Grace University
Graduate Catalog
2012 – 2013

Academic Excellence • Life Change • World Impact

Grace University, 1311 South 9th Street, Omaha, NE 68108
admissions@GraceUniversity.edu

www.GraceUniversity.edu
Academic Calendar
2012–2013

Fall Semester 2012
August 2, Thursday Faculty/Staff Conference
August 18, Saturday Residence Halls Open for New Students
August 20, Monday Graduate Classes Begin
August 22, Wednesday Traditional Undergrad Classes Begin
August 22, Wednesday Convocation 10:20 a.m., Suckau Chapel*
August 29, Wednesday Last day to ADD Courses; Last Day for 100% Refund
September 3, Monday Admin. Offices Closed/No Classes
September 25, Tuesday Day of Prayer*
October 15 –18 Mid-term Exams (Classes Meet)
October 22 –24 Bible Conference*
October 22–27 Fall Break for Graduate Students
October 29, Monday Last Day to DROP Courses
November 1, Thursday Refund of Institutional Aid May Be Requested
November 12, Monday Registration Opens for Winter and Spring
November 21 –23 Thanksgiving Break/No Classes
November 22–23 Administrative Offices Closed/No classes

December 10, Monday Regular classes meet
December 10 –14 Final Exams Graduate
December 13, Thursday EXCEL Fall Term Ends
December 14, Friday Residence Halls Close at Noon
December 24 –January 1 Administrative Offices Closed

Winter Semester 2013
January 7 –18 Winter Semester
January 7, Monday Last Day to Add a Course; Last Day for 100% Refund
January 9, Wednesday Last day to DROP Courses (for Winter Semester)

*Graduate Students invited; Undergraduate Students required.
Spring Semester 2013

January 21, Monday
Administrative Offices Closed

January 22, Tuesday
Graduate Classes Begin

January 22, Tuesday
Convocation 10:20 a.m., Suckau Chapel*

January 29, Tuesday
Last Day to ADD Courses; Last Day for 100% Refund

February 25 –28
The Jared Burkholder Conference on Global Engagement*

February 28, Thursday
Day of Prayer*

March 18 –22
Mid-term Exams (Classes Meet)

March 25 –29
Spring Break Graduate

March 29, Friday
Administrative Offices Closed/No Classes

March 31, Sunday
Easter Sunday

April 1, Monday
Last day to DROP Courses

April 1, Monday
Refund of Institutional Aid May Be Requested.

April 2, Tuesday
Classes resume

April 2, Tuesday
Registration Opens for Summer and Fall

April 25, Thursday
EXCEL Spring Term Ends

May 6 –9
Final Exams Graduate

May 10, Friday
Honors Convocation/Baccalaureate, 10:30 a.m. Suckau Chapel*

May 11, Saturday
Commencement 2:00 p.m. (location TBD)

May 17, Friday
Residence Halls Close at Noon

Graduate Summer Semester

Graduate Classes

May 20 –August 2
Summer Semester

May 20, Monday
Last Day to Add a Course; Last Day for 100% Refund

* Graduate Students invited; Undergraduate Students required.

Catalog Limitations

This catalog describes policies, programs, and procedures of Grace University that are in effect at the time of its preparation, August 2012. 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.

Revised 10/31/2012
Welcome to the 2012–2013 academic year at Grace University. From reviewing the University academic programs, policies and procedures within the catalog you will notice Grace’s commitment to quality, Christian higher education. You also will learn about our history, mission, and objectives for you as a student. I trust your review also will give you a sense of the heart of Grace.

Our ongoing success as a mission-driven institution of higher learning is evidenced, in part, by our accreditation. Grace University is regionally accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools and also is accredited by the Association for Biblical Higher Education. To continually enhance the effectiveness of the learning experience at Grace University, faculty and staff assess student learning and teaching and implement improvements based on our evaluation. This ongoing, dynamic cycle of assessment, evaluation and implementation ensures our institution remains relevant in preparing students for service in our rapidly changing world.

Graduate education is distinctly different from undergraduate education in rigor, depth of knowledge, and in the use of independent, applied learning methodologies. Graduate faculty serve as role models in the development and advancement of new knowledge and the improvement of practice in their respective disciplines.

The current graduate culture at Grace University is dedicated to preparing you for a professional role to serve others through biblically grounded and academically challenging graduate education. The learning objectives and core principles contained in each program’s description demonstrate Grace’s commitment to Christian principles and teachings in professional practice, academic excellence and servant leadership.

As we seek to expand graduate studies in the future, the graduate programs at Grace University will continue to function as a community of learners, scholars and practitioners who use their knowledge and skills in His service to improve the common good.

On a personal note, each of us at Grace is committed to giving the best of ourselves through our respective God-given calling that is exemplified corporately in our mission statement: 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.

Our objective is to prepare you for fulfilling your unique, meaningful purpose in life. Our faculty and staff have the experience and credentials you expect, while caring about you as a child of God.

As the eleventh president of Grace University, it is an honor to serve with the God-called educators and administrators, all of whom are mentors, and to welcome you to the Grace University experience in 2012–2013.

Yours for God’s purposes at Grace University,

David M. Barnes, Ed.D.
President
A Personal Note on behalf of the Graduate School Faculty

Greetings from the Campus of Grace University,

On behalf of the Graduate instructors at Grace, we are pleased that you are taking the time to peruse our catalog and visit our website. We invite you to take a serious look at our programs. For more than 69 years, Grace University has been providing education that blends high-quality academics with spiritual formation, ministry and professional experiences, and spiritually significant relationships.

We are now into our second decade of providing our accredited educational distinctives to qualified students who desire to serve the church and their community in significant ways. At present, we offer master’s-level degrees in Clinical Mental Health Counseling (CMHC) and Christian Ministries (CM). The Christian Ministries degree comes with concentrations in Theological Studies, Biblical Studies, Ministry Leadership, Rural Church Ministries, and Counseling Ministry. The Clinical Mental Health Counseling degree is designed to prepare a student for licensure as a Licensed Professional Counselor. Our programs stress the need for both academics and professional development—all within a biblically integrated, Christian worldview. Additionally, we offer a Fast-Track to Teaching Certification Program. This program is a post-baccalaureate, blended-learning program (non-degree) designed to prepare college graduates for a state-licensed teaching endorsement in as little as twelve months.

The need for graduate-level training in various fields continues to grow; indeed in many fields, a graduate degree is virtually the entrance requirement. We welcome your prayers as we continue to explore and grow, because our greatest desire is that our programs would honor the Lord as we serve evangelical faith communities, metropolitan Omaha and beyond.

You may have well-defined educational objectives, or you may still be seeking God’s will for your life in your graduate experience. Either way, we welcome the opportunity to help you move forward in your studies.

Our staff and faculty are poised to serve you in whatever way we can. If you have not already done so, please feel free to visit the school. You also are most welcome to call or visit our Admissions staff; we believe you will find them to be among the most helpful people anywhere! Or perhaps you would like to meet with a faculty member. We expect you will be impressed with the quality of people at Grace University and the value of a Grace University education. The opportunity to work and study beside other students with similar values and priorities promises to make your educational experience an excellent step toward reaching your personal and professional goals.

So, please feel free to browse our catalog. While it can offer you a glimpse of what Grace is like, please come and visit for a personal experience to understand what Grace could offers. Tell us how we can help you serve within the Kingdom of our Lord.

For His Glory,

Karl Pagenkemper, Th.D.
Professor of Biblical Studies
Chair, Bible Department

Justin Brogan, Ph.D.
Associate Professor of Counseling
Chair, Clinical Mental Health Counseling

and

Michelle Lundgren, Ed.D.
Professor of Teacher Education
Chair, Fast-Track to Teaching
CORRESPONDENCE DIRECTORY
Please direct your questions or requests for information to the following University personnel

Academic Office
  John D. Holmes, Ph.D. • Academic Dean

Academic Records, Transcripts
  Kris J. Udd, Ph.D. • Registrar

Admissions and General Information
  Emily Jantzen, B.A.S. • Graduate Admissions

Business and Finance
  Michael F. James, M.A. • Executive Vice President

Career Development and Placement Center
  Robert Gall, M.A., and Jim Santoro, M.S., M.A.

Christian Formation
  Wes Wilmer, M.A. • Director of Christian Formation

Enrollment and Retention
  Chris A. Pruitt, B.A. • Dean of Enrollment Management

College of Continuing Education
  M. Richard “Dick” Dahlquist, D.Min. • Director, Adult Education

Division of Biblical Studies
  Karl E. Pagenkemper, Th.D. • Chair, Professor of Biblical Studies

Fast-Track to Teaching
  Michelle Lundgren, Ed.D. • Chair, Fast-Track to Teaching, Professor of Teacher Education

Library and Learning Resources
  H. Ben Brick, M.A. • Library Director

Christian Ministries
  Richard Ramsey, Ph.D. • Chair, Christian Ministry and Education

Clinical Mental Health Counseling
  Justin Brogan, Ph.D. • Chair, Clinical Mental Health Counseling Department; Associate Professor of Counseling

Men’s Housing and Student Activities
  Jon T. McNeel, M.A. • Dean of Men

Online Learning
  Mike Wulbecker, M.S. • Director of Online Learning

Student Development Office
  Bethany Simm, B.S. • Student Development Office Manager

Student Services and Facilities
  Deb Osmanson • Dean of Student Services

Scholarships and Financial Aid
  Ray Miller, B.A. • Director of Financial Aid
  Teela Chamberlain, B.A. • Financial Aid Counselor

University Development
  David M. Barnes, Ed.D. • President
  Joanne Fast, B.A. • Administrative Assistant

Women’s Housing and Special Accommodations
  Marilyn F. Amstutz, M.A. • Dean of Women
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Institutional Information

OUR 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.

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
69 YEARS BY THE GRACE OF GOD
In the early summer of 1943, ten Mennonite ministers and leaders gathered to consider opening a new college-level institution that would bring interdenominational Christian education to Omaha, Nebraska. From those talks emerged Grace Bible Institute (GBI), which was incorporated under that moniker on July 21, 1943.

In 1976, a name change seemed appropriate to the institution’s degree-granting status, and Grace Bible Institute was renamed Grace College of the Bible. Since the late 1940s, the Institute had been granting bachelor’s degrees, and by the 1970s, the demand for four-year college degrees was growing. Friends who were close and familiar with the Institute received the adjustment warmly.

In 1995, the college was renamed Grace University. The change was designed once again to reflect its program offerings and structure, because the University was now organized into three colleges: Grace College of the Bible, Grace College of Graduate Studies, and Grace College of Continuing Education.

The University is located south of downtown Omaha on about ten acres, where it has been functioning since September 1943. The most recent physical addition came in 2003, when Grace dedicated the Jim Classen Gymnasium, providing students with a location for on-campus physical education activities and supplying our sports teams with a home for their practices and games. Over the past ten years, several campus buildings also have been renovated. During the Spring and Summer of 2005, part of the Administration Building’s second floor was completely renovated to incorporate several new classrooms, including a biology lab, to serve the growing Teacher Education Department and provide facilities for science classes. Additionally, through a large dedicated gift in 2007, the Suckau Chapel was refurbished and the University library was totally remodeled. We have subsequently renamed it the Grewcock Library in honor of the donors.

OUR PRESENT
The core values of academic excellence, life change, and world impact continue to shape the vision of Grace University. These foundational values shape the vision of Grace’s graduate programs as well.

During the past 69 years, more than 8,000 students have studied in the various programs of Grace University. Many of our undergraduate and graduate alumni are actively involved in full-time vocational ministries. Many also are serving in cross-cultural and international missions, pastoral ministry, Christian education, in music, and Christian radio and telecommunications. Even more have gone on to impact the marketplace, 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. Additionally, many graduate school alumni work as mental health counseling professionals throughout the country and the world as they strive to assist people toward healing and wholeness.

Grace University believes that its College of Graduate Studies is positioned to grow throughout the coming decade. By the grace of God, it is hoped that graduate-level offerings will continue to serve the church and the community as it develops and expands its present offerings. As programs and degrees are developed, such progress will continue to be under the oversight of a strong, spiritually minded Board of Trustees, a sound statement of evangelical beliefs and commitments, and an Administration that is positioning the school for important advances for the future.
WHAT MAKES OUR EDUCATION DIFFERENT

ACADEMIC FOCUS
As is found in the best traditions of education, the focus of a graduate-level educational experience includes a sound academic and professional foundation. Additionally, Grace University places a premium on the canon of the Christian Scriptures (Old and New Testaments) in the construction of its programs. With a priority on Scripture and its application, graduate programs give attention to the content appropriate for the professional world and to biblical integration within each discipline. While programs are designed academically to prepare for professional vocations, all programs also are designed to challenge students to integrate biblical truth within those disciplines.

PERSONAL SPIRITUAL LIFE
Grace University places an emphasis upon spiritual formation in all programs, both undergraduate and graduate. Students within each of the graduate programs can expect to take classes that integrate personal development and spiritual formation.

FACULTY COMMITMENTS
As with 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 simply their professional and academic achievements, but their commitment to Christ, their commitment to their local churches and global missions, and their commitment to support the values and distinctives of Grace University. Faculty view their teaching responsibilities as supportive of the values of the home and of the church. Faculty are asked to view themselves as Godly role models for students as well as models of scholarship and professional practice. The faculty see it as their role to encourage students and help integrate faith, a Christian worldview, and biblical values into their experience as growing professionals.

WHAT WE BELIEVE
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 to both its contents and its spirit in good conscience. A copy of the full Doctrinal Statement is available in the President’s Office and the Academic Office as well as on the University web site (http://www.graceu.edu/pdf/doctrinal-statement.pdf). We expect all applicants to consider the doctrinal statement during the application process.

While we do not require students to agree with all the nuances of the institutional 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 (death) and the bodily resurrection of Christ,
- Salvation by faith alone,
- The physical return of Christ, and
- 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.
COMMUNITY-LIFESTYLE STANDARDS FOR GRADUATE STUDENTS

Grace College of Graduate Studies recognizes that evangelical Christians often differ in their understanding of lifestyle standards. Positive exhortations from scriptures are generally well known (love, kindness, generosity, good deeds, etc.). Furthermore, negative commands are generally clear as well: immorality (1 Thess. 4:3); drunkenness (Eph. 5:18); lying (Prov. 6:16–19); revenge (Rom. 12:17); and other such Biblical mandates. Where the Bible clearly states a standard, the College seeks to adhere to that standard. Violation of such community standards will be considered as possible grounds for discipline.

However, lifestyle issues often go beyond the more obvious biblical commands. In areas where the Scriptures do not seem to speak directly, the following principles may be helpful:

**Christian Liberty.** Grace appeals to a sanctified conscience in areas of “gray issues.” It avoids legalism and allows for grace mixed with gentleness and servant-oriented deference in matters of choice (Rom. 14:10–12).

**Christian Testimony.** Basic behavior motivated by Christian love and courtesy is appropriate toward all people, whether they are Christ followers or not. 1 Cor. 9:19 suggests we are slaves to all men, especially those who do not yet believe (cf. 1 Cor. 9:23; 2 Cor. 6:3,4a). But how such freedom is exercised is often culturally relative. Examples of “gray areas” among believers might include smoking, drinking, modesty in dress, speech, and media usage. Students are encouraged to consider how their behavior might be used to move people toward Christ—all the while recognizing that some decisions in this area may be counter-intuitive.

**Christian Lack of Offense.** Grace University desires its students to treat all brothers and sisters in Christ with grace and wisdom. Individual differences and offenses are to be handled, whenever possible, according to the principles seen in Matt. 18:15–17. Knowing that there will always be some individuals with special circumstances, care is urged on the part of all graduate students to not cause others, especially younger believers, to stumble (Rom. 14:13–19).

