



## **2007-2008 Graduate Catalog**

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## **CATALOG LIMITATIONS**

This catalog describes policies, programs, and procedures of Grace University that are in effect at the time of its preparation, May 2007.

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

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

## **A PERSONAL NOTE FROM THE DEAN**

Dear Friend,

For 63 years, Grace University has provided undergraduate Bible education that has prepared thousands of students for life and for the ministry. That academic and spiritual tradition continues, at the graduate level, through Grace University's College of Graduate Studies.

Currently, we offer masters-level courses and degrees in Counseling and Biblical Studies. We also have courses that deal with vocational ministry issues.

Whether your educational objectives are clear or you are just starting to define them, we look forward to serving you at Grace College of Graduate Studies (GCGS).

Our admissions staff will answer your questions and help you in every way they can and faculty members stand ready to work with you in achieving your goals.

We welcome you to GCGS and its carefully, and prayerfully, assembled program of learning experiences designed to prepare you to "Live, Lead, and Serve."

In His Service,

Dick Dahlquist, D.Min.

Dean, Grace College of Graduate Studies

## **CORRESPONDENCE DIRECTORY**

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

### **Admissions and General Information**

Diane V. Lee • Director of Admissions

### **Business, Finances & Facilities**

• Vice President for Finance and Operations

### **Career Development and Placement Center**

C. James Santoro • Director

### **Library & Learning Resources**

Dr. Stanley V. Udd • Library Director

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

Dr. Karl E. Pagenkemper • Academic Vice President

### **General University Policy**

Dr. James P. Eckman • President

### **Grace College of the Bible**

Dr. John D. Holmes • Dean

### **Grace College of Graduate Studies**

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

### **Grace College of Continuing Education**

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

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

Kathy J. Larsen • Vice President for University Development

Melvin R. Friesen • Director of Gift Planning

### **Alumni and Church Relations**

Douglas B. Russell • Director of Alumni and Church Ministries

### **Scholarships & Financial Aid**

Dale E. Brown • Director of Financial Aid

### **Student Life**

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

### **Transcripts, Academic Records**

Kris J. Udd • Registrar

### **Founders Bookstore at Grace University**

Everett F. Greathouse • Manager

# General Information

## OUR MISSION

### Grace University's Mission

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

### Grace College of Graduate Studies Vision

Grace College of Graduate Studies exists to serve the church by educating Christians in graduate academic and professional fields of study from a Biblical perspective, inspiring, nurturing, and equipping them to live, lead, and serve.

## OUR PAST

### 63 Years by the Grace of God

Grace University was born in prayer as a group of ten Mennonite ministers met in Omaha, Nebraska, on June 1, 1943, to pray and plan for a college-level institution that would be fundamental in doctrine, vitally spiritual in emphasis, and interdenominational in scope. The need for such Bible-centered education became increasingly apparent to these evangelical pastors. A number of them shared this common concern with each other during the commencement activities at the Oklahoma Bible Academy, in Meno, Oklahoma, in 1942. So in the providence of God, they selected Omaha as a central location for the meeting that led to the founding of Grace Bible Institute.

From June 1 through September 8, 1943, the Lord opened doors and removed obstacles in such unusual ways that all were convinced that this new venture of faith was from God. At the dedicatory service on September 8, 1943, Dr. C.H. Suckau, chairman of the Board of Directors and later a president of the college, mentioned seven specific answers to prayer:

1. Location—the Lord definitely led the original group of men to Omaha on June 1 and opened doors for them.
2. Temporary Facility—the Presbyterian Theological Seminary was made available for use without any financial obligation other than its upkeep.
3. Incorporation—the laws of Nebraska were such that incorporation under the existing laws was impossible. But these laws were revised just as the founders were faced with the alternative of having to locate Grace Bible Institute in some other state.
4. Faculty—the college opened with a complete staff of teachers, having received the consent of the last needed faculty member by telegram that very afternoon at 3:00.

5. Student Body—a total of 18 students registered on the first day (and five more a few days later).
6. Funds—in a short time, the Lord sent in over \$7,000 in gifts.
7. Permanent facility—the Lord preserved Stuntz Hall for Grace Bible Institute, so that on the afternoon of September 8, the Board of Directors signed a purchase contract for the building in the amount of \$25,000.

In his book, *The Story of Grace*, Paul Kuhlmann documents many of the miraculous answers to prayer evident during the first 35 years of the University's history. It is a testimony of God's gracious provision and direction. The student enrollment grew rapidly in the early years so that by 1949 it had reached 331. The diversity of the student body in recent years indicates its interdenominational nature and widespread appeal to students who desire a Bible-centered college education.

In his book, *Committed to the Vision: 50 Years by the Grace of God*, Harold J. Berry gives highlights of each presidential administration and focuses attention on those who have served Grace University 25 years or more. The Board of Directors, Advisory Council, administrators, faculty and staff provide a rich spiritual heritage for the University.

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

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

In 1977, the University purchased the St. Catherine's Hospital Center for Continuing Care. This acquisition added nearly 2.7 acres to the campus and doubled facility space, making it the largest and most significant property acquisition in the history of the University. Three wings - Stanford Hall, Rieger Hall, and Waldo Harder Hall—have been utilized as dormitory facilities. A fourth wing houses administrative offices, conference rooms, classrooms, music rooms. And a fifth wing houses the faculty offices. Additional facilities in the complex will be renovated, as needed, for student housing, classrooms, and offices. Each facility expansion was an adventure of faith and a distinct answer to prayer.

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

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

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

## **OUR PRESENT**

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

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

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

Throughout its history, Grace University leadership has been marked by vision and faith. The following have served as presidents: Paul Kuhlmann (Acting, 1943), Dr. C.H. Suckau (1944-1950), Dr. H.D. Burkholder (1950-1955), Dr. Joseph W. Schmidt (1955-1960), the Rev. D.J. Unruh (Interim, 1960-1961), Dr. Waldo E. Harder (1961-1971), Dr. Robert W. Benton (1971-1984), Dr. Warren E. Bathke (1984-1993), Dr. Neal F. McBride (1993-1997), and Dr. James P. Eckman (1997-).

## **OUR UNIVERSITY DISTINCTIVES**

*The education offered at Grace University differs from a liberal arts education or even a Christian liberal arts education in a number of ways. Students should note the following distinctives:*

### **Academic Focus**

The particular emphasis of the liberal arts college is to provide a broad, liberal education in the humanities and sciences as a foundation for many professions and vocations. Grace University, in contrast to this, gives primary focus to the Bible with the humanities and sciences serving as a supportive role. With our focus on the Bible and life application, Grace University's emphasizes basic life skills development for the home and family, active involvement in a local church as an expression of commitment to community, and Christian character development with a critically thinking, ethical mind for the work place.

### **Personal Spiritual Life**

Grace University places heavy emphasis upon spiritual formation and ministry skill development no matter what vocational direction the student has chosen. Spiritual formation includes students developing a lifestyle of a daily quiet time to read Scripture, meditate and pray, and maintain a worshipful focus on God. Ministry skill development includes developing a Christ-honoring lifestyle including self-discipline, ethical decision-making, and abstaining from behavior and attitudes that Scripture calls sin. Ministry also includes developing the ability to share ones faith, speak about and teach Scripture publicly as needed in ministry settings, and engage in Christian worship being sensitive to various traditions and styles. Grace University offers a complement of weekly chapels, called Grace L.I.F.E. (Life Integration For Excellence), a Fall Bible Conference, a Spring World Christian Conference, a Day of Prayer each semester, lectureships & forums, campus mentoring programs, and support of local church ministries throughout the local area to help facilitate the development of the student's spiritual life. Chapels, most campus conferences, and the servant leadership training program experiences are specifically designed for undergraduate students but are open to graduate students to help facilitate spiritual formation and ministry skill development.

### **Faculty Commitments**

Like other institutions of higher education, Grace University prides itself in its faculty and the academic freedom each has in accomplishing his/her duties in the classroom, in research, and in community service. What makes our faculty distinct is not their academic achievements, but their commitment to Christ, their commitment to their local churches and global missions, and their commitment to support the theological position of Grace University. Many private colleges are Christian in name, but their faculty promotes a worldview that is anything but Christian. At Grace University, faculty view their teaching responsibilities as being supportive of the values of the home and of the church. Faculty see themselves as key role models for students of godliness as well as scholarship. Our faculty do not see it as their role to



undermine a student's confidence in Scripture or personal faith, or to challenge the values of their parents; rather, our role is to encourage students and help integrate faith, the Word, and values into all aspects of life.

### **INSTITUTIONAL DOCTRINAL POSITIONS**

As an evangelical educational institution, Grace University takes the Bible and theology seriously. Each year faculty are asked to sign an institutional Doctrinal Statement, and it is important that they subscribe in good conscience with both its contents and its spirit. This Doctrinal Statement can be found at the end of the Graduate Catalog, and is readily available both from the President's Office and on the University web site.

While we do not require students to agree with all the nuances of the University Doctrinal Statement, we do ask them to subscribe to traditional orthodox positions concerning seven primary areas. Grace identifies these seven primary doctrines as the following:

- The Trinity
- The full deity and humanity of Christ
- The spiritual lostness of the human race
- The substitutionary atonement and the bodily resurrection of Christ
- Salvation by faith alone
- The physical return of Christ
- The authority and inerrancy of Scripture.

Faculty will teach with the institutional Doctrinal Statement in mind; but we welcome warm dialog with students of varying backgrounds who subscribe to the above positional statements.

### **OUR PHILOSOPHY OF CHRISTIAN EDUCATION**

Grace University is committed to a Christian philosophy of education. This means that every facet of the University program is conditioned and directed by a Christ-centered, biblical perspective. Questions relative to the meaning, purpose, and goals of education are answered in the light of Scripture. The following statements briefly present the University's Christian philosophy of education.

1. Ultimate reality finds its grounding and understanding beyond humanity itself within the Triune God who created and now sustains all things.
2. All humanity is morally depraved and is dependent upon and answerable to a holy God. Every human has the capacity of knowing God.
3. The Bible, God's inerrant, authoritative revelation provides the essence of truth.
4. Disciplined, empirical study in all disciplines is valuable and helps to develop perspective, knowledge, and skill. Students are always encouraged to examine the presuppositions and world

views that influence researchers in the sciences and the creative aspects of the various arts.

5. The objective of Christian Education is to glorify God through salvation, maturation and service.
6. The Bible is the core and integrating factor for the entire curriculum.
7. The teacher and student are both significant in the educative process with the Holy Spirit being the chief source for both.
8. Each faculty member is committed to excellence, theological soundness, and spiritual fervor, no matter under which academic discipline that the instructor teaches.
9. The University is committed to the local church as the primary agency through which God works.
10. The alumni are considered a strategic force within the home, the church, and the world.

