

# The Reformed University U.S.A



## CATALOG

**2016 – 2018**

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# Welcome to The Reformed University



*"And who knows but that you have come to royal position for such a time as this?" (Esther 4:14)*

**"Let's re-establish our identity"**

Hallelujah!

The bright 21<sup>st</sup> century, new years are wide open before our eyes. An old century has passed and a new one has arrived. From a Christian viewpoint, year 2000 is a landmark of entering into an exciting Biblically historical period of the Last Days and its hope.

The closure of human history and coming of a millennial kingdom of eternity are nearby. This is the time for the sleepers to wake up from a long slumber and shine its light. Like a lost child, we have been searching for our home after a long wandering around. We need to be equipped and march as Jesus has command. As a warrior commissioned by the Lord, we are to be used as a brave soldier.

What would you do in this new era? Would you continue to dwell in this meaningless world? Would you live following the desire of your body?

Here and now is the time for you to rise up and raise your voice. When you are lost on the road, your priority is to find out where you are. If you realize who you are, your identity, you will find out the reason for your existence. Only determined souls will be the spiritual leaders of a nation.

Courageously stand up. Paul had lifted himself and became a fervent general in Christian history. The Reformed University is waiting for you. Timing is a crucial factor in education and the chance is limited if you let go of taking it. We encourage and invite you to unite with us in this glorious movement. We will be transformed spiritually and intellectually to become the professionals of our Mission.

Wishing you all the victories!

Thank you.

Founder *John Park*

# **Introduction**

The Reformed University provides Higher Education and creates opportunities for students who want to serve the people based on the authority of the Bible. Our mission is for our students to apply the knowledge and application of the word of God into their lives. The Reformed University continues to respond to the students' educational needs and helps students to discover and reach their full potential, preparing them to be specialized and competent professional leaders with workmanship and integrity in the 21<sup>st</sup> century.

# **Educational Philosophy**

An educational philosophy of The Reformed University has fourfold: (1) to inspire students to cultivate their intellectual area to understand the will of God with God-provided wisdom and God-written word; (2) to encourage students to sharpen their mind and body to produce good behavior as Christian; (3) to guide students to develop their spirituality to live holy for their intimate relationship with God; and (4) to aid students to build a sense of sociability to make a gracious relationships with their family and neighboring members.

We are a Bible based and Christ centered University and dedicated in teaching and training. Our educational purpose is to have students to know the word of God, apply that knowledge to their practical ministry, and achieve a higher level of mastery and the skills of communication of the Gospel.

California statute requires that a student who successfully completes a course of study to be awarded an appropriate Degree verifying this fact.

Prospective enrollees are encouraged to discuss personal educational and occupational plans with school personnel prior to enrolling or signing enrollment agreements.

All information in the contents of this school catalog is current and is certified as true by the President of The Reformed University.

# **General Information-The Reformed University**

## **College History**

The Reformed University USA was originally established in New York (1992) as Chong Shin Reformed University. The Reformed University was renamed and incorporated in Los Angeles, California (2006). The Reformed University is a team enterprise, comprised with inspiring students, devoted instructors, and training partners around the community- all working together. We provide diverse and effective learning education. We strive to accommodate students with day and night classes for convenient schedules, highly educated professors, conducive and academic environment to expand their potential and knowledge.

## **Mission Statement**

Our mission is to offer students a thorough education in leadership roles within the world-wide Christian community by committing to serving God in a multi-cultural world, and providing fundamental and innovative training in the fields of Divinity and Christian Ministry.

## **Educational Objectives**

RU will achieve this mission by offering curriculum based on the scripture of the Holy Bible being at the core of our teaching, and by encouraging our students and alumni to serve the needs of all people. Additionally emphasis is placed on both leadership roles within the Christian community, and the personal responsibility of individuals to become stewards of the teachings of Jesus Christ.



# **Expected Educational Outcomes**

Through our program, students will have:

- A high level of professional competence to be an ordained minister, evangelist, teacher, missionary worker, and etc.
- Professional research skills and specialized techniques that can benefit oneself as well as society.
- In-depth knowledge which concerns the biblical, historical, and theological dimensions of Christian faith.
- Leadership skills for effective communication management and interpersonal counseling.

## **Academic Freedom**

The Reformed University stands for academic freedom in the tradition of democratic spirit and encourages creative thinking to all students. The students and the faculty members are assured of the following academic freedoms without fear of interference or penalty from the administration:

- Freedom of discussion in the classroom, expressing a variety of views and opinions on the subject matter being taught.
- Freedom to express views on social, political, scientific, philosophical, ideological, or religious concerns in or outside of the classroom, as long as they believe it would advance understanding and specialized subject of study.

## **College Location and Description**

The campus is located in the center of Los Angeles that is easily accessible by the 10,101 and 110 freeways as well as by metro bus and rail systems. The atmosphere and design of the facility are highly conducive to learning. The Reformed University has a library, a student lounge, many classrooms, and plenty of parking spaces. The Reformed University offers Bachelor of Theology and Master of Divinity.

## **Class Size**

In order to maintain The Reformed University, high educational standards, instruction is in residence with a facility occupancy level of 80 students at any one time. The maximum lecture class for the programs is 25 to 45 students.

## **Hours of Operation**

### **• Campus Administrative Office Hours**

Monday through Thursday-9:00 A.M. to 6:00 P.M.

Friday-9:00 A.M. to 2:00 P.M.

### **• Instructional Hours**

Day classes 10:00 A.M. to 1:00 P.M.

2:00 P.M. to 5:00 P.M

Evening classes: 6:00 P.M. to 9:00 P.M.

## **Non- Discrimination Statement**

The Reformed University, in compliance with Title IV of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 (which includes sexual harassment), Section 503/504 of the Rehabilitation Act of 1973, the Vietnam Era Veterans Readjustment Assistance Act, and the Age Discrimination Act of 1975, does not discriminate on the basis of race, sex, color, age, religion, national origin, or handicap in any of its policies, procedures or practices. If any student wishes to file a complaint covered by the above stated regulations, she/he must follow the grievance procedures of the University. All inquiries regarding this policy may be addressed to the President who is the Affirmative Action Officer.

## **Ownership & Management**

The Reformed University is a private, postsecondary educational institution. It is organized and operated as a California nonprofit religious corporation. The corporate officers of The Reformed University are as follows:

Jane Park	Chief Executive Officer
Chris Yoon	Chief Academic Officer
Sang Kwon	Chief Operating Officer

*The Reformed University's Policy on accommodation* is to make its programs and services accessible to and usable by individuals defined as handicapped in Section 504 of the Rehabilitation Act of 1973. The University provides evaluation of individual needs, advisement, and appropriate support services when indicated. Students are responsible for identifying their needs to each instructor no later than the first day of the course.