ACCREDITATION

Grace University is accredited by:

- The Higher Learning Commission and a member of the North Central Association
  230 South La Salle Street, Suite 7500
  Chicago, IL 60604
  800-621-7440
  [www.ncahigherlearningcommission.org](http://www.ncahigherlearningcommission.org)
  Last ten-year reaffirmation: 2008
- Commission on Accreditation of the Association for Biblical Higher Education
  5850 T.G. Lee Blvd., Ste. 130
  Orlando, FL 32822
  407-207-0808
  [www.abhe.org](http://www.abhe.org)
  Last ten-year reaffirmation: 2006
- International Assembly for Collegiate Business Education
  P.O. Box 25217
  Overland Park, KS 66225
  913-631-3009
  Effective date: 2002

Grace University is listed in:

- The current edition of *Accredited Institutions of Postsecondary Education and Programs* published for Council on Higher Education Accreditation (CHEA) by the American Council on Education (ACE).
- The current edition of the *Higher Education Directory*.

Grace University is approved by:

- The United States Department of Justice for the education of foreign students.
- The Nebraska Department of Education for the education of veterans and/or other persons eligible for Veterans Administration benefits.
- The Nebraska Department of Education as a standard institution of higher education offering teacher education programs leading to certification within the state of Nebraska.
Grace University is a member of:
• American and Nebraska Associations of Collegiate Registrars and Admissions Officers
• Association of Christian Schools International
• Association of Independent Colleges and Universities of Nebraska
• Association of Christian Librarians
• Christian Camping International
• Council for Adult and Experiential Learning
• Evangelical Training Association
• National Association of Independent Colleges and Universities
• Nebraska Association of Colleges of Teacher Education
• Nebraska Council for Teacher Education
• Nebraska Independent College Library Consortium

Grace University has articulation agreements and special academic relationships with the following institutions and organizations:
• The American Association of Christian Counseling and the Center for Biblical Counseling; Forest, Virginia
• Bellevue University; Bellevue, Nebraska (several Cooperative Programs)
• Bethsaida Excavation Project; Kibbutz Ginnosar, Israel
• Camp Forest Springs; Westboro, Wisconsin (Camping Ministry Program)
• Clarkson College; Omaha, Nebraska (Nursing Cooperative Program)
• Creighton University; Omaha, Nebraska
• Focus on the Family Institute; Colorado Springs, Colorado
• Iowa Western Community College; Council Bluffs, Iowa
• Jerusalem University College; Jerusalem, Israel
• Metropolitan Community College; Omaha, Nebraska
• Nebraska Christian College; Papillion, Nebraska
• University of Nebraska at Omaha; Omaha, Nebraska

FACILITIES
Grace University is a compact urban campus in beautiful Omaha, Nebraska. Our campus is located approximately two blocks from the historic downtown business district. The campus covers approximately six city blocks in the historic Dahlman neighborhood and is only nine blocks from the Lauritzen Gardens—Omaha’s Botanical Center. The campus is approximately halfway between the Old Market in downtown and the Henry Doorly Zoo and Aquarium. The section “Our Past” in this catalog describes the development of the campus. This urban campus has seen more than $11 million in new construction, remodeling and renovation upgrades during the past seven 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 newly remodeled Grewcock 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 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 Donovan Glanzer Strength Training Center is located in the Harold D. Burkholder Center.

The Grewcock Library has a collection of more than 49,000 volumes, 25,000 electronic books, and 15,000 journals accessible in print or electronically. In addition, access is provided to a number of databases in the fields of religion, education, business, and psychology through EBSCOhost and other databases. Instruction on the use of library resources is made available to the students by the library director. The Grewcock Library can access millions of resources from around the world via interlibrary loan. There are computers for students to use as well as a wireless network throughout the library.

Email and Internet access are available to all faculty and students through GraceNET, the University network. Access to GraceNET is available in every classroom, office and dormitory room. Students also can access the wireless network throughout most of the campus. The University has invested heavily in providing a fast and stable network to serve the community of learners academically and administratively. The Department of Information Technology 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 computers.
UNIVERSITY RESIDENCE
ON-CAMPUS HOUSING
Graduate students living on campus are expected to enroll in at least six semester hours (exemptions available). In the case of cooperative programs, the expectation is a minimum of six semester hours between the various campuses.

Priority for on-campus housing is granted to the University’s resident undergraduate students. However, depending upon space available, limited housing for graduate students (most often married students) exists. Questions about on-campus space can be directed to the Dean of Student Services or the Admissions Office. The Business Office also can be consulted for all financial questions about rates. (Please consult the “Correspondence Directory” found at the beginning of this document for contact information.)

SERVICES
ADVISING
Each student is assigned a faculty advisor who can guide the student through the course selection, course sequencing, and program requirement information so students can complete their program. Each faculty member has received training to advise students about program requirements based on the University Catalog during the academic year in which the student begins his/her education, and course sequencing is based on suggested course sequences listed within the Faculty Advising Handbook. The faculty advisor also may provide wisdom and counsel to the student pertaining to career discovery.

GRACE CAREER SERVICES
Career counseling and testing is conducted by the Psychology Department through Grace Career Services. Every student has access to a battery of career assessments (fees may apply). Students are strongly encouraged to use these professional assessments during the first semester of their final year. Students may be encouraged to explore other online assessments as well.

PROFESSIONAL COUNSELING
The University recognizes that during the college years, students may need some professional counseling related to personal and relational aspects of life. The College of Graduate Studies Counseling program provides services for all students, spouses, and children. The student may wish an outside referral or the faculty may determine that a referral to a peer may not be ethical; the graduate counseling faculty will gladly offer referrals to outside providers of counseling services. Grace University does not accept responsibility for referred services, including financial obligations, and students are to be smart consumers when making choices about accepting referrals. At times, students on University probation may be referred to professional counseling as a component of a remediation plan. The University practices all relevant and legal guidelines with respect to confidentiality.

PLACEMENT OFFICE
The University operates a placement service through Grace Career Services. The University also advises individuals seeking placement to contact other resources such as monster.com, accessomaha.com, careerlink.com, jobleads.org, christianjobs.com and jobsinaflash.org.

ONLINE TUTORING
SmartThinking is an online tutoring service that provides a variety of academic support services to enhance students’ educational experiences at Grace University. Students may access these services free of charge at www.smarthinking.com. With SmartThinking students can:

- Connect with an e-structor and interact with a live tutor
- Schedule a personal session with an e-structor of your choice
- Submit your writing for any class to our Online Writing Lab
- Submit a question and receive a reply from a tutor

COURSE TEXTS
Purchases of course texts may be made through an online vendor. The link can be found on the homepage of the Grace University website prior to the start of each semester.
HEALTHCARE
Medical care for minor illness is provided through the Student Health Office on the second floor of Regier Hall. The nurse has variable hours. Contact the nurse at (402)449-2871. More serious cases are referred to specialists or hospitals.

MOTOR VEHICLE POLICY
All students must register their motor vehicle(s) with Student Development Office at the beginning of each semester and must abide by University regulations governing the use of vehicles. Also, in compliance with Nebraska laws, vehicle owners must carry liability insurance and have valid operator licenses.
**Admissions Requirements**

The following describes the process and requirements for admission to Grace’s Master of Arts program in Bible and Clinical Mental Health Counseling. Applicants to the Fast-Track to Teaching Certification Program will follow similar admissions requirements. Applicants should be aware that various departments may have varying expectations because of special needs of those departments. Applicants are advised to review the information provided below and to consult departmental handbooks for further information on admissions.

**REGULAR ADMISSION**

Applicants are required to submit an application to the College of Graduate Studies and must meet the following requirements:

- Possess a bachelor’s degree from a regionally or nationally accredited college or university.
- Possess a G.P.A of 3.0 (on a 4.0 scale) or better toward a bachelor’s degree. Exceptions may be granted on an individual basis.
- Have a cumulative G.P.A of 3.0 (on a 4.0 scale) or better in any prior graduate work. Students desiring to transfer coursework must have successfully completed the course with a grade of “B” or higher (on a 4.0 scale).
- Provide three letters of recommendation: pastoral/spiritual, professional/character, and academic. (Not required for those seeking the Fast-Track to Teaching Certificate Program or English Language Learner Endorsement.)

**LIMITED ENROLLMENT: ADMISSION FOR STUDENTS WHO DESIRE TO TAKE SELECT CLASSES**

Grace University provides limited access to many of its classes for qualified students who are interested or need graduate classes for various reasons. Limitations exist on how many credits one might take without being a degree-seeking student and which classes are available. More information on Limited Enrollment is available from the Admissions Office and the Registrar’s office.

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

- Possess a bachelor’s degree from a regionally or nationally accredited college or university (exceptions may be granted on an individual basis).
- Present a transcript that reflects academic abilities comparable to those admitted to Regular Student status.

Three points of qualification should be noted:

- Students admitted as Limited Enrollment are not eligible to receive a degree unless and until granted Regular Student status.
- Achieving Limited Enrollment does not indicate the department’s assessment of a student’s ability to achieve full admission to a program.
- Limited Enrollment students will have restrictions related to financial aid. The Business Office will provide information concerning financial aid.

**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**

Unlike many undergraduate programs, acceptance into a graduate program is granted through specific departments. With this in mind, individual departments have slightly different application procedures. Interested students should consult program descriptions later in this catalog, the Admissions Office and/or the Student Handbook for each department.

**INTERNATIONAL STUDENTS**
Admissions Requirements for Applicants Whose First Language Is Not English

- Any applicant whose first language is not English is required to take the TOEFL, no matter the age or residency status of the applicant.
- Applicants who have lived in an English-speaking country for several years will not be considered exempt from the above requirements if English is not their first language.

International Students

For an international, non-resident alien (defined as any person holding a foreign passport) to enroll at a school in the United States, that person must obtain an F-1 (student) visa. The F-1 visa cannot be obtained without the form I-20 Certificate of Eligibility, which is issued by the Registrar’s Office. There are four major requirements that the applicant must meet before the Registrar’s Office can issue an I-20.

1. Proof of ability to pay. The student must demonstrate that he/she has sufficient resources to pay for tuition and living costs. This can be in the form of personal funds (as shown on a bank account record), school funding (scholarships, on-campus employment), or sponsorship (organization, relative, or friend). See more detailed info below.

2. English language proficiency. This is normally demonstrated through acceptable scores on the TOEFL test, which is one of the criteria for admission to Grace University. Minimum scores are as follows: Internet Based (iBT) = 81, Computer Based (CBT) = 217, Paper-based (PBT) = 550. Grace University’s TOEFL code is 6248. The Test of Written English is not required (except for students studying nursing with Clarkson). Transferring international students (who are already studying at another U.S. institution) may show English language proficiency by completing an English Composition 1 course from an accredited college or university with a grade of "C" or higher.

3. Admission to a Grace University degree program. The student must be admitted into a degree program at Grace University in order to process the I-20. This includes the submission of an application for admission, payment of the application fee, and submission of all academic transcripts with English translation. Transferring international students must also show that they are currently in status with no pending INS issues and do not owe money to any American college or university. This information is provided using the "International Student Transfer Clearance Form," which may be obtained from the Registrar’s Office.

4. Proof of Health Insurance coverage. The student must submit proof of health insurance coverage. Although we do not endorse particular insurance companies, the following companies offer health insurance for international students.


For further information on international student admissions, contact the Admissions Office or the Registrar’s Office.
Financial Information

Tuition and Fees:
- Application fee (nonrefundable) $50
- Online application fee (nonrefundable) $25
- M.A. tuition per semester credit hour $473
- CMHC Program fee per semester $25
- Audit fee per credit hour $50
- Directed Study fee, per credit hour $63
- Graduation fee, all students $250
- CMHC Exit Exam fee $45
- Program Continuation fee $100
- Request for “Incomplete” grade $25
- Student Services fee per semester $75
- Transcript fee, per transcript: mailed $10
- Transcript fee, per transcript: picked up on campus $15

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 2012
- Through August 29 100%
- Through September 5 75%
- Through September 12 50%
- Through September 19 25%
- From September 20 0%
Refund checks for institutional aid may be requested after November 1, 2012.

Winter 2013
- Through January 7 100%
- Through January 8 75%
- Through January 9 50%
- Through January 10 25%
- From January 11 0%

Spring 2013
- Through January 29 100%
- Through February 5 75%
- Through February 12 50%
- Through February 19 25%
- From February 20 0%
Refund checks for institutional aid may be requested after April 1, 2013.

Summer 2013
- On or before first day of each session 100%
- On the second day of each session 75%
- 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. The University anticipates that these obligations be funded through a combination of student and family resources, plus various scholarships, grants, aid, or loans. It is the student’s responsibility to apply through the University Financial Aid Office in advance if he/she anticipates a need for scholarships, grants, aid, or loans so that funds are approved prior to the start of each semester. Late fees are charged on the student’s entire account balance.

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 aid proceeds to comply with statutory and regulatory requirements applicable to the Title IV programs or delays attributable to the University.

A student not fulfilling his or her financial obligation may be denied continuation at the University and may not receive a transcript, degree, diploma, or participate in graduation exercises.

All University fees, policies, and programs are subject to change. Notice of any change will be communicated through normal campus communication systems. Fees are established on a yearly basis; in the unlikely event of a fee change during the academic year, registered students will be notified in writing prior to the implementation of any rate change.

If a recipient of Title IV aid withdraws during a period of enrollment in which the recipient began attendance, Grace University must calculate the percentage and amount of Title IV aid 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 aid 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.

The University will refund all Title IV Student Financial Aid (SFA) credit balances within 14 calendar days 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. For more details or a copy of the federal refund policies, please contact the Financial Aid Office during normal office hours.

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

Full-Time / Half-Time Status
For financial aid purposes, students registered for six or more hours in the College of Graduate Studies are considered to be full-time. Graduate students registered for three to five hours are considered half-time.

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, R.I. 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 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 established for a student’s 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
A limited number of Graduate Assistantships are available for qualified students enrolled in a graduate degree program at Grace University. Depending upon the needs of the departments, Assistantships offer assignments in teaching assistance, research, laboratory supervision, student services, or a combination of such pursuits. Interested students should direct inquiries to the Academic Office, in consultation with the chair of their department/area, about the availability of Assistantships and how to apply.
**Academic Policies**

**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 institutional discipline. 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 is considered unacceptable. Disposition for violation of this policy may vary, but typically the minimum penalty for cheating is a grade of zero for the work. The maximum penalty could include dismissal from the program and the University.

For more, see the “Plagiarism: what it is and how to avoid it,” on the bottom of Grace’s Library Resources web page: www.graceu.edu/academics/library/library_resources/index.shtml

Additional sources on what constitutes plagiarism include the following web pages:
- ec.hku.hk/plagiarism/
- www.indiana.edu/~wts/pamphlets/plagiarism.shtml

**ACCREDITATION**

Grace University is an educational institution that offers graduate work leading to master’s degrees. Grace University is accredited by the Higher Learning Commission (HLC), and a member of the North Central Association of Colleges and Schools (NCA). Further information may be found 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.

**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. Because 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 appropriate Program Chair and the permission of the course instructor (in selected classes, auditors are not permitted). The fee is nonrefundable.

**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.

**COMPUTER REQUIREMENTS**

Most classes offered for credit in any Grace University graduate program or the Fast-Track to Teaching program are delivered in part through computer-mediated learning. Computer literacy is required of all students. Computer technology and skills beyond word processing will be required in the areas of hardware, software, and peripheral installations. Students should be able to create and save documents in formats compatible with the current Grace University standard; should be able to download the software packages necessary; and should plan to use word processing, spreadsheets, and presentation software in their academic coursework. A working knowledge of various Bible programs, both online and in software packages, is encouraged. Such skills are considered essential for successful completion of computer mediated courses or programs. Please be aware that various departments may have expectations that go beyond this basic list.

Also required are: an Internet browser, email application with the capability to transfer files, and an Internet service provider. It is imperative that all students have access to a computer system that meets Grace University’s minimum requirements. Grace University will not teach or train students in basic computer use. The technology requirements and standards for Grace University are found via the IT link (under Student Resources). For further information, contact the PC Helpdesk at (402)449-2904 or pchelp@graceu.edu, or visit the office in the Administration Building. Students should
maintain up-to-date hardware and software to participate in the program.

