

“An Academic and Inspirational Christian Journey”

Eastern Carolina Christian College



Catalog
2025 – 2030
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History of the Institution

The Eastern Carolina Christian College (ECCC), known formally as Eastern North Carolina Theological Institute is the result of the vision given Dr. Charles E. McCollum, Sr. with Reverend Edward Fleming to begin as a training center for clergy and laypersons. This vision became a reality in 1991 in the backroom of a Christian bookstore situated on Highway 301-West, Weldon, North Carolina.

To further accommodate a growing student body and faculty, land was purchased in 1993 to locate two trailers just above Weldon High School on Aurelian Springs Road to provide more classrooms and offices.

In its nascence, the school only awarded a certificate in Christian Education. Later the Bachelor of Theology degree and Master Divinity programs were added. The mission of the school has always been to serve all persons who have been called to Gospel ministry as preachers, pastors, ministers, Christian educators, and lay persons in the outreach programs of the church. The college and seminary are committed to perfecting the gifts and abilities of each student in preparation to face and cope with the social ills that plague society.

In 1999, ECCC&S acquired a new facility for teaching, administration, and housing an onsite library. The current facility is located at 1015 Highway 48 South, in the city of Roanoke Rapids, North Carolina. The current facility also has additional acreage for the possibility of expansion and growth.

LOCATION:

ECCC is centrally located on a three-acre plot owned by the college in the city of Roanoke Rapids, North Carolina and convenient to Interstate 95. Classes are held on the

first floor of the Educational Building, and the office and library facilities are housed on the parts of the second floor.

CAMPUS SECURITY

The office and library hours for the college are 9:00 AM to 5:00 PM, Monday through Friday and 9:00 AM to 2:00 PM on Saturdays. For security reasons we would very much appreciate appointments being made office and library hours rather than walk-ins.

MISSION STATEMENT

Eastern Carolina Christian College exists to glorify God by partnering with senior pastors, churches, and the Christian communities in providing a biblically based education geared towards training church and ministerial leaders for life and ministry in the church and the world.

In keeping with ECCC's mission the school concentrates on the attainment of the following objectives:

- Leadership: Tactfully approaching social programs from a religious perspective, adhering to the dictums of Christian heritage and doctrine.
- Religious Training: Fostering discipline, growth, and responsibility to the call of Christ by providing an intellectual Christian environment to enable the godly men and women for the service of God.
- SPECIALIZED PREPARATION: Providing individuals with challenging opportunities for the acquisition of the practical and specialized skills necessary to ameliorate communities deteriorating from the social ills of society.

VIEWS REGARDING SEMINARY EDUCATION

Our views regarding seminary education are based on the conviction that God has revealed Himself through creation and the written Word. We believe that the Bible in its original autographs is verbally inspired of God, inerrant, and is the final authority in matters of faith and practice. Consequently, we emphasize the study of Scripture and seek to apply its principles in areas of life.

Because all truth is from our divine Creator, God Almighty in the triune existence, we are committed to teaching students that God's truth is the integrating factor for all of life.

Therefore, our educational curriculum embodies a blended composition of biblical, general, and professional studies.

Seminary education is only effective when it is developed and implemented as a cooperative process of faculty guidance, self-directed study and individual experience and lifestyle. The integration of God's truth is a Spirit-directed process because of personal appropriation of the redemptive work of Jesus Christ. Our objective is to prepare the student for holy living, enhanced teaching abilities, a better understanding of core theological principles and through patterns and a renewed motivation to diligently fulfill the great commission outlined in Matthew 28:19-20.

DOCTRINAL STATEMENT

The following Doctrinal Statement sets forth the theological position of this school. This statement provides a basis for doctrinal agreement and unity. The Bible itself is the sole and final source of all we believe. This statement of doctrine is to serve as an outline to define our general interpretation of Scripture. It is a framework which we conclude consistent with the whole of scripture.

- I. **The Scriptures:** We believe the scripture, both the Old and New Testament are verbally and plenary the inspired Word of God, without error in its original documents. We also affirm the scripture to be the complete revelation of God's will for the salvation of mankind. The divine and final authority for all Christian faith and life. The scripture is the ultimate expression of God's revelation. (11 Timothy 3:16 - 17; II Peter 1:20-21)
- II. **The True and Living God.:** We believe in one true and living God, eternally existing in three persons, Father, Son, Holy Spirit. We believe that those three persons are of one essence, equal in every divine perfection and execute distinct but harmonious offices in the work of creation and redemption.
(John 1:1-2; 15:2)
- III. **The Father:** We believe that God is eternally existent as three persons in one essence, God the Father, God the Son, God the Holy Spirit. We believe that the Father is the first person of the Godhead, creator of heaven and earth, perfect in holiness, infinite in wisdom, measureless in power, and that He hears and answers our prayers and saves us from sin and death. All come to Him through our Lord Jesus Christ.
(Genesis 1:1; Exodus 15:11; Matthew 6:6; John 1:12)
- IV. **Jesus Christ:** We believe in the deity and humanity of the Lord Jesus Christ, the only-begotten Son of God, conceived by the Holy Spirit and born of the Virgin Mary, and that He is fully man. We believe He lived a sinless life, died on the cross, and rose again bodily, ascended into heaven, sits on the right hand of the Father as savior, redeemer, justifier, reconciler, and one day He will come again to judge the living and the dead. (John 3:16; Matthew 1:18-23; Acts 1:9-11; 1 Peter 3:22; John 5:25-30)

- V. **The Holy Spirit:** We believe that the Holy Spirit from eternity is the third person of the God Head. We believe that the Holy Spirit is neither made, created, nor, begotten, but is one and the same essence, majesty and glory with the Father and the Son. He convicts the world of sin, regenerates, teaches, equips, empowers, and fills the believer. (John 16:7-11; John 14:26)

We believe that the Holy Spirit is a person, co-equal with God in all his attributes. The Holy Spirit is the third person of the God Head, is sent by the Lord Jesus Christ from the Father to convict the world of sin, righteousness, and judgment; to regenerate, seal, indwell, guide, and teach the believer; and to empower Christians to live in victory over sin. (Romans 8:9; John 14:26; John 16:7-11)

- VI. **Man:** We believe that humankind was created by God, and in his image and likeness, that man fell through disobedience and willful sin, and comes under the condemnation of a holy God, and is utterly helpless to remedy his lost condition apart from the grace of God, and the only way man can be forgiven is by the shed blood of the Lord Jesus Christ. (Genesis 1:26; Romans 3:23; 5:12; Ephesians 2:12)

- VII. **Creation:** We believe the Genesis account as being a historical record of creation. It is accepted literally, not allegorically nor figuratively and it is believed that the universe with all that is in it was created by God, apart from pre-existing materials and without evolutionary process. (Genesis 1:1-2)

- VIII. **The Way of Salvation:** We believe that salvation is by grace through faith in Jesus Christ, and not by one's own works or merit. We believe salvation is a gift from God and the Son of God, and is received solely by faith in the Lord Jesus Christ, who accomplished complete redemption by His substitutionary death and shedding of His precious blood. We believe the full assurance of the believer is in his salvation, and those who have a true saving knowledge of Christ shall persevere. (John 3:18; Ephesians 1:7; 2:8-9; Galatians 2:16; 1 John 1:9; Romans 6:18)

- IX. **Satan:** We believe that Satan was originally created perfect, as all things that a perfect God would create. He was a perfect being until sin entered him and he rebelled against God. As a result, he and the host of angelic beings that fell with him became depraved and enemies of all righteousness and the plan of God. They have been judged and defeated at the death and resurrection of Christ, and are ultimately doomed. Satan will face his punishment at the final rebellion described in Revelation. (Genesis 3:1-19; Ephesians 6:13-17; 1 Peter 5:8; Revelations 20:10)

- X. **The Last Days:** We believe in the personal, bodily return of our Lord Jesus Christ; that Christ will return in the rapture and revelation,

rescuing the saints before the tribulation to translate His church from the earth; and between this event and His glorious return with His saints, He will reward believers according to their works. (I Thessalonians 4:16; Titus 2:13; I Corinthians 15:51-53; I Thessalonians 4:5-11; I Corinthians 3:11-15; II Corinthians 5:10)

- XI Christian Ethics:** We believe in the necessity of Christian ethics and the Integrity that is within all believers; and in the present ministry of the Holy Spirit by whose indwelling, the Christian is enabled to live a godly life, and by whom the church is empowered to carry out Christ's great commission.

STATEMENT OF FAITH

The sole basis of our beliefs is the Bible, God's infallible written Word, the 66 books of the Old and New Testaments. We believe that it was uniquely, verbally, and fully inspired by the Holy Spirit and that it was written without error (inerrant) in the original manuscripts. It is the supreme and final authority in all matters on which it speaks.

We accept those areas of doctrinal teaching on which, historically, there has been general agreement among all true Christians. Because of the specialized calling of our movement, we desire to allow for freedom of conviction on other doctrinal matters, provided that any interpretation is based upon the Bible alone, and that no such interpretation shall become an issue which hinders the ministry to which God has called us.

1. There is one true God, eternally existing in three persons -- Father, Son, and Holy Spirit -- each of whom possesses equally all the attributes of Deity and the characteristics of personality. Jesus Christ is God, the living Word, who became flesh through His miraculous conception by the Holy Spirit and His virgin birth. Hence, He is perfect Deity and true humanity united in one person forever.
2. He lived a sinless life and voluntarily atoned for the sins of men by dying on the cross as their substitute, thus satisfying divine justice and accomplishing salvation for all who trust in Him alone.
3. He rose from the dead in the same body, though glorified, in which He lived and died. He ascended bodily into heaven and sat down at the right hand of God the Father, where He, the only mediator between God and man, continually makes intercession for His own.
4. Man was originally created in the image of God. He sinned by disobeying God; thus, he was alienated from his Creator. That historic fall brought all mankind under divine condemnation.
5. Man's nature is corrupted, and he is thus totally unable to please God. Every man is in need of regeneration and renewal by the Holy Spirit.

