality points earned by the number of credits attempted for a letter grade.

INCOMPLETE / IN PROGRESS GRADES

Incomplete Grade (I)

All coursework is intended 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 following policy is to be applied to all On-Campus students who wish to receive a grade of "I" in a course:

- The student must have been earning 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 on or before the last scheduled date 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 will be required to turn in the completed work to the professor who taught the course unless other arrangements have been approved by the Provost or designee.
- Incomplete coursework for 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

In Progress Grade (IP)

Certain courses that are student-driven may require longer than one semester to complete. These courses include Internships, Practicums, Independent Studies, Study Abroad, etc. Students enrolled in these classes who need additional time to complete may request an In Progress grade.

The following policy is to be applied to all On-Campus students who wish to receive a grade of "IP" in a course:

- It is the student's responsibility to request an "IP" grade prior to the end of the semester and the professor's to determine whether the circumstances merit an In Progress grade. The faculty member will instruct the student to submit a Request for In Progress Grade request form, which will be forwarded to the instructor for approval before the In Progress grade is processed.
- A student who receives an In Progress grade for any course (additional time required to complete the course requirements) 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.

- Remining In Progress requirements for On-Campus Undergraduate courses must be completed by the last day of classes in the full semester (i.e. fall or spring semester) following the original semester.
- Failure to submit the In Progress 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 are permitted to attend an audited course but may not submit assignments or take examinations. Audited courses do not earn quality 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 expected to submit their **Graduation Application Form** at least six months prior to the anticipated completion date.

The Registrar will audit the candidate's record for degree completion. The student's Degree Audit will ensure that the student and the Coach/Academic Advisor have current documentation of the student's progress toward degree completion. As long as there are no holds on the student's account, the diploma will be mailed to the address on the application for graduation unless requested otherwise by the graduate. If a student has not met the degree requirements at the final degree audit, the Registrar will notify the student and the advisor. 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 should apply to graduate by February 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 video approximately two weeks later that is available to view through a link on the Grace website. Both ceremonies honor the graduates with speakers from the graduating class, and the distribution of 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. In addition, candidates who are in their last semester of study to complete their degree may participate in the Annual Commencement ceremony if they meet the following requirements:

1. They have no more than two outstanding courses to complete their Grace degree requirements (including courses currently in process).
2. They are registered for the remaining courses at Grace in the current semester.
3. They are in good academic standing.
4. There is a reasonable expectation that they will successfully complete their final degree requirements as scheduled (to be determined by the University Registrar).

Students who do not meet these requirements may submit an academic appeal to be allowed to participate in Commencement. The appeal 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. Honor cords will be provided to candidates participating in one of the Commencement ceremonies who have met the requirements for the honors or high honors designation.

GRADUATION HONORS

Undergraduate students will be honored for their achievement with the privilege of wearing a single cord representing Honors (3.30 – 3.69) or two cords 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 or High Honors will receive the corresponding acknowledgement on 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 $25, which must be paid when the order is submitted. Contact the Records/Registration Office to request a replacement diploma: **onlineregistrar@gracechristian.edu**.

Graduation Requirements

DEGREE REQUIREMENTS

In order to graduate from an On-Campus 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 in residence at Grace Christian University (15 credits for AA, 30 credits for BS)
- Earn a minimum cumulative grade point average of 2.0
- Complete the required General Education Core:
  - AA Degree: 24 credit hours
  - BS Degree: 30 credit hours
- Complete the required Bible and Theology Core (BTC):
  - AA Degree: 18 credit hours
  - BS Degree Completion: 18 credit hours
  - BS Degree: 30 credit hours
- Official transcripts of transfer credit (including non-traditional transfer credit) must be received prior to March 1 for students anticipating a Spring graduation or October 15 for those anticipating a December graduation, unless pre-approved by the Academic Policies Committee
- 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 BS Major, Minor and Concentration requirement with a grade of C or higher
  - Earn a minimum of 36 upper division credits for BS degrees
  - Complete the specified number of credits for each BS 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:

- Complete the course requirements for each major
- Duplicate no more than six credits between the two bachelor degree majors
- Complete all other bachelor degree requirements as described in the catalog
- Complete a second Internship for the second major, if applicable

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

- Fulfill all course requirements for each emphasis
- Duplicate no more than six credits between the two emphases
- 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.

Independent & Directed Study Policy

INDEPENDENT STUDY

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 the instructor and must be approved by the Dean or Chair of the student's program. Independent 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 Records/Registration 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 the instructor 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.

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.

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 courageous ambassadors for Christ who make an eternal impact wherever they go. 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.

Personal Information Changes

Grace Christian University expects that the student will keep their demographic information up to date with the university to ensure that the student can be reached by the university in a timely manner. Name, address, phone number, and personal email address changes should be initiated using the **Information Change Form**.

NAME CHANGE

A formal name change requires legal documentation. After submitting the name change request (**Information Change Form**), please submit a copy of an approved document to **onlineregistrar@gracechristian.edu** or mail to Records/Registration, Grace Christian University, 1011 Aldon St SW, Wyoming, MI 49509.

Approved documents for name change verification: marriage license, divorce decree, court documents approving a legal name change or a letter from the Social Security Administration approving the name change.

ADDRESS CHANGE

Any request for an address change (**Information Change Form**) will be processed within five working days from when the form response is received.

Privacy Policy

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 Records/Registration Office via the FERPA Consent form.

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 (as appropriate)
- Earned degrees and dates
- 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 identifying 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, the Registrar 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.

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 and filed with the Registrar. No course may be added after the first week of the semester without the approval of the Provost or designee.

- 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 withdrawn (W).
- Any student who discontinues attending a course and completing assigned work without officially withdrawing with the Records/Registration 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 a faculty 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, spiritual and career development.

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 advisor of their intentions as early as possible so that consideration can be given to transfer requirements.

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.

Stop Out Policy

Should a student decide to take a semester off before completing degree requirements, the student may request a **Stop Out**. With an approved Stop Out, the On-Campus student takes a break for one full (Fall or Spring) semester. This allows the student to continue pursuing the degree requirements in the catalog under which they entered Grace without applying for re-entry to the University, and to maintain the same institutional aid eligibility when they return. However, due to the length of the On-Campus semesters, the Stop Out will be considered a withdrawal for loan deferment calculations.

If the student elects to not return as scheduled in the full semester following the Stop Out semester, the student will be officially withdrawn from Grace and will be required to apply to return to Grace and to complete the degree requirements described in the catalog in place at the time of re-entry.

Student Records

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

TRANSCRIPT REQUEST

Students are encouraged to resolve all obligations to Grace prior to requesting an official Grace transcript. To request an official transcript, students should visit the **Transcript Request page** on the Grace website. Transcripts will be sent electronically, by mail, or will be available for pickup (as requested by the student) within three business days. A $10 payment is required before an official transcript will be released.

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

Career Services

Each semester, Grace hosts an Internship/Career Fair for students looking for part-time or full-time work. Job Board on the Alumni page of Grace's website..

Ministry students desiring to serve in the churches of the Grace Gospel Fellowship (GGF) should contact 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 mental/emotional, social, and personal needs is available through the Campus Counselor. Students are encouraged 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, or sign up for a commuter meal plan through the Student Affairs Office.

Library and Learning Center

The Library and Learning Center (LLC) of Grace Christian University builds an irresistible research and learning community through information and academic resources, services, and spaces dedicated to graduating discerning ambassadors for Christ. The Library is continually evaluating and honing 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 tutoring and The Writing Center are available through its website: **gracechristian.edu/library**.