**COURSE OFFERINGS FOR COLLEGE OF GRADUATE SCHOOL ALUMNI**

Graduates of Grace’s graduate programs 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.

**COURSES TAKEN BY UNDERGRADUATES**

Senior students in baccalaureate programs are eligible to take a limited number of graduate-level courses and apply those credits toward their undergraduate degree provided (1) the graduate course meets the objectives of the undergraduate program, and (2) the students have gained permission from the Department Chair to register for the graduate-level course. Some classes, at the discretion of Department Chairs, will be unavailable for undergraduate students.

Graduate courses completed to fulfill undergraduate program requirements cannot be counted for credit to complete a graduate program if a student applies to a graduate program at Grace. In such situations, 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 University and indicates that he/she wants to pursue a graduate degree may start taking classes toward a graduate degree after gaining permission from the Chair of the desired program and the Academic Dean.

**DIRECTED STUDIES**

In some circumstances a student’s program may require that he/she take a course not offered during a given semester. Or some students may wish to pursue an area of study that is not normally offered. (Some programs have more flexibility in such pursuits, depending upon requirements and faculty availability.) It is possible to take such courses by “directed study” (sometimes called “independent studies” at other institutions), but prior approval is required from the instructor and the Academic Dean. A special fee is charged in addition to regular tuition.

**DISCLAIMER OF CONTRACTUAL OBLIGATION**

While course offerings are scheduled based on program requirements listed in the Graduate Academic Catalog, the University reserves the right to reschedule and/or cancel courses, based on enrollment or other factors at its discretion. 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, a student’s advisor, in consultation with the respective Department Chair and the Registrar, may substitute relevant course work to meet program requirements.

**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 also is encouraged to check with the Graduate Office for last-minute adjustments. Syllabi for all classes are posted as classes begin on their respective Its Learning web page.

Dropping any class may result in loss of scholarships or in-school deferral of loans. Please contact the Financial Aid Office for information.

**DEGREE COMPLETION: COMPLETION SCHEDULES**

While program lengths vary because of program requirements, it is expected that a student will finish his or her degree in no more than five years. Student program can be influenced by many things both internal and external to a specific program; however, department personnel will make reasonable attempts to encourage a student toward completion in a fashion as rapid as possible. 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. Graduate faculty and administration strongly encourage students to pay special attention to the balance of work and credit load, because employment work load will influence the speed of completion of a program.
**DISENROLLMENT**

Disenrollment is a very unusual event, but it can happen. Should disenrollment take place, it will usually be in consultation with department faculty, the students, and appropriate institutional and academic personnel. A student may appeal such a disposition by following the University due process procedure. The following provides some reasons for the disenrollment of a student.

1. **Academic**
   a. For failure to perform satisfactorily at the graduate level and/or make satisfactory progress toward the degree. Examples of unsatisfactory performance include, but are not limited to: failure to maintain an overall 3.0 or better grade point average or an inability to complete academic courses within reasonable time frames.
   b. For failure to register for one term without:
      - Notification of the department
      - Notification of the Registrar’s Office
      - Payment of the Leave of Absence fee
   c. For failure to graduate within the maximum time limit allowed by the graduate school (five years). The student may petition to have this requirement waived for an appropriate cause.

2. **Unprofessional Personal Conduct:**
   a. For failure to behave consistently with the spirit of a servant leader, codes of ethics appropriate to one’s program of study, and the rules, regulations, and code of conduct of Grace University.
   b. For failure to uphold principles of academic honesty and integrity.

3. **Financial:** For failure to meet tuition and financial obligations to Grace University.

**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 address the issue with the instructor of the course. If there is no resolution at this point, the student should file a written protest with the Department Chair or the Graduate Advisory Council. The last level of resolution will be the Graduate Advisory 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 must be filed within 30 days of the end of the semester.

**DROPPING COURSES**

A student may drop a course prior to the first day of class with no grade recorded. After the first day of class he/she receives a grade of W in any course dropped. Courses may not be dropped after the “Last Day to Drop Courses” posted in the Academic Calendar.

**FINAL GRADES**

All final grades are available for student viewing online as soon as they are posted. Grades are considered final two weeks after they have been posted by the instructor. Any changes after that date require permission from the Academic Dean.

**GRADING SYSTEM**

A student’s academic standing is computed by the numerical value assigned to each course grade, such as 4.00 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.

Classes are evaluated on a letter-grade system, and are given “quality points” based on the pattern shown below. For graduate-level courses, no grade below C is given under any circumstances. Students in the CMHC program must receive a grade of C+ or better on all Core 1 courses (identification of which is found in the program description). A student may repeat any course once in an attempt to improve an undesirable grade. While both grades will appear on the student’s transcript, only the better grade will be used in computing the grade point average (GPA). 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.
INCOMPLETE GRADES

Any student wishing to receive a temporary grade of Incomplete in a class is required to submit a “Request for 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, 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 unless an alternate grade is indicated by the instructor on the form. There is a $25 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.

INSTITUTE OF THEOLOGICAL STUDIES (ITS)

Grace University (and in particular, the Christian Ministries department) cooperates with the Institute of Theological Studies (ITS) to offer a variety of preset directed studies that enable the student to take a course (or courses) that are not typically taught in its residence class schedule.

The Christian Ministries department will provide, through the materials produced by ITS, a set of lectures that have been prepared by scholars from outside of Grace University who are respected in their fields. The list of courses currently being offered is noted in the Course Descriptions section of this catalog. Grace professors who have professional interests in certain arenas will serve as the faculty of record and advisor. 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.

LEAVE OF ABSENCE

A student who is in good standing and cannot continue his or her studies because of unusual personal, professional or academic difficulties may request a Leave of Absence. During a Leave of Absence, students are not registered for any courses, directed study, or internship hours. Students who go on leave must complete an Academic Leave of Absence Form (available from the Registrar’s Office) and submit it to the Program Chair. The cost to hold a place in the program is $100 per semester. Students who do not pay the Leave of Absence fee should take notice of the “Continuation Fee” requirements in this catalog, because neglect could result in being dropped from the program and require reapplication to continue. The request for a Leave of Absence must be approved by the Program Chair and will normally only apply to unique hardships.

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. In some special cases, a Program Chair may take such a request to the Graduate Advisory Council; however, some programs provide less flexibility and are less receptive to such variances because of professional expectations. A student should discuss the advisability of such a request with his/her advisor.

PROGRAM OFFERINGS
This catalog serves as the 2012–2013 Graduate Academic Catalog. 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 is also sufficient reason to change the catalog of record to the current year’s Catalog. Should a program make some adjustments in academic requirements, a student may opt to update his/her catalog of reference; but a student should be advised that such changes may require some adjustments that could lengthen or increase the credits needed to complete. Advantages and disadvantages should be discussed with an advisor or the Registrar’s Office.

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 semester-long block formats (usually one evening per week), modular formats (concentrated weekend, week-long, and/or longer), hybrid formats mixing the traditional block format and on-line learning, and on-line through the University’s learning management system. Please refer to the current course listings available from the Registrar (or posted on-line) regarding course offerings and schedules.

**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 to modify his or her restriction of directory information.

The Family Educational Rights and Privacy Act 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 FERPA rights, please contact the Registrar.

**READMISSION POLICY**

- Any student who falls within the time frame of the Continuation Policy described need only notify the Admissions Office and the academic advisor of intentions to return to classes.
- Any student who has been out of school for longer than two semesters must reapply by going through the regular admission procedures.

Grace University will readmit veterans who leave the institution to perform military service and grant the same academic status as the last semester of enrollment. Students must give advance notice of their deployment or, if no advance notice is given, must submit proof of service. This policy will not apply to veterans with a length of absence from the institution of six years or more, to veterans receiving a dishonorable or bad conduct discharge, or to those who are sentenced in a court-martial.

**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 educational interest.

The University retains documents received in the Admissions Office for those who apply but do not enroll for one year. For students who do enroll, the University retains documents in their official files, including application forms, high school transcripts, and transcripts from other schools, for five years beyond the date of last attendance at Grace. Records of academic achievement at Grace University are retained permanently.

The Family Educational Rights and Privacy Act of 1974 (FERPA) 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 their 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.

**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:

<table>
<thead>
<tr>
<th>Credits completed</th>
<th>Cumulative GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Between 0 and 9 credits</td>
<td>2.5</td>
</tr>
<tr>
<td>Subsequent to 10 credits</td>
<td>3.0</td>
</tr>
</tbody>
</table>

When the student’s grade point average drops below the above specified minimums, 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.

**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.

**TRANSFER OF CREDIT**

Grace University normally accepts transfer credit from other accredited institutions when the grade is B- or better, the course fits into the student’s program of study, and no other institutional policies are violated. Transfer of credit is at the discretion of the department and of the Registrar.

On rare occasion, a student may wish to take a class at another institution while working on a degree at Grace University. On those occasions, a student must request permission in writing from their Program Chair before enrolling in that class. Students are required to send an email identifying the institution, the course number and ID, a course description, dates, and (if available) a syllabus. Once a class is completed, an official transcript must be submitted from the other school to the Grace Registrar for posting. Permission will not be granted to take classes that are currently being offered at Grace.

The Clinical Mental Health Counseling Program may accept as transfer credit a maximum of 25% (equaling no more than five courses of three credit hours each) of the student’s program from applicable courses taken at another accredited institution that have not been used to obtain a previous graduate degree. As a general rule, a student’s course of study should not have more than 30% of the program as a combination of transfer credits or directed studies. Quarter-hour classes taken at other Universities will not be accepted; all transfer courses must be semester hour courses. Any course that is transferred into a student’s program of study must have a grade of B- or better. Courses that must be taken at Grace University are Practicum and Internship I/II. Counseling Skills may be transferred on a case-by-case basis if the student demonstrates adequate skills. Students transferring in Helping Relationships from another school also may be required to take the six-week, zero-credit-hour Integration course. For a course to be accepted, the student must show a minimum of 75% equivalency with a current Grace University course (in terms of texts utilized, rigor, assignments, etc.). All transfer credit is subject to approval by the Program Chair.
The Department of Christian Ministries responds warmly to students who enter with previous graduate credit from appropriately accredited institutions. However, the department will evaluate each class based upon recency, appropriateness and caliber in relationship to resident Grace offerings. Students must take at least 24 hours from Grace University. (Further information in this area is noted in other areas of this catalog and within the departmental handbook.)

Students in the Fast-Track to Teaching program will have previous graduate credit from appropriately accredited institutions reviewed and evaluated.

USE OF ELECTRONIC DEVICES

Cell phones and pagers are to be set on vibration or silent mode while class is in session. If a student must respond to a call or page, he/she should step outside of the classroom. No calls are to be initiated on a cell phone during class. It is expected that all students will use common sense and courtesy in relationship to in-class use of social media. If a student is using an electronic device in a disruptive way in class, the Instructor reserves the right to limit electronics use.

WITHDRAWAL FROM THE PROGRAM

If a student wishes to withdraw from the College of Graduate Studies 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. Please refer to “Dropping Courses” for implications about final grades. Refund policies are described in the Financial Information section of the catalog and implications should be discussed with the Financial Aid Office personnel. Formal withdrawal from the College of Graduate Studies does not guarantee that the student’s place in program will be held.

WRITING STYLE

Students who enter a graduate program normally have experience writing papers that follow a common style of writing. Typical styles include MLA, Turabian, Chicago or APA. Faculty are granted discretion as to the style of writing most useful for any given class. Students should consult departmental handbooks concerning preferences for specific programs. Turabian or Chicago is usually preferred in humanities disciplines (e.g., Christian Ministries), while APA is often preferred in social science fields (e.g., Counseling). If a faculty member does not specify a particular style either orally or in a class syllabus (which sometimes happens with nonresident faculty), it is recommended that the student interact with the faculty concerning how best to prepare papers.
Degree Program:
Master of Arts in Christian Ministries

CONCENTRATIONS

BIBLICAL STUDIES
THEOLOGICAL STUDIES
MINISTRY LEADERSHIP
COUNSELING MINISTRY
RURAL CHURCH MINISTRY

PROGRAM PURPOSE AND DESCRIPTION

The Master of Arts in Christian Ministries degree is a general master’s program 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
3. Lay leaders within church and parachurch ministries who desire advanced training to broaden and extend their effectiveness for the cause of Christ.

CONCENTRATION DESCRIPTIONS

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 proficiencies. Graduates in either of these concentrations gain skills to knowledgeably interpret and apply the Bible, develop and utilize some advanced ministry competencies, and address contemporary issues in our culture and the world.

The Ministry Leadership concentration is designed for students who desire to enhance their skills and training to serve in administrative or leadership positions within local church or parachurch (church-related) ministries. Various offerings relate to ministry skills, ministry leadership, teaching and speaking skills, and the biblical and theological foundations for ministry in the contemporary world.

The Rural Church Ministry concentration emphasizes preparation for ministry in a rural church setting. (Classes specific to this concentration are provided at an off-campus site through Rural Home Missionary Association [RHMA] headquarters in Morton, Ill.)

The Counseling Ministry concentration provides training in preparation for counseling work in a church or parachurch setting. (Most classes in this concentration are taken in cooperation with Grace’s Clinical Mental Health Counseling Department.)

GENERAL PROGRAM OBJECTIVES

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

1. Carry out master’s-level research into the meaning and implications of scripture for life and ministry.
2. Understand and apply various principles of sound hermeneutics when interpreting the different genres that comprise scripture.
3. Foster and develop a biblically informed theology that leads to love and worship of God and alignment with his mission.
4. Examine and develop a Christian worldview, and
5. Discern a growing response of obedience to God and his self-revelation through:
   - Spiritual transformation toward Christlikeness marked by love of God, love for others, and character development, as particularly embodied in the fruit of the Spirit.
   - Growing contributions to local expressions of the community of believers.
6. Develop and implement effective ways to communicate biblical and theological truths to others using various available methods and technology.

7. Acquire some advanced understanding in one of the available areas of concentration (depending upon interest and availability of classes and faculty).

APPLICATION PROCEDURE

As previously noted in the Admission Requirements in this catalog, acceptance into a graduate program is granted through specific departments. The following are the application procedures for the Master of Arts in Christian Ministries program.

1. Students are admitted to Grace University’s M.A. in Christian Ministries throughout the year. Completed applications and all required paperwork should be received by the Admissions Office prior to interviews by the department. Students may request alternate considerations or phone interviews depending upon circumstances; however, such accommodations are subject to availability and departmental approval. Because admission to a program requires several steps, and there may be limited slots for any program in any given year, applicants are encouraged to apply early and have all paperwork in good order before the deadlines for any given semester.

Please note: Submitting paperwork to the Admissions Office or acceptance of application paperwork 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 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 credit-granting institutions to Grace University.
   - A completed Graduate Studies Application Packet including fees, forms, and completed references.
   - A two-part writing sample (guidelines are included in the application packet). The first portion of this written sample will be general in nature, related to one’s sense of “calling” to this field of study. The second will inquire into some of the applicant’s present knowledge of the domain of study related to Ministry/Bible/Theology. It is recommended that the applicant take this essay seriously, because it helps create an impression of both the suitability of the individual for the field of study and his or her abilities to write and communicate ideas at the graduate level.
   - Current Graduate Record Examination (GRE) scores. “Current” is defined as having been scored within the last five years. As with transcripts, scores must be reported directly from the testing service.

   PLEASE note the following:
   - Students with a GPA (undergrad and graduate, as appropriate) of 3.25 or higher may be exempted from the GRE requirement.
   - Students with 12 semester hours of previous academic studies from another institution may be exempted from the GRE requirement.
   - Older students, or students who have been away from the classroom for some time, may also take advantage of the Miller Analogies Test (MAT) in place of the GRE.

3. The decision to admit a person into the MA in Christian Ministries is based on several factors:
   - The candidate’s demonstrated potential for successful graduate work.
   - The applicant’s “fit” in relationship to the program and profession.
   - Any previous professional training and experience.
   - The anticipated likely success in the chosen field of study.
   - Evangelical commitments and willingness to comply with the University’s lifestyle policy.