6. The salvation of man is wholly a work of God's free grace and is not the work, in whole or in part, of human works or goodness or religious ceremony. God imputes His righteousness to those who put their faith in Christ alone for their salvation, and thereby justified them in His sight.
7. It is the privilege of all who are born again of the Spirit to be assured of their salvation from the very moment in which they trust Christ as their Savior. This assurance is not based upon any kind of human merit but is produced by the witness of the Holy Spirit, who confirms in the believer the testimony of God in His written word.
8. The Holy Spirit has come into the world to reveal and glorify Christ and to apply the saving work of Christ to men. He convicts and draws sinners to Christ, imparts new life to them, continually indwells them from the moment of spiritual birth and seals them until the day of redemption. His fullness, power and control are appropriated in the believer's life by faith.
9. Every believer is called to live so in the power of the indwelling Spirit that he will not fulfill the lust of the flesh but will bear fruit to the glory of God.
10. Jesus Christ is the Head of the Church, His Body, which is composed of all men, living and dead, who have been joined to Him through saving faith. God admonishes His people to assemble together regularly for worship, for participation in ordinances, for edification through the Scriptures and for mutual encouragement.
11. At physical death the believer enters immediately into eternal, conscious fellowship with the Lord and awaits the resurrection of his body to everlasting glory and blessing.
12. At physical death the unbeliever enters immediately into eternal, conscious separation from the Lord and awaits the resurrection of his body to everlasting judgment and condemnation.
13. Jesus Christ will come again to the earth -- personally, visibly, and bodily -- to consummate history and the eternal plan of God.
14. The Lord Jesus Christ commanded all believers to proclaim the Gospel throughout the world and to disciple men of every nation. The fulfillment of that Great Commission requires that all worldly and personal ambitions be subordinated to a total commitment to "Him who loved us and gave Himself for us."

The President's Message

Welcome to Eastern Carolina Christian College!

Eastern Carolina Christian College (ECCC) is an institution of higher learning set apart for the education of men and women for Christian life and service. We are delighted that God has led you to consider becoming a part of our growing family. We continue to be amazed at the degree of dedication exhibited by our students and the consistent quality of their commitment to preparation and learning.

Our emphasis and aims are based solely upon producing people who are effective Christian leaders in today's diverse and transitioning world.

Our Christian mandate is to take God-called individuals and mentor them through the marvelous treasure and exploration of biblical studies. Together we can articulate true biblical positions in the academic world of theology.

Lastly, ECCC not only pledge to hopefully enlighten the hearts, minds and abilities of each student who come to us, we are also committed to presenting a faculty and Christian family team purposed toward leading by example in striving to represent the highest degree of integrity, scholarship and commitment to the direction and teachings of Jesus Christ.

ECCC awaits you with open hearts; prayerfully join us in this challenging yet rewarding endeavor.

Because of Calvary,

Charles E. McCollum

Emeritus, Founder

Jean D. Brown

President

Discriminatory Harassment

Harassment is the creation of a hostile or intimidating environment, in which verbal or physical conduct, because of its severity and/or persistence, is likely to interfere significantly with an individual's or education, or effect adversely an individual's work or living conditions on campus. Illegal and improper harassment of individuals who are in any of the protected classifications identified above may include, for example:

- ✓ Making unwelcome or offensive comments about a person's clothing, body or personal life;
- ✓ Use of unwelcome or offensive nicknames or terms of endearment.
- ✓ Offensive jokes or unwelcome innuendos.
- ✓ Any suggestion that sexual favors, or status as being in any protected classification identified above, would affect one's job, promotion, performance evaluations, grades, working or educational conditions; or
- ✓ Other conduct that creates a work or educational environment that may be considered offensive or hostile, even though some employees or students might not find it objectionable.

Sexual harassment, in particular, may consist of unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct when one or more of the following occur:

- ✓ Submission to or rejection of such conduct is made a term or condition of an individual's employment or academic success;
- ✓ Submission to or rejection of such conduct is used as the basis for employment or academic decisions; or

- ✓ Such conduct has the purpose or effect of interfering with an individual's work or academic performance or creates a hostile, intimidating, or offensive work or educational environment.

If any employee feels he/she is the subject of harassment or is mistreated in any way, report the matter to the appropriate academic dean.

ADMISSIONS

Eastern Carolina Christian College implements an open-door policy. This policy does not impose restrictive standards for admission to the college. However, it does not necessarily imply immediate admission to any curriculum. ECCC admits applicants without regard to age, race, color, gender, religious affiliation, or national/ethnic origin.

All the rights, privileges, program, and activities of the college are equally available to all qualified students. Because the college's mission is to educate students for Christian service, it expected that applicants profess faith in Jesus Christ as Lord, except the Bible as the basis of historic Christian faith and who by conviction seek to find God's will for both vocation and daily living.

Any person who has a high school diploma, its equivalent, or who is 18 years of age, and can benefit from a program at Eastern Carolina Christian College may be admitted to the college as a curricular student or non-curricular student when required items have been received by the Office of Admissions. The college reserves the right to evaluate special cases and to refuse admission to applicants if such refusal is in the best interest of the college.

ADMISSIONS REQUIREMENTS

Curricula students (full-time or part-time) who wish to be admitted to a special degree, diploma, or certificate program should:

1. Submit a completed application for admission or apply on-line through the college's website.
2. Submit a completed application for instate tuition rates/out of state tuition rates if claiming entitlement.
3. Have a high school or GED and previous transcript sent to the college. High transcript is optional if the record is 10 or more years old and is determined by the college to be of no value.
4. Complete ECCC placement testing.
5. After items 1 through 4 are completed, have admissions interview with a college counselor for final acceptance into a curriculum.

Non-curricular students (part-time or full-time) not working towards completion of a degree, diploma, or certificate should complete only items 1 and 2 above. After non-curricular students complete 9 credits, their grades are accessed. Students not making satisfactory progress are scheduled at that time for placement testing. Placement testing is also required for non-curricula students wishing to take English or Mathematics courses. Before students are admitted into a curriculum, they will be scheduled to meet with one of the college counselors to discuss their educational interest, to determine curriculum needs and to plan admission to a specific curriculum or program at the college. Additional information may be required by the college for admission to a specific program or curriculum. Students may be denied admission to the college if there is sufficient reason to believe that they present a danger to themselves or to other members of the college community.

It is the intent of the college that all courses of study be fully accessible to all qualified students. To accomplish this, the college would appreciate an advance notice of approximately one semester from the person with the disability planning to attend this institution, Inquiries concerning the affirmative actions policy should be addressed to EASTERN CAROLINA CHRISTIAN COLLEGE (ECCC) Administration office,

Enrollment of Home School Students

ECCC&S admission policies address students who have high school diplomas or the equivalent or who are at least 18 years old and able to benefit from the college experience. The policies also address students who are less than 18 years of age and who are currently enrolled in a secondary school. The college will also consider the admission of students who are less than 18 years of age and do not have a high school diploma, who are not attending a public or private school, and who are documented as “home school students” at the secondary school level. These students may be accepted at ECCC as described below. The program of studies for such admitted students is considered enrichment to the home school program. It is not intended to substitute for the home school experience. Therefore, the college reserves the right to limit the number of credits for which the student may enroll.

The following policies and procedures will apply to the enrollment of home students:

1. An applicant for admissions who does not have a high school diploma and is not at least 18 years of age may be required to demonstrate, prior to enrollment, appropriate basic skills equal to those expected of other entering students.
2. All enrolled students are subject to all the rules, policies, and procedures of the college pertaining to attendance, confidentiality of records, conduct as described in the ECCC Catalogue.
3. Students who are home schooled must provide a current copy of a signed Home School Agreement between the appropriate school system and the authorizing parent or guardian to the Office of Admissions and Records prior to admission to the college.

4. The home school student must meet with a college counselor to discuss enrollment prior to registration.
5. The college counselor will make a recommendation to the Dean of Admissions, Records, and Intuitional Research concerning approval of the student's request for course enrollment. All subsequent registrations as a "home school student" will require the approval of a college counselor.

The home school student is subject to the same basis skills assessment requirements as are other enrolling students and may be required to complete appropriate developmental courses before taking the requested courses.

DEVELOPMENTAL COURSES:

Based on placement tests, high school grades, or other means, a student may be required to take one or more developmental courses. The purpose of developmental courses is to develop the basic skills and understanding necessary for success in college level courses. Developmental courses should be taken in the first semesters of a program, so students can establish good foundations for the rest of their course work.

Developmental courses are numbered 01 to 09 in the catalog. Since developmental courses do not normally count toward meeting program requirements, it may take longer to complete a program than the time given in the catalog.

Students must take developmental courses until their exit requirements are completed. Students with learning needs may have to repeat the same developmental class.

Although traditional grades are not awarded for developmental classes, it is to the student's advantage to take them seriously and complete them as soon as possible.

To complete developmental courses in a timely fashion, developmental students should seriously consider limiting the number of other courses in which they enroll. Discuss this with advisors.

Taking developmental courses may create some scheduling difficulties, since developmental work is offered in addition to the typical schedule described in the catalog. Students need to work closely with advisors to overcome any difficulties.

Attendance and work outside of class are very important. No amount of instruction can benefit students without their time and effort. Failure to satisfactorily complete developmental courses can prevent a student from receiving financial aid payments.

A student who receives a "U" (unsatisfactory) in a developmental class must have a conference with the instructor who awarded the U before re-enrolling in any section of the course. Students with questions about developmental placement should speak with a counselor, advisor, or developmental instructor.

WAIVER of REQUIREMENTS or CREDIT THROUGH ADVANCE STANDING by EXPERIENTIAL LEARNING

Students who feel that previous educational studies, training programs, or work experience may entitle them to an adjustment in the coursework required in a particular curriculum should contact the Admissions Office to obtain a copy of the College Policy on Advance Standing by Experiential Learning.

The advanced placement function on the college is the administrative placement of a student beyond the basic or first courses(s) in a curriculum, allowing waiver of credit or college credit for subject matter and/or other appropriate training or experience. Advance standing may be considered upon the submission of documentation on (1) College Level Examination Programs(CLEP), (2) Advance Placement Program (AP), (3) Subject Standardized Tests(SST) through DANTES/USAFI, (4) transfer credits from other regionally accredited post-secondary institutions,(5) equated occupational experiences(6) assessment of coursework with external agencies,(8)military and non-traditional learning experiences, (9) waiver of physical education requirements for veterans, and (10) waiver of foreign language requirements.

In transferring to a senior institution, it is the student's responsibility to contact the institution concerning the acceptability of credit by advanced placement.

Definition of Credits

ECCC defines a credit hour as a semester hour, which is equivalent to 16 weeks of 50-minute class periods. This also includes two hours of outside preparation or two 50-minute laboratory periods for each semester hour. Online courses are equivalent to 750 minutes of classroom contact hours per credit hour.

A credit hour at ECCC is calculated according to the following formula as based on a sixteen-week semester: one (1) hour of classroom instruction per week equals one (1) credit hour; two (2) hours of supervised laboratory instruction per week equals one (1) credit hour; three (3) hours of supervised manipulative laboratory, shop, or clinical practice per week equals one (1) credit hour; and ten (10) hours of work experience, practicum, or internship per week equals one (1) credit hour.