# Admissions

## **General Admissions Policy**

Potential applicants should contact The Reformed University for visiting the institution and meeting with an Admissions Representative. The representative will give a tour of the campus, provide detailed information on the institution's programs and policies, discuss the applicant's qualifications, and assist him/her in determining the best way to meet his/her career objectives. The applicant will also meet with a Financial Services Representative to discuss tuition and possible financing. If inquiry is made by phone, the Admissions Representative will provide brief information about the programs and also invite the applicant to visit the University.

## **Standards**

Applicants are evaluated on the basis of academic abilities, personal and professional goals, character, and commitment.

## **Application Requirements**

Applicants must present the following materials to the Registrar.

The Registrar is located at 1605 W Olympic Blvd. Suite 506, Los Angeles, California 90015.

### **Complete an Application File, including:**

#### Undergraduate Program Applicants

- A completed and signed Application Form
- Recommendation Letters (2)
- An Essay (Personal and Religious Background with Vision Statement)
- Copy of High School Diploma and Official Transcript
- \$100 Non-refundable Application Fee
- \$100 Non-refundable Registration Fee
- First-time college students are required to take English Placement Test at The Reformed University to enroll.

#### Graduate Program Applicants

- A completed and signed Application Form
- Recommendation Letters (3)
- An Essay (Personal and Religious Background with Vision Statement)
- College-level Transcript which indicates Bachelor's/ Master's degree is granted
- Master's: Copy of Bachelor's Diploma
- \$100 Non-refundable Application Fee
- \$100 Non-refundable Registration Fee

## **International Applicants**

The Reformed University is approved by the United States Immigration and Naturalization Service (INS) to issue I-20 Certificates. The programs at The Reformed University are conducted in English.

**\* International Students must enroll as Full time students which mean undergraduate students must take 12 or more credits per semester and graduate students must take 9 or more credits per semester.**

- Program applicant's requirements are listed above; all documents that are not in English should be accompanied by an English translation
- Provide a copy of student's INS I-94 form
- Provide an endorsed copy of the student's previous I-20 form (applicable to transfer students)
- Provide a clear, legible copy of a valid passport with Name and Picture
- 3 Passport photos
- A copy of resident registration or a certified copy of student's family register
- Financial Statement
- Affidavit of Support
- \$100 Non-Refundable Application Fee
- \$100/\$200 Non-Refundable Registration Fee\*\*

## **Transferring to and from other Institutions**

Applicants who have attended theological seminaries in the United States or abroad may be given credits. If the credits are not accepted by the school, students may have to re-take the course at The Reformed University.

## **Transfer Credit Evaluation**

Credits earned at other institutions will be evaluated using the following criteria:

- Transcript copies must be forwarded to the Director of Admissions for evaluation.
- Only those courses that are substantially comparable to The Reformed University course will be considered for evaluation.
- Courses under consideration must have a grade of "B" or higher.
- The Reformed University had not entered into an articulation or transfer agreement with any other college or university yet.
- From an institution where is approved by the appropriate regulatory or accrediting agency recognized by the U.S. Department of Education.
- The maximum number of credits accepted for transfer credits permitted by The Reformed University as following:

## Degree

## Transfer Credits

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<b>Bachelor of Theology</b>	A maximum of (60) undergraduate credit units derived from another institution graduate may be applied.
<b>Master of Divinity</b>	No more than (27) graduate semester credit units awarded by another institution maybe credited.
<b>* Doctorate Program</b>	<b>No transfer credits are allowed in Doctorate programs.</b>

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### NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at The Reformed University is at the complete discretion of an institution to which you may seek to transfer. Acceptance of Bachelor of Theology and Master of Divinity, you earn at The Reformed University is at the complete discretion of the institution to which you may seek to transfer.

If the credits or degrees, diploma, or certificate that you earn are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your course works. For this reason, you should make certain that this institution will meet your educational goals. Decisions concerning the acceptance of credits by an institution other than the granting institution are made at the sole discretion of the receiving institution. The Reformed University makes no representation concerning the transferability of any credits to any institution.

### Written Disclosure

The Reformed University USA is not yet accredited by an accrediting agency recognized by the United States Department of Education (USDE).

A program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment positions, including, but not limited to, positions with the State of California.

A student enrolled in an unaccredited institution is not eligible for federal financial aid programs.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement.

## List of Equipments

Book (7000)	Laser Pointer (1)	Sofa (5)
Bookcase (50)	Projection Screen (1)	TV (1)
Desk (80)	Amplifier (3)	Copy machine (3)
Chair (90)	Music stands (5)	Microwave (1)
Projector (2)	Camera (4)	Channel Audio Mixer (1)
DVD and audio player (2)	Refrigerator (1)	Music stands (5)
Cold/Hot water dispenser	Computer (6)	Amplifier Speaker (3)
Filing cabinet (5)	Coffee maker (2)	Telephone (5)
Fire cabinet (1)	Printer (5)	
Whiteboard (2)	Fax (1)	
Wireless Microphone (1)		
Tabletop w/stand Microphone (1)		
Wired Microphone (3)		

Photocopies and copies made on the microform reader-printer and EC-ROM printer are ten cents per page.

# Financial Policies

## Financial Assistance

At the present time, The Reformed University is unable to offer federal financial aid to students. However, The Reformed University may award a limited number of tuition waiver scholarships on the basis of high scholastic achievement and the financial need of the student. Applications for scholarship assistance should be made to the Director of Admissions.

<b>TUITION TABLE</b> (Minimum units per semester / Time till graduation)	<b>Bachelor of Theology</b> (15 Units / 8 Semester)	<b>Master of Divinity</b> (12 Units / 7 Semester)	<b>Doctor of Ministry</b> (9 Units / 7 Semester)	<b>Doctor of Theology</b> (9 units / 7 Semester)
Tuition	\$14,400 (\$1,800 per semester)	\$16,800 (\$2,400 per semester)	\$17,500 (\$2,500 per semester)	\$18,200 (\$2,600 per semester)
Registration Fee	\$100	\$100	\$100	\$100
Books and Supplies	\$700	\$800	\$900	\$1,000
Total Tuition Cost	\$15,200	\$17,700	\$18,500	\$19,300
Number of Units	120	84	63	63
Cost per Unit	\$120	\$200	\$278	\$289
Course Challenge Fee	\$300	\$300	\$300	\$300
Returned Check	\$35	\$35	\$35	\$35
Transcript Fee	\$30	\$30	\$30	\$30
Transcript Fee – Rush Request (less than 7 days)	\$40	\$40	\$40	\$40