4. If a student is deemed appropriate for this department, an Admissions Office representative or the Department Chair will initiate contact with the student inviting them to an interview with department faculty. Interview schedules will reflect the availability of appropriate faculty.

5. Department faculty will make the final decision on admission, and letters informing students of the disposition of their application will be sent from the Admissions Office.

6. An Acceptance Letter will include the initial assignment of an academic advisor and will encourage the new student to connect with the advisor regarding registration for the first semester of study.
7. The Department and Admissions Offices request that all accepted applicants confirm their intent to enter into a program within two weeks after they have received an Acceptance Letter.

**PROGRAM REQUIREMENTS**

The Master of Arts in Christian Ministries is designed to be completed in approximately two years of full-time study. Credits toward graduation fall into the following categories:

<table>
<thead>
<tr>
<th>Category</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation Requirements</td>
<td>12</td>
</tr>
<tr>
<td>See explanation detailed below</td>
<td></td>
</tr>
<tr>
<td>Core Master of Arts Requirements</td>
<td>10</td>
</tr>
<tr>
<td>BS 503 Hermeneutics</td>
<td>3</td>
</tr>
<tr>
<td>MS 501 Formation of Spirituality</td>
<td>3</td>
</tr>
<tr>
<td>R 501 Foundations of Research</td>
<td>2</td>
</tr>
<tr>
<td>TS 502 Introduction to Theological Studies</td>
<td>2</td>
</tr>
<tr>
<td>Concentration Requirements</td>
<td>12</td>
</tr>
<tr>
<td>See explanations detailed below</td>
<td></td>
</tr>
<tr>
<td>Remaining Electives</td>
<td>14</td>
</tr>
<tr>
<td>MS - - - Ministry Studies Electives</td>
<td>6</td>
</tr>
<tr>
<td>Open Electives</td>
<td>8</td>
</tr>
<tr>
<td>Total Hours</td>
<td>48</td>
</tr>
</tbody>
</table>

**Foundation Requirements**

This requirement is designed to provide a breadth of basic classes to prepare a student for master’s-level work in this field. This requirement can be fulfilled in several ways:

- Take 12 credits introductory graduate-level class work (typically 9 Bible; 3 Theology).
- Take up to 12 credits through the Institute of Theological Studies (9 Bible; 3 Theology).
- Combine the above two options (based on the area breakdowns of credit above).
- Transfer appropriate credit from graduate studies completed at another accredited school.

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 (such as Grace University, or an equivalent in undergraduate Bible/Theology credit). (Such schools typically have an undergraduate requirement of 30 or more hours in Bible/Theology.) Transcript evaluation by the Chair of the Christian Ministries program will be required to determine the applicability (partial, if any, or all) of this waiver. Graduate classes taken from another appropriate institution normally require a B or higher (on a 4-point scale) for transfer.

**Core Master of Arts Requirements**

It is expected that a combination of five credits from the Core requirements will be offered each semester, and completion of these 10 hours as soon as is reasonable within a student’s experience is strongly encouraged. The skills and knowledge base of information acquired in the core classes will be important for subsequent classes, and knowledge of their content will usually be assumed in “Concentration” classes and other open elective offerings.

**Concentration Requirements**

Concentration expectations vary, some being more directive than others. Further, availability of specific classes will depend upon student interest and faculty availability. The student must complete 12 credits in one of the following areas:

<table>
<thead>
<tr>
<th>Concentration</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Biblical Studies Concentration</strong></td>
<td></td>
</tr>
<tr>
<td>BS - - - Electives</td>
<td>12</td>
</tr>
<tr>
<td><strong>Theological Studies Concentration</strong></td>
<td></td>
</tr>
<tr>
<td>TS - - - Electives</td>
<td>12</td>
</tr>
</tbody>
</table>
Ministry Leadership Concentration  12  
MS 541  Curriculum and Teaching  3  
MS 562  Leadership in the Local Church  2  
MS - - - Electives*  7  
*Depending on availability and student interests, some classes from within the CS offerings available to this department may be used to fulfill some credit requirements.

Counseling Ministry Concentration*  12  
CS 604  Integration Issues in Counseling  3  
CS 605  Helping Relationships  3  
CS 618  Marriage and Family  3  
CS 626  Counseling, Prevention, and Intervention  3  
*Classes for this concentration are taken from the Clinical Mental Health Counseling faculty as a courtesy to the Christian Ministries degree students. Students are required to take a minimum of 12 CS credits. Offering of classes is subject to faculty availability and student interest. It is expected that the above classes will be taught on a regular basis, though alternative offerings may be taken with approval from a student’s advisor. Classes regularly available are described in “Course Descriptions.” (Those descriptions are found in section describing the Counseling Degree and requirements.)

Rural Church Ministry Concentration*  12  
MS 560  Ministry in the Town and Country Church  3  
MS 563  Leading the Town and Country Church  3  
MS 564  Faith Communication in Town and Country  3  
MS 565  Pastoral Care in the Town and Country Context  3  
*  These courses are taken at RHMA headquarters in Morton, Ill. The courses are generally offered in five-day concentrated formats during the Summer.

Electives
Unlike many professional programs, this degree is not highly scripted in relationship to classes that must be taken. Most students come with a desire to take some classes that move beyond those typically required. A total of 14 credits will be taken within the elective category. Six (6) credits are to come from within the MS or CS designations, reflecting the Christian Ministry component of the degree. The other eight (8) credits are “open” and may be taken from virtually any graduate offering within the school, provided the student can provide an advisor adequate justification for its applicability to a Christian Ministries degree. (Uncertainty as to what would be appropriate is arbitrated by the Department Chair if needed.) Class offerings for the various concentrations are made available based upon expressed interest and faculty availability. With the approval of the faculty advisor, appropriate ITS classes may be used to fulfill some of these credits.

Thesis Option
For a variety of reasons, some students within the Biblical or Theological Studies concentrations may desire to pursue an extended course of study on a particular topic that will culminate in a thesis or a creative/research project. Such a project is often useful before entering further graduate work, or it may be the culmination of interest in a given area that has developed during matriculation. Completion of this option requires registering for the following two classes in sequence:
   BS/TS 597  Guided Thesis Research (Fall only)  3  
   BS/TS 598  Thesis Writing (Spring only)  2  
It is assumed that the five 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 Department Chair.

GRADUATION REQUIREMENTS
Students wishing to graduate with a M.A. in Christian Ministries must fulfill the following requirements:

•  Satisfactorily complete 48 semester hours as outlined in the curriculum description.
• Take a minimum of 24 hours (typically the final 24) toward graduation at Grace University. Transfer hours are accepted at the discretion of the Program Chair and only for classes that received a B- or above (3.0 on a 4.0 scale).

• Complete the program within five years.

• Maintain a 3.0 GPA (see “Scholastic Probation” under Academic Policies).

• Evidence to the satisfaction of the faculty proven Christian character and adherence to evangelical doctrines.
Course Descriptions

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

BS  Biblical Studies
CS  Counseling Studies/Clinical Mental Health Counseling
MS  Ministry Studies
R   Research
TS  Theological Studies
ITS Institute of Theological Studies

BIBLICAL STUDIES

BS 503  Hermeneutics  2 or 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. Credit load dependent on previous requirements.

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. This class is taken at Jerusalem University College.

BS 511  Genesis  3
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 512  Romans  3
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 514  Backgrounds and Cultures of the Bible  3
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 533  Hebrews  3
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 situations.

BS 563  Seminar in the Wisdom and Poetic Books
BS 564  Seminar in Isaiah
BS 565  Seminar in the Minor Prophets
BS 566  Seminar in the Historical Books
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BS 571</td>
<td>Seminar in the Gospels and Acts</td>
<td>3</td>
</tr>
<tr>
<td>BS 572</td>
<td>New Testament Epistles and Revelation</td>
<td>3</td>
</tr>
<tr>
<td>BS 590</td>
<td>Seminar in the Acts</td>
<td></td>
</tr>
<tr>
<td>BS 591</td>
<td>Gospel of Matthew</td>
<td>3</td>
</tr>
<tr>
<td>BS 592</td>
<td>Seminar in the Pauline Epistles</td>
<td></td>
</tr>
<tr>
<td>BS 593</td>
<td>Seminar in the Prison Epistles</td>
<td></td>
</tr>
<tr>
<td>BS 594</td>
<td>Seminar in the General Epistles</td>
<td></td>
</tr>
<tr>
<td>BS 595</td>
<td>Seminar in the Johannine Literature</td>
<td></td>
</tr>
<tr>
<td>BS 596</td>
<td>The Gospels</td>
<td>3</td>
</tr>
<tr>
<td>BS 597</td>
<td>Guided Thesis Research</td>
<td>3</td>
</tr>
<tr>
<td>BS 598</td>
<td>Thesis Writing</td>
<td>2</td>
</tr>
<tr>
<td>BS 599</td>
<td>Supervisory Research</td>
<td>1–4</td>
</tr>
<tr>
<td>BS 631</td>
<td>Greek for Exegesis 1</td>
<td>4</td>
</tr>
<tr>
<td>BS 632</td>
<td>Greek for Exegesis 2</td>
<td>4</td>
</tr>
</tbody>
</table>

This class examines the four gospels and the book of Acts. Emphasis is placed on the nature of the gospels and Acts together with critical and introductory issues in the study of each. Attention is paid to the life of Christ and the unique contribution each writer brings to the study of Jesus, the gospel, and Christology. Acts extends the ministry of Jesus (through the Holy Spirit) from a Jewish sect in Jerusalem through the transition to offering the message of Jesus to all who would believe.

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.

Designed to be a study of the text of the Gospel of Matthew. It will address issues related to the background of the gospel, its place in the canon, its biblical and theological content, its meaning to both the original audience as well as to a contemporary audience, and the nature and development of the argument of the book as it comes to us.

Examines the four gospels as found in the New Testament. Emphasis is on the nature of the gospels themselves and some of the critical and introductory issues in the study of each. Attention will be paid to the life and ministry of Christ as presented in each of the gospels, some of the unique contributions each writer brings to the study of Jesus, and some of the theological contributions each makes to orthodox Christology.

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.

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 the Dean of Graduate School or the Chair of the Division of Biblical Studies.

This special area of biblical investigation is selected with the guidance and supervision of the Chair of the Division of Biblical Studies, 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.

This course is designed to introduce students to biblical Greek. The emphasis is on helping students understand how the language works and learn it in such a fashion and sufficiently so that they are able to use it for basic exegesis of New Testament Greek texts. The focus will go beyond simply memorization to using the language in a contemporary ministry context. (Availability of this class depends upon student interest.)

This course is designed as continuation class for BS 631 Greek for Exegesis 1. Focus will be on the process of using Greek exegesis and the development of an exegetical process. The use of computers and digital resources will be investigated, and the use of a combination of both Greek knowledge and those digital sources for exegesis will be expected. (Availability of this class depends upon student interest.)
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BS 651</td>
<td>Greek Grammar 1</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>An introduction to Koine’ Greek grammar. Emphasis is on basic vocabulary, verb forms, and case structure. Skills to learn a foreign language are addressed. (This class is typically taken in conjunction with undergraduate students.)</td>
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</tr>
<tr>
<td>BS 652</td>
<td>Greek Grammar 2</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>A continuation of Koine’ Greek grammar. Emphasis is on mastery of vocabulary, verb forms, and case structure. Translation of first-century Johannine literature begins this semester. Prerequisite: BS 651 Greek Grammar 1. (This class is typically taken in conjunction with undergraduate students.)</td>
<td></td>
</tr>
<tr>
<td>BS 653</td>
<td>Greek Exegesis 1</td>
<td>3</td>
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<tr>
<td></td>
<td>Based on one’s knowledge of Koine’ Greek, the emphasis is on refinement of grammar and syntax. Translation and exegesis of first century Greek literature especially the Gospel of John is done. Prerequisite: BS 652 Greek Grammar 2 or Instructor’s permission. (This class is typically taken in conjunction with undergraduate students.)</td>
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</tr>
<tr>
<td>BS 654</td>
<td>Greek Exegesis 2</td>
<td>3</td>
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<tr>
<td></td>
<td>This is a continued exegesis of first century Greek literature with special emphasis on passages with potential exegetical controversy or significance for the Christian life. Prerequisite: BS 653 Greek Exegesis 1 or Instructor’s permission. (This class is typically taken in conjunction with undergraduate students.)</td>
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<tr>
<td>BS 655</td>
<td>Introduction to the Septuagint</td>
<td>3</td>
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<tr>
<td></td>
<td>A study of the Greek text of the Septuagint (LXX). Background and related historical issues will be surveyed, including important LXX manuscripts. Translation of various LXX passages will provide hands-on experience. Prerequisite: BS 654 Greek Exegesis 2 or instructor's permission.</td>
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<tr>
<td>BS 656</td>
<td>Ancient Inscriptions</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>This course includes the study and translation of ancient inscriptions from the biblical period, particularly in Hebrew, Aramaic, and Greek. Particular attention will be focused on inscriptions that are of interest for the study of the Old and New Testaments or their backgrounds. Prerequisite: BS 654 Greek Exegesis 2 and BS 732 Hebrew Grammar 2, or instructor's permission.</td>
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<tr>
<td>BS 658</td>
<td>Psalms</td>
<td>2</td>
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<tr>
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<td>Introductory material will include an examination of Hebrew poetry, the structure of the book itself, and an overview of the titles to various Psalms. Psalms will be examined in light of their setting, themes, purpose, and genre.</td>
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</tr>
<tr>
<td>BS 731</td>
<td>Hebrew Grammar 1</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>The study of the essentials of Hebrew grammar, including the alphabet, vocabulary, and the major verb stems. The importance of accurate translation is emphasized. (This class is typically taken in conjunction with undergraduate students.)</td>
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</tr>
<tr>
<td>BS 732</td>
<td>Hebrew Grammar 2</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>The practical demonstration and application of grammar, reading, and exegesis in the Hebrew Old Testament. Prerequisite: BS 731 Hebrew Grammar 1. (This class is typically taken in conjunction with undergraduate students.)</td>
<td></td>
</tr>
<tr>
<td>BS 741</td>
<td>Pentateuch</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>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. (Can be used to fulfill Foundation Requirement Classes or electives requirements.)</td>
<td></td>
</tr>
<tr>
<td>BS 742</td>
<td>Historical Books</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>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. (Can be used to fulfill Foundation Requirement Classes or electives requirements.)</td>
<td></td>
</tr>
<tr>
<td>BS 743</td>
<td>Poetic Books</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>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. (Can be used to fulfill Foundation Requirement Classes or electives requirements.)</td>
<td></td>
</tr>
<tr>
<td>BS 744</td>
<td>Prophetic Books</td>
<td>3</td>
</tr>
</tbody>
</table>
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. (Can be used to fulfill Foundation Requirement Classes or Electives requirements.)