*Full credit is granted for all previous study and actual experience in the field in which the student intends to pursue. Copies of all transcripts and completed resume of experiences should be attached to enrollment forms. This information will assist in the preparation of the student's specialized educational program.

***Honorary Degrees**

It is our policy to award Honorary Degrees in all fields to eligible candidates in recognition of their accomplishments and achievements.

TRANSFER

Transfer from Other Colleges:

Courses accepted for transfer must have been completed at a regionally accredited institution. Usually, a student transferring from another college who is eligible for reentry to the last college attended shall be eligible for admission to ECCC.

If a transfer student is ineligible to return to a particular curriculum in a previous college, generally the transfer student will not be allowed to enroll in the same curriculum at ECCC until one semester elapses or until completion of an approved preparatory program. The Academic Review Committee shall decide on each case and can impose special conditions for the admittance of such students.

Students transferring from another college should consult the Dean of Admissions and Records at ECCC for assessment of credit to determine their standing before registering for classes. Generally, no credit will be given courses with grades lower than "C". Transfer students may be advised to repeat courses if it is clearly to their advantage to do so to make satisfactory progress in their curriculum.

TRANSFER BETWEEN CURRICULA

As students proceed in their studies, they may decide that they wish to change their program or curriculum. In such cases, the student shall make an appointment with the counseling department for assistance. No changes in program or curriculum can be made without the recommendation of the counseling department and the approval of the Dean of Admissions and Records.

RE-ADMISSION

Students who leave ECCC in good standing, before completing the school year may return at a later date. Good standing is defined as all financial obligations to ECCC are paid in full and a GPA above is maintained. Students must:

1. Submit a completed application
2. Meet personally with the Academic Dean to receive approval.

Students under other circumstances desiring to return to Eastern Carolina Christian College must:

1. Make full payment of any outstanding ECCC balances,
2. Submit a completed application and
3. Meet with the Dean of Academics to receive approval.

REGISTRATION

Students are required to register for classes prior to the start of classes; students may not attend class until his/her registration, including full payment of the registration fee, is completed. Students may not register until their completed application has been reviewed by the Admission's Office and a formal letter of acceptance has been issued.

MAIL REGISTRATION

All curricular students except those approved self advised should confer with their advisor before registering for classes. To register for credit classes by mail, simply follow the procedure outlined in the class schedule.

TELEPHONE REGISTRATION

Non-curricular students and approved self-advised students may register for classes by telephone if they are returning students or have a current application on file in the Admissions Office. The hours are from 10 a.m. - 4 p.m., Monday through Friday. Credit card payments are accepted for tuition payments.

ON-LINE REGISTRATION

To register for classes online visit our website. Instructions on how to register are available on our website or printed instructions may be picked up on campus.

CONDUCT

Each student should strive to be a responsible, self-directed adult, seeking self-improvement and personal development through higher education. Therefore, for manifest reasons, specific irresponsible conduct will be grounds for dismissal from ECCC.

Grounds for Dismissal

Theft Possession of firearms, explosives, or dangerous weapons acts of forgery or falsification of documents, records, etc. Physical abuse of any person on the campus or campus-sponsored or supervised functions or conduct which threatens or endangers the health or safety of any person. Violations of any laws of the State of North Carolina.

- Willful damage to the property of the college or the property of any member of the college, community, or a campus visitor.

- Unlawful use of the campus facilities and the illegal use, possession, or distribution of drugs, disorderly behavior or willful obstruction or interference with any authorized activity of the college.
- Trespassing after being asked to leave by an official and any activity which threatens the safety of ECCC or unethical ministerial behavior.
- Unfaithful in attendance.
- Failing to fulfill any financial obligation to the college.

Process of rights for students suspended or dismissed

In all cases involving grounds for suspension or dismissal, the student charged or suspected shall, at the minimum, be accorded the following rights:

- Prompt investigation of all charges of grounds for suspension or dismissal will be conducted in a manner that prevents public disclosure of the student's identity. Investigations may include, but are not limited to, information discussions with school officials prior to leveling a charge, provided the discussion does not infringe or compromise the rights of the student in the formal process.
- Reasonable written notice of the facts and evidence supporting the charge or grounds for suspension or dismissal and the principles of academic integrity said to have been violated.
- Reasonable written notice of the procedure by which the accuracy of the charge will be determined.
- Reasonable time, if requested, within which to prepare a response to the charge.
- A hearing or meeting at which the student in question is allowed to defend himself or herself and the accuracy of the charge is determined by a neutral party.
- Implementation of sanctions will be suspended until all appeals made by the student have been exhausted or student waives their right to appeal.
- A final, non-appealable review of an unsuccessful appeal by the President of Eastern Carolina College will be made if requested by the student.

CLASS ATTENDANCE

Regular attendance is a vital part of the educational process. Instructional periods are important, and lectures and discussions cannot be reproduced. Therefore, at ECCC each student is expected to accept the responsibility of attending all lectures, seminars, and designated classes regularly and promptly.

Excessive absences can have a negative effect on the student's learning and performance. Any student who is absent for more than the total number of semester hours yielded by the course will be officially withdrawn from the class as specified below.

Quizzes and examinations which have been missed because of absences may be made up only with the approval from the Office of the Provost and consent of the instructor concerned, as specified by the regulations governing excused and unexcused absences and tardiness.

Unexcused Absence

The maximum number of absences permitted per class shall not exceed the number of semester hours of credit for that class (I.e., three semester hour class three absences permitted). A letter of warning has been sent from the Office of the Provost indicating that an additional absence will result in an automatic withdrawal from the course. A student may be allowed an exception for some extenuating circumstances, spelled out in writing to the Office of the Provost, and granted permission to make up for lost time. In such a case, a letter of approval from the Office of the Provost will be placed in the student/s record and distributed to his/her instructors.

Excused Absence

The Office of the Provost will grant permission for excused absences for the following reasons upon presentation of written documentation:

- Extended illness
- Death in immediate family
- Official ECCC sponsored activities

Instructors will be notified by the Office of the Provost of all excused absences granted, and the student will receive a written excuse to be given to each of his/her instructors on the first meeting following the excused absence. The student and instructor will arrange a schedule to make up lost hours for all work and assignments missed during the period of absence covered by the written permission from the Office of the Provost.

Makeup Procedure

It is the student's responsibility to meet with each instructor to receive instructions and schedules for any make-up work as a result of an excused absence. It is the instructor's responsibility to provide the student with an opportunity for make-up work for any excused absence approved by the Office of the Provost.

A student who has been granted permission to remain in attendance because of extenuating circumstances and who continually fails to make satisfactory progress, as defined by the faculty towards graduation during the stipulated period, will be suspended.

Leave of Absence

A student may be granted a leave of absence for a semester or longer upon submitting a written application to the Office of the Provost. A student's application for a leave of absence must state his/her reason for requesting a leave. When the leave of absence is over, a student must apply for readmission to the college through the Office of the Provost.

Tutoring

Volunteer tutors are recruited by the Counseling Center to help the students who are experiencing difficulties in subject areas. The tutoring service is available to the students of the college without cost.

Academic Standing

The ECCC keeps each student informed of his/her academic progress by means of a final grade report which is sent to him/her at the end of each semester. A cumulative and permanent record of the information from each final grade report is kept on the student's transcript and is available to the student by request. A fee of five dollars (\$10.00) is charged for each transcript issued by the college.

Suspension for Academic Reasons

At the end of two successive semesters after being placed on academic probation, a student whose cumulative grade point average still falls below that expected for classification will be placed on academic suspension. A student may be returned to satisfactory standing or readmitted on academic probation when a program designed to remediate deficiencies has been arranged with the student and the Office of the Provost.

Veteran Student Service

Students who are veterans may sometimes experience special problems in the area of marriage and family responsibilities, part-time employment, or readjustment to the academic setting after having been involved in a totally different service lifestyle. To lend assistance in these types of circumstances for such students, we provide counseling services to help make the school's experience a successful and rewarding one.

EXPENSES

Tuition and fees are due upon registration and may be paid by cash, check, money order, or credit card. Checks or money orders must be made payable to ECCC for the exact amount owed. Cash should not be sent by mail.

Tuition and fees are not considered paid until checks or money order payment is honored by paying agent. The college charges a \$35.00 processing fee for all dishonored (returned) checks and will not accept future payment by check from an offending party. Failure to make good a dishonored check will result in administrative withdrawal from classes.

Tuition rates are established annually by ECCC. Current rates can be verified by contacting the Admissions and Records Office.

Payment of tuition also enables the student to use the library, parking lot, and other facilities of the college. There are no special laboratory or library fees, but students are expected to pay charges for any school property (such as laboratory equipment, supplies, library books and material that they damage or lose).

Student Fee All students are charged a student fee of \$1.00 per credit to assist in social and cultural activities.

TECHNOLOGY FEE: A technology fee of \$25.00 per credit is applicable to all students in all terms, except for Distance Education wherein a \$75.00 technology fee is applicable in all terms.

SERVICE FEE: All students are charged a \$1.00 per credit service fee to assist in campus maintenance.

BOOKS and MATERIALS

Students are required to obtain their own books, supplies and consumable materials needed in their studies. The estimated cost of these items will range from \$300 to \$500 per semester for the average full-time student.

GRADUATION EXPENSES

A formal graduation exercise is held at the end of the summer term. An application for graduation must be completed by all graduating students and turned into the Admissions and Records Office three months preceding the expected graduation date. Rental caps and gowns must also be ordered and paid for at that time. Rental for caps and gowns will be determined each year by the Dean of Admissions and Records. There is no charge for diplomas; however, students who need to obtain a duplicate diploma will be charged a \$100 fee.

Transcripts

A transcript is a copy of the student's permanent academic record at ECCC. An official transcript carries the college seal and is mailed to other educational institutions and agencies. Unofficial transcripts may be given or mailed directly to students. In accordance with the Family Educational Rights and Privacy Act of 1974, transcripts are released only with written consent of the student. A request for a transcript should be made either on a transcript request form or by letter to the Admissions and Records Office, where the transcript will be generally produced within one week. You may also request an official transcript through the college's website. There is a fee for transcripts. Students may check with the Dean of Admissions and Records.

FINANCIAL INFORMATION

Refund Policy

Official registration for a student shall become effective on the date that written notification of intent to resign is received by the Office of Admissions and Records and not the date of the last class attended unless the two dates coincide. Registration and course withdrawals should be presented in person or by the student's authorized representative. The college cannot undertake to accomplish contact with the student's instructors except for the most serious of reasons. If you have questions about the refund policy, contact the Admissions and Records Office.