## General Fee

Add/Drop Course Fee\* \$30.00 per course

Application Fee\* \$100.00 one time

Audit Fee\* \$500.00 per class

Comprehensive Examination Fee\* \$150.00

Course Challenge Fee\* \$300.00 per course

Diploma Duplication Fee\*\* \$50.00

Dissertation Fee\* \$400.00

Graduation Fee\* \$350.00

Graduation Photos \$350.00

Institution Equivalency Report\* \$275.00

Late Registration Fee\* \$100.00

Make-up Exam Fee\* \$40.00 per exam

Pre-Internship Test Fee \$100.00

Registration Fee\*\$100.00 one time

Returned Check Service Charge\* \$35.00

SEVIS Fee\* \$200.00

STRF Fee\* \$0.00

Student ID Card \$30.00

Thesis Fee\* \$400.00

Transcripts Official\* \$30.00 per copy

Transcripts Unofficial\*\$10.00 per copy

\* Fee is non-refundable

\*\*Duplicate degree takes approximately ten (10) working days after payment to produce.



## **Books**

An itemized list of the textbooks issued for each program is attached to, or listed in the course syllabus that each student receives in their particular course of study.

## **Course Challenge Fee**

A \$300 fee per course will be charged for any course challenged by students. If the challenge test is not passed, then the student will be required to take the course for credit, and the fee paid for the challenge test will be applied toward the tuition of the class.

## **Returned Check**

A \$35 fee will be charged if a check is returned for insufficient funds. This fee is added to the amount of the returned check, and the total payment must be made by cashier's check or money order.

## **Thesis**

Students participating in a program that requires a written thesis may opt for printing services available from the university. These costs vary as to the amount of usage by the student, and what services the student uses. The above-mentioned cost is an estimate based on current costs for all services.

## **Cancellation of Agreements**

You have the right to cancel the Enrollment Agreement for a course of instruction including any equipment such as books, materials and supplies or any other goods related to the instruction offered in the Agreement up until midnight of the seventh business day after the first class you attended. Business day means a day on which you were scheduled to attend a class session.

Cancellation shall occur when you have given written Notice of Cancellation at the address of the school shown on the top of the front page of the Agreement. You can also do this by mail and delivery. The written Notice of Cancellation is sent by mail, is effective when deposited in the mail properly addressed with postage prepaid.

The written Notice of Cancellation need not take any particular form, and, however expressed, it is effective if it shows that you no longer wish to be bound by the Agreement. You will be given two Notice of Cancellation forms to use at the first day of class, but you can use any written notice that you wish. If the school has given you any equipment, including books or other materials, you shall return them to the school within 30 days following the date of your Notice of Cancellation. If you fail to return this equipment, including books, or other materials, in good

condition within the 30-day period, the school may deduct its documented cost for the equipment from any refund that may be due to you. Once you pay for the equipment, it is yours to keep without further obligation.

If you cancel this agreement within thirty days of the start of the each semester, the school will refund you any money that you paid, less any deduction for equipment not timely returned in good condition. Students who have visited the facility prior to enrollment or during the add/drop period will have the opportunity to cancel without penalty.

## **Withdrawal and Refunds**

Sometimes, outside circumstances may impact a student's ability to complete the semester or continue their educational program. The Student has the right to withdraw from School. Student may declare for a refund within thirty days of the start of each semester. All requests to drop or withdraw must be in writing and need to be delivered to the Registrar's office in person or by registered mail (mail to: The Reformed University, 3010 Wilshire Blvd #228, Los Angeles, CA 90010). If mailed, the date posted on the envelope constitutes the effective date of drop or withdrawal.

The student's withdrawal is the last date of academic attendance as determined by the institution from its attendance records. The withdrawal date for a student who does not return from an approval leave of absence is set retroactively to the last date of attendance, as determined by the institution's attendance records.

Note: The Student's enrollment may be terminated at the request of the School Director, if the Student's academic progress, behavior, absences, tardiness or dress does not conform to the requirements, rules and regulations of the School, as stated in the School Catalog, the extent of the Student's tuition obligation will be in accordance with the School's refund policy.

If a student drops a course or courses during the add or drop period (first week of the semester; the date is indicated in the school's academic calendar), no tuition will be charged for any course or courses. After add/drop period, the student will be charged tuition for all of his or her courses (including the withdrawals). However, in the event a student withdraws from all of his or her classes after the add/drop period, student may declare for a refund. Refund will be issued as follows : For 15-week, classes dropped between registration and the end of the first week of the semester, the refund is 100%. For those classes dropped by Friday of the second week of the semester, the refund is 75%; for those dropped the third week of the semester, the refund is 50%. This refund is only available when the student drops all of his or her courses. However no refund will be issued for the course dropped after thirty days of the start of each semester. If partial courses are dropped, the student is still obligated to pay full amount for the course or courses. The amount of the refund is determined by deducting the registration fee, non-refundable application fee and other school service charges from the total tuition charge.

The school will refund money collected from a third party on the student's behalf, if the school cancels or discontinues the course in which the student is enrolled, or if the student drops out. If any portion of the tuition was paid from the proceeds of a third party, the refund will be sent to the lender or agency that guaranteed the funds.

All the refunds will be processed within 45 days after your Notice of Drop or Withdrawal is received. If the amount that the student has paid is more than the amount that the student owes for the time he or she attended, the refund may be made within thirty (30) days of the withdrawal. If the amount that the student owes is more than the amount that the student has already paid, then the student will have to make arrangement with the school.

### **Determination of the Withdrawal Date**

The student's withdrawal is the last date of academic attendance as determined by the institution from its attendance records. The withdrawal date for a student who does not return from an approved leave of absence is set retroactively to the last date of attendance, as determined by the institution's attendance records.

### **Unsatisfactory Financial Progress Requirements**

Violation of any of the condition set forth in the signed Enrollment Agreement may lead to dismissal from the school and/ or probation. Failure to meet all financial obligations to the school may also lead to dismissal from school and/ or probation.

### **Student and Budget**

In addition to the direct costs of your education, it is important that you develop a budget to identify other financial obligations that you may incur when attending school. These expenses may include transportation, childcare, personal expenses, etc. Our student service representative will assist you with this budget.

### **Tuition and Fees**

The Enrollment Agreement obligates the student and the school for the entire program of instruction. The student's financial obligations will be calculated in accordance with the school's refund policy in the contract and this school catalog. Registration, tuition and book/supply costs for each program are listed below. The Reformed University catalog is available at no charge and will be provided to each enrollee prior to enrollment. We will work with each student to determine the best financial arrangement to meet their obligation for tuition. The Reformed University provides a voluntary prepayment plan to students and their families to

help reduce the costs upon entry into training. Details are available through the financial representative.