COUNSELING STUDIES

The following classes are made available as a courtesy of the Counseling Department to master’s students in the Christian Ministries program. These classes will be of special interest to those in the Counseling Ministries concentration, though others may have an interest in taking offerings to fulfill open elective requirements. For specific class descriptions, please see Class Descriptions in the segment of the catalog that describes the Counseling Program.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 604</td>
<td>Integration Issues in Counseling</td>
<td>3</td>
</tr>
<tr>
<td>CS 605</td>
<td>Helping Relationships</td>
<td>3</td>
</tr>
<tr>
<td>CS 618</td>
<td>Marriage and Family</td>
<td>3</td>
</tr>
<tr>
<td>CS 626</td>
<td>Counseling, Prevention, and Intervention</td>
<td>3</td>
</tr>
<tr>
<td>CS 644</td>
<td>Suicide Prevention Education</td>
<td>1</td>
</tr>
<tr>
<td>CS 674</td>
<td>Counseling International Workers</td>
<td>3</td>
</tr>
<tr>
<td>CS 675</td>
<td>Cross-Cultural Counseling</td>
<td>3</td>
</tr>
<tr>
<td>CS 676</td>
<td>Counseling Field Experience</td>
<td>3–6</td>
</tr>
<tr>
<td>CS 678</td>
<td>Forgiveness and Reconciliation</td>
<td>3</td>
</tr>
</tbody>
</table>

MINISTRY STUDIES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS 501</td>
<td>Formation of Spirituality</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>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.</td>
<td></td>
</tr>
<tr>
<td>MS 505</td>
<td>Ministry Foundations</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>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, the leadership process, and organization and development of the Christian education cycle.</td>
<td></td>
</tr>
<tr>
<td>MS 511</td>
<td>Communicating God’s Word 1</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>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.</td>
<td></td>
</tr>
<tr>
<td>MS 512</td>
<td>Communicating God’s Word 2</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>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.</td>
<td></td>
</tr>
<tr>
<td>MS 516</td>
<td>Historical and Philosophical Perspectives of Education</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>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 is on educational organization, content, and method. Emphasis is on comparing secular/biblical frameworks for education and analyzing the major philosophical influences on educational techniques and assumptions.</td>
<td></td>
</tr>
<tr>
<td>MS 518</td>
<td>Intro to Women’s Church Ministry</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>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 a local church context. This course substitutes for MS 562 for female students.</td>
<td></td>
</tr>
<tr>
<td>MS 522</td>
<td>Rural/Small Church Ministry</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>The purpose of this course is to provide a highly practical, and distinctly evangelical, course for new (less than two years)</td>
<td></td>
</tr>
</tbody>
</table>
rural and urban pastors and pastors-in-training. The classes for this course are held at the facilities of the Christian Resource Center in Giltner, Neb., every June.

**MS 525**  
**Church Planting**  
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 used in developing new churches.

**MS 526**  
**Family Ministry**  
The goals of this course center around ministry to families in the church. Focus is on the theological foundations of the family and understanding the current cultural trends that 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**  
This course focuses on developing confidence in relationship building, communication, and ministry skills. The emphasis is on educational ministries within the church and parachurch ministry, but examples from intercultural, business, and other areas are given.

**MS 538**  
**Discipleship**  
This course focuses on the discipleship process within the local church. Areas of discussion include evangelising, following up, establishing, growing, equipping and preparing people for leadership.

**MS 541**  
**Curriculum and Teaching**  
This course surveys the principles and practices of educational ministry. A theoretical foundation is laid that 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 a style as a teacher; and the family as a critical context for learning.

**MS 552**  
**Ministry in the Local Church**  
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 560**  
**Ministry in the Town and Country Church**  
An overview of ministry in the town and country culture with an emphasis on understanding the varied types of town and country contexts and how each affects pastoral work and strategy. The town and country culture is experienced as well as studied during the class. (This class is taken through RHMA headquarters in Morton, Ill.)

**MS 562**  
**Leadership in the Local Church**  
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 563**  
**Leading the Town and Country Church**  
This course looks at how town and country residents think and the spiritual and social tools required to lead them. The course examines the standard issues of church leadership as they apply to the town and country church. It also touches on the role of the pastor as community leader. (This class is taken through RHMA Headquarters in Morton, Ill.)

**MS 564**  
**Faith Communication in Town and Country**  
The oral culture and intimacy of the town and country context present a unique set of circumstances for preaching, evangelism, discipleship, and youth and children’s ministries. This course explores the ways town and country culture impacts and reshapes the common methods and strategies for communicating the Gospel. (This class is taken through RHMA Headquarters in Morton, Ill.)

**MS 565**  
**Pastoral Care in Town and Country Context**  
Pastors in isolated settings find themselves facing a large number of pastoral care issues, some unique to the context, with less help than their suburban and urban counterparts have available. This course looks at some of the stresses town and country life places on pastors and their families as well as those in the church, and explores ways pastors can keep
themselves spiritually, emotionally, and physically healthy and to be able to offer pastoral care to others. (This class is taken through RHMA headquarters in Morton, Ill.)

**MS 572 Church Worship**

This is 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 590 Ministry Internship**

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

**MS 592 Education Internship**

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

**MS 618 Pastoral Theology and Care**

This course will theologically integrate the ministries of the pastoral office aiding students in developing a biblical pastoral identity. Pastoral ministries such as officiating weddings, funerals, baptism, the Lord's supper, and soul care will be addressed.

**RESEARCH**

**R 501 Foundations of Research**

This is an introductory course in research methods for graduate students. The course will include an overview of biblical research methods as well as quantitative and qualitative methods used in social science research. The course also will include an overview of the electronic resources available from the Grace University library.

**THEOLOGICAL STUDIES**

**TS 502 Introduction to Theological Studies**

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. Credit load dependent on previous requirements.

**TS 520 American Evangelicalism**

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**

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 546 Theology of Leadership**

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 American Faiths**

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 also will 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 21st Century (formerly TH 300 Truth Twisters / What They Believe).

**TS 560–580 Seminar in Theological Issues**

These are special issues courses which may be offered on a periodic basis. Each seminar examines current thoughts, trends, historical development, and relevant authors in the field of study.
These are special issues courses which may be offered on a periodic basis. Each seminar evaluates the theological ideas, current developments, and relevant issues within a specific area of Biblical Theology.

**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

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

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 the Chair of Bible Division.

**TS 599** Supervised Research

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

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.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>TS 622</td>
<td>Angels and Humanity</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>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.</td>
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</tr>
<tr>
<td>TS 723</td>
<td>The Church and Last Things</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>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.</td>
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</tr>
<tr>
<td>TS 742</td>
<td>Contemporary Theology</td>
<td>2</td>
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<td></td>
<td>A study of contemporary issues, thinkers, and trends in theology.</td>
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</tbody>
</table>
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. Students 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. John Davis places emphasis on theological and practical truths gleaned from these books. Supervising faculty member: Dr. John Holmes.

ITS 503 Understanding the Old Testament 3

The Old Testament is often viewed as antiquated, mysterious, and even irrelevant. In this course, Dr. Bruce 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. Kris 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, students 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. Bruce 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. John 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. Walter Kaiser shows how Old Testament theology is vital to contemporary Christian living. Supervising faculty member: Dr. Richard 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, students 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 students’ lives as He did those first-generation followers, leading them to worship and serve Him as they minister to others. Supervising faculty member: Dr. Karl 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. Karl 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 students with a Christian framework of values and ethics, leading them to make God-honoring decisions in a truth-relative world. Supervising faculty member: Dr. Gary 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 Pentecost to the present. 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. Gary Nebeker.

ITS 510  Effective Administrative Leadership  2
A productive church must have productive leadership. This course will help students 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. Richard Ramsey.
# Master of Arts in Christian Ministries

**TOTAL HOURS (48 hrs)**

**CORE COURSES (10 hrs)**

- BS 503 Hermeneutics (3)
- MS 501 Spiritual Formation (3)
- R 501 Foundations of Research (2)
- TS 502 Introduction to Theological Studies (2)

**FOUNDATION REQUIREMENTS (12 hrs)** (One of the following)

- 12 hrs of Graduate Bible or Theology
- Bible Major completed at an accredited Bible College (Credits from ABHE accredited undergraduate program, upper division, “B” grade or better)

**CONCENTRATION (12 hrs)** (Choose one)

**Biblical Studies**

- BS
- BS
- BS
- BS
- BS
- BS

**Ministry Leadership**

- MS 541 Curriculum and Teaching
- MS 562 Leadership in the Local Church
- MS --- Electives
- MS --- Electives
- MS --- Electives
- MS --- Electives

**Counseling Ministry**

- CS 604 Integration Issues in Counseling
- CS 605 Helping Relationships
- CS 618 Marriage and Family
- CS 626 Counseling, Prevention and Intervention
- CS --- Electives

**Theological Studies**

- TS
- TS
- TS
- TS
- TS
- TS

**Rural Church Ministry**

- MS 560 Ministry in the Town and Country Church
- MS 563 Leading in the Town and Country Church
- MS 564 Faith Communication in the Town and Country
- MS 565 Pastoral Care in Town and Country Context

*These courses taken at RHMA headquarters in Morton, Ill.

**ELECTIVES (14 Hrs)**

**Restricted Electives (Ministry Studies) (6 hrs)**

(Can be fulfilled by MS and/or CS classes)

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**Open Electives (8 hrs)**

(If the thesis option is chosen BS or TS 597 and BS or TS 598 are required.)

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**Degree Program:**

*Master of Arts in Clinical Mental Health Counseling (CMHC)*

**PURPOSE OF THE PROGRAM**

The Master of Arts in Clinical Mental Health Counseling (CMHC) is a 64-credit-hour degree program. The program is designed for those interested in pursuing the State of Nebraska’s licensure standards for Provisional Licensed Mental Health Practitioner (PLMHP), Licensed Mental Health Practitioner (LMHP), Licensed Independent Mental Health Practitioner (LIMHP), and Licensed Professional Counselor (LPC). While the program specifically focuses on the regulations of the State of Nebraska, it is also possible to meet other states’ standards for similar licensure. It is the student’s responsibility to determine if the CMHC program meets the licensure requirements in any selected state. This degree enables graduates to work in a variety of settings where they can apply the training as mental health professionals to help people gain healing and wholeness.

**STATEMENT REGARDING THE NATURE OF COUNSELOR EDUCATION AND TRAINING**

As students enter their course of study in the CMHC, many find that the journey is one that can offer exciting and meaningful opportunities for personal and professional growth, for increased insight, and for the ability to make a positive difference in the lives of other people. Nevertheless, students also should be cognizant that the material covered in any particular course, various experiential exercises, assignments, and/or field-based experiences, may bring them into a heightened awareness of past and/or present emotionally charged issues. This dynamic may occasionally produce strong, negative, and even potentially overwhelming responses. If an instructor or staff member (in conjunction with the student’s advisor) observes evidence of this nature at any time, they will bring it to the student’s attention for immediate discussion and consultation. Students also are encouraged to make faculty and staff members aware of strong personal reactions that are related to course materials, assignments, and experiences. Students may be advised in one of several directions:

- to enter therapy while remaining in the program and report back to their advisor or Program Chair (As a general rule in the CMHC, students may meet with faculty for a maximum of three times to assess and triage a situation. The student needing additional therapeutic assistance must find an outside counselor.);
- to take a leave of absence from the program, with conditions specified by the CMHC Program Chair; or
- to withdraw from the CMHC itself.

The desired end result is that all pertinent issues are sufficiently addressed and/or resolved and it is determined that the student is able to continue in a program of study that will result in working with people in a capacity as a mental health care provider. Final determinations will be at the sole discretion of CMHC personnel and will be made with the utmost care and with the student’s best interests in mind. Students always have the right to appeal a decision under the Admissions Policy and Procedures Guidelines.

**DISCLAIMER**

Courses that are offered through the CMHC, as well as any accompanying materials and instruction, are intended for educational purposes. They are neither designed to give legal advice nor take the place of appropriate legal, professional, or medical consultation. Because laws vary from state to state and from country/province to country/province, students are advised to discuss specific question(s) with the proper authorities. The purpose of this program and instruction is to equip students with the educational and experiential tools to understand the needs of hurting people and to be able to provide leadership in the discipline of counseling. Completion of this degree program, in part or in whole, will not qualify an individual to function as a certified or licensed professional counselor or therapist. Students are advised to check with the specific regulatory or legal requirements that may presently exist in their state, province or country.

**DEGREE PROGRAM:**

**MASTER OF ARTS IN CLINICAL MENTAL HEALTH COUNSELING**

Students are encouraged to adjust their master’s degree plan to maximize their unique gifts and individual interests. There are three tracks: Licensed Alcohol and Drug Counselor (LADC), Marriage and Family, and Member Care, in addition to open electives. Students may select any electives desired; thus, students may take one or more electives from any track or the open electives. Because of differing licensure requirements from state to state and within other countries/provinces, students should determine from their initial course of study which electives they will pursue.

- **LADC TRACK:** Designed for students interested in primarily working as a drug and alcohol counselor. Coursework may lead to licensure as an Alcohol and Drug Counselor. Students are required to determine licensure rules for each state and insure they have met all licensure requirements.
• **MARRIAGE AND FAMILY TRACK**: Designed for students interested in primarily working with family systems. Coursework may meet **partial** requirements for licensure as a Marriage and Family Therapist.

• **MEMBERCARE TRACK**: Designed for students interested in primarily working with mission organizations domestically and globally.

**64-HOUR CLINICAL MENTAL HEALTH COUNSELING PROGRAM**
This program provides the academic and applied training necessary for someone seeking employment as a counselor in a private practice setting (depending on state requirements), community agencies, church counseling centers, or mission organizations. For students interested and academically qualified, it can be structured for predoctoral studies. Students in the CMHC program will meet The State of Nebraska’s academic requirements for licensure of 60 semester hours. For more details, students may visit [www.bhs.state.ne.us/crl/mhcs/mental/LMHPrequire.htm](http://www.bhs.state.ne.us/crl/mhcs/mental/LMHPrequire.htm). Students also will take four semester hours of Theology/Biblical Studies coursework.

**64-HOUR CURRICULUM**
“Full time” for purposes of the CMHC course sequence, is defined as six hours per semester. The faculty is committed to including issues of diversity and multiculturalism (including ethnic, cultural, class, gender, and disability) and ethics throughout the curriculum. The program will address these issues specifically in the multicultural course, but these issues are intentionally integrated into all other courses. The course progression and clinical training were designed to reflect the 2009 Standards of the Council for the Accreditation of Counseling and Related Educational Programs (CACREP) (the CMHC program is working toward CACREP Accreditation). It is recognized that in some cases, a student may face an unplanned emergency of some type and may have to drop out of portions of the course progression. At the discretion of the Program Coordinator and Program Director, appropriate adjustments may be made to receive a grade of Incomplete and/or allow the student to take a leave of absence from the program, or take a reduced load of courses. Normally the student should make every effort to return to a full-time status within a year.
# Master of Arts in Clinical Mental Health Counseling

**Total Program Credits 64**

| Hours Needed: _______________ | Transfer Hours: ________________ |

## Theology Courses (4 Hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>BS 503</td>
<td>Hermeneutics</td>
<td>2</td>
</tr>
<tr>
<td>TS 502</td>
<td>Introduction to Theological Studies</td>
<td>2</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
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</table>

## Counseling Courses (60 Credit Hours)

### Core 1 Courses (Required to Register for CS 690 Practicum)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CS 604</td>
<td>Integration Issues in Counseling *</td>
<td>3</td>
</tr>
<tr>
<td>CS 605</td>
<td>Helping Relationships</td>
<td>3</td>
</tr>
<tr>
<td>CS 606</td>
<td>Professional Orientation and Ethics</td>
<td>3</td>
</tr>
<tr>
<td>CS 608</td>
<td>Counseling Theories</td>
<td>3</td>
</tr>
<tr>
<td>CS 609</td>
<td>Psychopathology and Diagnosis</td>
<td>3</td>
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<td>Total Credits</td>
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### Core 2 Courses

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CS 612</td>
<td>Addictions Counseling</td>
<td>3</td>
</tr>
<tr>
<td>CS 618</td>
<td>Marriage and Family</td>
<td>3</td>
</tr>
<tr>
<td>CS 622</td>
<td>Research and Program Evaluation</td>
<td>3</td>
</tr>
<tr>
<td>CS 626</td>
<td>Counseling, Prevention and Intervention</td>
<td>3</td>
</tr>
<tr>
<td>CS 641</td>
<td>Human Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>CS 644</td>
<td>Social and Cultural Diversity</td>
<td>3</td>
</tr>
<tr>
<td>CS 645</td>
<td>Group Counseling</td>
<td>3</td>
</tr>
<tr>
<td>CS 651</td>
<td>Assessment and Appraisal</td>
<td>3</td>
</tr>
<tr>
<td>CS 658</td>
<td>Career Development</td>
<td>3</td>
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<td>Total Credits</td>
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### Clinical Courses (9 Credit Hours)

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</thead>
<tbody>
<tr>
<td>CS 690</td>
<td>Practicum</td>
<td>3</td>
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<tr>
<td>CS 691</td>
<td>Internship 1</td>
<td>3</td>
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<tr>
<td>CS 692</td>
<td>Internship 2</td>
<td>3</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td><strong>9</strong></td>
</tr>
</tbody>
</table>

### Elective Courses (May Select any Combination of Courses)

- CS 681 Alcohol/Drug Assessment and Case Planning | 3
- CS 682 Medical and Psychosocial Alcohol/Drug | 3
- CS 683 Clinical Treatment Issues in Chem. Dep. | 3

### LADC Track

- CS 675 Cross-Cultural Counseling | 3
- CS 674 Counseling International Workers | 3
- CS 676 Counseling Field Experience | 3–6

### Membercare Track

- CS 677 Advanced Marriage and Family | 3
- CS 678 Forgiveness and Reconciliation | 3

### Family Track

- CS 679 Counseling Business Practices | 2
- CS 663 Mindfulness and Relaxation Techniques | 2
- CS 661 Criminal Behavior and the Court System | 1
- CS 665 Psychopharmacology | 1
- CS 667 Eating Disorders | 1
- CS 664 Suicide Prevention Education | 1
- CS 699 Select Seminars | 1–3

* May be taken concurrently with CS 690 Practicum

**Total Credits From Any of the Above** | **9**

**Total Program Credits Required** | **64**
Course Descriptions

CS 601  Personal Evaluation  1
An exploration of the student's personal background, strengths and challenges, and the potential impact on working with others. There is an additional fee for this class.