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

## **OUR GRADUATE STUDENTS CHARACTERISTICS**

Graduate students are often pursuing advanced studies to enhance or expand vocational possibilities for their future. But we believe education reaches beyond vocational skills and training. We believe in the importance of developing all students in character and leadership skills so that they can be servants in the home, the church and the community/world in which they live. The characteristics listed below identify key character traits of a servant leader. Whether a student is in our undergraduate or graduate program, our faculty seeks to instill these characteristics in every graduate.

### **A Biblically Literate Student**

A Grace graduate is a Christian who knows Scripture and can interpret and apply it to life situations. The Grace graduate systematizes that Biblical knowledge into theological propositions and communicates those propositions to others in relevant ways.

### **A Critical Thinker**

A critical thinker searches for and promotes truth in all disciplines of human knowledge. A critical thinker is one who, while critically analyzing the world, makes wise choices in life integrating one's literacy about the world with one's literacy of Scripture. A Grace graduate is a Christian who observes the world (general revelation) and who knows, interprets and assesses the merits and limitations of the various belief and value systems developed throughout history.

### **An Obedient Disciple**

A Grace graduate is a Christian who acts consistently with the commands of Scripture, who has the ability to place him or herself under authority demonstrating a submissive heart, and who always is in relationship with a local fellowship of believers. The obedient disciple understands that all levels of authority are God-ordained and seeks accountability for personal and professional behavior.

### **An Engaging Citizen**

A Grace graduate is a Christian who engages culture, attempting to promote a Biblical perspective on life, family, law, justice and mercy, and societal governance. As an engaging citizen, the Grace graduate seeks to understand the role of citizens in the home, in the church, and in society, and as a citizen works to bring Kingdom values to each of those arenas and provide public service to those in need.

### **A Compassionate Leader**

A Grace graduate is a Christian who can lead a team to accomplish a mission or task, exercising the skills to cast and communicate vision, select and train team members, delegate authority and empower and motivate team members, provide accountability structures, evaluate the success of the mission or task, and function as an ethical professional. A compassionate leader follows a Biblical model of servant leadership, expressing compassion and care – never threatening or abusing a position of leadership, always encouraging and building up those who are serving or who are being served.

### **A Global Christian**

A Grace graduate is a Christian who understands God's view of the world and its need for divine instruction and redemption. Grace graduates take personal responsibility for communicating these things to all who will listen. A global Christian graduating from Grace seeks to understand culture and find diverse, relevant, multi-cultural and international communication strategies to accomplish the tasks to which every Christian is called. These communications skills are transferable to all dimensions of life.

### **An Equipped Professional**

A Grace graduate is prepared to enter his or her chosen profession with confidence and competence.

## **COMMUNITY-LIFESTYLE STANDARDS FOR GRADUATE STUDENTS**

Grace College of Graduate Studies recognizes that Evangelical Christians may have different perspectives in relation to lifestyle standards. Where the Bible clearly states a standard, the College seeks to adhere to that standard. Instances of such matters include (but are not limited to): Immorality (1 Thes. 4:3); Drunkenness (Eph. 5:18); Lying (Prov. 6:16-19); and other Biblical mandates. Violation of such community standards will be considered as grounds for discipline.

In areas where the Scriptures do not seem to speak directly, we apply these principles:

**Christian Liberty.** Grace appeals to a sanctified conscience in areas of “questionable things.” It avoids legalism, and allows grace and deference in matters of choice (Rom. 14:10-12).

**Christian Testimony.** Certain community standards should be courteously observed as a matter of witness to unbelievers and caring for other believers (2 Cor. 6:3,4a). Examples include smoking, drinking, modest dress, positive speech, and media usage.

**Christian Lack of Offense.** Grace seeks to treat all brothers and sisters in Christ with grace and wisdom. Individual differences and offenses are to be handled according to Matt. 18:15-17. Care is urged on the part of all graduate students to not cause another to stumble (Rom. 14:13-19).

### **OUR GRADUATE STUDIES ACCREDITATION AND ACADEMIC STANDING**

- Accredited by the Higher Learning Commission and is a member of the North Central Association, 30 North La Salle Street, Suite 2400, Chicago IL 60602-2504. Phone 1-800-621-7440. [www.ncahigherlearningcommission.org](http://www.ncahigherlearningcommission.org). Last ten year affirmation: 1998.
- Commission on Accreditation of the Association for Biblical Higher Education, 5575 S. Semoran Blvd., Suite 26, Orlando, FL 32822-1781. Phone 1-407-207-0808. [www.abhe.org](http://www.abhe.org). Last ten-year affirmation: 2005.
- Approved by the United States Department of Justice for education of foreign students and by the Nebraska State Department of Education for the education of veterans and others eligible for Veterans Administration benefits.
- Member of the Association of Independent Colleges and Universities in Nebraska; the Evangelical Training Association; and Jerusalem University College, which is considered an acceptable off-campus center and is recommended to students for study abroad.

### **OUR FACILITIES**

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

Currently, the campus has 185 dormitory rooms for students within Harder Hall, Rieger Hall, Stanford Hall and Schmidt Hall, modern

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

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

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

## Financial Information

### Tuition and Fees:

Application fee (non-refundable)	\$50
Online from web-site application fee (non-refundable)	\$25
M.A. tuition per semester credit hour	\$400
Audit fee per semester credit hour	\$200
Continuation Fee	\$100
Private Tutorship per semester hour	\$150 plus tuition
	Transcript fee \$15 per transcript mailed, \$25 per transcript immediate pickup, \$35 overnight express mail
Graduation fee per degree	\$200
Room and Board fee	Available

Contact Business

### Office

Student Services fee per semester	\$25
Testing fee	(testing fee may apply to some classes. See class description)
Request for "Incomplete" Grade	\$25

### Refund Schedule

Various expenses, such as payments for faculty, support staff, equipment, and materials are incurred in anticipation of students who will attend the University. Therefore, the following refund schedule for institutional charges will apply when a student withdraws from or drops a class:

#### *Fall 2007*

Through August 29	100%
Through September 5	90%
Through September 12	50%
Through September 19	25%
From September 20	0%

#### *Spring 2008 Term One*

Through January 7	100%
Through January 8	90%
Through January 9	50%
Through January 10	25%
From January 11	0%

#### *Spring 2008 Term Two*

Through January 22	100%
Through January 29	90%
Through February 5	50%
Through February 12	25%
From February 13	0%

**Summer 2008**

On or before first day of each session 100%

On the second day of each session 90%

On the third day of each session 50%

On the fourth day of each session 25%

After the fourth day of each session 0%

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

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

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

Full withdrawals of full-time graduate students are subject to an administrative fee of \$100.

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

First-time students who receive Title IV funds are eligible for special consideration under the federal pro rata refunds policy if they withdraw from the University during the first 60 percent of their first semester.

The University will refund all Title IV Student Financial Aid (SFA) credit balances within 14 calendar day of the start of the semester or within 14 calendar days of the occurrence of the credit balance, whichever date is later. The University will refund any credit balance requested by the student within 14 calendar days after the student's request.

**Payment Plan**

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

**Graduate Scholarships and Grants**

Grace University offers limited scholarships and grants for graduate study. Detailed information regarding financial aid is available from the University Financial Aid Office at (402) 449-2810.

Scholarships and grant applications must be filed with the Financial Aid Office by March 1 for the following fall semester. Applications received after March 1 are considered on a first-come basis. Grants and scholarships are subject to funds allocated.

Applicants must meet the general admissions requirements in the graduate program. The amount of financial aid granted is determined by the Financial Aid Office within guidelines established by the University Scholarship and Financial Aid Committee. Decisions of the committee are final.

**Graduate Assistantships**

Graduate assistantships are available for qualified students enrolled in a graduate degree program at Grace University. The Assistantships offer assignments in teaching assistance, research, laboratory supervision, student services, or a combination of such pursuits. Interested students should direct inquiries to the Graduate Office, in consultation with their department/area, about the availability of Assistantships and how to apply.

**Credit-Bearing Weekend Seminars**

If a student registers for a weekend seminar and fails to drop the class or attend, the student will be charged for the seminar. A withdrawal (W) will be entered on his/her transcript. A student may drop any weekend seminar up to 24 hours before the course begins without a financial or grade penalty.



# Admissions Requirements

All persons applying are required to submit an Application for Graduate School Admission and must meet the following requirements:

1. Possess a bachelor's degree from a regionally accredited college or university, or a nationally or internationally accredited college or university;
2. Have maintained a G.P.A of 3.0 (on a 4.0 scale) or better towards the bachelor's degree. Exceptions may be granted on an individual basis;
3. Have a cumulative G.P.A of 3.0 or better for prior graduate work. Students desiring to transfer completed coursework must have successfully completed the course and received a grade of 'B' or higher, and
4. Provide three letters of recommendation (pastoral, character, and academic).

## Statement of Nondiscrimination

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

## APPLICATION PROCEDURE

1. Students are admitted to Grace University's Graduate programs three times each year. Completed applications and all required paperwork should be received by the Admissions Office by the Oct 15th cut-off date for admission to the spring semester, March 15th cut-off date for summer school and July 15<sup>th</sup> for the fall semester. Since admission to a program requires several steps, and there are limited slots for any program in any given year, applicants are encouraged to apply early and have all paperwork in good order before the deadline dates. Submitting paperwork to the Admissions Office before the cut-off dates does not guarantee an applicant admission to a program.
2. To initiate the admission process, an applicant will provide the following information to the Admissions Office:
  - Transcript evidence of all studies subsequent to completion of a high school, including (minimally) evidence of an earned bachelor's degree from an accredited institution of instruction. To be "official", all transcripts must be sent directly from granting institutions;
  - A completed Graduate Studies Application Packet – including fees, forms, and three completed references;

- A two-part writing sample (guidelines included in application packet) – with Part 2 based upon the program the applicant is seeking to enter, and
- Current Graduate Record Examination (GRE). “Current” is defined as having been scored within the last five years. (Students with a GPA [undergrad and grad, when applicable] of 3.5 are exempted from the GRE. Older students or students who have been away from the classroom for some time, are encouraged to take the Miller Analogy Test [MAT]).

In addition to the above, students applying to the Counseling Program may be required to complete some personality inventories or may be asked to take additional classes due to any significant academic gaps that need rectifying.

3. The decision to admit a person into a graduate department is based on several factors:
  - The candidate’s demonstrated potential for successful graduate work,
  - Any previous professional training and experience, and
  - The anticipated likely success in the chosen field of study.
4. If it is felt that a student would be appropriate for their chosen department, the Graduate Studies Office will initiate contact with the student inviting them to an interview with Graduate School faculty. Interview schedules will reflect the availability of appropriate faculty.
5. The Graduate Faculty and the Graduate Dean will make the final decision on admissions, and letters informing students of the final disposition of their application will be sent from the Graduate Office.
6. The Letter of Acceptance will include the initial assignment of an academic advisor and will encourage the new student to connect with their advisor in good order in light of the coming registration for their first semester of study. Those applicants accepted will then be notified of registration procedures.
7. The College of Graduate Studies requests that all accepted applicants confirm their intent to enter into a program within two weeks after they have received an Acceptance Letter.