Online students may supplement their Library needs by using their own local libraries, or through agreements with numerous other academic libraries in the U.S. and Canada. The Library's website is **gracechristian.edu/library**.

Circulation Desk Phone: (616) 410-7545

Medical Services

Student Affairs staff may assist students with medical needs. 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 Success Center

Conveniently located in the Jack T. Dean Academic Center, the Student Success Center is a holistic service center for the success of On-Campus students. Each student is paired with a Success Coach who is dedicated to guiding them through their individual path to an excellent education, from their first day to the day they graduate. Coaches build relationships with students, assist them in their academic learning journeys, challenge them to grow, and help connect them with opportunities to serve as courageous ambassadors in their community.

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, spiritual emphasis events, and art. Baker Chapel, the library, student lounges, dining rooms within Huston Hall, and the facilities in the Aldrich Athletic Center offer a wide variety of activities.

Grace Ministries International (GMI)

GMI, a sister organization on campus 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 Student Affairs and GMI.

Athletics

Grace Christian University provides intercollegiate competition in baseball, basketball, and soccer for men. Women's sports include basketball, soccer, softball, 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

In keeping with the mission of the institution, students in the On-Campus program participate in the Christian Ministry Program.

The Christian Ministry program has four goals, each of which seeks to support the mission of the institution:

- Practical ministry experience
- Learning to follow the example of Christ
- Developing habits of service
- Investigation and exercise of personal gifts and talents

To this end, specific courses in the Bible/Theology core include Christian Ministry as a required portion of the course grade (typically 10%):

- Year 1 (Freshman) – THE 163
- Year 2 (Sophomore) – THE 213, BIB 205/215
- Year 3 (Junior) – THE 363
- Year 4 (Senior) – Ministry Internship (Leadership and Ministry, Biblical Studies majors)

Students complete these requirements by serving in churches and various community non-profit organizations as well as on campus. Specific requirements are stated in the syllabus for each respective course. Ministry supervising mentors work with students, helping them to develop their skills within the chosen ministry, and providing feedback on student progress at the end of the semester. Most courses also include a written reflection by the student on ministry experiences throughout the semester.

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.

Chapel and Ministry Teams

Students are invited to audition for the chapel worship teams. These groups lead worship at campus chapels and other university functions.

Worship Services

Services are conducted in Baker Chapel three days each week. The entire student body and faculty are expected to regularly participate in these activities. Other "spiritual emphasis events" including small group Bible studies, worship nights, and ministry in our community, take place throughout each semester.

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. All email correspondence will be sent 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 pursue education at Grace Christian University effectively, it is required that students have a computer with access to the internet. This may include a Google Chromebook, PC, or Apple computer. While effective for some tasks, phones and tablets are not sufficient tools for a robust academic experience.

In order to provide a quality experience for all users accessing Grace Christian University resources; the suggested minimum and recommended computer specifications are listed below. Students and Faculty are encouraged to use computers that meet 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 11 or Mac OS 10.12	Windows 11 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 Records/Registration 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 courageous ambassadors for Christ who make an eternal impact wherever they go. 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. Students interested in study abroad opportunities may contact the trip leader for more information.

Even though participating in study abroad is not required, it is strongly 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
- International Internships
- Experiential and Mission Trips
- Partnership Programs

Detailed information can be found at **gracechristian.edu/study-abroad**.

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 the 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 On-Campus 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 60 credits
- Needs the additional 4+1 course 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 communication, education, history, intercultural communication, professional communication, 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 General Education 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	AA Emphasis (opt.) / BS Major
Associate of Arts	Communication
Bachelor of Science	Interdisciplinary Studies

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 to be courageous ambassadors for Jesus Christ.

The Bachelor of Science in Biblical Studies is designed for students who specifically desire advanced study of the biblical text and languages in order to prepare for seminary or graduate school. Within this degree program, students have the option of adding a minor in Biblical Languages.

The Bachelor of Science in Leadership and Ministry degree is designed for students involved in or preparing for ministry or nonprofit leadership 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 or 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

THE SCHOOL OF BUSINESS INNOVATION AND PUBLIC SERVICE

The School of Business Innovation and Public Service 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 Business Innovation and Public Service prepares graduates for graduate school, and a variety of careers in private and public agencies, and the church. The School of Business Innovation and Public Service confers degrees in Business, Criminal Justice, Human Services, Psychology, and Sports Management, optional AA emphases in Business and Social Science, and optional Minors in Business, Criminal Justice, Human Services, Psychology, and Sports Management.

On-Campus Undergraduate Program List

Degree	AA Emphasis (opt.) / BS Major
Associate of Arts	Business
Associate of Arts	Social Science
Bachelor of Science	Business*
Bachelor of Science	Criminal Justice
Bachelor of Science	Human Services
Bachelor of Science	Psychology
Bachelor of Science	Sports Management**

* Optional concentrations in Management and Marketing
** Optional concentration in Marketing

Associate of Arts Degree

OVERVIEW

Completion of an associate degree at Grace Christian University requires:

- Complete the A.A. General Education Core requirements
- Complete the A.A. Bible and Theology Core requirements
- Accumulate a minimum of 60 semester credits
- Earn a minimum cumulative GPA of 2.0
- Complete at least 15 credits applied toward the degree in residence at Grace
- If an Emphasis is declared, complete all Emphasis courses with a grade of C or higher

Associate of Arts

PROGRAM OUTCOMES

1. Apply knowledge acquisition, communication, cultural intelligence, and critical thinking skills to expand self-efficacy and achieve college-level academic study.
2. Integrate a biblical worldview into life and learning.

PROGRAM REQUIREMENTS

Associate of Arts – 60 Credits total

Associate General Education Core – 24 Credits

Course	Course Name	Credit Hours	Degree Requirement
COM 140	Life Communication	3	Oral Communication
ENG 101 or ENG 201	College Writing or Argumentation and Research	3	Written Communication
HST —	History Elective	3	Humanities
ENG 223 or ENG 225	Introduction to Literature or Studies in Literature	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
THE 161	Christian Worldview	3
THE 163	Christian Life	3
THE 213	Biblical Christian Thought	3
THE 363	Theology of Spiritual Formation	3

The Associate of Arts is comprised of:

- General Education Core 24 credits
- Bible and Theology Core 18 credits
- Electives or Emphasis 18 credits
- **Total Required for Degree** **60 credits**

Students may elect to complete one of the following Emphases:

Optional Business Emphasis – 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

Optional Communication Emphasis – 15 Credits

Course	Course Name	Credit Hours
COM 220	Intercultural Communication	3
COM 250	Interpersonal Communication	3
COM 350	Leadership and Group Communication	3
Select two of the following:		
COM 330	Culture and Conflict Management	3
MKT 265	Social Media Marketing	3
PSY 215	Psychology of Leadership	3
PSY 325	Social Psychology	3
PSY 349	Theories and Foundations in Counseling	3

Optional Social Science Emphasis – 15-18 Credits

Course	Course Name	Credit Hours
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

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

Bachelor Degree Requirements

Completion of a bachelor degree at Grace Christian University requires:

- Complete the General Education 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

General Education 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.

General Education Core – Bachelor Degree – 30 Credits

Course	Course Name	Credit Hours	Degree Requirement
COM 140	Life Communication	3	Oral Communication
COM 290	Professional Communication	3	
ENG 101 or ENG 201	College Writing or Argumentation and Research	3	Written Communication
HST —	History Elective	3	Humanities
ENG 223 or ENG 225	Introduction to Literature or Studies in Literature	3	
PHL —	Philosophy Elective	3	
PSY 201 or 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	5-6	Arts and Science

Bible & Theology Core

In order to align with Grace's Core Value of being Bible-Centered and to provide students with opportunities for spiritual growth, ministry, and biblical literacy, all full-time students at Grace Christian University are required to take at least one class from the Bible and Theology Core each semester until the student's Core requirement for the intended degree program is completed.