## **Payment Methods**

Tuition does not cover the cost of registration, books, and other related expenses. Students are responsible for acquiring the textbooks. Some courses require more than one textbook.

The Reformed University accepts the following forms of payment:

- Cash
- Personal Checks
- Money Orders
- Traveler's Checks
- Cashier's Checks
- Credit Card (VISA, MasterCard)

## **Loan**

If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the money's not paid from federal student financial aid program funds.

## **Bankruptcy**

The Reformed University has never involved in any financial bankruptcy.

## **Job Placement Assistance**

### **The Mission of the Career Counseling Office**

The Reformed University's mission is to support and encourage the current students and alumni in their career development as they make crucial decisions and set career goals and develop job search strategies and skills.

### **Career Counseling & Placement**

The goal of the Career Counseling is to provide the students with the resources useful to enter into the working world. The Officer of Career Counseling assists students in connecting them to specific jobs in diverse areas of ministry, mission agencies, churches, non-profit religious organizations; and in seeking admission to graduate interview, or searching for job openings in

the field in interest, our Career Counselor will be providing resources and mentoring on appointment basis.

**The Office of Career Counseling offers:**

*Career Counseling*

Through appointments individual counseling sessions may be arranged to help students and alumni to identify their career interests, ethics and career skills; explore potential careers and ministries; and improve job seeking, interviewing, and resume preparation skills.

*Mock Interviews*

Mock Interviews allows students to experience a simulation of a real interview with feedback and guidance regarding effective interviewing skills.

*Resume Critique*

Resume Critique services help students/alumni represent their education and experience in an attractive, professional manner.

*Alumni Mentor Network*

Alumni Network is a networking program availing RU students and alumni who have experience in a career field and can help them advance students careers get connected

# **Academics**

## **Faculty and Curriculum**

The faculty of The Reformed University is selected not only for their education credentials and work experience, but for their dedication, enthusiasm and ability to motivate students to their highest level of academic achievement.

Curricula for all programs have been designed to provide with the career skills and successful achievement of professional employment opportunities.

## **Length of Programs/ Course**

Each curriculum's description indicates standards of the program and/ or its course length. Hours are required for lectures or research depending upon the educational program, and these hours are converted to semester units.

## **Class Scheduling**

The Reformed University publishes the class schedule prior to the beginning of each term of study. The class schedule lists every section of each class to be offered for the impending term, including the class name and number, days, time, instructor, meeting dates, and units.

## **Policy and Program Modification**

The Reformed University reserves the right to modify the course content, structure, and schedule without additional charges to the student and within the regulatory guidelines. We reserve the right to amend the catalog and program(s).

## **Attendance**

Attendance is essential to the overall effectiveness of the training a student receives at The Reformed University. This process is as important as learning since future employers emphasize punctuality and attendance as top job requirements. A student is required to attend all scheduled classes regularly and punctually.

## **Attendance Probation**

The Reformed University recognizes that there are times when a student is unable to attend class, arrives late or leaves early. The attendance policy allows for these circumstances, while ensuring that each student attends class a sufficient amount of time to master their subject material. A student will be placed on attendance probation if he or she is below 80% attendance in any given subject/class. Frequent tardiness and/ or unexcused absences will result in placing the student on probationary status.

## **Attendance Requirements**

Students are required to call the Register as soon as partial on the first day of absence and give an estimate of the duration of the absence.

## **Re-entry Policy**

Students who have been terminated for violating the attendance policy may be re-entered through the appeal process.

## **Leave of Absence**

Students may be granted one leave of absence (LOA) per 12-month period for certain specific and acceptable reasons. Student may also request an administrative leave when a course that is needed is not available. A LOA shall be reasonable in duration, not to exceed 120 calendar days. All LOA's must be in documented in official writing and addressed to the Department Director, and/or the President to be approved. The request must be accompanied by written documentation from the appropriate person and/ or agency. The President will approve or deny the request in writing. If a student fails to return on the scheduled return date, then he or she will be terminated from the training program as a result. One subsequent leave of absence may be granted if the leave of absence does not exceed thirty (30) days and the school determines that it is necessary due to unforeseen circumstances. Subsequent leaves of absence may be granted for jury duty, military reasons, or circumstances covered under the Family and Medical Leave Act (1993). The school must document the reason for each subsequent leave of absence

## **Effects of Leave of Absence on Satisfactory Academic Progress**

Students who are contemplating a leave of absence should be cautioned that one or more of the following factors might affect their eligibility to graduate within the maximum program competition time:

- Students returning from leave of absence are not guaranteed that the course required to maintain the normal progression in their training program will be available at the time of re-entry.
- Students may have to wait for the appropriate course to be offered.
- Students may be required to repeat the entire course from which they elected to withdraw prior to receiving a final grade.

## Grading Policies

Evaluation of student achievement will be based on meeting the objectives for each class. At the beginning of each class, the instructor will provide the student with a syllabus identifying the objectives and grade determination criteria. Students must achieve a cumulative grade point average of at least 70%. A student who fails a class is permitted to continue in his or her studies as long as satisfactory progress is maintained. In a course in which a failing grade has been received, a student who has feasible reasons may ask the professor to grant permission to take a re-examination, or complete a reassignment of sufficient quality to raise the grade to a passing score. Such work must be completed twenty one (21) days after notification of the failing grade.

## Grade Point

The following systems of grade points are used to evaluate a student's level of achievement. A student's general standing is the result of the total number of grade points earned, divided by the total number of semester hours taken.

<b>Grade</b>	<b>Points</b>
A+	4.33 (Excellent)
A	4.00
A-	3.67
B+	3.33
B	3.00 (Good)
B-	2.67
C+	2.33
C	2.00 (Average)
C-	1.67
D	1.00
F	0
I	Incomplete
WP	Withdraw Passing
WF	Withdraw Failing
P	Pass (Challenge)
AU	Audit (No Credit)
CR	Credit



An incomplete grade may be given for incomplete class assignments and/ or examinations only with permission from the instructor. Then “I” grade will be converted to an “F” if the incomplete is not made up within one week after the following class begins.

### **Incomplete Grades**

Any course that has an assignment due and has not been turned in by the time of final examination or failure to take the final examination will be assigned the grade of “F”. A student who obtains an approval from the faculty in charge to turn in the required work within a stipulated later time or take a late final examination may receive the grade of “I”. The “I” grade will be given for compelling reasons that are appropriate, medical or acknowledged by faculty in charge of the course). All course requirements must be completed no later than the end of the next semester. Otherwise, the “I” grade will be changed to an “F” grade automatically.