# **Academic Policies**

## **SCHOLASTIC ACCREDITATION**

Grace College of Graduate Studies is an educational institution within Grace University offering graduate work leading to Master's degrees. Grace College of Undergraduate Studies is the academic unit within Grace University that offers Associate and Baccalaureate degrees.

Grace College of Graduate Studies is accredited by the Higher Learning Commission, and a member of the North Central Association of Colleges and Schools. Refer to address information under the section titled "Accreditation and Academic Standing." Regional and professional accreditation assures students and the public that the University has clearly defined goals, and that these goals, to a reasonable degree, are accomplished in student lives.

## **PROGRAM OFFERINGS**

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

Information regarding tuition and fees in this Catalog only represents the rates for the stated academic year. These rates are reviewed and adjusted on a regular basis.

## **PROGRAM DELIVERY**

Courses are offered in block (during convenient time frames like one evening per week) and modular (concentrated weekend, week long, or longer) formats. Please refer to the current course listings available from the Dean or Registrar (or posted on-line) regarding course offerings and schedules.

## **DISCLAIMER OF CONTRACTUAL OBLIGATION**

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

## ACADEMIC HONESTY AND INTEGRITY

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

## GRADING SYSTEM

For graduate level courses, no grade below C is given credit. A student may repeat any course once in an attempt to improve a grade of C or below. While both grades will appear on the student's transcript, only the better grade will be used in computing the grade point average. Each repeated course will be counted only once in calculating credit hours required for graduation. A failed classroom course may not be repeated for a grade through independent study or other means.

A+		100+	4.00
A	Excellent	97-100	4.00
A-		94-96	3.67
B+		92-93	3.33
B	Good	90-91	3.00
B-		87-89	2.67
C+		84-86	2.33
C	Acceptable	81-83	2.00
C-		78-80	1.67
F	Failure	Below 78	0.00
P	Pass		0.00
S	Satisfactory	Non-Credit Bearing Req.	0.00
U	Unsatisfactory	Non-Credit Bearing Req.	0.00
W	Withdrawal	Withdrawal (before deadline date stated in acad. calendar)	0.00
I	Incomplete	Final Grade Not Recorded at Time of the Grading Report	0.00
AU	Audit	Course Complete Without Expectation	0.00

## of Academic Credit

Grace University accepts transfer credit from other accredited institutions when the transcript grade is acceptable “C” or better.

### **GRADE POINT SYSTEM**

A student’s academic standing is computed by the numerical value assigned to each course grade, such as 4 for an “A”. The total grade points earned, divided by the number of credit hours taken, gives the grade point average. Graduation requirements are determined on this basis. Subjects graded on a Pass/Fail basis are not included in the grade point average. The Registrar computes the official GPA for each student each semester and cumulatively for his/her education at Grace.

### **DROPPING COURSES**

A student may drop a course by filing a completed Drop/Add Form with the Registrar’s Office. When a student officially drops a course during the first four weeks of the semester, no grade is recorded. After this time he/she receives a grade of “W” in all courses in which he/she is doing acceptable work at the time of withdrawal. If the work is not acceptable, a “WF” is recorded. The “WF” is computed in the student’s grade point average (GPA).

### **Credit-Bearing Weekend Seminars**

If a student registers for a weekend seminar and fails to drop the class or attend, the student will be charged for the seminar. A withdrawal (W) will be entered on his/her transcript.

A student may drop any weekend seminar up to 24 hours before the course begins without a financial or grade penalty. Sometimes the school will need to make last minute changes in starting and ending times and classroom. The school will make every effort to contact the student about changes but the student is also encouraged to check with the Graduate Office for last-minute adjustments. Syllabi for all classes will be available on the Grace College of Graduate Studies web page.

### **INCOMPLETE GRADES**

Any student wishing to receive a temporary grade of “Incomplete” in a class is required to submit a “Request of Incomplete” form to the Registrar’s Office, with the instructor’s signature, before the last day of the class. Incompletes may be granted for a period of up to one month, during which time a grade of “I” will be assigned. It is the student’s responsibility to file all paperwork, acquire the instructor’s signature prior to the last day of the class, and submit the form to the Registrar’s Office, and pursue the completion of the course work. If the work is not completed, the “I” automatically becomes an “F”. There is a \$25.00 fee for each “Request for Incomplete” form submitted. Students who are on Financial Aid are not allowed to carry an incomplete into the next semester for which Financial Aid is applied.

## **FINAL GRADES**

Grades are considered final two weeks after they have been issued by the Registrar's Office. All final grades are available for student viewing on IQ Web as soon as they are posted. Any changes after that date require special permission from the Academic Vice President. An incomplete grade form must be filed with the registrar before the end of the semester.

## **WITHDRAWAL FROM GRADUATE SCHOOL**

If a student wishes to withdraw from the graduate school during a semester, the student must consult with his/her advisor, complete and submit an Academic Withdrawal form to the Registrar's office, and finalize all financial arrangements with the Business Office and Financial Aid Office. Refer to "Dropping Courses" for implications about final grades. Refund policies are described in the Financial Information section of the catalog. Formal withdrawal from the Graduate College does not guarantee that the student's place in program will be held.

## **DISPUTED GRADE POLICY**

If a student believes a grade has been incorrectly placed on his/her record or disputes the validity of a grade, the student should first take the material up with the instructor of the course. If there is no resolution at this point, then the student should file a written protest with the department chairman or the Dean of the Graduate College. The final level of resolution will be the Grad Council whose decision will be final. Any written protest should address the nature of the problem and why the student feels that his/her grade should be changed. All requests for grade changes need to be handled within 30 days of the end of the semester.

All decisions reached by either the Admissions Committee or the Grad Council are final.

## **SCHOLASTIC PROBATION**

A student's academic standing is determined by his/her grade point average. To be eligible to continue in school a student must have the following cumulative grade point averages as a minimum:

Semesters in Attendance	Cumulative GPA
After one semester	2.5
After two semesters and thereafter	3.0

When the student's grade point average drops below that specified minimum cumulative grade point average, he/she is placed on scholastic probation and may remain in school only by special permission of the Academic Review Committee. Students should be aware that scholastic probation may have implications for financial aid.

## **RECORDS RETENTION AND TRANSCRIPTS**

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

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

The Family Educational Rights and Privacy Act of 1974 governs students' rights of privacy and access to their educational records. Students have the right to inspect their files and all materials therein, except those items specifically waived by the student. Students wishing to view their files must make an appointment with the Registrar.

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

## **PUBLIC NOTICE DESIGNATING DIRECTORY INFORMATION**

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

The University may disclose any of these items without prior written consent, unless the student notifies the Registrar in writing to the contrary by the end of the first week of the semester. Unless a student files a written request to restrict his or her information by that time, such information may be included in appropriate university or campus directories, publications and released by school officials in response to inquiries.

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

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

- The right to inspect and review the records within 45 days of filing the request.

- The right to request changing records the student believes are inaccurate or misleading.
- The right to allow disclosure of personally identifiable information contained in the records, except to the extent that FERPA authorizes disclosure without consent.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by Grace University to comply with requirements of FERPA.

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

### **AUDITING**

In some cases students may wish to enroll in a course for informational purposes only. Although auditors are required to attend classes and come under the same general regulations as other students, they are not required to do the assignments or take examinations. No credit is given for courses audited. Since attendance is the basic requirement, when absences exceed three times the number of class sessions per week, the student forfeits the right to have the class noted on his/her transcript. No appeals are permitted. All auditors must have the approval of the Academic Vice President and the permission of the course instructor (in selected classes, auditors are not permitted). The fee is non-refundable.

### **PRIVATE TUTORSHIP**

In unusual circumstances a student's program may require that he/she take a course not offered during a given semester. It is possible to take the course by private tutorship, but prior approval is required from the instructor and the Academic Vice President. A special fee is charged in addition to regular tuition.

### **INSTITUTE OF THEOLOGICAL STUDIES (ITS)**

Grace Graduate School cooperates with the Institute of Theological Studies (ITS) to offer a variety of pre-set directed studies that enable the student to take a course (or courses) that are not typically taught in its residence class schedule.

We will provide, through the materials produced by ITS, a set of lecture tapes (or CD's) that have been prepared by scholars from outside of Grace University who are respected in their fields. The list of courses currently being offered (and the lecturers for each) is noted in the course descriptions section of the catalog. Grace Professors who have professional interests in certain arenas will serve as "teacher of record." They will oversee and mentor the student's progress during the semester. The Faculty of record has discretion as to how to adapt and implement the class contents.

### **CLASS ATTENDANCE POLICY**

The University regards classroom activities as the focal point of academic work. The insights, perspectives and content gained, as well as the overall contribution of the student to the class, are all



products of the student's presence. While some absences may be necessary and excused, the faculty expects students to attend all classes.

## **SECOND MASTER'S DEGREE REQUIREMENTS**

Students who wish to earn a second master's degree at Grace University may do so provided:

1. After completion of the first master's degree, at least 24 additional semester credits are taken at Grace University;
2. All objectives and requirements in the second program are fully met.

## **DOUBLE MA IN CHRISTIAN MINISTRY**

For those interested in vocational church/pastoral ministry the school recommends that the student take the ministry concentration in both the MA in Biblical Studies and the MA in Counseling (not for licensure). Because this program is very individualized each student should check with the Dean of Graduate School who currently advises students for this configuration. Because there is some duplication in the two degrees, not all the course hours for both degrees are necessary for graduation. Under normal circumstances a student will need to take at least an additional twenty four hours of credit for the second degree.

## **PETITIONING FOR PROGRAM VARIANCE**

Unusual circumstances may give a student sufficient grounds to petition for a variance to specifically stated programs and requirements. Should a student believe he/she has such grounds, the student should submit a petition form to the appropriate Program Chair. That Program Chair, in consultation with the Graduate Council, will make a recommendation to the full faculty.

## **DEGREE COMPLETION; TWO AND THREE-YEAR COMPLETION SCHEDULE**

Under normal circumstances a student must finish his or her degree with Grace College of Graduate Studies within five years. A copy of a two and three-year completion schedule is available on the Grace web page under the Graduate College tabs (while some students may be able to complete the MA in Counseling in two years, this is strongly discouraged except for those who enter with some unusual training or courses from another institution). If a student desires to complete his/her course of study within the prescribed time limits, there must not be any variation from the suggested schedule. If the student does not stay with the suggested schedule the school cannot guarantee that all the necessary courses will be available when the student wants to take them. The Graduate College highly recommends that any student attempting to complete his/her degree in two years must not be employed full-time. Students wishing to finish in two years will not be allowed to work full-time without the permission of the Department Chair and the Dean of the Graduate College.

## **CONTINUATION FEE**

Any graduate student who does not plan to enroll in a given semester must pay a continuation fee of \$100. The procedure for doing this is as follows:

1. The student must signal his/her intention to stay in the program by registering for continuation in the program each semester that he or she is not enrolled in class (regular or special studies).
2. A regular registration form must be filled out and the student should register for course "X999 Program Continuation."
3. After two consecutive semesters under the Continuation Policy (e.g. fall and spring), the student must make special arrangements with the Graduate Office or be dropped from the program.
4. A student who has been dropped from the program must go through the regular admission procedures to be readmitted. All students being readmitted will be subject to the program requirements of the current University Catalog.
5. The deadline for registering for a continuation semester is the end of the first day of graduate school classes.