Students who complete each course in the Bible and Theology Core with a minimum grade of C, may elect to declare a second major in Christian Studies. As a rule, the Christian Studies major cannot be declared as a stand-alone major. See the Christian Studies major section of the catalog for more details.

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 163	Christian Life	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 initial 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 General Education 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
BIB 215* or THE 213	Biblical Interpretation* or Biblical Christian Thought	3
THE 363	Theology of Spiritual Formation	3
THE/BIB	Upper Division Bible (BIB) or Theology (THE) elective	3
THE/BIB	Upper Division Bible (BIB) or Theology (THE) elective	3

* Degree Completion Biblical Studies and Leadership and Ministry majors take BIB 215. Students in other majors take THE 213.

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.

Students who desire advanced study to prepare for seminary or graduate school can elect to pursue a minor in Biblical Languages.

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 – 36 credits, at least 15 credits in residence

Course	Course Name	Credit Hours
BIB elective	Old Testament Upper Division Elective*	3
BIB elective	New Testament Upper Division Elective*	3
LAN 331	Elementary Biblical Greek I	3
LAN 332	Elementary Biblical Greek 2	3
THE 316	Foundations of Dispensational Theology	3
MIN 351	Preaching and Teaching	3
MIN 429	Ministry After Postmodernity	3
MIN 438	Internship	3
Electives	BIB/THE/LAN Electives*	6
Select two (2) of the following:		
THE 351	Theology I	3
THE 352	Theology II	3
THE 372	Church History	3

* Bible (BIB) and Theology (THE) courses applied toward the Biblical Studies major cannot duplicate courses taken for the Bible and Theology Core.

The Bachelor of Science in Biblical Studies is comprised of:

- General Education Core 30 credits
- Bible and Theology Core 30 credits
- Major 36 credits
- Undesignated Electives/Concentration/Minor 24 credits
- **Total Required for Degree** **120 credits**

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** – Make data-driven business recommendations utilizing comprehensive research skills.
3. **Creative Strategy Formulation** – 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	Principles of 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:

- General Education 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	Principles of 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:

- General Education 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 a 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	Principles of 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 330	Principles of Marketing*	3
MKT 435	Market Research	3

* Duplicated in Major

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

- General Education 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 Christian Studies (Second Major)

OVERVIEW

Students who complete each course in the Bible and Theology Core with a minimum grade of C, may elect to declare a second major in Christian Studies. Designed as an additional credential, the Christian Studies major cannot be awarded as a stand-alone major except in the following circumstances:

1. Students earning a second degree at one of Grace's partner schools through the Dual Degree program will graduate with a B.S. in Christian Studies from Grace.
2. Students who have already completed an accredited baccalaureate degree at another institution, and wish to grow in their understanding of the Bible by completing the 30-credit Bible and Theology Core may earn a B.S. in Christian Studies. (All requirements for earning a second bachelor degree must be met.)

Students who enter Grace with Degree Completion status may earn the second major in Christian Studies by completing the full 30-credit Bible and Theology Core with course grades of C or higher. In many cases, degree completion students who elect to declare Christian Studies as a second major will graduate with more than 120 credits.

PROGRAM OUTCOMES

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

PROGRAM REQUIREMENTS

Bachelor of Science in Christian Studies – 120 Credits total

Major Requirements – 30 credits, at least 12 credits in residence

Course	Course Name	Credit Hours
BBL 102	Old Testament Literature	3
BBL 202	New Testament Literature	3
BIB 205 or BIB 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 163	Christian Life	3
THE 213	Biblical Christian Thought	3
THE 363	Theology of Spiritual Formation	3
THE —	Upper Division Theology Elective	3

The Bachelor of Science in Christian Studies as a second major is comprised of:

- General Education Core 30 credits
- Bible and Theology Core / Second Major 30 credits
- First Major 33-51 credits
- Undesignated Electives/Concentration/Minor 9-27 credits
- Total Required for Degree 120 credits

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. Develop a deep understanding of ethical considerations, social and economic inequalities, cultural intelligence, and issues of diversity and human rights in relation to the criminal justice system.
2. Apply theoretical frameworks and problem-solving methods to analyze and address criminal justice issues while considering multiple perspectives and the consequences of crime to society.

PROGRAM REQUIREMENTS

Bachelor of Science in Criminal Justice – 120 Credits total

Major Requirements – 42-45 credits, at least 18 credits in residence

Course	Course Name	Credit Hours
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 440	Culture, Crime, Ethics, and Justice	3
CJS 456	Survival Psychology	3
PSY 282	Research Statistics	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 420	Criminal Justice Internship	3-6

The Bachelor of Science in Criminal Justice is comprised of:

- General Education Core 30 credits
- Bible and Theology Core 30 credits*
- Major 42-45 credits
- Undesignated Electives/Minor 15-18 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 that emphasizes ethical decision-making, respect for diversity, cultural intelligence (CQ), and the recognition of social and psychological dimensions of human interactions.
2. Demonstrate effective interpersonal skills and the ability to navigate helping relationships in various settings to support growth and potential.

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 or SOC 251	Introduction to Psychology or Principles of Sociology	3
PSY 282	Research Statistics	3
PSY 310	Abnormal Psychology	3
SOC 243	Introduction to Cultural Diversity	3
SOC 255	Introduction to Human Services	3
SOC 420	Human Services Internship	6
ELECTIVES	Electives chosen in consultation with Faculty Advisor from CJS, PSY, SOC, BUS	3
ELECTIVES	Upper Division electives chosen in consultation with Faculty Advisor from CJS, PSY, SOC, BUS	18

The Bachelor of Science in Human Services is comprised of:

- General Education 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, and Youth Ministry. These discipline studies are comprised of at least 21 credits in the field of focus, including at least 12 credits of upper division coursework. Courses within the discipline studies are typically designed in collaboration with a faculty member or the academic advisor.

PROGRAM REQUIREMENTS

Bachelor of Science in Interdisciplinary Studies – 120 Credits total

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

Course	Course Name	Credit Hours
—	Discipline / Area of Study (at least 12 credits UD)	21
—	Discipline / Area of Study (at least 12 credits UD)	21
IDS 438	Internship	3

The Bachelor of Science in Interdisciplinary Studies is comprised of:

- General Eduation 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

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
MIN 438	Internship	3
MIN 200	Introduction to Ministry	3
MIN 351	Preaching and Teaching	3
MIN 401	Ministry of the Local Church	3
MIN 429	Ministry After Postmodernity	3
MIN/PSY 457	Counseling and Coaching Seminar	3
THE 316	Foundations of Dispensational Theology	3
Select two of the following:		
THE 351	Theology I	3
THE 352	Theology II	3
THE 372	Church History	3
Select two of the following:		
COM 330	Culture and Conflict Management	3
PSY 349	Theories and Foundations in Counseling	3
SOC 356	Marriage and Family	3

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

- General Education 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. Develop effective communication skills, including culturally intelligent (CQ) and ethical behavior, to effectively convey ideas in writing and oral, and interpersonal interactions to promote human growth and development.
2. Apply psychological concepts, theories, and research to analyze and solve various behavior problems while demonstrating scientific inquiry and critical thinking 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 456	Survival Psychology	3
PSY 461	Physiological Psychology	3
PSY/MIN 457	Counseling and Coaching Seminar	3
SOC 243	Introduction to Cultural Diversity	3
SOC 255	Intro to Human Services	3
SOC 356	Marriage and Family	3
PSY 420	Psychology Internship	6

The Bachelor of Science in Psychology is comprised of:

- General Education 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

Bachelor of Science in Sports Management

OVERVIEW

The Bachelor of Science in Sports Management major is designed to prepare graduates for leadership and administrative positions within the sporting industry. Athletes or those passionate about sports, activity, and people can be courageous ambassadors for Christ in public or private school sports and commercial or recreational sporting opportunities. By effectively applying sports management principles and effective communication, graduates will have the tools to help others reach their God-given potential.