CS 603  Professional Orientation and Development  2
This course will provide students with an overview of the field of professional counseling and the role of the Clinical Mental Health Counselor. Special attention will be given to the ongoing development of the identity of the professional counselor through training, supervision and professional organizations. This course is open to students in the CMHC program.

CS 604  Integration Issues in Counseling  3
This course will provide the student with a beginning framework as to the role and practice of theological and spiritual integration from a Christian perspective in the field of counseling. Issues such as the role of evil, prayer, sin, and the definition of “Christian counseling” will be addressed. Additional focus will be on the multicultural application of counseling from a Christian perspective.

CS 605  Helping Relationships  3
This course is designed to introduce the student to the interpersonal and counseling skills involved in effective helping. The class will cover basic counseling theory and the process of therapeutic interpersonal communication. Emphasis will be given to practice and acquisition of basic counseling skills. Integration of psychological and biblical principles will be examined throughout the course. This course will provide an understanding of philosophic bases of helping processes, counseling theories and their applications, helping skills, consultation theories and applications, helper self-understanding and self-development, and facilitation of client or consultee change.

CS 606  Professional Orientation and Ethics  3
This course will provide students with an overview of the field of professional counseling and the role of the Clinical Mental Health Counselor. Special attention will be given to the ongoing development of the identity of the professional counselor through training, supervision and professional organizations. This course is open to students in the CMHC program only.

CS 607  Professional Orientation and Ethics  3
An overview of the field and ethics of professional counseling. Emphasis is given to professional ethics, licensure, and practice issues. Studies that provide an understanding of professional roles and functions, boundaries, peer review, standards for record keeping, confidentiality, informed consent, duty to warn, professional goals and objectives, professional organizations and associations, professional history and trends, ethical and legal standards, professional preparation standards, and professional credentialing.

CS 608  Counseling Theories  3
This course will provide the student with an overview of basic theories, principles, and techniques of counseling and their application to professional counseling settings. The primary focus of this class will be on acquiring a basic mastery of the counseling process by using diagnosis, treatment planning, and application of a brief therapy model to case studies. This course will provide an understanding of the diagnostics, assessment, and treatment of psychopathology as detailed in the current Diagnostic Statistical Manual of Mental Disorders. This course will cover therapeutic techniques and strategies for human behavioral intervention, which includes major contributions of the biological, behavioral, cognitive, and social sciences relevant to understanding assessment and treatment of the person and his/her environment with emphases on the social systems framework, personality theories, and individual development through the life cycle, and their application.

CS 609  Psychopathology and Diagnosis  3
This course is designed to introduce the student to the various classifications of abnormal behavior encountered in a counseling context. Special focus will be given to diagnosing disorders according to the most current edition
of the Diagnostic Statistical Manual of Mental Disorders. Integration issues such as the role of sin, evil, and the perception of mental illness within the Christian community also will be addressed.

**CS 612   Addictions Counseling**  
This course will provide all CMHC students with a basic understanding of the nature of addictions. Topics covered include: an understanding of the history and trends in addictions, the major addictions models, ethics, and roles of an addictions counselor and the potential need for additional training, networking, and referral sources. (Students interested in obtaining their license in this area should consider the electives CS 681, 682 and 683).

**CS 618   Marriage and Family**  
This course is designed to give students an understanding of the major systemic theories/models (with a focus on systems theory), the diversity of approaches to marital and family counseling, and the ethics and skills pertinent to engage in counseling with premarital couples, couples, families, and marital dissolution. The focus is on didactic learning, applied practices evolving from each theoretical orientation, diagnosis and treatment, the understanding of interpersonal competencies, and learning how to apply consistent implementation of an individualized counseling style as applied to couples and families. Expansion of counseling knowledge, skills, and strategies based on the special needs and characteristics of diverse client populations also will be emphasized. *This course has a required additional fee.

**CS 622   Research and Program Evaluation**  
This course will provide students with a review of statistics, program evaluation, and research methods and practices. Students will gain an understanding of research methods, statistical analysis, needs assessment, and program evaluation. The student will learn to critically evaluate research methodologies, engage in studies that provide an understanding of types of research, basic statistics, research report development, research implementation, program evaluation, needs assessment, ethical and legal considerations, and the need for an understanding of and practice of social and cultural diversity in research and program evaluation practices. *This course has an additional required fee.

**CS 626   Counseling, Prevention and Intervention**  
The student will learn the principles of the counseling profession and clinical mental health, as well as the operation of programs and networks that promote mental health in a multicultural society. This course will provide an overview of the principles of crisis intervention for helping people during crises, disasters, and other trauma-causing events. The student also will learn to recognize his/her own limitations as a clinical mental health counselor and the importance of self-care in the profession.

**CS 630   Seminar: Self-Esteem from a Christian Perspective**  
The course will include a discussion about the characteristics of a Christian counselor and will provide an overview of a variety of Christian approaches to counseling. It will approach the issue of self-esteem by looking at true and false sources of identity and how to help a client overcome a false source of identity. The student will gain an understanding of how emotional beliefs are transformed through the use of biblical truth.

**CS 631   Seminar: Grief Counseling**  
The focus of this seminar is to teach clinical intervention strategies for use in grief counseling. This seminar will also discuss the history of grief counseling, DSM-IV TR and DSM - V considerations, and discussing spirituality during the course of counseling.

**CS 641   Human Growth and Development**  
This course will examine major theories of human development while discussing and critiquing them in terms of application to educational and counseling practice. Special attention will be given to multicultural issues and spiritual implications and influences of these issues to the understanding of human development. The purpose of this course is to provide you with specific information about developmental issues faced at different stages of life and ways in which you can help clients overcome these obstacles. Course content includes studies that provide a broad understanding of the nature and needs of individuals at all developmental levels. Emphasis is placed on biopsychosocial approaches. Also included are such areas as human behavior (normal and abnormal),
personality theory and learning theory, and the integration of the psychological, sociological and biological approaches within the life cycle.

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<thead>
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<th>Course Title</th>
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<tr>
<td>CS 643</td>
<td>Counseling International Workers</td>
<td>3</td>
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<td>In this course the student will examine the field of member care, and develop an understanding of issues such as culture shock, burnout, compassion fatigue, team dynamics, resiliency, and trauma caused by international disasters.</td>
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<tr>
<td>CS 644</td>
<td>Social and Cultural Diversity</td>
<td>3</td>
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<td>This course will help students to identify and understand multicultural and pluralistic trends in counseling, including characteristics and concerns within and among diverse groups nationally and internally. The student will explore his/her own attitudes, beliefs, and understandings of self and culturally diverse clients through specific experiential learning activities. In addition, the student also will examine theories of multicultural counseling, identity development and social justice, together with strategies for working with and advocating for diverse populations, including multicultural competencies. Counselors’ roles in eliminating biases, prejudices, and processes of intentional and unintentional oppression and discrimination will be discussed.</td>
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<tr>
<td>CS 645</td>
<td>Group Counseling</td>
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<td>This course provides an overview of the principles of group theory, dynamics, and process as applied to various therapeutic group settings and problems. Techniques and selection processes involved in group counseling with various age groups and populations will be emphasized. Studies that provide both theoretical and experiential understanding of group purpose, types of groups, development, methods, dynamics, counseling theories, group counseling methods, facilitative skills, descriptions of group practices, and other group approaches. Included in the course are a supervised group practice and 10 hours of group experience by a licensed professional.</td>
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<td>CS 651</td>
<td>Assessment and Appraisal</td>
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<td>This course serves as an introductory course to the principles of psychological assessment, testing and evaluation. The focus will be on both psychometric theory and the usage of prominent psychological and counseling testing instruments. By the end of the course, each student will have a firm foundation from which to begin developing skills as an assessor. Focus will be on providing students with a firm grasp on the administration and interpretation of assessments typically utilized in a counseling setting for evaluation, diagnosis, and treatment of mental health problems. It is important to note that this course only serves as an introduction to testing procedures and psychological evaluations that are usually reserved for licensed professionals. Further courses and skills training may be needed for the student interested in developing this as a specialty area. Refer to your local licensure laws to determine qualifications when administering or interpreting psychological and/or counseling assessments. *Prerequisite CS 607 Professional Orientation and Ethics and CS 609 Psychopathology and Diagnosis</td>
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<td>CS 654</td>
<td>Program Development and Evaluation</td>
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<td>Students will examine the underlying principles of program development, program evaluation, and consulting activities in the counseling field with a significant focus on methodology relevant to the practice of counselor education and supervision and integration. This course will prepare students to assume roles in development of organizations such as mental health facilities, government operated institutions, private agencies, churches, and faith-based organizations to critically evaluate outcomes related to programmatic interventions. Students will learn foundational knowledge regarding program evaluation, program development, and consulting in the counseling profession.</td>
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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>CS 658</td>
<td>Career Development</td>
<td>3</td>
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<td>This course is designed to accentuate the understanding of the current knowledge in career development theories, related life factors, and decision-making models with a practical application of these theories, and gain knowledge necessary to choose appropriate assessment instruments that are applicable to decision making and career planning. This course will provide an understanding of career development theories; occupational and educational information sources and systems; career and leisure counseling, guidance and education; lifestyle and career decision making; and career development program planning, resources and evaluation. Content will include areas such as vocational choice theory, relationship between career choice and lifestyle, sources of</td>
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occupational and educational information, approaches to career decision-making processes and career exploration techniques.

CS 661  **Criminal Behavior and the Court System**  1
This course focuses on the relationship between the legal system and the counseling profession; more specifically the mental health system, mental illness, and criminal conduct, with a more specific historical and procedural examination of the practice of counseling in the judicial forum. Substantive issues related to ethics and the law, risk assessment screening, psychological principles applied to law enforcement and correctional functions, and standards of providing legal testimony will be discussed.

CS 663  **Mindfulness and Relaxation Techniques**  2
This course teaches students about the practice of cultivating nonjudgmental awareness in day-to-day life. Students will learn the application of mindfulness techniques for personal and clinical applications. This course teaches participants lifelong tools to help maximize life, even in the midst of stress, pain and illness. The practice consists of paying close attention to the mind and body and recognizing any underlying habitual patterns of separation, isolation and lack of self-esteem that may manifest itself in physical sensations, emotions and thoughts. Additionally, participants learn the skills to cultivate deeper levels of insight and compassion and to take more responsibility for their health and well-being. This course gives participants the skills to become more active in the management of their own health which, in itself, may help to reduce physical and mental stress as a contributing factor in disease.

CS 664  **Suicide Prevention Education**  1
The focus of this course is to give students a foundational understanding of suicidal behaviors and interventions in a helping/counseling context. Principles of crisis intervention and suicide prevention also will be addressed. This course is not intended to provide students with all the necessary information and skills to intervene with suicidal clients/people; rather it is an introductory overview. Students should seek supervision if placed in situations where they are dealing with suicidal clients/people.

CS 665  **Psychopharmacology**  1
An introduction to medication commonly used in mental health and hospital practice settings. The student will learn to identify when referral for medication is appropriate, the potential impact and side-effects of medication, best practices for developing a collaborative relationship with prescribing physicians, and future directions in medication management.

CS 667  **Eating Disorders**  1
This course will review eating disorders their etiology, ramifications and treatment. Students will learn to identify eating disorder behavior and attitudes, and treatment options. There will be a discussion on the prevalence of eating disorders throughout history and the current trends in Western and non-Western societies. Different theoretical approaches to eating disorder etiology and treatment also will be discussed. There will be a review of how media influences these trends; difference between male and female eating disorders; specific ages or developmental stages at risk; morbidity and mortality; physical ramifications; and possible prevention for those at most at risk. There will be a review of how the most successful treatment facility in the United States approaches eating disorder treatment from a Judeo-Christian perspective.

CS 670  **Counseling Children and Adolescents**  3
Students will learn the most common diagnostic issues with children and adolescents and the theories and techniques most often used in counseling with these age groups.

CS 672  **Counseling Older Adults**  2
This course will focus on the particular counseling needs of older adults, including stage of life transitions, spiritual needs, grief and loss, and "wellness" care in addition to mental health issues such as dementia.

CS 673  **Forgiveness and Reconciliation**  3
This course focuses on three objectives: (1) addressing the essential theme of forgiveness in historic Christian theology as it interfaces with the counseling profession; (2) investigating the application of forgiveness to Christianity and counseling; (3) extending current knowledge of forgiveness in mental health practice by
conducting a literature review. Objective 1 looks at the history and current considerations of important theological debates within Christian traditions regarding forgiveness. Objective 2 explores the process by which forgiveness is understood within the Christian tradition, which is contrasted to religious, spiritual, and secular mental health practices. Objective 3 examines the specific application of two essential Christian themes, the interface between sin and grace.

CS 674 Counseling International Workers 3
This course will address personal and organizational issues often encountered by those in cross-cultural work outside the United States such as: personnel selection and screening, family issues, marriage and singleness, team relationships, stress, burnout, crisis and trauma. Understanding the impact of crises, disasters, and other trauma-causing events on people living internationally also will be addressed.

CS 675 Cross-Cultural Counseling 3
This course will help students develop an understanding of the role of mental health counseling in countries outside the United States. The student will develop an understanding of the overview of international mental health and available programs, as well as the need to adapt mental health models and interventions to be culturally appropriate. Multicultural and pluralistic trends, including characteristics and concerns within and among diverse groups internationally also will be addressed.

CS 676 Counseling Field Experience 3–6
This course will be taught based on faculty availability and experience, and may only be taken with Instructor approval. Students will have the opportunity to travel and work alongside faculty in a setting outside the United States to assist faculty in the delivery of mental health services in a cross-cultural context and to gain a first-hand understanding of the unique needs of living and working in another culture. * Prerequisites: CS 674 or 675 or 690.

CS 677 Advanced Marriage and Family 3
This course will focus on further development of the skills and theories learned in CS 618. The course also will identify and address some of the more difficult and complex situations sometimes encountered in marital and family therapy, including abuse and child custody disputes. This course has an additional course fee. * Prerequisite: CS 605, 618

CS 679 Counseling Business Practices 2
A review of counseling business practices, counseling ethics related to business practices, skills needed to organize and plan important elements, self-care, marketing and public awareness, and biblically based leadership skills relevant to establishing and operating a professional counseling-related business.