## **READMIT POLICY**

1. Any student who falls within the time frame of the Continuation Policy described above need only notify the Graduate Office and their adviser of intentions to return to classes.
2. Any student who has been out of school for at least two semesters must reapply by going through the regular admission procedures.

## **GRADUATE LIBRARY RESEARCH SKILLS FEE**

1. Each entering student will be registered for a zero credit course entitled "Library Research Skills" for either the fall or spring semester.
2. Because this is a zero credit course the student will not be charged tuition, however, the standard Grace University \$150 service fee will be charged to the student so as to cover costs of administering the course.
3. After the beginning of the semester the student should check with the school's librarian for details for doing this course.
4. Once the course is finished the student will receive a pass or fail grade. Any student getting a failing grade will have to reregister for the course the next semester. The administrative fee will be charged again.
5. Students who are recent graduates of Grace College of the Bible are exempt from this requirement.

## **COURSES TAKEN BY UNDERGRADUATES**

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

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

A student who is within six hours of graduating with a baccalaureate degree from Grace College of Undergraduate Studies and indicates that he/she wants to pursue a graduate degree may start taking classes toward a graduate degree after gaining permission from the Dean of the Graduate school.

## **COURSES OFFERINGS FOR GRADUATE SCHOOL GRADUATES**

Graduates of the GCGS are encouraged to make Grace a part of their continuing education experience. Any graduate of the school may return and take seminars at one half the regular tuition. This policy does not apply to regular scheduled classes.

# Degree Programs

## Master of Arts/Biblical Studies

### **BIBLICAL STUDIES, THEOLOGICAL STUDIES, EDUCATIONAL MINISTRIES, AND MINISTRY CONCENTRATIONS**

#### **Program Purpose and Description**

The Master of Arts in Biblical Studies degree is designed to provide students with a graduate level education from within the evangelical tradition. Its purpose is to train and educate men and women for various kinds of Christian service. This program is targeted to three groups of people: (1) those who would like to enter Vocational Christian service on the staff of a local church or a parachurch ministry; (2) those already involved in vocational Christian service who desire to improve their biblical and ministry skills; and (3) lay leaders within church and parachurch ministries who desire advanced training so as to broaden and extend their effectiveness for the cause of Christ.

The program of study for the Biblical Studies and Theological Studies concentrations is a general curriculum that includes classes in biblical studies, theological studies, and select ministry skills. Graduates in either of these concentrations are prepared to knowledgeably interpret and apply the Bible, develop and utilize some advanced ministry skills, and address contemporary issues in our culture and the world.

The Educational Ministries concentration is specifically designed for students who want to be involved in educational ministries in local church and church-related organizations. Classes available for this concentration provide an integrated and interdisciplinary course of study that emphasizes contemporary learning and practical expertise, along with the requisite biblical foundations for effective ministry in the contemporary world.

The Ministry concentration is specifically designed for students who are planning on becoming the administration and teaching pastors of local churches. This concentration also targets those people who are already in key positions of church and parachurch leadership.

#### **Program Objectives**

Students who successfully complete this program within any of four concentrations should be able to do the following:

1. Carry out Masters level research into the meaning of scripture through the proper use of biblical study skills and tools;
2. Understand and apply the principles of sound hermeneutics when interpreting the varying genres found in the biblical canon;
3. Perform research within selected disciplines of theology in order to develop and refine a coherent, biblically-based theology;

4. Begin the process of constructing a Christian worldview by:
  - Understanding what a worldview is, how it develops, and how it contributes to understanding the world in which we live and minister,
  - Identifying the primary worldview options available for someone living in the 21st century, and
  - Demonstrating an ability to construct and think within a biblical worldview;
5. Sense a growing response of obedience to God and His self-revelation through:
  - Spiritual growth toward Christlikeness marked by love of God, love for others, and character development (particularly embodied in the fruit of the Spirit),
  - Growing contributions to local expressions of the community of believers (church or other group);
6. Develop and use effective ways to communicate biblical and theological truths to others;
7. Discover and utilize some of the many educational methods (including the growing world of technology) which are increasingly available to those committed to teaching biblical and theological truths.

In addition to the general degree objectives above, those who complete the Educational Ministries concentration should be able to do the following:

- Articulate professional perspectives for church and church-related educational vocations,
- Plan, communicate, manage and pursue educational ministries strategies,
- Enrich relational and personal spiritual maturity disciplines (both personally and in the life of others) needed to assume educational ministry responsibilities.

In addition to the general degree objectives above, those who complete the Ministry Concentration should be able to do the following:

- Develop and deliver clear and relevant messages or lessons from the Word of God after a complete original study of the Bible,
- Train, develop, and then lead the ministries of local church and parachurch ministries,

### **Program Requirements - 48 Total**

The Master of Arts in Biblical Studies is designed to be completed in approximately two years of full time study.

One's specific schedule of study, in the normal course of events,

will be influenced by several elements: (a) personal schedules, (b) the availability of classes and faculty, (c) use made of Winter and Summer session classes, (d) class load per semester, and (e) one's chosen concentration.

Forty-eight semester hours of class work are required as a minimum for graduation in each of the four concentrations. The following describes both the general requirements for the Biblical Studies program as well as requirements for the specific concentration currently available. Credits toward graduation fall into the following categories:

### **Foundation Requirements - 12**

This requirement can be fulfilled in several ways.

1. Take 12 credits introductory graduate-level class work (9 Bible, 3 Theology);
2. Take up to 12 credits through the Institute of Theological Studies\* (9 Bible; 3 Theology);
3. Utilize some combination of the above two options (based upon the area breakdowns of credit above);
4. Transfer appropriate credit from graduate studies completed at another accredited school; or
5. Successfully complete Grace University's Accelerated Bible Core (ABC). (A minimum GPA of 3.0 is required to fulfill the requirement in this fashion)

This 12-credit requirement may be waived, either in part or in whole, by those who have completed an undergraduate degree from an ABHE accredited school (or an equivalent in undergraduate Bible/Theology credit). Transcript evaluation by the Bible Division will be required to determine the applicability of this waiver. (Grades earned will be factored into how much can be waived.)

*\*Grace University has established a relationship with the Institute of Theological Study (ITS), a cooperative program of several evangelical seminaries. Courses are offered on audiocassette and CD based on materials and lectures by established biblical scholars. For any ITS class to apply to this requirement, approval must be given by the Bible Division Chair, and the student must gain the approval of a faculty member who will supervise his or her progress. For a list of courses that are presently available for Grace's programming, please see Course Descriptions. Policies regulating these courses can be found under Directed Study in the Academic Policies or contact the Dean of the Graduate School.*

### **Core Master of Arts Requirements - 10**

This requirement is a common core of classes for all MA programs, and is made up of the following classes:

BS 503	Hermeneutics	3
CS 501	Personal Evaluation	1
MS 501	Formation of Spirituality	2

TS 502	Introduction to Theological Studies	2
TS 515	Christian Worldview	2
R 501	Foundations of Research	2

It is expected that a combination of 5 credits from the Core requirements will be offered each semester, and they should be completed as soon as is reasonable within a student's progress through a program. (Skills and the knowledge base of information will be important for subsequent classes, and knowledge of their content will usually be assumed in "Concentration" classes and open elective offerings.)

### **Concentration Requirements - 12**

Concentrations are offered in four major areas:

1. Biblical Studies
2. Theological Studies
3. Educational Ministries
4. Ministry

The first emphasizes direct study of the biblical texts (hermeneutics, languages, textual content, and so forth). The second emphasizes how the meaning of those texts has been formulated in order to articulate their teachings in various arrangements and systems of thought. The third focuses attention on the process of planning and carrying out a biblically-informed ministry within varying expressions of the community of faith. The fourth concentration focuses on the leadership positions within local churches and parachurch ministries. (Specific class offerings within concentrations will be dependent upon "faculty availability" and may be occasionally adjusted.)

#### *Biblical Studies Concentration*

BS xxx	Electives	12
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#### *Theological Studies Concentration*

TS xxx	Electives	12
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#### *Educational Ministries Concentration*

MS 516	Historical and Philosophical Perspectives of Education	3
MS 541	Curriculum and Teaching	3
MS xxx	Electives	6

#### *Ministry Concentration*

MS 511	Communicating God's Word 1	2
MS 512	Communicating God's Word 2	2
MS 552	Ministry in the Local Church	2
MS 562	Leadership in the Local Church	2
MS 572	Church Worship	2

MS 590 Ministry Internship 2

Special Note for Ministry Concentration: Women may substitute MS 518 Introduction to Women’s Ministry for MS 552 Ministry in the Local Church.

Class offerings that would apply to these concentrations are made available based upon expressed interest and faculty availability. (With the approval of the Concentration Coordinators, applicable ITS classes may be used to fulfill some of these credits.)

**Remaining Requirements - 14**

These credits fill out the total requirements of 48 credits for this degree. While there is some flexibility within this requirement (such as the thesis option noted below), credits fall into two major elective categories: “restricted” (e.g. Ministry Study classes) and “open.”

MS xxx	Ministry Studies Electives	6
XX xxx	Open Electives	8

**Thesis Option**

For a variety of reasons, some students may desire to pursue an extended course of study on a particular topic that will culminate in a thesis or a creative/research project. Completion of this option requires registering for the following two classes in sequence:

BS/TS 597	Guided Thesis Research (Fall Semester only)	3
BS/TS 598	Thesis Writing (Spring Semester only)	2

It is assumed that the 5 open elective credits used for a thesis or research project will be in an area of study consistent with the student’s Concentration area credits. Students must seek and obtain approval for primary and secondary readers, and gain topic approval from the Bible Division Chair and the Concentration Coordinators.

**Graduation Requirements**

To complete the MA in Biblical Studies in any one of the four concentrations a candidate must:

1. Satisfactorily complete 48 semester hours from the curriculum outlined above;
2. Take a minimum of 30 hours (typically the final 30) toward graduation at Grace University. Transfer hours are accepted at the discretion of the Bible Division and only for classes which received a B or above (3.0 on a 4.0 scale);
3. Complete the program within five years;
4. Maintain a 3.0 GPA (see “Scholastic Probation” under Academic Policies);
5. Evidence to the satisfaction of the faculty proven Christian character and adherence to evangelical doctrines.



## **Accelerated Bible Core**

The Accelerated Bible Core (ABC) is a special two semester program designed for the entering graduate student who has not had any formal Bible and Theology training before coming to Grace College of Graduate Studies. Students will meet together as a cohort for both semesters to study basic Bible study skills and then apply them to the study of the entire Bible and divisions of systematic theology. The class meets on Monday evenings from 6:00 to 10:00 pm during the regular semester schedule. The secret to the learning that takes place in the ABC is the cohesion and synergy of the cohort. Therefore the students stay together through out both semesters. The student will earn six hours of graduate study each semester. An annual schedule is available in the Grad Office or on the Grace Web page.