Students shall be eligible for a refund for those credit hours dropped during the add/drop period for the session. The refund will be at 100% if request before class starts and between first day and last business day of the first week that classes start. After the add/drop period has passed, there will be no refunds. This deadline should not be confused with the last day to withdraw without academic penalty. For the standard semester, the last day to drop with refund is published in the college calendar. Refunds are issued to the registrant only. To be eligible for refund under any of the circumstances set forth in the foregoing paragraph, a student must execute an official drop form. Full refunds will be made when a course is canceled by the college.

Certificate Students:

Students shall be eligible for a 100% refund for a certificate program class(es) only if a refund request is submitted prior to the first day of class. After the first day of class, no refunds. Full refunds will be made when a certificate course is canceled by the college.

Doctoral Student:

Doctoral students shall be eligible for a refund for those credit hours dropped during the add/drop period for the registered course(s). The refund will be at 100% if request is

received before class(es) starts and between first day of class(es) and last business day of the first week that class(es) starts. After the add/drop period has passed, no refunds.

This deadline should not be confused with the last day to withdraw without academic penalty. For the standard semester, the last day to drop with refund is published in the college calendar. Refunds are issued to the registrant only. To be eligible for refund under any of the circumstances set forth in the foregoing paragraph, a student must execute an official drop form. Full refunds will be made when a course is canceled by the college. Refunds will be submitted within a 2–4-week period in the form of a paper check.

Official registration for a student shall become effective on the date that written notification of intent to resign is received by the Office of Admissions and Records and not the date of the last class attended unless the two dates coincide. Registration and course withdrawals should be presented in person or by the student's authorized representative. The college cannot undertake to accomplish contact with the student's instructors except for the most serious of reasons. If you have questions about the refund policy, contact the Admissions and Records Office.

TUITION AND FEES

One of the goals of the ECCC Administration is to maintain a low-cost, high-quality education to the extent that sound business practices will permit. The annual cost for tuition and fees is much less than one would find at most private colleges or post-secondary schools.

All tuition and fee payments are due and payable at the beginning of each semester. Each student is encouraged to pay for the total semester charges at this time. For those students who are not able to make the complete payment at time of registration, the School has provided a deferred payment plan. Students using the deferred payment plan will not be considered fully registered for classes until a deferment plan is signed by the student and authorized by an appropriate representative of the School. Investing in your personal education and development will yield tremendous benefits. However, ECCC does not have the resources to underwrite the cost of a college education for any of its students.

FINANCIAL INFORMATION

FEES	UNDERGRADUATE	GRADUATE
Application Fee	\$25.00	\$25.00
Technology Fee	\$75.00	\$100.00

Tuition Fee Per Semester	\$900.00 3 or more courses	\$1125.00 3 or more courses
Non-refundable portion of tuition for registration	\$125.00	\$225.00
Student Activity Fee	\$25.00	\$25.00
Class or Auditing Fee - Per Class	\$300.00	\$400.00
*Books Per Semester (est)	\$300.00	\$500.00
Official Transcript	\$10.00	\$10.00
Returned Check Fee	\$35.00	\$35.00

Admission and Application Requirements

Requirements for enrollment are as follows:

- Application
- Application Fee of \$25
- Two Letters of Reference
- Written Spiritual Autobiography (Doctoral Program only)
- High School Transcript
- College Transcript (if applicable)

Applications can be submitted from our website. All paperwork must be completed two weeks before the session begins. However, because of high interest in these programs, we advise you to apply immediately. Once all the items are received, the Admissions committee will review your application. Upon acceptance to Eastern Carolina Christian College you will be given instructions for class registration and payment.

Degree Program

Associate Degree in Theology
Bachelor Degree in Theology
Master of Divinity Degree

Cost Per Course

\$300 - \$100 per credit hour
\$300 - \$100 per credit hour
\$372 - \$125 per credit hour

WEEK OF CLASS	FALL/SPRING	SUMMER
Before 1 st Week of class	100%	100%
Within the 1 st Week of class	90%	90%
Within the 2 nd Week of class	75%	75%
Within the 3 rd Week of class	50%	50%
Within the 4 th Week of class	No Refund	No Refund

1. All ECCC scholarships, if any will be rescinded based on the amount of refund.
2. All refunds will be processed within 30 days of the official notification of withdrawal. During the time the student's obligations will be reviewed and any necessary adjustments will be made since some charges are posted only once a month.
3. Outstanding balances or tuition fees will be due and payable at the time of withdrawal. A late charge of 1.5% per month will be charged on any unpaid balance beginning thirty (30) days from the official withdrawal date.
4. An official withdrawal form must be completed and submitted to the Registrar/Administrative Assistant before formal action may begin by the School.

ENCUMBRANCE of RECORDS

All services will be withheld from a student who owes money to the college for any reason or who has books or materials outstanding from the college. This means that no transcripts will be issued, the student will not be permitted to register, and no recommendation will be written, nor other services provided.

Grading System

Each course receives an official semester grade which reflects the evaluation of the entire work of the student during the semester. The grades of A, B, C, and D are passing grades.

Definitions of Letter Grades

GRADING SYSTEM

UNDERGRADUATE PROGRAM GRADING SYSTEM

LETTER GRADE	4.0 GRADING SCALE		QUALITY POINTS
A	4.0 – EXCELLENT	(100–90)	12.0
B	3.0 – GOOD	(89 – 80)	9.0
C	2.0 – SATISFACTORY	(79 – 70)	6.0
D	1.0 – PASSING	(69 – 60)	3.0
F	0.0 – FAILURE	(59 – 0)	0.0
I	Incomplete		
W	Withdrew		
WP	Withdrew Passing		
WF	Withdrew Failing		
AU	Audit		0.0

GRADE POINTS
A = 4
B = 3
C = 2
D = 1
F = 0
I = NOT COUNTED
W = NOT COUNTED
WP = NOT COUNTED
WF = 0
AU = NOT COUNTED

GRADUATE PROGRAM GRADING SYSTEM

LETTER GRADE	4.0 GRADING SCALE		QUALITY POINTS
A+	4.0 – EXCELLENT	(100–97)	12.0
A	3.8	(96 – 90)	
A-	3.7	(89 – 87)	11.1
B+	3.3	(86 – 85)	9.9
B	3.0 – GOOD	(84 – 80)	9.0
B-	2.7	(79 – 77)	8.1
C+	2.3	(76 – 75)	6.9
C	2.0 – SATISFACTORY	(74 – 70)	6.0
D	1.0 – PASSING	(69 – 60)	
F	0.0 – FAILURE	(59 – 0)	0.0
I	Incomplete		
W	Withdrew		
WP	Withdrew Passing		
WF	Withdrew Failing		
AU	Audit		0.0

GRADE POINTS
A = 4
B = 3
C = 2
D = 1
F = 0
I = NOT COUNTED
W = NOT COUNTED
WP = NOT COUNTED
WF = 0
AU = NOT COUNTED

A change in a recorded grade (other than the grade “I”), may be made by an instructor only upon consent of the Provost. The Provost will recognize justification for change only in case when the professor has made a grade recording error.

No grades will be recorded for the permanent record until the end of the semester.

Members of the faculty shall not give out individual grades of students until the Registrars office has done so.

Grade Point Averages are figured by dividing total honor points by total credits attempted. If a student makes a “D” they may take the same course over again. If a student makes an “F” they are required (if the course is a core, core-elective, or general education) to take the same class over again.

Procedure

Grade report sheets for each student shall be passed out to each professor before finals week. Grades must be turned in no later than two weeks after finals. After the conclusion of the Academic Year, the faculty must return all grade books and absentee records to the Provost’s Office.

A– Superior (90-100): Consistent master of course content and demonstration of individual initiative and insight

B–Excellent (80-90): Displaying accurate knowledge of course content

C– Average 70-79): Demonstrates familiarity with basic course concepts. Minimum grade considered satisfactory.

D– Poor (60-69): Below the minimum as defined above

F– Failure (Below 60-59): Re-examination not permissible

I– Incomplete: No credit given; used for verifiable, unavoidable reasons. Since the incomplete extends enrollment in the course, requirements for satisfactory completion will be established through student/faculty consultation.

Courses for which the grade of “I” has been issued must be completed by the end of the subsequent semester and another grade (**A, B, C, D or F**) must be awarded by the instructor based on course work completed, or the “I” automatically becomes the grade F.

WF–The student was not passing when he/she withdrew from course

WP–The student was passing when he/she withdrew from course

UW–Unofficial withdrawal by student

Grade Points and Grade Point Average (GPA)

The quality of performance in any academic course is reported by the letter grade as indicated previously. These grades denote the character of the work and are assigned grade points as follows:

A four grade points per credit

B three grade points per credit

C two grade points per credit

D one grade points per credit

No grade points are given a “D” grade, and a student must have grade points equal to double the number of subjects that were taken (maintains a “C” average to remain in good academic standing). Only the highest grade received in courses regardless of the initial grade.

Classification in the Baccalaureate Program

A student is considered a sophomore when he has met all entrance requirement, completed 24 semester hours, and earned 48 grade points. To be considered a junior, the student must have completed 48 semester hours and earned 96 grade points. To be a senior, a student must have completed 72 semester hours and earned 144 grade points. Classification of a transfer student is determined by the number of semester hours credit accepted at the time of admission.

Graduation with Honors

The grade point averages for graduation with honors are as follows:

Cum laude	3.0
Magna cum laude	3.50
Summa cum laude	3.80

Christian Cooperation and Purpose

It is the desire and mission of the Eastern Carolina Christian College (ECCC) to work as closely as possible in this state with all religious institutions in training and preparation of preachers, pastors, missionaries, and all persons involved in the process of disciple-making in the Christian Church. We believe that all our schools are needed and together can do an outstanding job in providing trained pastors for every church in our country.

General Education Requirements

All ECCC students will fulfill their general education requirements through a special course of study incorporated through Halifax Community College. Dual enrollment to both institutions is encouraged and recommended for academic success. Please see Halifax Community College Handbook for courses. (Available at Dean of Admissions Office).