### **Passing Grade**

A student who receives a “D” grade in a course must repeat the course. The course in which the “D” grade was earned cannot be counted towards the degree major.

### **Repeating Courses to Raise Grade Point Average**

A student who receives a grade of “C” or lower may repeat courses to raise the grade point average. Whenever a course is repeated in an attempt to raise the grade point average, only the highest grade earned will be recorded as the official grade and the lower grades will be removed from the student’s record. A course may be repeated one time.

# **Satisfactory Academic and Progress Requirement**

## **Academic Progress**

All student(s) must maintain satisfactory academic progress in order to remain eligible to continuous enroll. All students must maintain satisfactory progress when they begin school and during any probationary period. This includes, but is not limited to: meeting minimum standard for grades, work projects, etc.

## **Requirements**

Students must show satisfactory academic progress. In order to maintain satisfactory academic progress, students must:

- The minimum cumulative grade point average attempted at The Reformed University is 3.0 for the graduate programs.
- Units of credit that are transferred from other institution must be at least 3.0 Average on a 4.0 scale.

## **Unsatisfactory Academic and Progress Requirement\*\*\***

A student who fails a course, or whose cumulative fall or spring term grade point average falls below C will be placed on academic probation. In this circumstance, the student will receive written correspondence from the Registrar an outline of a plan of study designed to improve his or her academic performance. Such a plan of study may include a reduction in non-academic activities, special tutoring, remedial work in reading and writing, or such other provisions as may seem appropriate in each case. The student will be automatically removed from probation upon successful completion of an academic term in which none of the conditions listed in the first sentence of this statement occurs.

## **Probation Status**

The following provision describes Academic Probation:

- A student with a GPA of 1.75 or lower, after completion in his or her first semester with less than 24 hours completed, will be on academic probation.
- A student whose cumulative GPA is between 1.76 and 1.80 after the completion of 24 credit hours will be on academic probation.
- A student on academic probation will be required to meet with the Registrar before the beginning of the following semester or withdrawal will result.

## **Program Changes**

Students wishing to add or drop a course after registration must obtain a “Request for Course Change” form from Registrar, and secure a signature from the instructor teaching the course. Changes must be made by the deadline. Course dropped in this matter will **not** be recorded on the student’s permanent record.

For dropped courses, refunds are calculated from the date of the ADD/DROP form that is postmarked, if mailed, or received by the Registrar. Failure to officially drop a course will result in full tuition charges for the course.

The difference in tuition resulting from a reduction in the number of units registered will be refunded to the student in accordance with the posted refund schedule. Conversely, the student will pay the difference in tuition when the number of units is increased.

After the deadline for program changes, students may drop a course only with the permission of the instructor of the course and will receive a “W” grade. After the end of the deadline for program changes, all requests for dropping courses must be in writing and approved by the Registrar in order to receive a “W” grade. Students who do not officially drop a registered course and do not attend the course are subject to a failing “WF” grade.

## **Audit to Credit**

Once registered as an auditor, a student may not change to credit status unless such a change is requested prior to the deadline for adding a course specified in the academic calendar. A student who is enrolled in a course for credit may not change to audit status after the last day to add or drop courses.

## **Repetitions**

Repetition of courses which its substandard work is not recorded in the school system. For unrecorded substandard work shall be permitted only upon advance petition of the student and with the permission of the Academic Director. In such repetition, under special circumstances, the student’s permanent academic record shall be annotated in such a manner that all work remains legible. Grades before the repetition under special circumstances shall not be counted in a student’s grade point average.

Students may petition for approval to repeat the courses up to total of 15 units in which substandard grades (less than “C”) were given. Students may repeat the same course only once for this purpose. Upon completion of a course repetition, the best grade earned will be computed in the grade point average, and the student academic record.

## **Course Challenge Examination**

Students may challenge courses by taking examinations designed to verify the student's knowledge of the subject matter. In order to earn credits by challenged examinations, students must first obtain the "Petition for Credit Examination" approval from the Registrar, who will assign a faculty member to administer the challenge examination. Students must also pay the course challenge examination fee prior to taking the examination.

Petition for Credit by Examination will be granted to enrolled students who seek to obtain credits by taking a challenge examination. The examination will assess the students' performance in a subject matter, which they are challenging their knowledge and prior experience for non-traditional education. Students are not able to take a challenge examination if the students have already earned credits for completing a similar or advanced course.

The examination may include written, oral technical skills, or a combination of each and will be sufficiently comprehensive to determine that the student possesses essentially the same knowledge and/or skills as those students who successfully completed a similar course offered at The Reformed University. The letter grade of "P" will be awarded to those who pass the course challenge examination. However, those students who fail will not receive a grade, and there will be no record of the non-passing of the course challenge examination on the student's permanent record.

Credit by challenge examination shall not be allowed for the purpose of earning a higher grade for courses previously taken. The only way to earn a higher grade for earlier attended courses is to repeat the course and pay the normal course unit fee.

## **Summary of Termination/Reinstatement Policies**

Those who fail to maintain the required policies described under the sections related to satisfactory academic/attendance progress requirements, leave of absence, conduct, dress code, substance abuse and/or financial obligations included within this catalog may be subject to termination. Examples include, but are not limited to, the following:

- Violation of the attendance policy.
- Failure to maintain satisfactory academic progress.
- Violation of personal conduct standards.
- Inability to meet financial obligations to the school. (repeated same info is at the top)

## **Reinstatement Policy**

Students who have been terminated for failing to maintain satisfactory academic progress and the attendance requirements may be reinstated through the appeal process. Upon reinstatement, the student will be placed on probation. Once reinstatement appeal is accepted, the student can

continue their education at The Reformed University. At the end of the first module after reinstatement, the following standards must be achieved: (1) a cumulative GPA of 70% and (2) 85% cumulative attendance. Failure to satisfy the standards might lead to dismissal from the institution.

## **Expulsion**

The following practices are causes for expulsion:

- Cheating – The unauthorized use of study aids, examination files, and other related materials and receiving unauthorized assistance during any academic exercise.
- Fabrication – The falsification or invention of any information in an academic exercise.
- Facilitating Academic Dishonesty – The intentional helping or attempting to help another student to commit an act of academic dishonesty.
- Plagiarism – The intentional or conscience representation of words, ideas, or work of others as one's own in any academic exercise.