PROGRAM OUTCOMES

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

1. Effectively apply proven management principles and messaging for sports industry platforms.
2. Demonstrate the ability to organize, operate, and promote sports facilities and events.
3. Develop a philosophy to use best practices and sound policy in the sports industry from a Christian perspective.

PROGRAM REQUIREMENTS

Bachelor of Science in Sports Management – 120 Credits total

Major Requirements – 39 credits, at least 18 credits in residence

Course	Course Name	Credit Hours
BUS 210	Principles of Accounting I	3
BUS 301	Principles of Management	3
COM 220 or COM 250	Intercultural Communication or Interpersonal Communication	3
COM 330	Culture and Conflict Management	3
COM 350	Leadership and Group Communication	3
MKT 265	Social Media Marketing	3
SMG 201	Introduction to Sports Communication and Media	3
SMG 210	Introduction to Sports, Recreation and Fitness Management	3
SMG 300	Sports Coaching Seminar	3
SMG 345	Sports Regulation and Governance	3
SMG 390	Practicum in Sports Event and Facility Management	3
SMG 438	Sports Management Internship	6

The Bachelor of Science in Sports Management is comprised of:

- General Education Core 30 credits
- Bible and Theology Core 30 credits*
- Major 39 credits
- Undesignated Electives/Concentration 21 credits
- **Total Required for Degree** **120 credits**

* 18 credits for Degree Completion Transfer Students

Bachelor of Science in Sports Management / 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 a strategic marketing plan through research methods and data analysis to create a robust marketing plan for a new or existing venture opportunity.

Major Requirements – 39 credits, at least 18 credits in residence

Course	Course Name	Credit Hours
BUS 210	Principles of Accounting I	3
BUS 301	Principles of Management	3
COM 220 or COM 250	Intercultural Communication or Interpersonal Communication	3
COM 330	Culture and Conflict Management	3
COM 350	Leadership and Group Communication	3
MKT 265	Social Media Marketing	3
SMG 201	Introduction to Sports Communication and Media	3
SMG 210	Introduction to Sports, Recreation and Fitness Management	3
SMG 300	Sports Coaching Seminar	3
SMG 345	Sports Regulation and Governance	3
SMG 390	Practicum in Sports Event and Facility Management	3
SMG 438	Sports Management Internship	6

Marketing Concentration – 12 Credits

Course	Course Name	Credit Hours
MKT 310	IT for Marketers	3
MKT 315	Advertising and Promotions	3
MKT 330	Principles of Marketing	3
MKT 435	Market Research	3

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

- General Education Core 30 credits
- Bible and Theology Core 30 credits*
- Major 39 credits
- Concentration 12 credits
- Undesignated Electives/Minor 9 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 451	Elementary Biblical Hebrew I	3
Select two (2) of the following:		
LAN 421	Readings in New Testament	3
LAN 422	Method of Greek Exegesis	3
LAN 429	Independent Study in Languages	3
LAN 452	Elementary Biblical Hebrew II	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

Communication Minor – 15 Credits

Course	Course Name	Credit Hours
COM 220	Intercultural Communication	3
COM 250	Interpersonal Communication	3
COM 350	Leadership and Group Communication	3
Select two of the following:		
COM 330	Culture and Conflict Management	3
MKT 265	Social Media Marketing	3
PSY 215	Psychology of Leadership	3
PSY 325	Social Psychology	3
PSY 349	Theories and Foundations in Counseling	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

Education Minor – 15-21 Credits

Course	Course Name	Credit Hours
EDU 103	Introduction to Education	2
EDU 281	Principles/Philosophy of Education	3
EDU 283	School Observation Practicum	1
EDU 351	Education Psychology	3
COM 350	Leadership and Group Communication	3
COM 250 or GEN 130	Interpersonal Communication or Intro to Academic Success Coaching	3
Recommended		
ENG 305	Children's Literature	3
PSY 245	Lifespan Psychology	3

Human Services Minor – 15 Credits

(May not be combined with the 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

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 330	Culture and Conflict Management	3
Select one of the following		
COM 350	Leadership and Group Communication	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 200	Introduction to Ministry	3
MIN 314	Pastoral Care	3
MIN 351 or MIN 354*	Preaching and Teaching or Preaching and Teaching Lab	3
MIN 401	Ministries of the Local Church	3
MIN 405	Developing and Reproducing Healthy Churches	3

* Students who do not take MIN 351 as part of their major will take MIN 351; students whose major requires MIN 351 will complete MIN 354.

Psychology Minor – 15 Credits

(May not be combined with the 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 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
SMG 300	Sports Coaching Seminar	3
SMG 345	Sports Regulation and Governance	3
Select one of the following:		
COM 350 or LEA 372 or MKT 265	Leadership and Group Communication or Organizational Leadership or Social Media Marketing	3 3 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
Select one of the following:		
YTH 233	Middle School Youth Ministry	3
MIN 429	Ministry After Postmodernity	3
YTH ___	YMN Elective	3

Course Descriptions

To be eligible to take a 300-level course, the student must have at least sophomore class standing; to be eligible to take a 400-level course, the student must have at least junior class standing. Exceptions require instructor consent.

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. Additional course fee required.

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. Additional course fee required.

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. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

BIB 303 – The Pentateuch

Credit Hours: 3

Origins, literary forms, archaeological illuminations and theology of the Mosaic documents, institutions, and legislation. Offered alternate years. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

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. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

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. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

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. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

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. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

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. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

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. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

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. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

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. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

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. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

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. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

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. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

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. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

BIB 449 – Independent Bible Study

Credit Hours: 1-3

Individual guided research in special problems by arrangement with instructor. Prerequisite: BIB 205 or BIB 215.

BIB 458 – Missionary Travels of the Apostle Paul

Credit Hours: 3

Traces 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. Offered alternate years. Prerequisite: BIB 205 or BIB 215. Additional course fee required.

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. Offered alternate years. Additional fees required.

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

Survey of 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. Additional course fee required.

BBL 202 – New Testament Literature

Credit Hours: 3

Survey of the literature of the New Testament in its historical setting, literary types, and main ideas. Attention is given to outstanding persons and major events. Additional course fee required.

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. Available only in the Online and Dual Enrollment programs.

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. Additional course fee required.

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. Additional course fee required.

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. Additional course fee required.

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. Additional course fee required.

BUS 255 – Fundamentals of Business Law

Credit Hours: 3

An introduction to the ethics and legal framework of business. Emphasis is placed on contracts, negotiable instruments, and the working of the court systems. Students will explore ethical issues and laws to aid in business decision-making. Additional course fee required.

BUS 260 – International Business

Credit Hours: 3

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. Additional course fee required.

BUS 265 / 365 – Greece Study Abroad

Credit Hours: 1-3

A focus on the development of businesses in 21st century Greece. Students will visit Greek businesses to gain insight on business operations, culture, and global business practices for growth and sustainability. May not apply toward the General Education elective requirement. Additional fees required.