The Grace ABC is a great opportunity for the following graduate student:

1. The graduate student who is working toward his/her degree in Biblical Studies, any concentration. This program will fulfill the 12 hours of foundation requirements.
2. The graduate student who is working toward his/her degree in Counseling with the licensure concentration. For those entering students who have had no formal Bible training it is suggested they take the ABC program. This will fulfill the 7 hours of elective Bible/Theology and replace BS 503 Hermeneutics and TS 502 Introduction to Theological Studies. This is not a requirement. Any Counseling student may take the regular Core Master of Arts Requirements and the seven hours of Biblical/Theological Requirements. The student should discuss the advantages of each track with his/her adviser.
3. Any person who has an accredited undergraduate degree can take the ABC for personal and spiritual enrichment. He/she should enroll as a regular graduate student but just take the 12 hours of ABC. Upon completion the student will be awarded a certificate.
4. The ABC is not aimed at that student who has taken formal Bible and Theology classes. That student should take the more advanced Bible and Theology classes. The student's advisor will offer suggestions concerning what Bible/Theology courses are best for each student.

### **Objectives**

Upon completing the Accelerated Bible Core, a student should be able to:

1. Comprehend the meaning of Scripture through knowledge of the Biblical facts, interpretive principles, doctrinal teachings, and dispensational plan of Scripture.
2. Provide evidence of the ability to think logically and critically about Biblical and spiritual matters.

3. Show basic proficiency in the independent study of Scripture via various methods and tools of Bible study.
4. Demonstrate love, respect, and commitment to God and His Word through prayer, worship, personal Bible study and obedience.
5. Utilize Scripture as a foundation and integrating component for all of life and education through repeated exposure to and application of its teachings.

<b>Accelerated Bible Core Required Courses</b>		<b>12</b>
BS 523	Practical Application of Biblical Hermeneutics	2
BS 522	The Law and History of Israel	2
BS 525	The Sages and Prophets of Israel	2
BS 526	Jesus Christ our Lord	2
BS 527	The Church Unhindered	2
BS 536	The Church Triumphant	2

All ABC students are enrolled for six hours of graduate study for each semester of the program. While the three courses are spread out in sequential fashion (i.e., BS 522 follows BS 523 and BS 525 follows BS 522), the refund policy and schedule on page 16 applies to the entire semester.

## **Master of Arts/Counseling**

### **STATE LICENSURE CONCENTRATION**

#### **Program Purpose and Description**

The Master of Arts in Counseling - Licensure Concentration is designed to meet the standards of the National Board of Certified Counselors (NBCC) and prepare the student for the Nebraska state licensure exam. The degree enables the graduate to work in a variety of settings where they can apply their training as a mental health professional to help people gain healing and wholeness.

#### **Program Objectives**

Students who complete this program should accomplish these objectives:

1. Demonstrate the necessary knowledge and clinical skills to function effectively as a professional counselor;
2. Help others through the framework of a Biblical world and life view which integrates their counseling philosophy and methodology;
3. Continue to grow in professional knowledge and experience while strengthening their own spiritual faith;
4. Understand and utilize research for competent and effective counseling;

5. Pursue licensure as a professional counselor;
6. Continue their education at the doctoral level.

### **Program Admission and Status**

1. A student must apply for admission to the graduate Counseling Program. The Admissions Department has the necessary paperwork for prospective students to complete. To apply to the Counseling Program, prospective students must fill out the Program application, submit three references from individuals who can speak to the student's academic abilities, submit recent GRE test score and complete a group interview with the Graduate Department faculty.
2. Once a student is accepted into the Counseling Program, his/her progress will be reviewed annually by the Counseling Department faculty. Any concerns or issues that are deemed to interfere with the student's academic progress, interpersonal skills and abilities, or professional development will be addressed in writing to the student. Such concerns or issues will need to be resolved adequately before the student may continue with clinical work.
3. It is highly recommended by the Graduate College that any student planning to complete the Counseling Degree in years not plan to work full-time.

### **Program Requirements**

The Master of Arts in Counseling Licensure Concentration consists of 48 hours of required Counseling course work and 16 hours of Biblical Studies course work.

Students graduating from Grace or another recognized evangelical accredited institution may waive their Biblical Studies program requirements by up to seven hours based on these criteria:

1. Credits from ABHE accredited undergraduate program.
2. Credit must be upper division (300/400 level).
3. Grade for the credits must be "B" or better.
4. Non ABHE accredited course work will be evaluated by Bible Division Chair.

### **Required Courses**

<i>Core Master of Arts Requirements</i>	9
BS 503 Hermeneutics	3
TS 502 Introduction to Theological Studies	2
MS 501 Spiritual Formation	2
R 501 Foundations of Research	2
<i>Biblical/Theological Studies Requirements</i>	7
BS/TS xxx Electives†	7
<i>Counseling Studies</i>	48

CS 501	Personal Evaluation	1
CS 511	Human Growth and Development	3
CS 512	Family Counseling or (2)CS 553. Marriage Counseling	2
CS 532	Social/Cultural Issues in Counseling	3
CS 541	Assessment	3
CS 542	Counseling Theory and Technique	3
CS 544	Professional Orientation and Ethics	3
CS 546	Group Counseling	3
CS 548	Career Development	3
CS 551	Helping Relationships	3
CS 561	Diagnosis and Treatment of Psychopathology	3
CS 572	Research Design	3
CS 590	Pre-Practicum	2
CS 591	Practicum	3
CS 596	Internship	3
CS xxx	Electives	7
Total Hours		64

### Special Notes:

†Those students who do not have a Bible/Theology background (that is, graduate from an accredited institution or Bible school) may opt to take the 12 hours of Accelerated Bible Core along with TS 515 Christian Worldview (2 hours) and MS 501 Formation of Spirituality (2 hours) courses for the nine hours of Core Master of Arts Requirements and the seven hours of Biblical/Theological Studies Requirements.

### Graduation Requirements

Students who complete this program should be able to:

1. Satisfactorily complete 64 semester hours from the curriculum outlined.
2. At least 30 hours toward the degree must be taken at Grace University. Transfer hours are only accepted with a grade of 3.0 or above. The Program Chair of each specific degree program determines what course work is eligible for transfer, based on GCGS standards.
3. Complete the degree within five years of the date of matriculation.
4. Maintain an overall GPA of at least 3.0 GPA.
5. Pass the Counselor Preparation Comprehensive Examination (CPCE) given during the student's last year. The CPCE serves as an institutional assessment as well as preparation for the national licensure examination. The CPCE will be administered

two times per academic year on campus. See Graduate College calendar for testing dates (page 3). All candidates must pass the examination prior to graduation. If a student fails to pass the examination, he/she must complete a directed study for those areas in which he/she scored below the average prior to retaking the examination. The Graduate College will only pay for the first examination.

6. Demonstrate evidence of strong Christian character and soundness of doctrine.

## **COUNSELING - MINISTRY CONCENTRATION**

### **Program Purpose and Description**

This concentration is designed for the student who wishes to be involved in counseling and/or educational ministry in the local church or with a Christian organization/program. The concentration seeks to provide an integrated, interdisciplinary focus that emphasizes a Biblical foundation, contemporary learning and counseling strategies and practical experience. The Ministry Concentration in Counseling is not designed to lead to licensure as a professional counselor.

### **Program Objectives**

The Ministry Concentration in Counseling is designed to prepare students who will:

1. Develop a solid knowledge base and competent counseling skills;
2. Help others using the framework of a Biblical world and life view which integrates their counseling/educational philosophy and methodology;
3. Continue to grow in their personal Christian faith;
4. Apply their training in a variety of contexts;
5. Be equipped to plan, organize and implement appropriate ministry strategies;
6. Demonstrate emotional, relational and spiritual maturity as they nurture and care for the needs of others.

### **Program Admission and Status**

1. A student must apply for admission to the graduate Counseling Program. The Admissions Department has the necessary paperwork for prospective students to complete. To apply to the Counseling Program, prospective students must fill out the Program application, submit three references from individuals who can speak to the student's academic abilities, submit recent GRE test score and complete a group interview with the Graduate Department faculty.
2. Once a student is accepted into the Counseling Program, his/her progress will be reviewed annually by the Counseling Department faculty. Any concerns or issues that are deemed to interfere with the student's academic progress, interpersonal skills and abilities, or professional development will be

addressed in writing to the student. Such concerns or issues will need to be resolved adequately before the student may continue with clinical work.

### **Program Requirements**

The Master of Arts in Counseling: Ministry concentration consists of a total of 48 hours of study. Ten hours are given to the Core Master of Arts Requirements, 12 to Core Counseling Requirements, 12 hours of Biblical/Theological Requirements, 7 hours of Core Ministry Requirements, and 7 hours of Ministry or Counseling Electives. Students graduating from Grace University or another recognized evangelical accredited institution may waive their Biblical/Theological Studies program requirements by up to seven hours based on these criteria.

1. Credits from ABHE accredited under-graduate program.
2. Credit must be upper division (300/400 level).
3. Grade for the credits must be “B” or better.
4. Non ABHE accredited course work will be evaluated by Bible Division Chair.

### **Required Courses**

<i>Core Master of Arts Requirements</i>		<i>10</i>
BS 503	Hermeneutics	3
TS 502	Introduction to Theological Studies	2
MS 503	Formation of Spirituality	3
R 501	Foundations of Research	2
<i>Biblical/Theological Studies Requirements</i>		<i>12</i>
BS/TS xxx	Electives†	12
<i>Core Counseling Studies Requirements</i>		<i>12</i>
CS 512	Family Counseling or CS 553 Marriage Counseling	2
CS 524	Crisis Intervention	2
CS 536	Counseling Ministry	3
CS 545	Small Group Experience	2
CS 551	Helping Relationships	3
<i>Core Ministry Skills Requirements</i>		<i>6</i>
MS 526	Family Ministry	2
MS 538	Discipleship	2
CS 595	Counseling Ministry Internship	2
<i>Counseling or Ministry Skills Electives</i>		<i>8</i>
CS or MS xxx	Electives*	8
<b>Total Hours</b>		<b>48</b>

**Special Notes:**

*†Those students who do not have a Bible/Theology background (that is, graduate from an accredited institution or Bible school) may choose one of these two possibilities: Accelerated Bible Core or 12 hours of graduate Bible or theology.*

*\*For those students planning on vocational pastoral ministry MS 544 Pastoral Counseling 2 hours and MS 545 Conflict Management 2 hours plus an open elective 3 hours in ministry or counseling are recommended.*

*Students planning a counseling ministry should pick seven hours of ministry or counseling electives.*

**Graduation Requirements**

The M.A. in Counseling-Ministry Concentration candidate must:

1. Satisfactorily complete 48 semester hours from the curriculum outlined.
2. Take at least 30 hours toward the degree at Grace University. Transfer hours are only accepted with a GPA of 3.0 or above. The Program Chair of each specific degree program determines what course work is eligible for transfer, based on GCGS standards.
3. Complete the degree within five years from the date of matriculation.
4. Maintain an overall GPA of 3.0 or higher.
5. Demonstrate evidence of strong Christian character and soundness of doctrine.