## **Appealing**

Re-admission to The Reformed University from any reason will be at the discretion of The Reformed University's Academic Committee. A student may petition in writing for reinstatement within one year of dismissal. The petition must be filed at least two weeks before the beginning of a module. The Committee will review the student's previous academic admission records and his/her current situation in making a decision for reinstatement. The student will then be notified of the Committee's decision. Students accepted for re-admission will be entitled to the same rights and privileges and are subject to the same regulations as any student. Students will not be entitled to appeal if they are terminated for exceeding the maximum program completion length.

## **Student Records**

Student records which include grades, attendance, prior education and training, personal achievements, etc. are kept for a period of less than five (5) years on the school premises. We keep our student records in fire proof cabinets to assure our student records are safe. Academic and financial records are maintained in separate files in separate cabinet. Academic transcripts are kept indefinitely.

## **Family Educational Rights and Privacy Act of 1974, as amended**

The Reformed University complies with the Family Educational Rights and Privacy Act (FERPA), which provide students certain rights related to their educational records. The following is a description of those rights:

- The right to inspect and review the student's educational records within 45 days of the day the Institution receives a written request for access. Students should submit to The Reformed University's President written requests that identify the record (s) they wish to inspect. The Reformed University's official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the university does not maintain the records, the official to whom the request was submitted shall advise the student of the correct official to whom the request should be addressed.
- The right to request the amendment of the student's educational records when the student believes the record is inaccurate or misleading. The student may ask the Institution to amend a record that they believe is inaccurate or misleading. They should write the institution official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the Institution decides not to amend the record as requested by the student, the Institution will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to institution officials with legitimate educational interests. An institution official is a person employed by the institution in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff). A person or company with whom the Institution has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another institution official in performing his or her tasks. An institution official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility. Upon request, the Institution discloses educational records without consent to officials of another institution in which a student seeks or intends to enroll.
- Directory information is information that may be unconditionally released to third parties by the school without the consent of the student unless the student specifically requests that the information not be released. The school request students to present such requests in writing within 10 days of the date of enrollment. Directory information includes the student's name, address(s), telephone number(s), birth date and place, program undertaken, dates of attendance and certificate or diploma awarded.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Institution to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is Family Policy Compliance Office,

Department of Education, and 600 Independence Avenue, SW, Washington, DC 20202-4605.

Note: The FERPA does not apply to international students.

## **Graduation Requirements**

Success is dependent upon the student's individual efforts, abilities and application to the requirements of the university.

To be eligible for graduation, a student must:

- Complete all required courses for undergraduate program with at least a cumulative grade point average of 2.0.
- Complete all required courses for graduate program with at least a cumulative grade point average of 3.0.
- Meet the specific grade and other program requirements for specific classes (if applicable).
- Meet the Satisfactory Progress requirement.
- Meet all financial or other obligations to the university.

A Degree will be issued to students upon successful completion of all academic requirements. Successful completion of all courses listed in the program section requires a minimum cumulative grade point average of 2.0/3.0 or above.

Any student subject to a records hold must satisfy outstanding obligations before an official degree for all programs.

# **Student Services & Policies**

## **Student Orientation**

During orientation, a school administrator will familiarize the students with The Reformed University facilities, services, grading policies, graduation requirements, and etc. as described in this catalog.

## **School Holidays**

Legal holidays are observed. The school provides special consideration for holidays of all religious beliefs. Appropriate arrangements can be made with the president. The following is a list of recognized school holidays:

New Year's Day	Martin Luther King's Day
President's Day	Memorial Day
Independence Day	Labor Day
Thanksgiving Day and the following day after	Christmas

## **Maintenance of School Facility**

Courtesy and respect for others around you is the responsibility of the student attending classes at The Reformed University. In order to maintain an environment that promotes and supports this objective, the following rules are to be followed:

1. Smoking is prohibited in the classrooms and restrooms. Smoking will be permitted outside on the building.
2. Students must maintain a clean, organized area at all times.
3. When leaving the area, all electrical devices, computers, and so forth must be turned off.
4. Food and drinks are prohibited in the classrooms.
5. Students misusing the equipment and instrumental devices may be subject to dismissal and may be billed for damaged equipment.
6. Accidents and/or breakdowns must be reported immediately to the student's instructor.

## **Parking**

Parking lot is available located in the back of our campus (building), and ample street parking is also available.



## **Housing**

The Reformed University does not offer on campus housing. Upon request, housing information can be obtained through the office of the school.

## **Visitor(s)**

Parents, spouses, prospective employers, and etc. are cordially invited to visit the school at any time, but with appropriate notice to the school. Special arrangements will be made for groups. Anyone, who is disruptive to the smooth operation of the school, may be asked to leave the premises immediately. Students are not allowed to bring children into the classrooms/laboratories without approval from the administration.

## **Academic Advisement**

All students are provided with personal assistance regarding program requirements and scheduling. In addition, individual assistance and advising are readily available to students with special academic difficulties. Enrollees are encouraged to request an appointment with their instructor immediately if any scholastic problems arise. All students are urged to take advantage of this valuable assistance.

## **Library**

The Reformed University has one (1) library containing resource materials for student use. A student may search and find textbooks, periodicals, news and current events, encyclopedias and dictionaries. Library hours are available during school office hours. Hours are posted inside of the library.

### **Library Services**

#### **Users**

Persons associated with The Reformed University (students, faculty, staff, and registered member) have borrowing privileges. Any students borrow materials. Books may be checked out for up to three weeks.

#### **Library Hours**

Monday-Thursday 9:00 a.m. - 6:00 p.m.

Friday 9:00 a.m. - 2:00 p.m.

Saturday closed

Sunday closed

### **Holdings**

The library holds 7,000 bound volumes. Current journal and newspaper subscriptions now number over 100 titles.

### **Internet Service**

Internet Service is available at the library, student lounge.

### **Copiers**

Photocopies and copies made on the microform reader-printer are ten cents per page.

### **Lending Policies**

1. All borrowers are required to fill out a library user application form.
2. All borrowers must show a library card or student ID (for students) to check out books.
3. Books are loaned for a three weeks (church member) or six week (students) period.
4. Patrons are limited to having four books checked-out (six books for students) at one time.
5. The overdue fine for circulating books is 10 cents a day.
6. Renewals can be made twice unless another patron/student requests them.
7. Reference books and periodicals cannot be checked out.
8. The reserve shelf is located behind the circulation desk. Reserve materials are loaned for a two hour period and must be used in the library. Reserve items may be checked-out overnight, but they cannot leave the library until a half-hour before closing and must be returned within a half hour after the library opens the following day.
9. Those borrowers who lose or severely damage a library book will be charged the full replacement value (\$15.00 minimum).