BUS 295 – Fundamentals of Business Technology

Credit Hours: 3

Provides 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. Additional course fee required.

BUS 301 – Principles of Management

Credit Hours: 3

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 a mission and how our faith fits into workforce management. Additional course fee required.

BUS 303 – Principles of Finance

Credit Hours: 3

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. Additional course fee required.

BUS 365 / 265 – Greece Study Abroad

Credit Hours: 1-3

A focus on the development of businesses in 21st century Greece. Students will visit Greek businesses to gain insight on business operations, culture, and global business practices for growth and sustainability. May not apply toward the General Education elective requirement. Additional fees required.

BUS/LEA 372 – Organizational Leadership

Credit Hours: 3

Provides 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

Prepares the student to integrate the various theories of learning, leadership, and motivation into a practical application of different methodologies, including needs assessment, development, and execution. Other important aspects covered include job design, coaching, mentoring, and performance management techniques. Additional course fee required.

BUS 475 – Operations Management

Credit Hours: 3

Provides an understanding of the foundations of the operations function from both manufacturing and services perspectives. The course will analyze operations from both strategic and operational perspectives and highlight the competitive advantages that operations can provide for the organization. Covering topics in the areas of process analysis, materials management, production scheduling, quality improvement, and product design.

BUS 485 – Strategic Management

Credit Hours: 3

Examines the art and science of formulating, implementing, and evaluating cross–functional decisions that enable an organization to achieve its objectives. The course focuses on integrating management, marketing, finance/accounting, production/operations, research and development, and information systems to accomplish organizational success in a rapidly changing global economy. Additional course fee required.

BUS 495 – Business Portfolio

Credit Hours: 3

Students 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. Additional course fee required.

BUS 499 – Business Internship

Credit Hours: 1-6

A faculty-supervised internship that integrates previous classroom learning with practical experiences acquired at an approved internship site. Internships require a minimum of 40 hours of contact time per credit earned. The typical Business Internship is three credits, for a total of 120 hours. Emphasis will be on application of skills and concepts in a business setting. Prerequisite: Faculty Advisor consent.

BUS 515 – Financial Stewardship

Credit Hours: 3

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.)

BUS 525 – Global and Economic Theory

Credit Hours: 3

Provides students with an understanding of the current global economic environment. Students will discuss international trade theory and strategy, free markets and customer choice. Students will engage in discussions about capitalism, socialism, and communism. Students will evaluate the economic landscape of a foreign country and create a plan to use business as a tool for aiding in economic development. (Available only to students in the 4+1 program.)

BUS 535 – Social Entrepreneurship

Credit Hours: 3

Introduces the complex relationship business, community development and faith. Students will explore the unique ways business can impact community development and human flourishing. Students will create a business plan that focuses on the quadruple bottom line: people, profit, planet, and progress. (Available only to students in the 4+1 program.)

BUS 555 – Financial Analysis for Managers

Credit Hours: 3

An in-depth look at the creation of, and analysis of financial statements. Students will evaluate the financial information from businesses in various sectors of the economy. Financial concepts of stocks, bonds and the time value of money will be discussed from the role of a manager. Various software solutions will be discussed that are relevant to each industry. (Available only to students in the 4+1 program.)

BUS 575 – Business as a Calling

Credit Hours: 3

Provides students with a framework for understanding the theology of work. Students will explore their natural giftings and motivations for business success. Students will create a comprehensive plan to understand the impact their business can have for introducing others to Jesus Christ. (Available only to students in the 4+1 program.)

BUS 585 – Marketing Management

Credit Hours: 3

A hands-on approach to marketing. Students will engage in exposure to various marketing software solutions. There is a focus on marketing techniques across various digital media platforms. Students will create a comprehensive campaign for the business of their choosing exploring the various components that make up a complex marketing strategy. (Available only to students in the 4+1 program.)

COMMUNICATION

COM 140 – Life Communication

Credit Hours: 3

Life Communication prompts students to identify their passion and excitement to use the gift of speech for good. By working through the process of topic selection, research, and speech organization, students will build confidence in serving others with their communication. In Life Communication, students will be encouraged to know their story, challenged to live their story, and empowered to tell their story.

COM 150 – Introduction to Journalism

Credit Hours: 3

Words matter. By exploring journalism's past, present, and future, students will work with words to communicate ethically and purposefully from a Christian perspective. Students will learn about interviewing, news writing, and the Associate Press style guidelines to aid in locating, analyzing, and using information relevant to the journalistic purpose. Additional course fee required.

COM 210 – Foundations of Communication

Credit Hours: 3

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

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 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 260 / 360 – Greece Study Abroad

Credit Hours: 1-3

The serious study of communication is traced to ancient Greece. By crossing cultures and exploring Greece, students will further understand foundational elements of rhetoric and grow in appreciation for the study of communication from a Christian perspective. COM 260 may apply toward the General Education Core requirement if taken for three credits. Additional fees required.

COM 290 – Professional Communication

Credit Hours: 3

By exploring the fundamental concepts, principles, and skills needed for effective communication, students are preparing for connections 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: ENG 101, COM 140

COM 330 – Culture and Conflict Management

Credit Hours: 3

Provides 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 350 – Leadership and Group Communication

Credit Hours: 3

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 360 / 260 – Greece Study Abroad

Credit Hours: 1-3

The serious study of communication is traced to ancient Greece. By crossing cultures and exploring Greece, students will further understand foundational elements of rhetoric and grow in appreciation for the study of communication from a Christian perspective. COM 360 may not be applied toward the General Education Core requirement. Additional fees required.

COM 370 – Crisis Communication

Credit Hours: 3

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 390 – Journalism Practicum

Credit Hours: 3

By creating content, students will gain understanding, insight, and experience in journalism. The practicum allows for real-life experience to observe, learn, and contribute content, with the opportunity to be published. Students will be mentored through topic selection, researching the target audience, developing content, working with an editor, and revising.

COM 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. Additional course fee required.

COM 420 – Public Relations

Credit Hours: 3

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.

COM 438 – Communication Internship

Credit Hours: 1-6

This advanced internship is faculty-supervised and provides a managed experience to gain communication skills and build a professional network. Internships require a minimum of 40 hours of contact time per credit earned. The typical Communication Internship is three credits, a minimum of 120 hours. Students also complete additional coursework in collaboration with their supervising faculty to integrate classroom concepts and theory into professional situations. Prerequisite: Faculty Advisor consent.

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: Junior Standing and consent of instructor.

CRIMINAL JUSTICE

CJS 251 – Introduction to Criminal Justice

Credit Hours: 3

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 through the lens of a Christian Worldview.

CJS 310 – Criminal Law

Credit Hours: 3

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.

CJS 315 – Criminal Procedure

Credit Hours: 3

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 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/PSY 415 – Sex Crime: Investigation, Trauma, and Psychosocial Implications

Credit Hours: 3

A review of 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

Credit Hours: 1-6

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. Internships require a minimum of 40 hours of contact time per credit earned. The typical Criminal Justice Internship is three credits, 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: Faculty Advisor consent.

CJS 440 – Culture, Crime, Ethics and Justice

Credit Hours: 3

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.

CJS 456 – Survival Psychology

Credit Hours: 3

Focuses on the traits responsible for surviving in high-stress environments, including responding directly to high-threat encounters. Pro-survival behaviors are presented, including the "gift of fear" and balancing independence and leadership versus the need for teamwork collaboration in responding to stressful events. Organizational and professional psychological traits present in law enforcement, paramilitary organizations and high stress organizations are explored, as well as healthy lifestyle factors that lead to career effectiveness and avoiding burnout, such as managing vicarious trauma and promoting self-care.