CS 681 Alcohol/Drug Assessment and Case Planning 3
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 also will 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 682 Medical and Psychosocial Alcohol/Drug 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 also will include etiological, behavioral, cultural and demographic aspects and belief systems about alcohol/drug use together with the processes of dependence and addiction including signs, symptoms and behavior patterns.
CS 683  Clinical Treatment Issues in Chem. Dep.  3
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 689  Practical Training Internship  1
The student must gain part-time or full-time practical work experience in his or her field of study. The internship must be located at an off-campus facility. Students are individually supervised by faculty members. The maximum number of units of CS 689 that may be applied toward the degree is determined by the each department, but no more than 3 units of CS 689 are allowed for credit towards a single degree.

CS 690  Practicum  3
The student will be introduced to fieldwork within the mental health industry by way of orientation, observation, and a minimum of 40 documented clock hours of clinical experience with supervision. Students will engage in clinical mental health activities including but not limited to the following: individual counseling, group counseling, peer consultation, documentation of sessions using the Subjective, Objective, Assessment, Plan (SOAP) note format (or another approved method), development of treatment plans, intake interviews, documentation of informed consent, and proper methods of office practices including filing. * Prerequisite: CS 604, CS 605, CS 607, CS 608, CS 609.

CS 691  Internship 1  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 site is selected by the student and is approved by both the cooperating agency and the Director of Clinical Training. Students will engage in clinical mental health activities including but not limited to the following: individual counseling, group counseling, peer consultation, documentation of sessions using the Subjective, Objective, Assessment, Plan (SOAP) note format (or another approved method), development of treatment plans, intake interviews, documentation of informed consent, and proper methods of office practices including filing. * Prerequisite: CS 690.

CS 692  Internship 2  3
Focus is given to further development of diagnosis, treatment planning, and counseling skills in mental health settings under individual and group supervision. A minimum of 140 documented clock hours of supervised clinical experience is required. An internship site is selected by the student and is approved by the cooperating, authorized agency and by the supervising professor. Students will engage in clinical mental health activities including but not limited to the following: individual counseling, group counseling, peer consultation, documentation of sessions using the SOAP note format (or another approved method), development of treatment plans, intake interviews, documentation of informed consent, and proper methods of office practices including filing. * Prerequisite: CS 691.

CS 693  Internship Continuation  3
Internship Continuation is an extension of CS 692 Internship 2 for students who fail to meet the required allotment of hours. Students will complete the 320 total hours required from Practicum through Internship 2 and will register for Internship Continuation until all hours are documented and completed. * Prerequisite: CS 692.

CS 699  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 also may be required. Students may accumulate no more than a total of six units of Directed Studies during their program.
PROGRAM FORMAT
The CMHC is offered in a traditional and hybrid format. Courses may have e-learning components as noted in the course syllabus. The University uses Its Learning as its e-learning platform.

INTEGRATION OF FAITH AND LEARNING
The M.A. in CMHC at Grace University trains students to be both competent counseling professionals and reflective, ethical Christian professionals. Although students are not required to embrace a particular style of worship, students should be aware that the CMHC is based on a broad commitment to the Judeo-Christian faith tradition. Many of the graduates work in practice contexts where clients of similar faith traditions deliberately seek them out. Consequently, the CMHC is designed to provide students with specialized expertise in working with Christian clients in an ethical manner. This does not mean that the values or faith tradition of Christianity are imposed upon clients. Students are trained to respond ethically to client diversity in a variety of forms, including varying client religions. Yet a primary goal of the training program is to facilitate “worldview integrity” in its Christian counseling trainees. This is accomplished by the inclusion of integration objectives in each course. Additionally, CMHC students can select additional electives beyond the 64-credit-hour requirement that includes instruction in Theological and Biblical Studies from the Christian Ministries Degree.

COURSE OFFERINGS BY SEMESTER
Course offerings by semester can be found on the Grace University website: www.GraceUniversity.edu/academics/registrars_office.shtml

CMHC EXIT EXAM
All CMHC students will be required to take, prior to graduation, the Counselor Preparation Comprehensive Examination (CPCE). The cost for this exam is $45. The cost of the first administration is covered by the department. It is administered Spring and Fall semesters, and can be taken at any point in the program after a student has completed 30 hours of coursework. All students will be required to pass this official Exit Exam before graduation. The cutoff score is determined by national statistics and will be determined each semester. Those who fail to meet the cutoff score will need to retest at their own expense. If students fail the exam twice, they will work with their advisor to establish a remediation plan. A typical remediation plan would require students to retake the course sections with low grades. A student’s degree will not be cleared until a satisfactory remediation plan is completed and a passing score is obtained. This exit exam is beneficial in the following ways:

- assesses student knowledge of counseling information received while here at Grace University
- gives students comparative strength/weakness feedback
- helps faculty in adapting and developing curricula
- compares Grace’s program results to national data
- prepares students for licensure/National Certified Counselor (NCC) exam

The exam covers the eight CACREP (Council for Accreditation of Counseling and Related Education Programs) common core areas as defined by their Standards for Preparation: human growth; social and cultural foundations; helping relationships; group work; career and lifestyle development; appraisal; research and program evaluation; and professional orientation and ethics.

The CMHCP recommends students prepare for the exam. There are a number of study aids available for the CPCE; however, the CMHC faculty and staff do not recommend any specific study material or methods of study.

Counseling students should be aware of the following:
1. Core 1 courses must be passed with a grade of C+ before beginning Practicum. These courses are:
   - CS 605 – Helping Relationships
   - CS 608 – Counseling Theories
   - CS 607 – Professional Orientation and Ethics
   - CS 609 – Psychopathology and Diagnosis
   - CS 604 – Integration Issues in Counseling*

   *Integration Issues in Counseling may be taken concurrently with Practicum

2. Summer Internship hours will be completed over a 12-week period. This depends upon availability of supervision.
Fast-Track to Teaching
Nondegree Program

PROGRAM PURPOSE AND DESCRIPTION
The Fast-Track to Teaching will help you develop a Christian philosophy of education, integrating biblical learning with professional and general knowledge subjects. Fast-Track to Teaching offers a secondary endorsement in six concentration areas and prepares the future educator in defined areas of endorsement. The program will ensure the student meets the certification requirements of the Nebraska Department of Education (NDE), resulting in a teaching certificate in a secondary endorsement.

The Fast-Track to Teaching education courses may be completed by individuals interested in earning an Elementary Education Field Endorsement or an Elementary/Early Childhood Education Subject Endorsement; however, this track will last longer than 12 months and will require individuals to complete additional teaching methods courses, which are only available during the day as part of our traditional undergraduate Teacher Education program.

The Fast-Track to Teaching courses are taught on the graduate level, but currently will not lead to a degree.

SECONDARY EDUCATION ENDORSEMENT OPTIONS, GRADES 7–12

Field Endorsements
- Mathematics
- Music
- Social Science

Subject Endorsements
- English
- Basic Business
- History
- Religious Education
- Instrumental Music
- Vocal Music

Elementary Endorsements
- Elementary Education Field Endorsement
- Early Childhood Subject Endorsement

PROGRAM OBJECTIVES
Fast-Track to Teaching objectives and requirements originate from principles established by the Interstate New Teacher Assessment and Support Consortium (INTASC) and the Nebraska Department of Education (NDE) requirements as specified in 92 NAC 20-24 for teacher certification. For more information about the NDE Professional Practices Criteria, consult NDA Rule 27 at: www.education.ne.gov/legal/webrulespdf/RULE27FINAL.pdf.

Students who complete the Fast-Track to Teaching program should be able to demonstrate:
- An understanding of and an appreciation of the philosophy, history, and operation of the private and public school, especially of the private Christian school.
- Proficiency in the subject areas in which one will be instructing students.
- Familiarity with current curriculum, methods, and materials, essential for a new teacher within the scope of the teacher’s endorsement area.
- Necessary teaching strategies and skills, management techniques, and personal dispositions normally expected of a successful new teacher consistent with the INTASC’s Ten Principles of Assessment.
- Understanding of, a concern for, and a desire to teach students.
TRADITIONAL FAST-TRACK COURSEWORK
This 36-credit-hour teaching certification (secondary level) is offered in a convenient one-year rotation.

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<thead>
<tr>
<th>Course</th>
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<tr>
<td>ED 511 Issues of Pluralism and Diversity in the Classroom</td>
<td>3</td>
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<tr>
<td>ED 512 Literacy Needs in the Diverse Classroom</td>
<td>3</td>
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<tr>
<td>ED 500 21st Century Technologies</td>
<td>3</td>
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<tr>
<td>ED 501 Foundations of Education</td>
<td>3</td>
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<tr>
<td>ED 502 Managing the Diverse Classroom</td>
<td>3</td>
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<tr>
<td>ED 503 Methods and Assessments in Education</td>
<td>3</td>
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<tr>
<td>ED 504 Exceptional High-Needs Learners</td>
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<tr>
<td>ED 513 History and Philosophy of the Diverse Classroom</td>
<td>3</td>
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<tr>
<td>ED 514 Fast-Track Practicum *</td>
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<tr>
<td>ED 521 Fast-Track Student Teaching Experience *</td>
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* IMPORTANT NOTES:
The Fast-Track Practicum (ED 514) is taken once prior to the Student Teaching Experience, and is available in the Fall or Spring semesters. To receive credit for this course, participants must complete 30 hours of Practicum in a traditional classroom or approved alternative site.

The Student Teaching Experience (ED 521) is taken during the last semester of coursework as a culmination and application of all previous coursework. The first two weeks (80 hours) apply toward Practicum, and the remaining 14 weeks count solely for Student Teaching Experience.

MODIFIED ELEMENTARY EDUCATION FAST-TRACK COURSEWORK

- Elementary Education Field Endorsement is for students who desire to:
  - Teach children in all elementary subjects from kindergarten through grade six in all schools.
  - Teach students in grades seven or eight within self-contained classrooms.
  - Students pursuing this endorsement may follow the typical schedule which follows.

- Early Childhood Subject Endorsement may:
  - Teach children in Pre-Kindergarten.
  - Teach all children through grade three in elementary schools that offer such programs.
  - Students pursuing this endorsement may follow the Modified Elementary Education Typical Schedule, plus the following courses:
    - ED 331 Principles of Early Childhood Education (3 credit hours)
    - ED 332 Methods in Early Childhood Education (3 credit hours)
    - ED 333 Early Childhood Practicum (1 credit hour)
## MODIFIED ELEMENTARY EDUCATION TYPICAL SCHEDULE

<table>
<thead>
<tr>
<th>SEMESTER</th>
<th>COURSE TYPE</th>
<th>REQUIRED COURSES</th>
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<td>ED 501 Foundations of Education</td>
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<td></td>
<td>ED 502 Managing the Diverse Classroom</td>
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<td>ED 504 Exceptional High Needs Learners</td>
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<td>SUMMER</td>
<td>Fast-Track</td>
<td>ED 511 Issues of Pluralism and Diversity in the Classroom</td>
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<td>ED 512 Literacy Needs in the Diverse Classroom</td>
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**IMPORTANT NOTES:**

Students selecting this option will extend the coursework timeframe by at least one additional semester, as compared with the traditional Fast-Track to Teaching on the secondary level.

Near the completion of the Modified Elementary Education Fast-Track to Teaching, participants MUST complete the PRAXIS II exam.* This exam is required for NDE certification.

*www.ets.org (Educational Testing Service website)
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CERTIFIED PUBLIC ACCOUNTANT’S AUDIT REPORT
Each year the University’s financial records are audited by an independent certified public accounting firm. The results of this report are available for review. Contact the Executive Vice President for Finance and Operations for a copy of the report.

CAMPUS SECURITY REPORT
Each year, in accordance with the Higher Education Act requirements, the Student Development Office publishes a Campus Security Report regarding security policies, procedures, and crime statistics. Contact the Dean of Student Services for a copy of the report.

INSTITUTIONAL ASSESSMENT REPORT
Each year the Faculty prepares a report evaluating the effectiveness of the institution in student learning and in other areas of institutional research and assessment. The evaluation is based on assessment of the stated goals and objectives of the University. The results of this report are available for review. Contact the Academic Vice President for a copy of the report.
Our Doctrinal Statement

The following is the unabridged doctrinal statement of the University and provides the basis for doctrinal agreement. Each member of the Board of Trustees, Administration, and Faculty is required to subscribe annually to the doctrinal statement. Copies of this document are available from the President’s Office and on the University website.

ARTICLE I

The Scriptures

We believe... That “all Scripture is given by inspiration of God” (2 Tim. 3:16), accepting unreservedly the writings of the Old and the New Testaments as the infallible Word of God (Jn. 17:17; 1 Thess. 2:13; Ps. 119:89).

...That it is divine revelation, given by the Holy Spirit to holy men of God (2 Pet. 1:21; Acts 1:16; Jn. 16:3; 1 Cor. 2:13); verbally inspired in all its parts (Ex. 4:15) and therefore wholly without error as originally given of God (Matt. 5:18; Jn. 10:35); altogether sufficient in itself as our only infallible rule of faith and practice (2 Tim. 3:16, 17; Rom. 15:4; 1 Cor. 10:11) and everywhere centering in, and pointing to, the Person and work of our Lord Jesus Christ of Whom all Scripture testifies (Lk. 24:27, 44; Jn. 5:39; Acts 17:2-3; 18:28).

ARTICLE II

The Godhead

We believe... That God is spirit (Jn. 4:24), eternally existing in three Persons, the Father, the Son and the Holy Spirit (Matt. 28:19; 2 Cor. 13:14).

...That these three are one God (Mk. 12:29), Who is perfect, infinite and eternal in His being, holiness, love, wisdom and power (Ps. 18:30; 147:5; Deut. 33:27; Ps. 135:6); absolutely separate from and above the world as its Creator (Gen. 1:1), yet everywhere present in the world as the Upholder of all things (Ps. 139:1-10; Ps. 104); self-existent and self-revealing (Jn. 5:26; Matt. 11:27).

...That each of the three Persons is worthy of equal honor, obedience and worship (Jn. 1:1-3; Acts 5:3-4; Jn. 5:23).

ARTICLE III

God The Father

We believe... That, although God is the Creator of the universe and of the human race (Gen. 1:1, 26, 27; 2:7, 21, 22; Acts 17:28, 29), He is the Father only of those who accept the Lord Jesus Christ as their personal Savior (Jn. 1:12, 13; Gal. 3:26; 1 Jn. 3:2).

We do not believe in the universal Fatherhood of God, nor the universal Brotherhood of man (Jn. 8:42-44; 1 Jn. 5:12).

ARTICLE IV

Jesus Christ

We believe... That the Lord Jesus Christ, the Second Person of the Triune God (Matt. 28:19), the Eternal and Only-begotten Son of God (Ps. 2:7; Jn. 1:18; 8:58), came into the world, as provided and purposed by God, and as pre-announced in the prophecies of the Scriptures (1 Pet. 1:10; Acts 2:23; Gen. 3:15), that He might become the Redeemer of a lost world (Lk. 19:10).

...That without any essential change in His divine Person (Heb. 13:8), He was conceived by the Holy Spirit (Matt. 1:18; Lk. 1:35), became a man through the miracle of the Virgin Birth (Matt. 1:23), received a human body and a sinless human nature (Jn. 1:14; 2 Cor. 5:21; 1 Pet. 2:22; 1 Tim. 3:16; Heb. 2:14, 17; 1 Jn. 3:5) and thus continues forever as both true God and true Man (Col. 2:9; Rev. 22:16), one Person with two natures (Rom. 1:3-4; 1 Tim. 2:5).

...That as a Man He was in all points tempted as we are, yet without sin (Heb. 4:15; Jn. 8:46).

...That as the perfect Lamb of God (Jn. 1:29) He gave Himself in death upon the Cross (Matt. 20:28; Phil. 2:8), shedding His own precious Blood (1 Pet. 1:18-19), bearing there our sin (1 Pet. 2:24) and suffering its full penalty of divine wrath as our substitute (Isa. 53:5-6; Gal. 3:13).

...That He arose from the dead and was glorified in the same body in which He suffered and died (Jn. 20:25-28; Acts 2:32, 33).

...That as our great High Priest He ascended into heaven (Heb. 4:14; Acts 1:9), there to appear before the face of God as our Advocate and Intercessor (Heb. 7:25; 9:24; 1 Jn. 2:1).