### **Library Rules**

1. Unnecessary/excessive noise or any disruptive behavior will not be permitted.
2. Consumption of food or beverages is not allowed in the library.
3. Do not resshelf library materials. Return books to a book cart.
4. Periodicals must be returned to their original places.
5. All library users must have their bags or books checked at the circulation desk.
6. Due to duties involved in closing the library, the books should be checked out or renewed ten minutes before closing.
7. Persons not complying with these policies may be asked to leave the library.

## **SPECIAL COLLECTION LIBRARIES:**

Access to Fuller Library Collections at:

**Fuller Theological Seminary,**

135 N. Oakland Avenue, Pasadena, CA 91182      T: 626-584-5618

The David Allan Hubbard Library is constantly making new collections accessible, hosting guest speakers, and organizing events to engage the community of students, faculty, alumni/ae, and scholars who utilize its resources.

Persons interested in the scholarly study of Christianity, theology, psychology and other related disciplines are welcome to use the resources of the Fuller Library. The Library exists to serve the information and research needs of Fuller Theological Seminary and the broader academic community. This includes Reformed University of the USA. Reformed students, who need only sign in on the daily visitor's sign-in sheet, and can contact Ms. Genalyn McNeil, Collections Manager for further information (626-584-5618).

Fuller students, faculty and staff are the primary constituency which the library serves. Access policies give priority to serving the educational and research needs of the Fuller community.

Other external users may consult our collections on site without borrowing privileges. Reformed students may also have portions of texts scanned for free.

Furthermore, we participate in a nationwide interlibrary loan network, sharing our resources with external libraries, when possible. The Library participates in cooperative projects with many libraries, and is fully committed to sharing its resources with the broader scholarly community through established networks.

Scholars traveling from a distance wanting to use specific materials or collections will also want to make an appointment in advance of their travel. Please contact the Information Access Services Manager at (626) 584-5684, or the Library Director of Operations at (626) 584-5219.

Groups of visitors from other institutions are asked to make arrangements with the Information Access Services department prior to the proposed visit.

### **William Carey University Libraries**

William Carey International University

1539 East Howard Street, Pasadena, CA 91104

Academic Affairs (Admissions, Transcripts, Degree Program Information)

phone: 626-797-1200      email: [services@wciu.edu](mailto:services@wciu.edu)

The Tradition Campus Library, which opened on William Carey University's new Tradition Campus in 2009, houses 10,000 print and media items. The collection at this library supports the academic programs offered on the Tradition campus. A computer lab and two group study rooms are available on a first come, first served basis, and printing and photocopying services are also available. The libraries' electronic collections, including over 40,000 electronic books, 43,000 electronic journals, and more than 50 subject area databases are accessible from Tradition Library computers. A campus-to-campus loan service provides quick access to all materials in the William Carey University Library collections.

•Borrowing

Special borrowing privileges may be extended to area church ministers and Southern Baptist Convention seminary students. A guest minister card will be issued by the library after the completion of the appropriate form. Guest minister cards and the corresponding form can be obtained at the circulation desk at each branch library. Visitors who are not registered patrons of WCU Libraries must request materials from WCU via interlibrary loan. Contact your college, university, or local library to initiate an interlibrary loan request.

•Computer Use

The computers in the library are primarily for academic use. Access to computers may be restricted to students, faculty, and staff during times of high usage.

Off Campus Use of Licensed Resources

Vendor license agreements restrict the off campus use of many online resources to William Carey University students, faculty, and staff.

\*Off Campus Access to Licensed Online Resources

William Carey University Libraries provide access to many commercially licensed databases, electronic books, and other online resources. These online resources may be accessed without a login from any Internet connected computer on the WCU network. This includes computers that are located in the WCU Libraries, as well as computers located in offices, classrooms, dorms, and other campus locations.

Off campus access to these online resources is provided only to William Carey University students, faculty, and staff. In order to access these materials from an off campus location, WCU students, faculty, and staff will be prompted for a login and password. For students, this is the Indigo portal login credentials. For faculty and staff, this is the first initial, last name and the WCU email password. For assistance with off campus login, contact the WCU Information Technology (IT) Helpdesk at [indigohelp@wmcarey.edu](mailto:indigohelp@wmcarey.edu) or phone 601.318.6203.

**DOHENY MEMORIAL LIBRARY**

3550 Trousdale Pkwy 100 Los Angeles CA 90089 (213) 740-2924

•WEBSITE

About: Edward L. Doheny Jr. Memorial Library offers a collection books and reference materials. Established in 1932, it provides access to several journals and newspapers. The library offers borrowing options. Edward L. Doheny Jr. Memorial Library s online services are available 24 hours a day, seven days a week. Its East Asian Library contains resources and periodicals in Chinese, Japanese and Korean languages. The library also provides materials in various subjects, such as music, anthropology, journalism, architecture and cinematic arts. It conducts several special events and presentations annually. Edward L. Doheny Jr. Memorial Library is a part of The University of Southern California. WIFI Free.

## **SOUTHERN CALIFORNIA LIBRARY**

6120 S Vermont Ave Los Angeles CA 90044 (323) 759-6063

### **•WEBSITE**

About: The Southern California Library provides library and related services to clients and is located in Los Angeles, Calif. The Library holds collections that span the breadth of social and political movements in Los Angeles from labor, civil rights, education, and housing, to immigration, war and peace, and civil liberties. The collection it provides includes over 400 manuscript collections, as well as books, periodicals, subject files, pamphlets, posters, photographs, films, audiotapes and more. The Library is a Cooperating Collection of the Foundation Center and is able to provide free access to grant-maker directories, books on fundraising and nonprofit management, and the Foundation Center's electronic databases.

### **•HOURS:**

Wed: 11am-6pm, Thu: 11am-6pm, Fri: 11am-6pm

## **12 PUBLIC LIBRARIES CONVENIENTLY LOCATED NEAR**

### **THE REFORMED UNIVERSITY**

#### **Cahuenga Branch Library**

4591 Santa Monica Boulevard, Los Angeles, CA 90029 | (323) 664-6418

Mon: 10-8, Tue: 12-8, Wed: 10-8, Thu: 12-8, Fri: 9:30-5:30 Sat: 9:30-5:30, Sun: Closed

#### **Will & Ariel Durant Branch Library**

7140 W. Sunset Boulevard, Los Angeles, CA 90046 | (323) 876-2741

Mon: 10-8, Tue: 12-8, Wed: 10-8, Thu: 12-8, Fri: 9:30-5:30, Sat: 9:30-5:30, Sun: Closed