EDUCATIONAL OBJECTIVES

Through the curricula, ECCC seeks to promote the following educational objectives wherein graduates from ECCC should be able to:

1. Acquire a theological education that equips students with practical skills in ministry.
2. Rightly divide the Word of Truth, for students to fulfill their calling through preparation for their work.
3. Expound the Scriptures in a systematic fashion. The student will be exposed thoroughly to the factual content of the Word of God and its relationship to his/her personal life.
4. Become certified persons for service in areas of religious education in the local church, missionary work, pastoral care, hospitals, prisons, social, and civic agencies.
5. Know how to acquire knowledge. The acquisition of knowledge includes the discovery of resources by firsthand observation, interviews, and discussion.
6. Know how to apply knowledge that has been acquired. The student will develop skills, which relate to a distinct Christian Service Ministry.

ECCC PHILOSOPHY OF EDUCATION

Eastern Carolina Christian College (ECCC) has an educational program that displays its mission. The program's philosophical and theological foundation is the Word of God as presented in the Holy Scriptures. The Godhead (father) is the source of all truth; therefore, all educational programs are Christ-centered led by the Holy Spirit. Our program formats itself under the fact that God created humankind in His image and likeness at creation. We are firm believers of the fact that we are saved by grace through faith.

The education programs at ECCC prepare student learners to share their Christian gifts in chosen fields of service. The college seeks to provide a learning process that allows the student freedom of inquiry in a religious learning community of exchange between faculty, staff, and the administration. Learning is a process of community wholeness. Course offerings are guided by the biblical principles found in II Timothy 3:16-17 and Ephesians 4:1-3.

Exemption Statement

Degree programs of study offered by Eastern Carolina Christian College have been declared exempt from the requirements for licensure, under provisions of North Carolina General Statutes Section (G.S.) 116-15 (d) for exemption from licensure with respect to religious education. Exemption from licensure is not based upon assessment of program quality under established licensing standards.

TITLE IX

In compliance with Title IX of the Education Amendments Act of 1972, ECCC works to ensure that “no person shall...on the basis of sex, be excluded from participation in, denied benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.” The College representative Dr. Jean D. Brown, who can be reached at ecccs1991@gmail.com or 252-535-4442.

Inquiries about the College’s compliance with and policies that prohibit discrimination on these bases may be directed to: United States Department of Education Office for Civil Rights 400 Maryland Avenue, S.W. Washington D.C. 20202-1475

NON-STAFF GRIEVANCE PROCEDURE

Eastern Carolina Christian College (ECCC) is committed to a policy of ensuring that no individual is excluded from participation in, denied the benefits of, or subjected to discrimination in college programs or activities on the basis of race, color, religion, political affiliation, age, disability, national origin, or sex. ECCC is also committed to a policy of ensuring that no individual is subject to retaliation for participating in the grievance process, complying with any law, or reporting a violation of such law to a

governmental authority, reporting an incidence of fraud, abuse, or gross mismanagement, or exercising any right otherwise protected by law. Any individual (including any student) who believes that he or she has been subjected to discrimination, harassment, or unfair treatment, or has been denied access or accommodations required by law in a ECCC program or activity shall have the right to invoke this Grievance Procedure. Any individual who believes that he or she has been subjected to retaliation for participating in the grievance process, complying with any law, or reporting a violation of such law to a governmental authority, reporting an incidence of fraud, abuse, or gross mismanagement, or exercising any right otherwise protected by law shall also have the right to invoke this Grievance Procedure. The identities of the grievant and respondents (the individuals against whom the allegations in the grievance are directed), as well as all witnesses, will not be disclosed except as required by law or policy, or as necessary to fully investigate the grievance.

INFORMAL GRIEVANCE PROCEDURE

Individuals who want to file an informal grievance alleging discrimination, harassment, or retaliation pursuant to this Grievance Procedure must send the informal grievance to the Provost within 45 calendar days of the date of the actions or failures to act being grieved, or the date the individual should reasonably have known about those actions or failures to act.

Individuals desiring to lodge a grievance are encouraged, but not required, to consult with the Provost as soon as concerns arise. The Provost will attempt conflict resolution at the lowest level possible and move forward when necessary to the next appropriate level. If the dispute cannot be resolved by this informal procedure within 14 calendar days of the date on which the informal procedure was initiated, the individual may then lodge a formal written grievance (see below, footnote#1).

FORMAL WRITTEN GRIEVANCE PROCEDURE

Formal written grievances should be submitted to the Provost. The Provost will work with college personnel and the individual(s) in a timely manner to resolve disagreements. The following procedures will be used to review all formal written grievances alleging discrimination, harassment, or retaliation:

- The written grievance shall specify the nature of the act claimed to be in violation and the period of time and circumstance in which the grievance arose. The written grievance shall include a statement concerning what actions if any, have been taken to resolve the issue prior to filing the grievance, and what the desired remedy the grievant seeks. The written grievance shall contain the name and contact information of the person making the grievance. The College will not consider a grievance that fails to comply with this paragraph but will inform the grievant of the deficiencies in the grievance and provide the grievant with seven calendar days within which to remedy those deficiencies. The grievance may be supplemented by supporting documents and/or affidavits from persons having first-hand knowledge of the facts.

- The grievance should be filed within 45 calendar days of the alleged violation (not including the 14- day period for an informal resolution described above), or within 45 calendar days of the date, the individual should reasonably have known about those actions or failures to act. If the written grievance is not filed within the 45-day period, the College will not consider the grievance, absent a showing of good cause, such as circumstances beyond the grievant's control. If the written grievance is filed outside the 45-day period, it should include a clear explanation of why the grievance was not filed within the prescribed period.
- The Provost will investigate all pertinent facts and circumstances in support of the alleged violation.
- The Provost may attempt resolution of a grievance through mutual agreement of the affected parties at any point during the course of the investigation.
- Should such resolution be achieved, the investigation shall be ended. The terms and conditions of the resolution agreement shall be issued to the grievant and to the appropriate faculty member, administrator or department charged with implementing the prescribed action. A copy of the agreement will be filed in the grievant's file in the office of the Provost.
- Where resolution through mutual agreement is not achieved, written findings from the investigation, along with a recommendation for resolving the grievance, shall be forwarded simultaneously to the grievant and to the responsible administrator of the charged department by the Provost.
- The Provost shall appoint a Formal Grievance Panel of at least three College personnel from departments other than the department complained of and schedule a Grievance Hearing for a date within 21 calendar days of the receipt of the formal grievance and shall provide the grievant and respondents with at least three calendar days written notice of the Grievance Hearing. The Hearing Notice shall include the allegations, the general manner in which the hearing will be conducted, and the rights of the grievant and respondents at the hearing, including the rights to submit documentary evidence and verbal testimony, and the right of the grievant to cross-examine respondents and witnesses and rebut evidence.
- The grievant and respondents shall bring all witnesses and/or evidence to the Grievance Hearing, except that evidence previously submitted by the grievant in the informal or formal grievance procedure need not be brought to the Grievance Hearing. The Formal Grievance Panel shall conduct the hearing, accept evidence, determine the order in which evidence will be presented and witnesses examined and cross-examined, identify any additional witnesses or evidence relevant to the grievance, and question the grievant, respondents, and/or witnesses.
- Within 28 calendar days of the receipt of the request of the formal grievance, the Formal Grievance Panel shall make and send a decision to the grievant and respondents

which shall include the specific issues raised in the grievance, the applicable standards, the facts alleged, specific findings concerning the merit or lack of merit of each allegation, the basis for the decision, the remedies to be provided, if any, and the grievant right to appeal the decision (see Grievant Appeal Procedure, below).

- Upon final resolution of a grievance, copies of all records will be forwarded to and maintained by the Provost. All records relating to complained-of failures to provide reasonable accommodations are evaluative in nature and, along with all medical information contained in grievance records, shall be deemed confidential.

1. If the grievance is partly or completely against the Provost, the grievance should be submitted to any of the following: Dr. Jean D. Brown, President at 252-535-4442.

GRIEVANT APPEAL PROCEDURE

Grievants who are dissatisfied with the Formal Grievance Panel decision must send an appeal within 14 calendar days of their receipt of the decision to the College Provost. The Provost's (he or she) can be reached at 252-535-4442. The appeal must be signed by the grievant and include the following:

- The name of and contact information for the grievant;
- A copy of the Formal Grievance Panel decision; and
- A statement concerning the specific flaws in the Formal Grievance Panel decision and why that decision should be reversed.

Within 14 calendar days of the Provost's receipt of the appeal, he or she shall send a final decision letter to the grievant. The final decision shall include the specific issues raised on appeal, specific findings concerning the merit or lack of merit of each raised issue, and the basis for the decision. This final decision letter is not subject to appeal.

A grievant who believes that his or her grievance has not been handled appropriately at any stage of the grievance procedure should bring this to the attention of the President.

Student Complaints

If students are unable to resolve a complaint through the institution's grievance procedures, they may review the Student Complaint Policy, complete the Student Complaint Form (PDF) located on the State Authorization webpage at <https://www.northcarolina.edu/stateauthorization>, and submit the complaint to studentcomplaint@northcarolina.edu and submit their complaint using the online complaint form at <https://studentcomplaints.northcarolina.edu/form>. For more information contact:

North Carolina Post-Secondary Education Complaints
223 S. West Street, Suite 1800
Raleigh, NC 27603
(919) 962-4550

To file a complaint with the Consumer Protection Division of the North Carolina Department of Justice, please visit The State Attorney General's web page at <http://www.ncdoj.gov/complaint>. North Carolina residents may call (877) 566-7226. Outside of North Carolina please call (919) 716-6000. En Espanol (919) 716-0058. If you choose to mail a complaint, please use the following address:
Consumer Protection Division
Attorney General's Office
Mail Service Center 9001
Raleigh, NC 27699-9001

COURSE CATALOG

Undergraduate Studies

Course Descriptions

***AFRICAN AMERICAN STUDIES**

HIS 121 African American History 3 hours

This course combines the study of African American History to the Americas. Emphasis is placed on the spiritual context of the African culture.

HIS 221 African and the Bible 3 hours

The course provides an examination of the African culture and its impact on the Bible. Particular attention will be given Biblical origin, its distinctive nature, its mission, its function, and its destiny in Africa.

APOLOGETICS

APOL 220 *Introduction to Apologetics* 3 hours

A survey of the evidence for the central truths of Christianity: the existence of God, the deity and resurrection of Christ, and the authority and truth of the Bible.

BIBLICAL STUDIES

BIBL 150 *Old Testament Survey* 3 hours

An introduction to the authorship and contents of the Old Testament books. Special attention will be given to important persons, places, and events, as well as to key chapters in the Old Testament revelation.

BIBL 151 *New Testament Survey* 3 hours

An introduction to the authorship and contents of the New Testament books. Special attention will be given to important persons, places, events, as well as to key chapters in the New Testament revelation.