EDUCATION

EDU 103 – Introduction to Education

Credit Hours: 2

An introduction to the discipline of education and the teaching profession. Provides the initial framework for subsequent education courses, introducing students to education, including learning, teaching, the learner, curriculum, and schools.

EDU 238 – Developmentally Appropriate Practice with Young Children

Credit Hours: 3

Work with young children requires specialized knowledge of the field of early childhood education. This course will equip students with knowledge and skills for developmentally appropriate practice for young children, including culturally responsive perspectives and pedagogical strategies addressing the importance of play in learning, social-emotional development, early literacy, and early mathematics. Ten hours of observation in a preschool setting will be required for this course.

EDU 240 – The Social Context of Education

Credit Hours: 4

Guides students in an examination of the social context of schooling, including the interaction and impact of social structures and systems on the educational experiences of individuals and groups. Particular attention is given to the study of race, class, gender, and ability and how social science helps us understand their impact on students, schools, and society. A biblically guided understanding of justice helps shape this critical analysis.

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 Hour: 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.

EDUCATION LEADERSHIP

EDL 565 – Learning Theory and Teaching Strategies

Credit Hours: 3

Examines scholarly research on learning theories including cognitive, behaviorism, constructivism, humanism, and connectivism. Topics will include pedagogy and andragogy, multiple intelligences, differentiated instruction, learner-centeredness and teacher-centeredness. A variety of teaching methodologies will be explored. (Available only to students in the 4+1 program.)

DL 570 – Leadership in Educational Technology

Credit Hours: 3

Examines the roles of leadership in community, leadership in administration and leadership in institutions from a Christian worldview. This course will provide educators with both the theoretical and the practical considerations for evaluating, planning and implementing technology. This course will form a foundation from which educators will provide leadership and become agents for realizing the powerful potential of technology in their institutions. (Available only to students in the 4+1 program.)

EDL 575 – Curriculum Development and Assessment

Credit Hours: 3

Explores curriculum development approaches for online, face-to-face, and hybrid learning modalities. Topics will include writing measurable learning outcomes, developing formative and summative assessments, data-based decision making, closing the loop, and reporting assessment data in meaningful and useful formats. (Available only to students in the 4+1 program.)

EDL 580 – Contemporary Issues and Innovation in Higher Education

Credit Hours: 3

Examines current and emerging trends in higher education, including policy, accreditation, enrollment, diversity and equity, accessibility, technology, and socio-political influences. Students analyze these issues through the lens of ethical, biblical, and culturally intelligent leadership. Emphasis is placed on applying innovative, evidence-based strategies to address challenges faced by students, faculty, staff, and administrators. Through project-based learning, strategic problem-solving, and practical application, students develop the skills to lead change, foster inclusive campus communities, and enhance institutional effectiveness. (Available only to students in the 4+1 program.)

EDL 585 – Student Support Services and Retention Strategies

Credit Hours: 3

Examines strategies to optimize student outcomes to meet students' academic, social, emotional, physical and spiritual needs. Topics include motivation, academic support, student retention, campus life, academic advising, and career counseling. (Available only to students in the 4+1 program.)

ENGLISH

ENG 101 – College Writing

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. An original research paper is required. Must be completed with a grade of C or higher.

ENG 201 – Argumentation and Research

Credit Hours: 3

Through careful reading, critical thinking and advanced writing, students will analyze the arguments of others and compose argumentative essays based on their own extensive scholarly research. Prerequisite: ENG 101 or Advanced English Placement.

ENG 223 – Introduction to Literature

Credit Hours: 3

With a focus on genres of literature, students will be introduced to the discipline and will develop critical thinking, reading, and writing skills through careful analysis of short stories, poems, and dramas.

ENG 225 – Studies in Literature

Credit Hours: 3

As an introduction to the discipline and study of literature, students will thoroughly read and analyze novel-length texts to develop critical thinking, reading, and writing skills through the lens of a Christian worldview. Course focus and readings subject to change with each course offering.

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.

ENG 256 – Film and Christian Worldview

Credit Hours: 3

The study of film is really the study of humanity: who we are, what we believe, and why we believe it. For this course, students will thoughtfully examine a variety of movies, both in and outside of class, asking and answering tough questions of those movies and of ourselves. Through this film analysis, students will develop critical thinking skills and gain understanding of worldviews--others' as well as their own.

ENG 301 – Creative Writing

Credit Hours: 3

With an emphasis on individual expression, students will explore and compose works in several genres of writing, including fiction, nonfiction, drama, and poetry.

ENG 305 – Children's Literature

Credit Hours: 3

Survey of children's and young adult literature, including classic, new, and award-winning texts. This course will help prepare students working toward futures involving childcare, teaching, children's/ youth ministry and more. Prerequisite: ENG 223, ENG 225 or consent of instructor.

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, ENG 225, or consent of instructor.

ENG 360 – Greece Study Abroad

Credit Hours: 1-3

Through the study of ancient Greek epic and dramatic literature, coupled with personal exploration of the historic and breathtaking land of Greece, students will gain insight into and appreciation for some of the masterpieces of classical literature. May not be applied toward the General Education Core requirement. Additional fees required.

ENG 409 – Multiethnic Literature

Credit Hours: 3

Race. Immigration. Religion. Each of these topics is consistently spotlighted in the news, on social media, and in our own conversations. In this class, students will examine these topics and more through study and analysis of the works of authors of various ethnicities, highlighting differences and similarities and also celebrating the richness of ethnic and literary diversity. Prerequisite: ENG 223, ENG 225, or consent of instructor.

ENG 449 – Independent Study in English

Credit Hours: 1-3

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.

EXERCISE SCIENCE

EXS 185 – Introduction to Exercise Science

Credit Hours: 3

Provides a foundational understanding and overview of the knowledge and skills required for working in the exercise science field. Students will explore the history of exercise science, the health benefits of exercise, performance nutrition, and common rehabilitative treatments for sports injuries.

GENERAL EDUCATION

GEN 105 – Learning Community Lab

Credit Hour: 1

A lab experience designed to provide a supportive learning community that assists students in reaching their academic goals. May be repeated for credit as required.

GEN 112 – Pathways to Academic Success

Credit Hours: 3

Focuses on the foundational knowledge, basic software skills, the writing process, and motivation required to succeed in college as a follower of Christ. Through various educational experiences, students will learn about self, others, and how the Body of Christ works together to impact the world for His glory. Students will gain an understanding of the university systems, vision, and mission. Preparing students to make an eternal impact wherever they go while on a successful, fulfilling path to graduation. Must be completed with a grade of C or higher.

GEN 130 – Introduction to Academic Success Coaching

Credit Hours: 1-3

Training for academic success coaching. The purposes of the course are threefold: 1) to introduce coaches to effective tutoring and coaching techniques based on educational research, 2) to help coaches implement a variety of tutoring and coaching methods depending on their students' specific needs, and 3) to guide coaches in self-evaluating their tutoring process and progress.

GEN 501 – Graduate Writing and Research

Credit Hours: 3

An introduction to graduate-level writing and research within the context of a biblical worldview. Students 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 relevant to their program discipline. (Available only to students in the 4+1 program. The successful completion of GEN 501 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

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. Additional course fee required.

HST 220 – American Studies

Credit Hours: 3

A multidisciplinary exploration of North America from its precolonial societies to the present, emphasizing how political, social, economic, cultural, religious, and artistic forces have shaped the United States. Topics include Indigenous communities, Puritanism, constitutional development, immigration, industrialization, technological change, the impact of war, reform movements, and contemporary cultural issues.