# Course Descriptions

## Graduate Course Descriptions

The curriculum offered through Grace College of Graduate Studies is organized into the following subject areas:

BS	Biblical Studies
CS	Counseling Studies
MS	Ministry Studies
R	Research
TS	Theological Studies
ITS	Institute for Theological Studies

### **BIBLICAL STUDIES**

#### **BS 503 Hermeneutics 3**

This class will investigate and apply the skills and principles necessary for sound interpretation of the biblical text. Focus will be on the balance of theory and practice. Attention will be paid to the history of interpretation, general and genre-based interpretive principles, the interpreter in the interpretive enterprise, and the role of hermeneutics in applying the text correctly to one's (contemporary) audience.

#### **BS 509 Biblical Backgrounds 4**

This course is designed to study the history of the Ancient Near East, the cultures of those lands, or the material assets left behind that shed light on various portions of the Bible. Sources for this information include selected Biblical passages and their associated literatures, selected Ancient Near Eastern texts, and archaeological remains. The class may be conducted on site in the Land of the Bible.

#### **BS 510 Geographical and Historical Settings of the Bible 4**

A study of the physical features of the land of the Bible, stressing geographical factors affecting settlement and communication in the various regions. Preparatory map study and class previews provide the background to each trip in the field. Relevant archeological, historical, and Biblical material is correlated with sites, roads, and features in each region. Regions studied and visited include Galilee, Golan Heights, Judah, Samaria, Negev, Shephelah, Jordan and Jezreel Valleys, Benjamin, Sharon Plain, and Philistia. Courses are taken at Jerusalem University College.



**BS 511Genesis: A Study of Beginnings** 2

An exegetical study of the book of Genesis in its cultural and historical setting, with attention to its critical problems, theological content, literary features, and modern exposition. As part of this course, each student is expected to exegete and teach one passage.

**BS 512Romans** 2

An exegetical study of Romans emphasizing the theological content and development of the book's argument. It seeks to understand the message in light of its first century audience and significance for today's audience.

**BS 514Backgrounds and Cultures of the Bible** 2

A study of the religious institutions, cultural practices, natural beliefs, geographical distinctive and chronological dimensions as they interplay with the Bible. Emphasis is placed on understanding background as it develops significance to the meaning.

**BS 533Hebrews: The Complete Sacrifice** 2

A rigorous study of the text with special consideration of the relationship between the Old and New Testaments. Study will be conducted concerning the book's historical background. Additionally, students are challenged to apply lessons to present-day situation. As part of this course, each student is expected to exegete and teach one passage.

**BS 554Greek for Ministry** 3

Introduces basic Greek morphology, grammar and syntax using appropriate tools to aid in accurate interpretation of the New Testament. Focus will be on developing the student's ability to interpret Scripture through grammatical-theological methods, with an emphasis on accurate, in-depth interpretation the New Testament from the Greek text.

**BS 563-596 Seminars in Biblical Exposition** 1 or 2

**563Seminar in the Wisdom and Poetic Books;**

**564 Seminar in the Major Prophets;**

**565 Seminar in the Minor Prophets**

**566 Seminar in the Historical Books;**

**571 Seminar in the Gospels;**

**572Seminar in the Epistles and Revelation**

**590 Seminar in the Acts;**

**591- Seminar in Matthew;**

**592 Seminar in the Pauline Epistles**

**593 Seminar in the Prison Epistles;**

**594 Seminar in the General Epistles;**

**595 Seminar in the Johannine Literature**

**596 Seminar in the Synoptic Gospels;**

**BS 571 Gospels 3**

Examines the four gospels as found in the NT canon. Emphasis is on the nature and content of the gospels themselves, critical and introductory issues in the study of each, and the theological contributions each makes to NT Studies. Attention will be paid to both the life of Christ as presented in each of the gospels, but also some of the unique contributions each writer bring to the study of Jesus and our understanding of his life and ministry.

**BS 572 Epistles and Revelation 3**

Surveys each of the Pauline and general epistles along with the Apocalypse, highlighting historical background and setting, authorship and authenticity, biblical and theological content, and contribution to New Testament thought.

**BS 597 Guided Thesis Research 3**

Taken in the fall, this class will lay the research groundwork for the written portion which will take place in the spring. Approval must be granted by a concentration advisor. Prerequisite: This class is a prerequisite to and taken in conjunction with BS 598 Thesis Writing.

**BS 598 Thesis Writing 2**

Taken in the spring, typically the year of graduation, this class is taken subsequent to BS 597 Guided Thesis Research. See description of thesis option under Program Requirements. For more information, see Dean of Graduate School or Chair of Bible Division.

**BS 599 Supervisory Research 1-4**

This special area of Biblical investigation is selected with the guidance and supervision of the Dean of Graduate Studies, the Department Chair, and the instructor who directs the study. Students are expected to collect, analyze, and present the findings of their research in a scholarly way. Regular written reports, complete bibliography, and critical paper are required. Attendance at regular seminars may also be required.

**BS 741 Pentateuch 2**

A study of the content of the first five books of the Bible with special emphasis on the foundational nature of these books for the rest of the Bible.

**BS 742 Historical Books 2**

The composition and content of Joshua through Esther is studied within their chronological, political and geographical settings. The class will examine important theological themes and areas of criticism related to these books.

**BS 743 Poetic Books 2**

An examination of the poetic and wisdom books of the Old Testament. Not only will the composition and content of Job through Song of Solomon be studied but the students will examine how books handle a broad range of human emotions and feelings.

**BS 744 Prophetic Books 2**

A study of the composition and content of the Major and Minor prophets of the Old Testament with special emphasis to how they fit into the broad sweep of Old Testament history.

**COUNSELING STUDIES**

**Counseling License Concentration Courses Only**

CS 501 Personal Evaluation, CS 542 Counseling Theory and Technique, CS 544 Professional Orientation and Ethics, CS 551 Helping Relationships, CS 561 Diagnosis and Treatment of Psychopathology are all prerequisites for CS 590 Practicum 1.

CS 511 Human Growth and Development, CS 532 Social/Cultural Issues in Counseling, CS 541 Assessment, CS 542 Counseling theory and Technique, CS 544 Professional Orientation and Ethics, CS 546 Group Counseling, CS 548 Career Development, CS 561 Diagnosis and Treatment of Psychopathology, CS 572 Research Design, CS 580 Research Seminar, CS 590 Practicum 1, CS 591 Practicum 2, CS 592 Internship Continuation.

**Counseling Ministry Concentration Courses**

CS 524 Crisis Intervention, CS 536 Counseling Ministry, CS 545 Small Group Experience

**Courses Open for Both Concentrations**

CS 501 Personal Evaluation, CS 512 Family Counseling, CS 513 Child Therapy, CS 551 Helping Relationships, CS 553 Marriage Counseling, CS 571 Thesis, CS 599 Directed Studies, CS xxx Seminar Electives.

**Courses for Drug and Alcohol Abuse Counseling**

CS 581 Alcohol/Drug Assessment, Case Planning and Management, CS 582 Medical and Psychosocial Aspects of Alcohol/Drug Use, Abuse and Addiction, CS 583 Clinical Treatment Issues in Chemical Dependency.

**CS 501 Personal Evaluation 1**

An exploration of the student's personal background, strengths and challenges, and the potential impact on working with others. This class is open only for Counseling licensure students. It is taken in conjunction with MS 501 Spiritual Formation. There is an additional fee for this class. This course is a prerequisite for CS 590.

**CS 511 Human Growth and Development 3**

An overview of human development throughout the life span, including biological, psychological, sociological, cognitive and spiritual development.

**CS 512 Family Counseling 2**

A study of the contemporary American family and its various expressions. Focus will be given to family therapy models and techniques. Students will have opportunity to explore their own family of origin.

**CS 513 Child Therapy 2**

An introduction to the theory and techniques of child therapy. Focus will be given to play therapy, behavior management and parenting skills.

**CS 524 Crisis Intervention 2**

The focus of this course is to give students a foundational understanding of the nature of trauma and how to minister to individuals and groups who have experienced various types of trauma, including suicide, abuse, and unexpected loss. Basic principles of crisis intervention will also be addressed.

**CS 532 Social/Cultural Issues in Counseling 3**

An overview of the major sociological and psychological theories involved in working with culturally diverse populations. Special attention will be given to African American, Hispanic, Native American and Asian cultures.

**CS 536 Counseling Ministry 3**

This course will provide students with foundational understanding of the areas of ethics, counseling theory and professional issues as they relate to counseling in a ministry setting. This course is a prerequisite for CS 595 Counseling Ministry Internship.

**CS 541 Assessment 3**

An introduction to testing theory and testing instruments. Focus will be on those instruments available to M.A. counselors for evaluation, diagnosis, and treatment of mental health problems. Additional fee.

**CS 542 Counseling Theory and Technique 3**

This course covers the application and development of treatment strategies and interventions. Focus is given to cognitive-behavioral and short-term/brief therapy models. Prerequisite: CS 551. This course is a prerequisite for CS 590.

**CS 544 Professional Orientation and Ethics 3**

An overview of the field of professional counseling. Emphasis is given to professional ethics, licensure and practice issues. This course is open to students in the Counseling Licensure Concentration only.

**CS 545 Small Group Experience 2**

Students will explore the various opportunities available through small group ministry, including types of groups, group leadership styles, and resources available for groups. This course is open only to those in the Ministry Concentration.

**CS 546 Group Counseling 3**

This course provides an overview of the principles of group theory, dynamics and process as applied to various therapeutic group settings and problems. This course is open to students in the Counseling Licensure Concentration only.

**CS 548 Career Development 3**

This course is an introduction to theories of career development/counseling and an analysis of the world of work. Methods are identified through which occupational and educational, personal and social information may be integrated for career/life planning.

**CS 551 Helping Relationships 3**

An introduction to the theory and process of interpersonal communication. Emphasis is placed on the acquisition of basic counseling skills. This course is a prerequisite for CS542 and CS590.

**CS 553 Marriage Counseling 2**

This course covers the issues involved with premarital, marital and marital dissolution counseling. Focus is given to the contemporary marital patterns and the resulting problems.

**CS 561 Diagnosis and Treatment of Psychopathology 3**

Practical training in diagnosis and treatment of the major psychopathologies using the DSM-IV (Diagnostic and Statistical Manual of Mental Disorders). This course is open to students in the Counseling Licensure Concentration.

**CS 565 Psychopharmacology 1**

An introduction to medication commonly utilized in mental health and hospital practice. The student will learn to identify when referral for medication is appropriate, the potential impact and side-effects of medication and future directions in medication management.