BIBL 250 *Old Testament Survey* 3 hours

This course continues the introduction to the authorship and contents of the Old Testament books of the remaining 39 books. Special attention will still be given to important persons, places, and events, as well as to key chapters in the Old Testament revelation.

BIBL 251 *New Testament Survey* 3 hours

This course continues the survey and introduction to the authorship and contents of the remaining New Testament books. Special attention will still be given to important persons, places, events, as well as to key chapters in the New Testament revelation.

REL 160 *Old Testament Life and Literature* 3 hours

Literature

A comprehensive study of the Old Testament: its historical setting and framework; its literary types; the theme, development, and composition of its books; and the developing theological perspective of the Old Testament revelation.

REL 161 *New Testament Life and Literature* 3 hours

Literature

A comprehensive study of the New Testament: its historical setting and framework; its literary types; the theme, development, and composition of its books; and the distinctive theological contributions of the various portions and authors of the New Testament revelation.

BIBL 210 *Chronological Survey of the Old Testament* 3 hours

A chronological and comprehensive survey of the Old Testament featuring a unique structuring of biblical events in basic stages of Bible history. This course presents the Creation, Patriarchal, and Exodus stages.

BIBL 211 *Chronological Survey of the New Testament* 3 hours

A chronological and comprehensive survey of the New Testament books of Matthew through Romans. Presents an in-depth study of the Life of Christ and the Gospel stage, early church stage and beginning of the epistle stage.

BIBL 215 *Gospel of John* 3 hours

A thorough investigation of the fourth Gospel highlighting the person and work of Jesus Christ, God's own Son. Differences between this gospel and the synoptic gospel will be considered.

BIBL 220 *Romans* 3 hours

A thorough consideration of Paul's theological masterpiece which forms a foundation for understanding the remaining epistles. Various doctrines that appear in this book will also be examined.

BIBL 230 *Revelation* 3 hours

A comprehensive study of the apocalypse. Particular emphasis is given to understanding the correct method of interpreting the book. Highlighted also is the portrayal of Christ as King and Victor and Judge.

BIBL 235 *Hebrews* 3 hours

Christ, the great High Priest, is seen as the fulfillment of the Levitical priesthood.

BIBL 240 *Pastoral Epistles* 3 hours

An expository study of I Timothy, II Timothy, and Titus, with emphasis upon administering the affairs of the local church.

BIBL 245 *Acts of the Apostles* 3 hours

A study of the growth and development of the first century church as recorded by the accurate historian, Luke. Special attention will be given to the activity of the Holy Spirit in the ministries of Peter and Paul.

BIBL 311 *Joshua thru Judges* 3 hours

A study of Israel's history during the time of conquest and settlement of Palestine. Cultural background factors, geographical information and homiletical possibilities in these books will be explored carefully.

BIBL 314 *Old Testament Poetical Books* 3 hours

An introductory study of Old Testament poetry with an analysis, interpretation, and application of the contents of Job, Psalms, Proverbs, Ecclesiastes, Song of Solomon and Lamentations.

BIBL 317 *Minor Prophets* 3 hours

An expository study of the twelve minor prophets of the Old Testament. Each book will be covered from the historical and theological perspective in addition to devotional value.

BIBL 323 *John* 3 hours

An analytical and exegetical study of the Gospel of John with special emphasis on John's Christology that Jesus is the Messiah, the Son of God.

BIBL 324 *Pastoral Epistles and Leadership Development* 3 hours

An expositional study of I and II Timothy and Titus with emphasis on themes pertaining to the local church. Attention will be given to current issues which relate to selected controversial passages.

BIBL325 *Pauline Epistles* 3 hours

A descriptive examination on the contexts and strategies in the theological, political, and historical account of the Paul's journey in the Christian communities of Asia Minor. Emphasis is given to social context of each of Paul's Christian communities.

BIBL 330 *Life of Christ* 3 hours

The life of Jesus Christ on earth as seen in the Gospels will be studied thematically and chronologically in the light of its historical background, geographical setting, political situation, and religious conditions. Special emphasis will be given to His mission and message. Attention will also be given to current issues relating to the historical Jesus debate.

BIBL 380 *Hermeneutics* 3 hours

A study of the nature, methods, and issues of biblical interpretation. This course will expose students to a variety of different approaches, demonstrate the crucial importance of hermeneutics and the role genre plays in interpretation, and assist them in developing their own hermeneutical method.

BIBL 410 *Genesis* 3 hours

An intensive doctrinal and historical study of the text considering the related issues of chronology, creation, the fall, the flood, and the Patriarchal culture setting. The lives of Abraham, Isaac, Jacob, and Joseph are given special attention for their practical value.

BIBL 416 *Isaiah* 3 hours

An analytical and exegetical study of the content of the book of Isaiah, with critical examination of its theological content and issues of interpretation.

BIBL 424 *Acts* 3 hours

A study of the growth and development of the first century Church as recorded by the accurate historian, Luke. Special attention will be given to the activity of the Holy Spirit in the ministries of Peter and Paul.

BIBL 425 *Romans* 3 hours

An analytical and exegetical study of Romans, giving attention to the great doctrinal issues of condemnation, justification, sanctification, the place of Israel, and practical Christian living.

BIBL 450 *Daniel – Revelation* 3 hours

An expository treatment of the two major apocalyptic books of the Bible. The verse-by-verse study will be supplemented with historical, doctrinal, and eschatological materials emphasizing the relationship of these two prophetic books.

BIBL 471 *Biblical Archaeology* 3 hours

A focus on archaeological terminology, methodology, and interpretation as they relate to Biblical studies. (This course fulfills a Bible Background requirement.)

BIBL 480 *Biblical Greek I* 3 hours

This course is designed to provide the bible college student with an introduction of Koine Greek. A focus will be given to the pronunciation of the Greek alphabet and vowel along with some translation.

BIBL 482 *Biblical Greek II* 3 hours

The course continues the introduction to Koine Greek. Attention will be given to the translation of Greek sentences from the New Testament.

CHURCH HISTORY

CHHI 205 *Church History I* 3 hours

This course is designed to provide the student with an overview of the major events in the life of the church. A primary method in the course will be the study of individuals who made major contributions to the life of the church over the centuries.

CHHI 305 *History of the Christian Church I* 3 hours

A survey of the first fifteen centuries of the Christian Church including the persecutions, the rise of heresy, the development of Roman Catholicism during the Middle Ages, and the groups which dissented against Roman Catholicism.

CHHI 306 *History of the Christian Church II* 3 hours

A survey of the Christian Church from the Sixteenth Century to the present. Includes the background, development and results of the Reformation, modern missions, the ecumenical movement, American Christianity, and Evangelism.

***CREATION SCIENCE**

CRSI 111 *Creationism and Science I* 3 hours

This course is designed to teach the student the basic of how science impacts the understanding of creationism. This course addresses the underlying principles and the essential understanding of creationism.

CRSI 112 *Creationism and Science II* 3 hours

The course continues the principles regarding science and creationism.

CRSI 211 *Creationism and Science III* 3 hours

A study of the nature of arguments concerning creationism and evolution. Emphasis is placed on the development of creation as understood in the scriptures.

CRSI 212 *Creationism and Science IV* 3 hours

The course continues the principles regarding science and creationism.

COMMUNICATIONS

COM231 *Public Speaking* 3 hours

This course covers the techniques and skills of public speaking. Emphasis is placed on the development of tone and style of the public speaker. This is a campus-based course only. Other methods of delivery can be determined.

COM323 *Public Speaking* 3 hours

This course continues the techniques and skills of public speaking. Particular attention will be given to the performance of the public speaker. This is a campus-based course only. Other methods of delivery can be determined.

***ENGLISH**

ENGL 111 *Expository Writing* 3 hours

The course examines college level writing. The topics include writing essays, reports, and other common forms of academic and business communication. An introduction to college writing guidelines writing is presented.

ENGL 113 *Literature Based Research* 3 hours

The course continues college level writing in research communication by annotated bibliographies and a literature review. Particular attention will be given to the Kate Turabian writing style.

EVANGELISM AND THE CHRISTIAN LIFE

EVAN 210 *Church Growth I* 3 hours

An introductory study in evangelism. A study of the Biblical and theological basis of evangelism as reflected in and through the local church.

EVAN 220 *Church Growth II* 3 hours

A study in the various aspects of the Christian life and of the biblical and theological basis of Christian experience that causes individual growth of the believer and institutional growth of a local church. The course includes a basic introduction to the various ministries and principles of church growth as related to Christian experiences and the correlation to ministry and church growth.

*MATHEMATICS

MAT 115 *Foundations and Fundamentals of Mathematics* 3 hours

The course covers the origins of mathematics throughout the world's civilizations. The topics will include discussion on the early records of math, Egyptians, Greek and Roman concepts of math.

MAT 215 *College Mathematics* 3 hours

The course satisfies the mathematics fundamental skills learned in high school. The topics may cover the concepts of numbers, fundamental math operations, algebra, and geometry.

MISSIONS MINISTRY

ICST 200 *Introduction to Missions* 3 hours

A basic introductory course that presents the philosophy of world evangelization. Particular attention is given to the biblical mandates for discipleship evangelism as they apply to the individual believer and the local church. Discussions include the call, qualifications, message, and methodologies of missions and current status of world evangelization. Consideration is given to prayer and theology as they relate to missions also.

ICST 338 *Contemporary Mission* 3 hours

Problems and Issues

Contemporary problems in world missions are examined. Issues and trends are identified and evaluated with possible solutions or alternatives considered. Topics that may affect missions in the future are ecclesiastical, economic, cultural concerns, socio-political, and theological in nature.

ICST 350 *World Religions* 3 hours

The basic principles and practices of the most significant world religions are discussed and evaluated in light of biblical truth. The course goes beyond descriptions and identifies points of contact and cultural opportunities.

ICST 420 *Theology of Missions* 3 hours

A study of the theological basis for missions in the Old and New Testaments, the Gospel, the adequacy of Christ, the nature and function of the Church, the eschatological picture, and the ministry of the Holy Spirit.

PASTORAL THEOLOGY

PATH 140 *Pastoral Theology I* 3 hours

This course combines pastoral theology and “how to” principles in all the work of Christian ministry including the administration of local church business affairs and other operations. Church planting recommendations are included.

PATH 241 *Pastoral Theology II* 3 hours

A continuation of PPTH 140.

This course concerns the pastor’s call, qualifications, and duties as outlined in the Bible. Areas discussed are pastoral leadership, preaching, teaching, evangelism, counseling, visitation, and youth ministry. Practical instruction is given concerning various pastoral duties.