...That He will come again (Acts 1:11), first to receive from the earth His own (Jn. 14:3), and then to establish His righteous kingdom upon the earth (Acts 15:14-16).

ARTICLE V

The Holy Spirit

We believe... That the Holy Spirit, the Third Person of the Trinity (Matt. 28:19), is the divine Agent in nature, revelation and redemption (Gen. 1:2; Ps. 104:30; 1 Cor. 2:10; Tit. 3:5).

...That, though omnipresent from all eternity, He took up His abode in the world in a special sense on the Day of Pentecost, dwelling in each and all believers (Acts 2:1-4), baptizing them into one body, the Church of Christ (1 Cor. 12:13).

...That He will never take His departure from the Church (Jn. 14:16; Eph. 1:14), but is ever present to testify of Christ, seeking to occupy fill the believer with Him (Jn. 15:16; 16:14).

...That His abode in the world, in this special sense, will cease when the Church is completed, and when Christ comes to receive His own (2 Thess. 2:7; Jn. 14:16; Rev. 4:5).

...That in this age certain well-defined ministries are committed to Him, such as: the restraining of evil in the world to the measure of the divine will (2 Thess. 2:7); the convicting of the world with respect to sin, righteousness and judgment (Jn. 16:8-11); the regenerating and cleansing of all believers (Jn. 3:5; Tit. 3:5); the indwelling of all who are saved (Rom. 8:9; Jn. 14:16, 17); the anointing of...
believers to teach them all truth (Jn. 16:13; 1 Jn. 2:20, 27); the sealing of believers unto the day of redemption (Eph. 1:13, 14; 4:30); the continued filling for guidance, power and service of those among the saved who are yielded to Him, and who are subject to His will (Eph. 5:18; Acts 4:31); and the bestowal of spiritual gifts upon the members of Christ’s body according to His own will (1 Cor. 12:1, 8-11).

ARTICLE VI
Creation and Fall of Man
We believe...That man was the direct creation of God (Gen. 2:7; 18-22), spirit and soul and body (1 Thess. 5:23), and not in any sense the product of animal ancestry (1 Cor. 15:39), but made in the image and likeness of God (Gen 1:26, 27).
...That through personal unbelief and disobedience to the revealed will of God man fell (Gen. 2:17, 3:11), became a sinful creature (Mk. 7:21-23), lost his spiritual life (Eph. 4:18), became “dead in trespasses and sins” (Eph. 2:1), lives under the righteous judgment and wrath of God (Rom. 1:18; Jn. 3:36) and became subject to the power of the devil (Acts 26:18; Col. 1:13).
...That this spiritual death, or total depravity of human nature (Jer. 17:9; Rom. 7:18), has been transmitted to the entire human race (Gen. 5:3; Rom. 5:12), Jesus Christ only being excepted (Lk. 1:35), so that all are sinners both by nature and by practice (Eph. 2:3; Rom. 3:23) and are essentially and totally unable of themselves to gain recovery or salvation (Rom. 3:20; Jer. 13:23; Jn. 1:13; 2 Cor. 4:4).

ARTICLE VII
Salvation Through Grace by Faith
We believe...That our salvation is the free gift of God’s grace (Rom. 6:23; Eph. 2:8).
...That we are justified solely on the ground of the shed Blood of our Lord Jesus Christ (Rom. 3:24; Heb. 9:22) who was made sin for us by His substitutionary death on the Cross (2 Cor. 5:21; 1 Pet. 2:24).
...That salvation is received only by personal faith in the Lord Jesus Christ (Acts 16:31; Jn. 3:16).
...That it is neither merited nor secured, in part or whole, by any virtue or work of man (Rom. 4:4, 5; Jn. 6:28, 29), for no repentance, no confession, no feeling, no sincere efforts, no good resolutions, no submission to any rules or ordinances of any church can add in the least to the value of the Blood of Christ, nor be added in any sense to believing as a condition of salvation (Eph. 2:8, 9; Isa. 64:6; Gal. 3:11; Col. 2:13, 14).
...That this salvation has a threefold aspect: salvation from guilt and penalty of sin justification; salvation from the power of sin – sanctification; salvation from the presence of sin – glorification (Tit. 2:11-13; Heb. 9:24, 26, 28; Phil. 3:20, 21; Rom. 8:23), and includes the whole man – spirit, soul and body (1 Thess. 5:23).
...That true believers have as a present possession the gift of eternal life (1 Jn. 5:10-12), a perfect righteousness (Rom. 3:22), sonship in the family of God (Jn. 1:12; 1 Jn. 3:1, 2), every spiritual resource needed for life and godliness (Eph. 1:3; 2 Pet. 1:3) and deliverance from all condemnation (Jn. 5:24).
...That in view of this completeness in Christ (Col. 2:10) and the abiding, sanctifying presence of the Holy Spirit (Jn. 14:16, 17; Tit. 3:5), it is in no way required by God to seek a “second work of grace” (Gal. 3:3).
...That apart from Christ there is no possible salvation (Jn. 14:6; Acts 4:12; 13:39).

ARTICLE VIII
Sanctification
We believe...That sanctification, which is a setting apart unto God, is threefold:
That it is already complete for every person because his position toward God is the same as Christ’s position (Heb. 10:10, 14; 1 Cor. 6:11, RV).
...That while the standing of the believer is thus perfect “in Christ”, his present state is as imperfect as his experience in daily life, and there is therefore also a progressive sanctification wherein the believer is to “grow in grace” and to be “changed” by the unhindered power of the Holy Spirit (2 Cor. 7:1; 3:18; 2 Pet. 3:18).
...That, lastly, the child of God will yet be fully sanctified in his state, as he is now sanctified in his standing, when he shall see his Lord and “shall be like Him” (Jn. 3:2; 1 Thess. 3:13; 5:23).

ARTICLE IX
Assurance
We believe...That, because of the eternal purpose of God towards the objects of His love (Eph. 1:4; 2:6, 7) because of His freedom to exercise grace towards the meritless on the ground of the propitiatory Blood of Christ (Rom. 5:8-10; Jn. 10:28), because of the very nature of the divine gift of eternal life (Jn. 5:24; 1 Jn. 5:13), because of the present and unending intercession and advocacy of Christ in heaven (Heb. 7:25; 1 Jn. 2:1), because of the abiding and sealing presence of the Holy Spirit in the hearts of all who are saved (Jn. 14:16; Eph. 1:13, 14) we, and all true believers everywhere, can have a firm assurance of our salvation (Heb. 6:18, 19).
We believe also, however...that since God is a holy and righteous Father (1 Pet. 1:15, 16), and cannot overlook the sins of His children (Hab. 1:13), He will, when His children persistently sin and fail to judge themselves (1 Cor. 11:31), chasten them and scourge them in infinite love (Heb. 12:6) in order that He may at last present them blameless before the presence of His glory (1 Cor. 11:30, 31; Eph. 5:25, 26; 1 Cor. 5:5).

ARTICLE X
The Church
We believe...That the Church is the mystical Body and Bride of the Lord Jesus Christ (Col. 1:18; Rev. 21:9), which He began on the Day of Pentecost (Matt. 16:18; Acts 2:47), and will complete at His second coming (1 Thess. 4:16, 17; Rom. 11:25).
...That all true believers of this dispensation, irrespective of membership in the organized local churches of earth, have been baptized into this Body of Christ by the Holy Spirit (1 Cor. 12:12, 13; cf. 1:2).
...That the members of this one Body should wherever possible, assemble themselves together into local churches for worship, prayer, fellowship, and teaching (Heb. 10:25; Acts 2:42), and for the observance of the ordinances of baptism and the Lord’s Supper (Matt. 28:19; 1 Cor. 11:23-26).
...That it is the solemn duty of its members to “keep the unity of the Spirit in the bond of peace” (Eph. 4:3), rising above sectarian differences (1 Cor. 3:3,4), and loving one another with a pure heart (1 Pet. 1:22).
...That the first and foremost mission of the Church in the world today is to witness for Christ among the nations (Matt. 28:19, 20; Mk. 16:15; Acts 1:8).

ARTICLE XI
The Blessed Hope
We believe...That the Second Coming of Christ (Heb. 9:28) will take place in two stages, the first being the Rapture (1 Thess. 4:13-17) when He comes as the “Morning Star” (Rev. 22:16), in the air (1 Thess. 4:17) to receive His own (Jn. 14:3) and the second being the Revelation (2 Thess. 1:7,8) when He comes as the “Son of Righteousness” (Mal. 4:2) to the Mount of Olives (Zech. 14:4) to be received by repentant Israel (Zech. 12:10);
...That, according to the Word of God, the next great event in the fulfillment of prophecy will be the pre-Tribulation coming of Christ (Rev. 3:10,11) in the air to receive to Himself His own, both those who have fallen asleep and those who are alive and remain unto His coming (1 Thess. 4:13-17; 1 Cor. 15:51, 52; Jn. 11:25, 26);
...That this is the “blessed hope” of the Church (Tit. 2:13), an event for which we should constantly be watching, the time being unrevealed but always imminent (Mk. 13:32-37; Rev. 22:12,20);
...That this event will be followed by the judgment of the believer’s works for reward at the Judgment Seat of Christ (Rom. 14:10; 2 Cor. 5:10; 1 Cor. 3:11-15) a judgment which may result in the loss of rewards, but not the loss of salvation (1 Cor. 3:11-15) and by the Marriage of the Lamb just before the Lord returns in glory (Rev. 19:7-9).

ARTICLE XII
Christ’s Glorious Appearing
We believe...That the world will not be converted previous to the Second Coming of Christ, but is day by day ripening for judgment (Lk. 17:26).
...That this dispensation will end with a fearful apostasy in the professing Church (1 Tim. 4:1; 2 Tim. 4:3, 4; 2 Thess. 2:11, 12) which during the Great Tribulation (Matt. 24:21), will be headed by a personal Antichrist (2 Thess. 2:3, 4; 1 Jn. 2:18).
...That God’s righteous judgments will then be poured out upon the world (Rev. 6:1-18:24).
...That at the close of this period (Matt. 24: 29, 30) the Lord Jesus Christ will personally, visibly, and gloriously descend from heaven (Rev. 1:7; 19:11-16) with the Church (Zech. 14:5; Jude 14) and His holy angels (2 Thess. 1:7) to bind Satan in the bottomless pit (Rev. 20:1-3), judge the living nations (Matt. 25:31-46), restore to Israel her land (Deut. 30:3-5; Ezek. 37:21; Isa. 11:11, 12), establish His glorious and literal kingdom over all nations for a thousand years (Acts 15:16; Rev. 20:4-6), lift the curse which now rests upon the whole creation (Isa. 11:6-9; Rom. 8:19-23), and bring the whole world to the knowledge of the Lord (Isa. 11.9; Hab. 2:14).
...That at the end of the thousand years, Satan shall be loosed for a short season to deceive the nations (Rev. 20:7-9).
...That the unsaved dead shall then be raised, judged according to their works, and cast into the Lake of Fire prepared for the devil and his angels (Rev. 20:11-15; Matt. 25:41).
...That, as the Son of David (Lk. 1:32), Christ will finally deliver up the Messianic Kingdom to God the Father, in order that He, as the Eternal Son, may reign with the Father in the New Heaven and the New Earth eternally (1 Cor. 15:24-28; Rev. 21:1).

ARTICLE XIII
The Future Life
We believe...That the spirits of the SAVED at death go immediately to be with Christ in heaven (2 Cor. 5:8; Phil. 1:21-23), where they abide in joyful and conscious fellowship with Him until He comes for His own (1 Thess. 4:14), when their bodies shall be raised from the grave and changed into the likeness of His own glorious body (1 Cor. 15:25:58; Phil. 3:20, 21), and in that state forever to enjoy the presence of the Lord (1 Thess. 4:17) and to reign with Him on Earth (Rev. 5:10; 20:6) and throughout eternity (Rev. 22:5). 
...That the spirits of the UNSAVED at death descend immediately into Hades (Lk. 16:23; Num. 16:33) where they are kept under conscious punishment and misery (2 Pet. 2:9, RV), until the judgment of the Great White Throne after the Millennium (Rev. 20:11), at which time Hades will deliver up its dead (Rev. 20:13) and their bodies shall be raised from the grave (Rev. 20:5); they shall be judged according to their works (Rom. 2:3-6; Rev. 20:12), and be cast into the Lake of Fire (Rev. 20:15; 21:8), not to be annihilated (cf. Rev. 19:20; 20:10), nor ultimately restored (Rev. 22:11), but to be punished with final and everlasting destruction away from the presence of the Lord (2 Thess. 1:9).

ARTICLE XIV
Angels, Fallen and Unfallen
We believe...That God created an innumerable company of sinless, spiritual beings, known as angels (Col. 1:16; Heb. 12:22).
...That one, Satan, a personal being of the highest rank (Ezek. 28:12-19) through pride (1 Tim. 3:16) and unlawful ambition (Isa. 14:12-15) rebelled against God and fell, thereby becoming completely depraved in character (Jn. 8:44) and the leader of a large host of evil angels and demons who followed him in his fall (Rev. 12:9; Matt. 12:24, RV; Jude 6).
...That a great company of angels kept their holy estate (Mk. 8:38), and are before the throne of God (Rev. 5:11) from whence they are sent forth as ministering spirits, to minister to the heirs of salvation (Heb. 1:13, 14).

...That Satan was judged at the Cross (1 Jn. 3:8) and through subtlety led our first parents into transgression (2 Cor. 11:3), accomplishing their moral fall (Gen. 3:1-7), and, as the “god of this world,” subjecting them and their posterity to his own power (2 Cor. 4:4).

...That Satan was judged at the Cross (Jn. 16:11; Col. 2:15), and, although that judgment was not immediately executed, he will ultimately be “cast into the lake of fire and brimstone” where, together with the fallen angels and all the unsaved, he will be “tormented day and night forever and ever” (Rev. 20:10,15; Jude 6).

ARTICLE XV
The Christian’s Walk
We believe...That the believer is called with a holy calling (2 Tim. 1:9) to walk not after the flesh, but after the Spirit (Rom. 8:4) and so to live in the power of he indwelling Spirit, that he will not fulfill the lust of the flesh (Gal. 5:16-18).

...That as the flesh with its fallen Adamic nature in this life is never eradicated (Rom. 7:23; 1 Jn. 1:8; 1 Ki. 8:46; Phil. 3:12), it needs to be kept by the Spirit in constant subjection to Christ (Rom. 6:11-13; Eph. 4:22-24; 1 Cor. 10:12; 2 Cor. 10:5).

...That good works are in no sense the procuring cause of salvation (Eph. 2:8-10), but are its proper evidence and fruit (1 Jn. 3:9-10; Tit. 2:14; Matt. 7:16-20).

...That since our citizenship is in heaven (Phil. 3:20, RV), we as the children of God should live a consistent, separated Christian life (Rom. 12:2; 2 Cor. 6:14-17; Eph. 5:11), and abstain from all worldly amusements and unclean habits which defile mind and body (1 Thess. 5:22; 1 Pet. 2:11; Rom. 13:14; 1 Cor. 6:19, 20), and from such worldly practices as: the swearing of oaths (James 5:12), affiliation with secret societies (2 Cor. 6:14), using courts from settling disputes between believers (1 Cor. 6:1-8), taking personal vengeance and participating in carnal strife (Rom. 12:17-21; 2 Cor. 10:3, 4), and divorce as forbidden by the Lord (Matt. 19:9; Rom. 13:9).

...That the believer should keep the Word of the Lord (Jn. 14:23), seek those things which are above (Col. 3:1, 21), walk as He walked (1 Jn. 2:6), be careful to maintain good works (Tit. 3:8), and especially accept as a solemn responsibility the duty and privilege of bearing the Gospel (1 Cor. 5:19; Jn. 15:16), remembering that a victorious, fruitful life is possible only to those who in gratitude for the infinite and undeserved mercies of God have presented themselves wholly to Him for His service (Rom. 12:1, 2).
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