**CS 571 Thesis 4**

This project is an in-depth research exercise focusing on one aspect of professional counseling. The student will select the topic in conjunction with the supervising professor. The research may reflect quantitative or qualitative research, or it may reflect a comprehensive literature review. The student must receive approval from their advisor to register for CS 571 at least one semester prior to anticipated registration.

**CS 572 Research Design 3**

An introduction to statistics and research. The student will learn to critically evaluate research methodologies and conclusions. This course is a prerequisite for CS580.

**CS 580 Research Seminar 1**

The student will participate in a research project in some aspect of counseling. The goal of the class is to submit an article (or articles) for publication in a professional journal on the research conducted. Prerequisite: CS 572 or professor approval.

**CS 581 Alcohol/Drug Assessment,  
Case Planning and Management 2**

This course will cover the process of collecting relevant data about clients/client systems and their environment, and evaluating the data for making decisions regarding alcohol/drug disorder diagnosis, treatment and/or referral. Identifying and prioritizing client treatment goals and collaboration and coordination with other services, agencies and resources to achieve those goals will be included. The student will also practice assessing and managing cases, including the development of sample case records, using the client's written record to guide and monitor services with emphasis on the development of the social history and intake, initial assessment, individual treatment plan with measurable goals and objectives, and documentation of progress and ongoing assessment.

**CS 582 Medical and Psychosocial Aspects of Alcohol/Drug Use,  
Abuse and Addiction 3**

This course will include the study of the physiological and sociological aspects of alcohol/drug use, abuse and dependence. The classification and basic pharmacology of drugs, basic physiology and the effects of drug use on the systems of the body, and alcohol and drug tolerance will be addressed. The course will also include etiological, behavioral, cultural and demographic aspects and belief systems about alcohol/drug use along with the

processes of dependence and addiction including signs, symptoms and behavior patterns.

**CS 583 Clinical Treatment Issues  
in Chemical Dependency 2**

This course will include the study of treatment issues specific to alcohol/drug disorders, including dual diagnosis and the impact of physical and mental health disorders on treatment, historical and generation influences, the family disease concept and 12-step philosophies. Also covered are special populations and how they affect the assessment of, response to and delivery of alcohol and drug treatment.

**CS 590 Practicum I 2**

The student will be introduced to field work within the mental health industry by way of orientation, observation, and a minimum of 30 documented clock hours of clinical experience with individual and group supervision. Prerequisite: CS 501, CS 542, CS 544, CS 551, CS 561.

**CS 591 Practicum 2 3**

The student will work in a mental health setting gaining practical experience working with a variety of clients and mental health problems. A minimum of 140 documented clock hours of clinical experience with individual and/or group supervision is required. A practicum site is selected by the student and is approved of by both the cooperating agency and the Director of Clinical Training. Prerequisite: Successful completion of CS 590.

**CS 592-594 Internship Continuation 1 s.h. each**

This internship is a continuation of the CS 541 internship requirement if necessary. Criteria for credit registration within this internship extension is based on the following: 1. If the student has between 25 and 60 documented clock hours of supervised clinical experience to complete, the student will register for 1 s.h.; 2. If the student has between 60 and 100 documented clock hours of supervised clinical experience to complete, the student will register for 2 s.h.; 3. If the student has over 100 documented clock hours of supervised clinical experience to complete, the student will register for 3 s.h.

**CS 595 Counseling Ministry Internship 3**

This course is designed for students taking the Counseling Ministry concentration to get field experience in counseling ministry context. This course is not open to counseling licensure students. CS 536 Counseling Ministry is required for this course.

**CS 599 Directed Studies 1-3**

A special area of investigation is selected with the guidance and supervision of the Department Chair and the instructor who directs the study. Students are expected to collect, analyze and present the

findings of their research in a scholarly way. Regular written reports, a complete bibliography, and a critical paper are required. Attendance at regular seminars may also be required. Students may accumulate no more than a total of 4 units of Directed Studies during their program. Prerequisite: Advanced Standing.

**CS xxx Seminar Electives** **1-2**

Select presentations that provide the student with an in-depth study of various aspects of counseling practice.

**MINISTRY STUDIES**

**MS 501 Formation of Spirituality** **2**

A course essentially seeking applied sanctification. The elements of study include: Developing the value of community and accountability; Owning the vision of spiritual formation; Assessing and appreciating God's unique investment in the Christian; and, Growing in understanding of the hindrances of the flesh in spiritual growth and relationships.

**MS 505 Ministry Foundations** **3**

The development of a ministry philosophy that is Biblically consistent and sociologically sound will be the primary focus of this course. The emphasis will be on developing practical relationships with volunteer and ministry staff, leadership process and organization and development of the Christian education cycle.

**MS 511 Communicating God's Word 1** **2**

This course is designed to help the student prepare lessons that are based directly on God's word. Emphasis will be placed on communicating the epistolary portions of God's Word. Gender specific labs are included as part of this course.

**MS 512 Communicating God's Word 2** **2**

This course builds on the principles learned in MS 511 with emphasis on communicating narrative, poetic and prophetic portions of God's Word. Gender specific labs are included as part of this course.

**MS 516 Historical & Philosophical Perspectives of Education** **3**

This course is designed to investigate the historical development of education and the changing philosophical influences in the United States. Examination of these external factors on educational organization, content, and method. Emphasis on comparing secular/Biblical frameworks for education and analyzing the major philosophical influences on educational techniques and assumptions.

**MS 518 Introduction to Women's Church Ministry** **2**

This course is designed to study ministry to and for women. Women taking this course will be prepared to lead various women's ministries in and out of local church context. This course



substitutes for MS 562 for women students.

**MS 521 Management for Ministry 2**

A study of the process of change, power, and conflict management particularly as pertaining to a Christian ministry context. Guest instructors, case studies, and a development of personal conflict and church conflict management plans will enhance this course.

**MS 522 Rural/Small Church Ministry 3**

The purpose of this course is to provide a highly practical, and distinctly evangelical, course for new (less than two years) rural and urban pastors and pastors-in-training. The classes for this course are held at the facilities of the Christian Resource Center, Giltner, NE every June.

**MS 525 Church Planting 1**

A study of the principles and methods used to start and grow churches in various settings. It involves both practical elements employed by churches actually involved in church planting and growth as well as the theories utilized in developing new churches.

**MS 526 Family Ministry 3**

The goals of this course center around the ministry to families in the church. Focus is on the theological foundations of the family and understanding the current cultural trends which affect families. Students will explore various stages of family development, structure, and leadership with emphasis on ministry strategies to contemporary families.

**MS 532 People and Ministry Skills 3**

This course focuses on developing confidence in relationship building, communication, and ministry skills. The emphasis is upon educational ministries within the church and para church ministry, but examples from intercultural, business, and other areas are given.

**MS 534 Church Staff Relationships 2**

Designed for present and future church staff members, this course explores key principles for effective servant leadership in a church setting. Emphasis is placed on appropriate relationships within the professional and lay staff of a church, interaction and consensus building with church decision-making groups, modeling Christian ministry for members of the congregation, guiding reconciliation in the midst of conflict, and accountability structures within local churches and within denominational structures.

**MS 538 Discipleship 2**

This course focuses on the discipleship process within the local church. Areas of discussion include evangelism, follow-up establishing, growing, equipping and preparing people for leadership.

**MS 541 Curriculum and Teaching 3**

This course surveys the principles and practices of educational ministry. A theoretical foundation is laid which will equip the student in developing a breadth and depth of effective teaching. Topics include theological foundations, philosophical assumptions, anthropological considerations, educational strategies, understanding the teaching-learning process; developmental levels of adults, youth, and children; the educational programs of the local church; lesson plan (curriculum) development; developing our style as a teacher, and the family as a critical context for learning.

**MS 543 Psychological and Sociological Issues in Education 3**

This course is designed to acquaint the student with the major psychological and sociological issues involved in education. Study includes psychological principles underlying learning and teaching theories, and the sociological functions that take place in learning atmospheres. A special focus is placed on modern diversity issues and new trends in psychology emerging in the postmodern era.

**MS 545 Conflict Management 2**

This course addresses key aspects of conflict and conciliation responses in peace making. Emphasis will be placed on how these skills can be used in a vocational ministry context.

**MS 552 Ministry in the Local Church 2**

The student will explore two primary functions of ministry in the local church: education and evangelism. The student will learn how to design and direct various programs in these areas of church life.

**MS 562 Leadership in the Local Church 2**

This course will explore the various aspects of male leadership within the context of a local church. Special emphasis will be given to the training of other leaders in the church.

**MS 572 Church Worship 2**

A study of biblical principles of worship especially as they pertain to organized corporate worship services. This is designed for those in church leadership to help them design and lead church worship services.

**MS 580 Teaching Like the Master 1**

Seminar format. Designed to train students the key principles that Jesus used in his teaching.

**MS 590 Ministry Internship 2**

This course is designed for Biblical Studies Ministry Concentration students to get field experience in a ministry context.

**MS 592 Education Internship 2**

This course is designed to enable Biblical Studies Education Concentration students to get field experience in an education type ministry context.

**MS xxx Seminars 1-2**

Select presentations that provide the student with an in-depth study of various aspects of Ministry Studies.

**RESEARCH**

**R 500 Library Research Skills 0**

Every first time student is required to take this web-based course on doing graduate level research in the library. The syllabus (which includes passwords) is available at the Graduate Studies Office. The course must be completed by the end of the first fall or spring semester a student's matriculation. While the course is non-credit, a pass/fail grade will be given. This course is entirely on the Internet and requires no classroom time. However, the student will not be allowed to progress in his/her degree program without the course. There is no charge. If a student has taken this course as an undergraduate student at Grace University the requirement may be waived.

**THEOLOGICAL STUDIES**

**TS 502 Introduction to Theological Studies 2**

A study of prolegomena, the nature, method, and sources of theology and bibliography, which covers revelation, inspiration, inerrancy, illumination, preservation of the text, and Bible interpretation which includes an introduction to dispensationalism.

**TS 515 Christian Worldview 2**

This class is an exploration of the notion of a "worldview," particularly as it can be expressed within a biblical framework. What is a worldview and how does one establish such a thing? Primary readings will be used throughout the class, and some attention will be paid to how the concept has arisen as a discipline within the academy. Class will include discussion on both the presuppositions at work in a world view (sociological, philosophical and theological) as well as the significance of a Christian worldview in one's interaction with one's education, various aspects of our culture, the church and other Christians, other religions and so forth.

**TS 520 American Evangelicalism 2**

This course provides an overview of the historical and intellectual development of contemporary American Evangelicalism. Areas of focus include: defining Evangelicalism, the theological and intellectual currents of Evangelicalism, the interface of Christ and Culture, and the future of American Evangelicalism.

**TS 528 Trinitarianism 2**

A study of the unity and diversity of the Persons and functions of the Trinity with special attention given to the Person and work of

Jesus Christ and the Holy Spirit's present work in ministry. TS 502 is a prerequisite for this course. This course may be taken at same time that TS 502 is taken.