PATH 215 *Church Music Administration* 3 hours

Principles and administration of church music. Includes organization, the church school, and seasonal programming.

PATH 181 *Homiletics I* 3 hours

A course in preparation of expository sermons. Emphasis is on mastering an effective sermon building track for preaching through a book of the Bible.

PATH 182 *Homiletics II* 3 hours

Students prepare, deliver, and evaluate several sermons.

PLED 421 *Homiletics I* 3 hours

This course is designed to introduce the student to proper methodology in organizing sermonic material into proper sermonic form. The student is introduced to proper methods of textual analysis and outline construction. A laboratory session is employed.

PLED 422 *Homiletics II* 3 hours

This course is designed to teach the student proper methodology in sermonic presentation. The student is alerted to his particular voice and communication problems and given the opportunity of remedying them throughout the course of the semester. A laboratory session is employed.

***PSYCHOLOGY**

PSY150 *Introduction to General Psychology I* 3 hours

The course covers how your individual time perspective shapes your life and is shaped by the world around you. The topics will cover the various perspectives of time-past, present, and future.

PSY 151 *Introduction to General Psychology II* 3 hours

This course prepares students to counsel with a variety of religious clients, particularly religious clients who would define themselves as evangelical Christians.

***SOCIOLOGY**

SOC100 *Introduction to Sociology* 3 hours

The course introduction the bible student to how the world impacts the relationships, the environment, and the world.

SPIRITUAL FORMATION

SPRF100 – *Spiritual Formation* 3 hours

This course focuses on the development of the spiritual life in ministry. Attention is given to the spiritual disciplines, the prayer life, and the biblical nature of calling, ministry, and character.

SYSTEMATIC THEOLOGY

SYTH 201 *Theology Survey I* 3 hours

This is a general survey of Bible doctrine designed to synthesize and outline each of ten major areas of systematic theology, including prolegomena, bibliology, theology proper, Christology, angelology, and pneumatology.

SYSTH 202 *Theology Survey II* 3 hours

This is a continuation of general survey of Bible doctrine designed to synthesize and outline each of the ten major areas of systematic theology. Survey II includes anthropology, hamartiology, soteriology, ecclesiology, and eschatology.

SYSTH 250 *Fundamental Theological Issues* 3 hours

Prerequisites: SYSTH 201 and 202

A study of the major theological questions which arise in the defense of biblical inerrancy, scriptural separation, creationism, and dispensationalism. It also deals with such contemporary issues as the charismatic movement, feminism, situation ethics and other vital concerns to the fundamentalist in today's world.

SYSTH 311 *Revelation, Authority and Reason* 3 hours

This course is designed to acquaint the student with fundamental issues in theological prolegomena, i.e., introductory questions concerning the Word as revealed in apologetics, hermeneutics and dogmatics, and the sources of authority (the Bible, the Church, the World, etc.).

SYSTH 313 *The Person and Work of Christ* 3 hours

A study of the Person and work of Christ as revealed through Messianic prophecy, the Incarnation and His ministry as Prophet, Priest, and King. Special attention is given to the contributions of John and Paul to a full understanding of this doctrine.

SYSTH 340 *Theology and Politics* 3 hours

This course is designed to relate Christian thought to societal ethics and responsibility through the auspices of important theological mentors and movements. The relation between the church and state will also be studied in scripture, as well as in church history. Specific ethical issues of ecclesiastical and societal concerns (abortion, capital punishment, nuclear war, etc.) will be addressed.

SYSTH 430 *Modern and Contemporary Theology* 3 hours

This course will analyze and interpret the theology of major thinkers in the 19th and 20th centuries. In light of past enlightenment trends in Western religious thought, study will be done of the background of such theological trends both for understanding and critical assessment. Representatives of classical liberalism, neo-orthodoxy, existentialism, and post-existential schools will be stressed.

WOMEN MINISTRIES

WMN 320 *The Christian Woman* 3 hours

A study of God's Word as it specifically relates to women today and God's plan and purposes for them in every sphere of life as women, wives, homemakers, and mothers.

WMN 330 *The Role of Christian Women in Ministry* 3 hours

A biblical perspective on the place of women in ministry. Emphasis is placed upon theological aspects, ministry positions available, and exposure to women who are in ministry.

WORSHIP STUDIES

WRSP 101 *Introduction to Worship Studies* 3 hours

This course is an introductory study of worship as related to the five senses. Application is made to lighting design, audio and video production, presentation software, banners, choreography, and movement, staging, and a variety of multi-media possibilities. Students will prepare a class project that represents understanding and application of creative worship.

WRSP 201 Biblical Foundations of Worship 3 hours

A study of the principles of worship as found in the Old and New Testaments. Includes study of the Tabernacle as a model of worship; worship in the lives of Biblical characters; and the Biblical roots of worship practices developed by the early church.

WRSP 301 *The Role of the Worship Leader* 3 hours

A study of the many and varied roles and relationships of the worship leader. Special emphasis is placed on the relationship between the worship leader and the pastor. Also considered are the relationships between the worship leader and other staff members, singers/instrumentalists, and the congregation.

*Classes offered in Distance Education Format Only

COURSE CATALOG

Graduate Studies

Course Descriptions

APOLOGETICS

APOL 500 Introduction to Apologetics - 3 hours

Deals with the Biblical basis for apologetics, methodology, and the relationship between faith and reason before turning to scientific and historical evidence. Its relationship with theology and evangelism is also explored.

APOL 560 Introduction to Global - 3 hours

Apologetics

A contrast between the truth-claims of the major world religions and the uniqueness of Christian theistic apologetics, both in content and method.

CHURCH HISTORY

CHHI 520 History of Christianity I 3 hours

A study of the first fifteen centuries of historical Christianity. Includes the rise of the church under persecution, orthodoxy vs. heresy, doctrinal developments, the rise of the Roman Papacy and opposition to it during the Middle Ages, and the events leading up to the Protestant Reformation.

CHHI 525 History of Christianity II 3 hours

A study of historical Christianity from the Sixteenth Century to the present. Includes the major personalities, events, and results of the Protestant Reformation, the rise of modern denominationalism, modern Roman Catholicism, the ecumenical movement, and current developments. Special attention is given to the development of American Christianity.

CHHI 644 History of Evangelism 3 hours

A study of evangelism from New Testament times to the present. Emphasis is given to evangelism in the life and ministry of Jesus and the Apostles. Attention will be given to the Reformation in Europe, the Great Awakening in England and America, and more recent revivals of evangelism.

CHHI 654 Classical Reformation 3 hours

A study of the magisterial phase of Protestant Reformation, especially as promoted in Germany, Switzerland, Scotland, and England. Special emphasis will be placed on one of its major personalities: Luther, Zwingli, Calvin, Knox or the Anglicans and Puritans.

CHHI 692 American Christianity 3 hours

A study of the beginnings of Christianity in America to the present. Includes the European background, colonial Christianity, the first Great Awakening, the rise of the United States, the separation of church and state, the second Great Awakening, the development of religious diversity, the impact of the Civil War on religion, denominational development, the impact of immigration and industrialization, and the modern period.

CHHI 694 History of Baptists 3 hours

A survey of the background and rise of English Baptists, including their progress from the seventeenth century in England until the present day. Includes a survey of the rise of Baptists in America in the seventeenth century and their progress to the present. Includes various Baptist groups, large and small, of differing theological persuasions, denominational and independent.

CHRISTIAN MINISTRY AND LEADERSHIP

CLED 510 Biblical Foundations of 3 hours

Christian Leadership

This course explores the topic of leadership from a biblical and theological perspective. Essential biblical principles bearing on the purpose and character of leadership will be examined. Instances of leadership in the Old and New Testaments will be analyzed within their biblical context, and in terms of contemporary understanding of leadership, with a special focus on the leadership of Jesus Christ as seen in the New Testament.

CLED 520 The Life of the Leader 3 hours

This course will focus upon the life of the leader and how the emotional, ethical, mental, moral, psychological, and spiritual well-being of the leader influences leadership effectiveness. Significant personal reflection will be undertaken in an effort to help the leader recognize the unique personal dimensions that hinder personal effectiveness as a leader.

CHURCH ADMINISTRATION

CAD 601 - Church Administration

This course covers the reason why for churches and religious nonprofits, the business of business is not business-it is ministry. Church Administration will assist the pastors and church administrators in becoming effective and efficient leaders, managers, and administrators.

CAD 602 – Church Polity

This course will cover the behavioral principles, practices, and organizational structure of the New Testament church. Church polity involves understanding how history has impacted the structure and governance of the church, especially the Baptist church.

CHRISTIAN ETHICS

CE601- Christian Ethics and Morality

This course covers the aspect of Christian morality in a diverse global culture. Christian Ethics will provide solutions and skills from the scripture to resolve contemporary ethical issues.

CE602 – Ministerial Ethics

The course covers distinguishing factors contributing to the necessary and sufficient conditions for a good life for ministers. Ministerial ethics will discuss the differences between individual ethics and societal ethics.

LEAD540 – Leadership in Religion

EVANGELISM

EVAN 500 Church Growth I: 3 hours

Spiritual Factors of Church Growth

An examination of spiritual factors of church growth such as prayer, fasting, revival, anointed preaching, and worship. The student will analyze and develop programs to produce balanced growth in evangelism and discipleship.

EVAN 510 Church Growth II: Evangelism 3 hours and Church Growth

An introductory study in evangelism and church growth principles, stressing the biblical and theological basis of evangelism as reflected in and through the local church.

EVAN 530 *Church Growth III: Applied* 3 hours

Church Growth - Case Studies

Student involvement in the process of evaluating the strengths, weaknesses, and possible programs for growth of local churches. The principles of church growth are empirically applied to an existing church, using the sociological research methods of case study.

EVAN 565 *Contemporary Evangelism* 3 hours

A study of the evangelistic imperative and various methods of personal witnessing. Particular emphasis is given to follow-up, discipleship, and memorizing key Bible verses.

HOMILETICS

HOMI 501 *Preparation of the Sermon* 3 hours

A basic study of the principles of sermon construction: selecting and interpreting of the text, forming sermon objectives, structuring sermons for content and style, and preaching the sermon.

HOMI 611 *Expository Preaching* 3 hours

A study in the preparation of expository sermons. Attention is given to the types of expository preaching: paragraph, parable, biographical, etc. A study of the methods of interpretation, the formula of expository sermon outlines, and the preaching of expository sermons.