HST 260 / 360 – Greece Study Abroad

Credit Hours: 1-3

A focus on the historical development of ancient Greece from the Mycenaean civilization to Alexander the Great using the history, culture, art, architecture, and philosophy of Greece to highlight the diffusion of Hellenism and Greek thinking. Special attention is given to the historical impact of Greece on Christianity and the West to the current day. HST 260 may be applied toward the General Education Core requirement if taken for three credits. Additional fees required.

HST 316 – History of American Foreign Relations

Credit Hours: 3

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 focus on the struggle to obtain equality and rights in America.

HST 360 / 260 – Greece Study Abroad

Credit Hours: 1-3

A focus on the historical development of ancient Greece from the Mycenaean civilization to Alexander the Great using the history, culture, art, architecture, and philosophy of Greece to highlight the diffusion of Hellenism and Greek thinking. Special attention is given to the historical impact of Greece on Christianity and the West to the current day. HST 360 may not be applied toward the General Education Core requirement. Additional fees required.

INTERDISCIPLINARY STUDIES

IDS 438 – Interdisciplinary Studies Internship

Credit Hours: 1-6

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. Internships require a minimum of 40 hours of contact time per credit earned. The typical Interdisciplinary Studies Internship is three credits, a minimum of 120 hours. Students also complete additional coursework in collaboration with their supervising faculty to integrate classroom concepts and theory into professional situations. Prerequisite: Faculty Advisor consent.

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. Prerequisite: LAN 331.

LAN 334 – Accelerated Greek

Credit Hours: 3

Students will learn the basics of biblical Greek as preparation for New Testament translation and exegesis.

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. Prerequisite: LAN 332.

LAN 422 – Method of Greek Exegesis

Credit Hours: 3

Practice in translation and exegetical procedures in both the Gospels and Epistles. Prerequisite: LAN 421.

LAN 429 – Independent Study in Biblical Languages

Credit Hours: 1-3

Individual guided research in special areas of language study by arrangement with Instructor. Prerequisite: LAN 422 or LAN 452.

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. Prerequisite: LAN 451.

LEADERSHIP

LEA 171 – Introduction to Leadership

Credit Hours: 3

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

Provides an understanding of the topic of leadership in four contexts: intrapersonal and interpersonal relationships, organizational structure, processes, and culture within organizations. Includes study of organizational leadership from a theoretical, practical and biblical point of view.

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 510 – Coaching and Communication Strategies

Credit Hours: 3

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

An examination of 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

The study of the behavior of individuals and teams within for-profit and nonprofit organizations based on current leadership theory. Key topics include decision making, leading organizational change, managing conflict and negotiation, and cultivating a positive organizational culture. (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

Introduces students to the topics 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, including its levels of leadership, teams, and individuals who comprise the organization, the organization can become stagnant, begin to settle for the status quo, and not flourish as it once did. In addition, the organization can begin to lose its competitive advantage. Students will study strategies related to innovation (via the course text, related articles, case studies, or videos), and will consider any concepts, models, or tools applicable to managing or leading innovation, which may in turn positively impact students' organizations, and 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

Uses a biblical framework to determine and guide the identification and use of this rapidly changing 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. Additional course fee required.

MKT 310 – Information Technology for Marketers

Credit Hours: 3

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. Additional course fee required.

MKT 315 – Advertising and Promotions

Credit Hours: 3

By focusing on using major marketing communication tools, students will explore advertising, direct marketing, the Internet, interactive media, sales promotion, public relations, personal selling, and social and consumer-driven media. After researching and evaluating a company's marketing and promotional plan, a communication plan will be developed. Additional course fee required.

MKT 330 – Principles of Marketing

Credit Hours: 3

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. Additional course fee required.

MKT 435 – Marketing Research

Credit Hours: 3

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. Additional course fee required.

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.

MTH 140 – Calculus I

Credit Hours: 4

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

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 includes 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 200 – Introduction to Ministry

Credit Hours: 3

Introduces students 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 and beyond.

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/SOC 336 – Ireland Study Abroad

Credit Hours: 3

Study trip centered in Dublin, Ireland including socio-historical and religious/ministry activities in the greater Dublin area, as well as additional travel to rural and Northern Ireland. Students will learn about the cultural and faith history of Ireland as well as the living, sociopolitical challenges facing Ireland today. Opportunities for service will be an integral component of the trip in this combined educational-ministry experience. Additional fees required.

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: 1-3

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

Examines the dynamics affecting congregational ministry. Explores the differences in philosophy and values that affect various ministry roles and how to best lead and effect change within the congregation in light of these differences.

MIN 405 – Developing and Reproducing Healthy Churches

Credit Hours: 3

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 429 – Ministry After Postmodernity

Credit Hours: 3

Equips students with the necessary tools to navigate and engage with contemporary culture after the postmodern critique, including conceptual formulations such as developmental stage theory, performatism, digimodernism, and metamodernism.

MIN 438 – Ministry Internship

Credit Hours: 1-6

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 B.S. in Biblical Studies or B.S. in Leadership and Ministry degree program. Internships require a minimum of 40 hours of contact time per credit earned. The typical Ministry Internship is three credits, a minimum of 120 hours in their approved ministry. Prerequisite: Faculty Advisor consent.

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/PSY 457 – Counseling and Coaching Seminar

Credit Hours: 3

A biblically-integrated approach to counseling and coaching techniques in a variety of ministry and helping profession contexts. Provides an overview of basic skills, and develops a model for integration of skills with a faith-based approach to helping others.

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

Covers 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

Introduces the biblical foundations, principles, and practices of effective leadership by integrating both theory and practical application, with an emphasis on spiritual formation to champion transformation in ministries and organizations as a godly servant leader. (Available only to students in the 4+1 program.)

MIN 540 – Ministry and Culture

Credit Hours: 3

Provides 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 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/SOC 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. Additional course fee required.

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

MUS 103 – Music Lessons

Credit Hours: 3

Music lessons are available for various vocal, instrumental and experiential disciplines in music with qualified instructors who model proper technique and creative musicianship. Lessons are open to all students regardless of major. Students enrolled in MUS 103 will receive 12 individual half-hour lessons each semester. There is an additional fee for music lessons.

MUS 112 – Foundations of Music

Credit Hours: 3

An introduction to the essential elements found within tonal music, including pitch, notation, time classification, note and rest values, time signatures, intervals, scales, key signatures and triads. Available only in the Dual Enrollment program.

MUS 210 – Musicianship

Credit Hours: 3

Develops fundamental musicianship skills necessary for music performance, worship leading and music technology proficiency. It includes critical listening skills, melodic and harmonic dictation, and basic keyboard technique using examples from music history and established literature. Prerequisite: MUS 112 or demonstrated music theory proficiency. Available only in the Dual Enrollment program.

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 221 – Grace Martial Arts

Credit Hour: 1

Explore the art of self-defense and martial arts discipline in this dynamic university course. From strikes to kicks, learn fundamental self-defense techniques. Students will develop physical agility, mental focus, and self-confidence. All student abilities are welcome, from beginner to black belt ranks.

PED 222 – Functional Fitness

Credit Hour: 1

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 260 – Intercollegiate Athletics

Credit Hour: 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 – Philosophy and Culture

Credit Hours: 3

Students 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.

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. Additional course fee required.

PHL 243 – Ethics and the Good Life

Credit Hours: 3

Using perspectives from the philosophical and Christian traditions, PHL 243 will address ethical decision making, key issues of social ethics, and the character needed for success in the personal and professional 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.