**TS 544 Theological Issues in Counseling 2**

A study of themes in Biblical and systematic theology as they relate to concerns of counseling and contemporary theology. Of special consideration will be the issues of sanctification.

**TS 546 Theology of Leadership 2**

An analysis of the qualities and practices of the effective Christian leader based on principles in Scripture and related literature. Emphasis is upon devising a personal philosophy of spirit and leadership and a leadership development plan.

**TS 550C Religions in America 3**

This course is a survey of religious groups that claim to be "Christian" but whose theological positions are inconsistent with orthodox Christianity. Historical data about each group and its religious roots as well as systematic comparison of each group theology as compared to Scripture is emphasized. This course will also address world religions that now have an American face. This course is web based. Not open to students who have taken the undergraduate course TH 300 American Faiths in the 21<sup>st</sup> Century (formerly TH 300 Truth Twisters / What They Believe).

**TS 560-580 Seminar in Theological Issues 1, 2, or 3**

This is a special issues course which is offered on a periodic basis. It examines special issues within the specific discipline of systematic theology. Each seminar examines current thoughts, trends, historical development, and relevant authors in the field of study.

**TS 561 Seminar in Contemporary Moral Issues**

**TS 562 Seminar in Bibliology**

**TS 563 Seminar in Theology Proper**

**TS 564 Seminar in Christology**

**TS 565 Seminar in Pneumatology**

**TS 566 Seminar in Angelology**

**TS 567 Seminar in Anthropology**

**TS 568 Seminar in Hamartiology**

**TS 569 Seminar in Soteriology**

**TS 570 Seminar in Ecclesiology**

**TS 581-597 Seminar in Biblical Theology 1 or 2**

This is a special issues course which is offered on a periodic basis. It examines select portions of Scripture within the discipline of Biblical Theology. Each seminar evaluates the theological ideas,

current developments, and relevant issues within each section of material.

**TS 581 The Theology of the Pentateuch**

**TS 582 The Theology of the Historical Books**

**TS 583 The Theology of the Wisdom and Poetic Books**

**TS 584 The Theology of the Major Prophets**

**TS 585 The Theology of the Minor Prophets**

**TS 586 The Theology of Luke**

**TS 587 The Theology of Paul**

**TS 588 The Theology of Peter**

**TS 589 The Theology of John**

**TS 590 Special Issues in Biblical Theology**

**TS 597 Guided Thesis Research 3**

Taken in the fall, this class will lay the research groundwork for the written portion which will take place in the spring. Approval must be granted by a concentration advisor. Prerequisite: Class is a prerequisite to, and taken in conjunction with TS 598.

**TS 598 Thesis Writing 2**

Taken in the spring, typically the year of graduation, this class is taken subsequent to TS 597. See description of thesis option under Program Requirements. For more information, see Dean of Graduate School or Chair of Bible Division.

**TS 599 Supervised Research 1-4**

This special area of theological investigation is selected with the guidance and supervision of the Dean of Graduate Studies, the Department Chair, and the instructor who directs the study. Students are expected to collect, analyze, and present the findings of their research in a scholarly way. Regular written reports, complete bibliography, and critical paper are required. Attendance at regular seminars may also be required.

**TS 621 Sin and Salvation 2**

A study of the nature/origin of sin (personal and original) and the doctrine of salvation. Areas of study include an examination of the origin of evil, the meaning of sin, the means and nature of imputation of sin, the imputation of righteousness, and other essential and current issues. Additionally, the essential elements of the Gospel, the fate of those who have not heard the Gospel, and issues related to sanctification will be discussed. TS 502 is a prerequisite for this course. This course may be taken at same time that TS 502 is taken.

**TS 622 Angels and Humanity 2**

A study of the nature and doctrine of unfallen and fallen angels

including Satan. The creation of man, the fall of man, the nature and origin of sin (personal and original) are also studied. TS 502 is a prerequisite for this course. This course may be taken at same time that TS 502 is taken.

**TS 723 The Church and Last Things 2**

A study of the development and distinctions of dispensational theology. Special emphasis is paid to the nature and function of the church and a dispensational approach to future events including the rapture, the tribulation, and the millennium. TS 502 is a prerequisite for this course. This course may be taken at same time that TS 502 is taken.

**TS 742 Contemporary Theology 2**

A study of contemporary issues, thinkers, and trends in theology.

**ACCELERATED BIBLE CORE**

The Accelerated Bible Core (ABC) is a special two semester program designed for the entering graduate student who has not had any formal Bible and Theology training before coming to Grace College of Graduate Studies. These courses are only open to those in the ABC Program. Spring ABC is open only to those who have completed BS 523, 522 and 525.

**BS 523 Practical Application of Biblical Hermeneutics 2**

Principles of biblical hermeneutics are applied to various styles and types of biblical writing. Particular emphasis is given to analysis, interpretation, and application of selected passages. Time will be spent in the study of the doctrine of bibliology.

**BS 522 The Law and History of Israel 2**

This course consists of an overview of the Pentateuch and Historical Books. The doctrines of anthropology and hamartology are studied. The student will also study the first stages of the drama of redemption and the anticipation of Messiah in the Old Testament.

**BS 525 The Sages and Prophets of Israel 2**

This course will overview the wisdom and prophetic literature of the Old Testament. The doctrine of God will be studied against the background of the wisdom and prophetic books. The study of the drama of redemption and the anticipation of Messiah in this literature will also be investigated.

**BS 526 Jesus Christ our Lord 2**

The Gospels and their background will be surveyed. In conjunction with the studies in the Gospel, the student will also study the doctrine of Christ's person and work. Time will also be spent in learning how to share one's faith with others.

**BS 527 The Church Unhindered 2**

Against the backdrop of the book of Acts, the student will study the development of the unhindered church from Pentecost to the

present age. The doctrines of ecclesiology and pneumatology will be studied.

**BS 536 The Church Triumphant 2**

This course is a study of the New Testament epistles from Romans to Revelation. The doctrines of angelology and eschatology will be investigated. The students will also present a point-counterpoint topic in class.

**INSTITUTE FOR THEOLOGICAL STUDIES**

**Old Testament**

**ITS 502 Conquest and Settlement 2**

Few nations have experienced such blessing as Israel, and fewer yet have experienced such failure. This course follows the journey of the people of Israel in Joshua, Judges, and Ruth as they cross the Jordan River, overtake and divide the land, and fall into a cycle of sin and repentance. Significant events will be analyzed in their historical and cultural contexts, such as the fall of Jericho, the day the sun stood still, and the defeat at Ai. Learners will explore the ministry of important judges like Gideon, Jephthah, and Samson, as well as the life and lessons of Ruth. Throughout the course, Dr. Davis places emphasis on theological and practical truths gleaned from these books. Supervising faculty member: Dr. Holmes.

**ITS 503 Understanding the Old Testament 3**

The Old Testament is often viewed as antiquated, mysterious, and even irrelevant. In this course, Dr. Waltke shows how Old Testament theology is pivotal to the universal goal of redemptive history: the rule of God and the establishment of God's kingdom in all the earth. The course tracks salvation history as it appears in nearly every book of the Old Testament, and shows the vital relationship of the Old Testament to the New. Throughout the course, Dr. Waltke applies the doctrines of kingdom and salvation to the Christian life. Supervising faculty member: Dr. Udd.

**ITS 504 The Book of Proverbs 2**

"Happy is the man who finds wisdom, and the man who gains understanding" (Proverbs 3:13). In this course learners discover the role of wisdom in the Book of Proverbs by doing an exegetical study of its contents in their cultural, historical, and literary settings. The course begins with an analysis of the book's structure and purpose, focusing on the forms of wisdom literature as seen in the literary structure of Proverbs. Dr. Waltke then moves to poetic analysis and finally to the prominent theme of wisdom that permeates the book. Students are encouraged to apply wisdom themes to life. Supervising faculty member: Dr. Holmes.

**ITS 505 The Christian and Old Testament Theology 3**

How does the Old Testament relate to the New? How do God's people today relate to the people and teaching of the Old Testament? This course considers such important issues by examining the foundational theology of the Old Testament as

applied to the New Testament and the Church. The course identifies the focal point for the Old and New Testaments, and includes discussions on continuity and discontinuity between the Testaments, saving faith, the people of God, law, worship, atonement, the Kingdom of God, the Messiah, and the New Covenant. Throughout the course, Dr. Kaiser shows how Old Testament theology is vital to contemporary Christian living. Supervising faculty member: Dr. Dahlquist.

## **New Testament**

### **ITS 506 The Gospels/Life of Christ 3**

The most compelling and important story in history is the story of Christ. In this course, learners complete a chronological and synthetic study of the Gospels' accounts of Christ's birth, life, death, resurrection, and ascension. The course focuses on the time, place, circumstances, and people involved in the events of our Lord's ministry. From the Incarnation to the Ascension, students will grasp a fuller understanding of Christ's words and works, especially in light of the Old Testament prophecy and cultural context. The goal of the course is that Christ will impact learners' lives as He did those first generation followers, leading them to worship and serve Him as they minister to others. Supervising faculty member: Dr. Pagenkemper.

### **ITS 507 Epistles and Revelation 3**

Correct theology is inseparable from correct living. The New Testament epistles reinforce this concept as they demonstrate both the why and how of Kingdom living. This course surveys the New Testament epistles and the Book of Revelation, examining both the introductory issues and the basic content of each book. Students will wrestle with significant and challenging passages by exploring the major issues and then interacting with specific passages through inductive Bible study. The goal of the course is to gain an increased commitment to and capacity for applying these portions of God's Word to the world and Christian living today. Supervising faculty member: Dr. Pagenkemper.

## **Theology**

### **ITS 508 Christian Ethics 3**

In a self-centered culture, how do we demonstrate a God-centered ethic? This course presents a Biblical model for ethics in a postmodern world, examining the ethical theories of obligation and value from a philosophical perspective. The lectures survey various ethical systems, identify unstated assumptions in ethical theories, and evaluate those theories for legitimacy, relevancy, and cogency. The goal of the course is to provide learners with a Christian framework of values and ethics, leading them to make God-honoring decisions in a truth-relative world. Supervising faculty member: Dr. Nebeker.

### **ITS 509 Survey of Church History 3**

Church History is the heart of His story, God's kingdom work on earth. This course explores the development of the Christian



church from Pentacost to the present day. It covers key people and events that God used throughout history to bolster His Church and also those negative influences that infected her. The goal of the course is to use lessons from church history to advance the kingdom of God in life and ministry. (This course serves as a synthesized combination of ITS courses CH 506 The History of the Church to the Reformation and CH 507 The History of the Church Since the Reformation.) Supervising faculty member: Dr. Nebeker.

**ITS 510 Effective Administrative Leadership 2**

A productive church must have productive leadership. This course will help learners to be effective Christian administrative leaders. The course provides a balanced emphasis on both the biblical theories of leadership as well as the practical, “day-to-day” information needed for successful leadership. The goal of this study is to obtain a fresh understanding of the practical application of biblical leadership principles in their ministry settings. Supervising faculty member: Dr. Ramsey.