HOMI 612 *Evangelistic Preaching* 3 hours

A study of the preparation and preaching of soul-winning sermons. This course will briefly survey the principles of evangelistic preaching as a special class of preaching. The second half of the course will consist of intensive investigation of selected evangelistic preachers and their sermons, using the seminar method in the classroom. There will be some practice in the preparation and evaluation of evangelistic sermons. There will be no classroom experience in sermon delivery.

HOMI 620 *Biblical Hermeneutics and Exposition* 3 hours

A study of the principles for an accurate interpretation and an appropriate application of Scripture. Problems created by various literary forms, cultural differences, and theological issues will be considered.

HOMI 650 *Expository Preaching Practicum* 3 hours

A course in expositional preaching in which the student both prepares a sermon calendar for a year's preaching and preaches through a book of the New Testament. The student shares his work of preparation with others in the class so that each one gathers a sermon reservoir on the book selected. There are both pre- and post-class assignments.

MISSION/INTERCULTURAL STUDIES

ICST 500 *World Missions* 3 hours

A study of world missions today, stressing various perspectives on the world Christian movement. Attention will be given to mission strategy and the responsibilities of local churches and mission agencies.

ICST 657 *History of Christian Missions* 3 hours

A survey of the spread of Christianity in the world, emphasizing the key persons and methods in their historical and cultural contexts.

ICST 681 *World Religions* 3 hours

A study of the major religions of the world. Special attention will be given to the Christian missionary approach to other religions.

NEW TESTAMENT BIBLICAL STUDIES

NBST 500 *The New Testament World* 3 hours

An intensive investigation of the historical, literary, and cultural milieu in which the New Testament revelation was given. Special attention will be given to the intertestamental, Egyptian, Greek, and Roman sources that provide a framework for the understanding of the New Testament.

NBST 525 *New Testament Introduction* 3 hours

General introduction to the New Testament including the New Testament world, canonicity, textual criticism, inspiration, archaeological insights, and special introduction of the New Testament, including the synoptic problem.

NBST 561 *Life of Christ* 3 hours

Using a harmony of the Gospels as a basis, the life of Christ will be studied in the light of its historical background, geographical setting, political situation, and religious conditions. Special emphasis will be given to His mission and His message.

NBST 596 *John* 3 hours

An intensive exegetical study of the Gospel of John, including an investigation of the uniqueness of this Gospel compared with the synoptic Gospels, and a study of the life and teachings of Christ which are distinctive in this Gospel.

NBST 600 *Theology of Paul* 3 hours

A seminar examining the theological themes expressed in the epistles of the Apostle Paul.

NBST 652 *Hermeneutics* 3 hours

An advanced course in hermeneutics including a study of the history of interpretation, both biblical and extra-biblical, and an examination of the current status of various interpretive approaches to the Scriptures.

NBST 654 *Hebrews* 3 hours

An intensive exegetical study of Hebrews. The course includes an investigation of the doctrines of Christ, especially His mediatorship and priesthood and the use of the Old Testament in this book. A verse-by-verse exposition will follow a brief study of authorship, background, destination, and purpose.

NBST 677 *Pastoral Epistles* 3 hours

An expository treatment of the epistles to Timothy and Titus, emphasizing the personal responsibilities and the public functions of the pastor as he administers the affairs of a local church. Attention is given to such introductory matters as date, authorship, occasion, and purpose.

NBST 682 *Revelation* 3 hours

An intensive historical, doctrinal, and critical study of the text of the book; the interpretation of the messages and visions of the Apocalypse with a consideration of the various approaches to the interpretation of this book.

NBST/OBST 684 *Uses of the Old Testament in the New Testament* 3 hours

An intensive study of the historical, exegetical, and theological issues related to the use of the Old Testament in the New Testament, with special attention to the question of how the hermeneutics of the New Testament writers should impact Christian interpretation of Scripture.

NGRK 500 *Beginning Greek I* 3 hours

Introduction to Greek grammar, vocabulary, and pronunciation for the beginning student.

NGRK 501 *Beginning Greek II* 3 hours

Prerequisite: NGRK 500 or equivalent

Continuation of Beginning Greek I. The student completes the study of grammar and begins a study of translation of the New Testament.

OLD TESTAMENT BIBLICAL STUDIES

OBST 590 *Old Testament Introduction* 3 hours

Deals with the two major subdivisions of OTI: (1) general introduction which involves the matters of text, canon, and the particular question of the date and authorship of the Pentateuch; and (2) special introduction relating to the treatment of the individual books of the Old Testament one-by-one, giving an account of authorship, date, purpose, and integrity. The goal of the course is to provide a basis for an introduction to the tools used in the Old Testament materials in their historical and theological context.

OBST 610 *Psalms* 3 hours

An in-depth study of representative types of psalmic materials. Attention is given to questions of historical setting and literary form as they relate to major religious ideas and teachings.

OBST 615 *Joshua-Kings* 3 hours

A survey of the historical books of the Old Testament with a brief special introduction to each, followed by a detailed study of the history of Israel from the era of conquest to the era of restoration. Assigned work in the biblical materials.

OBST 620 *The Poetry of the Old Testament* 3 hours

A survey of the historical background, nature, and purpose of divine revelation in the poetic literature of the Old Testament. An analysis of the form and content of the poetic books of the Old Testament: Job through Song of Solomon, and Lamentations.

OBST 642 *Pre-Exilic Minor Prophets* 3 hours

An examination of Israel's prophets before the fall of Jerusalem in 586 B.C. Attention is given to their historic setting as well as to their message and theological relevance.

OTCL 505 *Hebrew Language Tools* 3 hours

An introduction to the biblical Hebrew alphabet, word formation, the verbal system, and syntax. Emphasis is placed on developing skills in the use of concordances and lexicons, as well as the use of various linguistic helps and differing English translations.

OTCL 510 *Beginning Hebrew* 3 hours

The basic elements of Hebrew grammar with stress upon morphology and vocabulary.

PASTORAL LEADERSHIP

PLED 500 *Pastoral Counseling* 3 hours

Introduces students to a model for short-term counseling that incorporates knowledge of and practice in facilitation skills, cognitive behavioral approaches, and biblical teaching.

PLED 635 *Theology of Pastoral Ministry* 3 hours

A study of the different phases of the daily work of the pastor. Attention is given to the call, character, leadership, and responsibilities of the pastor. Opportunities are also given for the student to practice methods of pastoral work.

PLED 661 *Contemporary Ethical* 3 hours

Problems in Ministry

A study of the basis for making decisions that have ethical aspects and of specific ethical problems encountered in the pastoral ministry.

PLED 670 *Pastoral Leadership* 3 hours

An advanced study of the personal leadership functions of the pastor. Planning, organizing, guiding, staffing, and controlling are studied and applied to the work of the pastor. Attention is focused on such topics as conflict management, decision-making, long-range planning, motivation, and interpersonal relationships.

THEOLOGY

THEO 525 *Systematic Theology I* 3 hours

A course beginning the study of systematic theology with special attention given to prolegomena the doctrines of Scripture, God, angels, humanity, and sin.

THEO 530 *Systematic Theology II* 3 hours

A course completing the study of systematic theology with special attention given to the doctrines of the person and work of Christ, the Holy Spirit, salvation, the church, and last things. Such issues as nature and extent of salvation, the origin, nature and future of the church, and the eternal state are explored.

THEO 680 *Research Methods* 3 hours

This course will provide information and practical methods which will enable the student to effectively conduct research work.

THEO 690 *Thesis* 3 hours

This course will provide practical methods in the development of a research thesis. Particular attention will be given to plagiarism, Turabian writing style, and correct citation of primary and secondary documentation.

ACADEMIC POLICIES

Guided Independent Study

Guided Independent Study (GIS) courses may be approved on a limited basis. Students must have a minimum CGPA of 2.0 to qualify for a GIS course. Not all courses are suitable for a GIS. The instructor, the student's advisor, and the dean of curriculum programs must determine if the GIS approach is feasible in each case. After a student is registered for an independent study class, he/she must arrange a study time with the instructor of the independent study class. The instructor individually schedules each meeting time with each student for the equivalent number of hours registered for GIS as listed in the course description. GIS contract forms are available in the offices of academic chairpersons and the dean of curriculum programs.

Credit by Examination

Credit by examination is offered in certain courses to those students who, because of their demonstrated abilities, are qualified to accelerate their studies. To obtain credit by examination, the student must register for the course, pay tuition and fees, and take a proficiency examination. The provost will determine which course offerings may be completed through credit by examination. Applications for such an examination are made to the provost at the time of enrollment.

Selected courses listed in the current catalog, which are approved for credit by examination may be taken for credit and only in the amount of credit listed. Credit by examination for approved courses may be taken during any semester. However, credits by examination should be completed by the first week of class. Students can only do one (1) credit by examination course within a mini semester. Students who are planning to take a sequential course should take the examination before the end of the registration period.

The symbol "CE" will be printed on the student's transcript if he/she receives credit for a course through the credit by examination procedure. However, this credit will not be included in the student's grade point average. In cases where a student fails to pass a course through credit by examination, the symbol "CX" will be recorded on his/her transcript. Students will not be permitted to challenge coursework for which they have already received a failing grade or audited. Not more than 25 percent of the required credits for a degree/diploma may be earned through credit by examination.

You must be a registered active student with a minimum of 24 credit hours in your Program of Study before you can apply for any Credit by Exam course(s).

Credit for Prior Learning

Prior Life Experiences

Several colleges will award credit for your accomplishments. You may need to submit a portfolio showing your experience and demonstrating your mastery of the subject.

PORTFOLIO ASSESSMENT PROCESS

Credit Prior Learning (CPL) may be awarded through a portfolio assessment process managed by the Provost of the College. A portfolio is “a formal communication” presented by a student as a request for prior learning credit. Prior learning assessment by portfolio assessment will follow a course-equivalency credit model.

Students must demonstrate college-level learning by submitting a portfolio consisting of an organized collection of evidence that demonstrates mastery of the learning outcomes of a specific course offered at the College. To submit a portfolio for assessment, students must contact the provost and follow the schedule established by the department. Courses eligible for credit by portfolio assessment are determined by the provost. All portfolio assessments will be evaluated by discipline-appropriate faculty. Departments offering prior learning assessment by portfolio will establish rubrics to guide faculty assessment and scoring.

You must be a registered active student with a minimum of 24 credit hours in your Program of Study before you can apply for a Credit by Exam course. Not more than 25 percent of the required credits for a degree/diploma may be earned through credit by examination.

To obtain credit for prior learning, the student must register for the course, pay tuition, and submit their portfolio four (4) weeks prior to the start of the course. A decision will be made by the first week of the course, which is in accordance with our Refund Policy.