POLITICAL SCIENCE

POS 201 – American Government

Credit Hours: 3

This study of the United States political system focuses on American political culture and ideology, the U.S. Constitution, federalism, and government institutions. Students will examine their rights and responsibilities through a biblical perspective within the context of political participation in parties, interest groups, campaigns, and public opinion. Available only in the Dual Enrollment program.

PSYCHOLOGY

PSY 201 – Introduction to Psychology

Credit Hours: 3

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

Reviews the psychological and social processes that characterize effective leaders. Students 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 245 – Lifespan Psychology

Credit Hours: 3

Explores 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 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 339 – Health Psychology

Credit Hours: 3

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

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.

PSY 349 – Theories and 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/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

Credit Hours: 1-6

A faculty-supervised internship that involves placement in a local agency. The student will begin integrating classroom concepts and theory with practical interventions. Internships require a minimum of 40 hours of contact time per credit earned. The typical Psychology Internship is three credits, 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: Faculty Advisor consent.

PSY 456 – Survival Psychology

Credit Hours: 3

Focuses on the traits responsible for surviving in high-stress environments, including responding directly to high-threat encounters. Pro-survival behaviors are presented, including the "gift of fear" and balancing independence and leadership versus the need for teamwork collaboration in responding to stressful events. Organizational and professional psychological traits present in law enforcement, paramilitary organizations and high stress organizations are explored, as well as healthy lifestyle factors that lead to career effectiveness and avoiding burnout, such as managing vicarious trauma and promoting self-care.

PSY/MIN 457 – Counseling and Coaching Seminar

Credit Hours: 3

A biblically-integrated approach to counseling and coaching techniques in a variety of ministry and helping profession contexts. Provides an overview of basic skills, and develops a model for integration of skills with a faith-based approach to helping others.

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.

SCIENCE

SCI 121 – Introduction to Anatomy and Physiology I

Credit Hours: 2-4

A two-semester course in which students learn 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. Successful completion of one semester of the course equates to two credits; successful completion of both semesters equates to four credits. Instruction in both semesters includes lectures and labs. Available only in the Dual Enrollment program.

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 210 – Science of Personal Health

Credit Hours: 3

Expands 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

Provides a general understanding of environmental science, while exploring the natural world and the resources it provides. The study of environmental science is approached with an understanding of the responsibilities of human beings to practice wise stewardship of God's creation. Topics include, but are not limited to, exploration of environmental issues, the relations between living and nonliving things, human responsibility for the environment and the earth's resources now and in the future.

SCI 224 – Environmental Science Lab

Credit Hour: 1

An optional laboratory experience to accompany SCI 220, students will use hands-on, field, and/or Internet resources to collect and evaluate environmental data. Must be taken concurrently with SCI 220. Additional lab fee required.

SOCIOLOGY

SOC 243 – Introduction to Cultural Diversity

Credit Hours: 3

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

A 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

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 305 – Social Problems

Credit Hours: 3

Gives 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/MIS 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. Offered alternate years. Additional course fee required.

SOC/MIN 336 – Ireland Study Abroad

Credit Hours: 3

Study trip centered in Dublin, Ireland including socio-historical and religious/ministry activities in the greater Dublin area, as well as additional travel to rural and Northern Ireland. Students will learn about the cultural and faith history of Ireland as well as the living, sociopolitical challenges facing Ireland today. Opportunities for service will be an integral component of the trip in this combined educational-ministry experience. Additional fees required.

SOC 352 – Popular Music and Youth Culture

Credit Hours: 3

Helps 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 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 420 – Human Services Internship

Credit Hours: 1-6

A faculty-supervised internship that involves placement in a local human service agency. 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. Internships require a minimum of 40 hours of contact time per credit earned. The typical Human Services internship is three credits, 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.

SPANISH

SPN 101 – Spanish I

Credit Hours: 4

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.

SMG 300 – Sports Coaching Seminar

Credit Hours: 3

By exploring different coaching styles, students will develop a personal coaching philosophy with guiding principles. The course provides an overview of what motivates athletes and the elements needed to promote good conduct and sportsmanship.

SMG 345 – Sports Regulation and Governance

Credit Hours: 3

By providing a foundational knowledge of sports regulation, governance and contracts, students will explore sports law, identify legal issues and be equipped as problem solvers within the sports industry.

SMG 390 – Practicum in Sports Event and Facility Management

Credit Hours: 3

Students will learn what it takes to manage sporting events and facilities from conception to implementation. Gaining understanding and insight into planning, budgeting, marketing, and personnel will be part of the course. Students will put what they are learning into practice through participation in working alongside professionals at sporting events or within sports facilities.

SMG 438 – Sports Management Internship

Credit Hours: 1-6

A faculty-supervised internship which provides a managed experience to gain sports management skills and build a professional network. Internships require a minimum of 40 hours of contact time per credit earned. The typical internship is three credits, a minimum of 120 hours. Students also complete additional coursework in collaboration with their supervising faculty to integrate classroom concepts and theory into professional situations.

THEOLOGY

THE 161 – Christian Worldview

Credit Hours: 3

Examines the Christian worldview drawn from Scripture: its account of the world's origin and purpose, the nature of God, what it means to be human, and where history is heading. By engaging in a comparative analysis of significant contemporary worldviews, students will learn to think critically and respond faithfully to the competing truth claims of modern culture. Additional course fee required.

THE 163 – Christian Life

Credit Hours: 3

Introduces the beliefs and practices of the Christian life. Emphasizes the transformative power of the gospel, the cultivation of spiritual maturity, and the call to follow Jesus in all of life and toward all people. Christian Ministry requirements are also embedded in this course. Additional course fee required.

THE 213 – Biblical Christian Thought

Credit Hours: 3

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. Prerequisites: THE 161 and THE 163. Additional course fee required.

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. Prerequisite: THE 213.

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. Additional course fee required.

THE 323 – Apologetics

Credit Hours: 3

Introduces students to the field of Christian apologetics. 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

Traces the history of the Bible with attention 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. Prerequisite: THE 213. Additional course 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

Brings the Christian worldview 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: THE 213. Additional course fee required.

THE 363 – Theology of Spiritual Formation

Credit Hours: 3

Emphasizes 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 372 – Church History

Credit Hours: 3

Survey of church history from the Apostolic Church through the nineteenth century, with attention to major historical periods, theological developments, influential individuals, and significant movements that shaped the growth and identity of the church. Prerequisite: THE 213

THE 425 – Theology of Karl Barth

Credit Hours: 3

Explores the ways that Karl Barth, 20th century protestant theologian and his theological legacy centered on the person and work of Jesus Christian – continues to impact 21st century understanding of God, Scripture, Christ and salvation. Prerequisite: THE 213.

THE 449 – Independent Study in Theology

Credit Hour: 1

Individual guided research in problems of theology. Prerequisite: THE 213.

THE 540 – Contemporary Theology Perspectives

Credit Hours: 3

Equips 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 150 – Practicum in Worship Leadership

Credit Hour: 1

An opportunity for students interested in worship leadership to shadow and assist a worship leader in a local church over the course of one semester (approximately 3 hours per week). The worship leader will serve as the student's mentor, in order to provide a real world understanding of the variety of roles the typical worship leader serves in the local church.

WAM 184 – Chapel/Ministry Team

Credit Hour: 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 186 – Tech Team

Credit Hour: 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 Programs

Credit Hours: 3

Prepares 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 329 – Survey of AV Technology

Credit Hours: 3

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 in learning how to use studio and visual equipment and visual software within a house of worship or similar organization.

WAM 384 – Chapel/Ministry Team Leader

Credit Hour: 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 Hour: 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

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

Focuses 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 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

Helps 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

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.