#### **Fairfax Branch Library**

161 S. Gardner Street, Los Angeles, CA 90036 | (323) 936-6191

Mon: 10-8, Tue: 12-8, Wed: 10-8, Thu: 12-8, Fri: 9:30-5:30, Sat: 9:30-5:30, Sun: Closed

#### **Felipe de Neve Branch Library**

2820 W. 6th Street, Los Angeles, CA 90057 | (213) 384-7676

Mon: 10-8, Tue: 12-8, Wed: 10-8, Thu: 12-8, Fri: 9:30-5:30, Sat: 9:30-5:30, Sun: Closed

#### **Frances Howard Goldwyn - Hollywood Regional Library**

1623 N. Ivar Avenue, Los Angeles, CA 90028 | (323) 856-8260  
Mon: 10-8, Tue: 10-8, Wed: 10-8, Thu: 10-8, Fri: 9:30-5:30, Sat: 9:30-5:30, Sun: 1-5

### **Jefferson - Vassie D. Wright Memorial Branch Library**

2211 W. Jefferson Boulevard, Los Angeles, CA 90018 | (323) 734-8573  
Mon: 10-8, Tue: 12-8, Wed: 10-8, Thu: 12-8, Fri: 9:30-5:30, Sat: 9:30-5:30, Sun: Closed

### **John C. Fremont Branch Library**

6121 Melrose Avenue, Los Angeles, CA 90038 | (323) 962-3521  
Mon: 10-8, Tue: 12-8, Wed: 10-8, Thu: 12-8, Fri: 9:30-5:30, Sat: 9:30-5:30, Sun: Closed

### **Memorial Branch Library**

4625 W. Olympic Boulevard, Los Angeles, CA 90019 | (323) 938-2732  
Mon: 10-8, Tue: 12-8, Wed: 10-8, Thu: 12-8, Fri: 9:30-5:30, Sat: 9:30-5:30, Sun: Closed

### **Pico Union Branch Library**

1030 S. Alvarado Street, Los Angeles, CA 90006 | (213) 368-7545  
Mon: 10-8, Tue: 12-8, Wed: 10-8, Thu: 12-8, Fri: 9:30-5:30, Sat: 9:30-5:30, Sun: Closed

### **Pio Pico - Koreatown Branch Library**

694 S. Oxford Avenue, Los Angeles, CA 90005 | (213) 368-7647  
Mon: 10-8, Tue: 12-8, Wed: 10-8, Thu: 12-8, Fri: 9:30-5:30, Sat: 9:30-5:30, Sun: Closed

### **Washington Irving Branch Library**

4117 W. Washington Boulevard, Los Angeles, CA 90018 | (323) 734-6303  
Mon: 10-8, Tue: 12-8, Wed: 10-8, Thu: 12-8, Fri: 9:30-5:30, Sat: 9:30-5:30, Sun: Closed

### **Book Stores**

The Reformed University does not operate a bookstore on campus. However, our University has contracted with the bookstores within 3miles of the campus. The Christian Book Center (323) 737-7699 and Joy Book & Supplies (323) 766-8793. Students can purchase books / textbooks at these locations.

## Lost and Found

It is important not to carry valuables such as large sums of money, jewelry, credit cards, and etc. to class. Due to the nature of the classes, the valuables cannot always be secured within a classroom. If something is lost, contact the administrative assistant at the front desk.

## Dress Code

Creating a professional image requires dressing professionally throughout your educational experiences.

## Code of Conduct

Code of conduct for The Reformed University students:

1. Accept assigned duties and responsibilities.
2. Demonstrate initiative and productivity.
3. Demonstrate sensitivity, compassion and a caring attitude towards your peers and patients.
4. Demonstrate strong ethical character.
5. Treat people as you would like to be treated.
6. Maintain professional grooming and personal hygiene at all times.
7. Demonstrate a well-rounded personality and professional competence while completing their graduation requirements.
8. Rules of conduct at The Reformed University are based on the California Administrative Code.
9. An act of dishonesty is the most serious violation of student conduct.
10. Cheating is unauthorized use of study aids, examination files, and other related materials and receiving unauthorized assistance during any academic exercise.
11. Fabrication is the falsification or invention of any information in an academic setting.
12. Food or drink is **NOT** permitted in the classrooms, unless designated by the school Director, the instructor or the Registrar.

Violation of the rules of conduct present in the catalog may lead to dismissal from The Reformed University and/or probation. All disciplinary matters will come before the administration, which will review the complaint, interview the person(s) involved and make a determination of the action. Results may include: dismissal of the charge, dismissal of the student, probation or suspension for a specified period of time. The finding will become part of the student's permanent file, possibly affecting a recommendation from The Reformed University. The Reformed University reserves the right to dismiss any student for whom it feels continuation would be a detriment to the student, fellow students and/or the school.

## **First Aid Kit**

A First Aid Kit is provided at the school's administrative office. It may be utilized free of charge.

## **Fire Extinguisher**

Three fire extinguishers are available in case of an emergency.

## **Emergency and Campus Crime**

Any student in an emergency situation should call 911. If a student has an English language problem, the LAPD Korean Town police are available (213-237-0569). If a student needs assistance, ask the Dean of Students' office. On campus, crime is very scarce. However, to prevent any crime attempts, it is recommended that students to walk in a group and watch one another.

## **Sexual Harassment**

The Reformed University intends to provide a work and learning environment that is pleasant, healthful, comfortable, and free from intimidation, hostility, or any other offenses that might interfere with healthy relationship among students and pleasant learning environment. Harassment of any sort – verbal, physical, or visual – will not be tolerated.

Sexual harassment consists of overt activity of a sexual nature that has a substantial adverse effect on a person. Such overt activity may include, but is not limited to the following:

- Demands for sexual favors, accompanied by threats concerning an individual's status.
- Demands for sexual favors, accompanied by promises of preferential treatment.
- Verbal, written or graphic communication of a sexual nature.
- Patting, pinching, or unnecessary contact with another body.

All The Reformed University students and particularly supervisors should keep the school environment free of harassment. Any students who become aware of an incident of harassment; whether by witnessing the incident or being told must report to the office of the school immediately.

Students should immediately report, in writing or orally, any incident in which he or she believes sexual harassment has occurred. Complaints should be presented to the student's instructor. If the problem recurs, or if for any reason the student does not wish to discuss the problem with his/her instructor, contact appropriate law enforcement authority.



## **Substance Abuse Prevention Policy**

As a matter of policy, The Reformed University has adopted and implemented a program that prohibits manufacture of illegal weapons or substances, possession of unlawful materials), use or distribution of illicit drugs and alcohol by students and employees on school's property and at any University activity. Any violation of this policy will result in appropriate disciplinary actions, up to and including expulsion, even for a first offense. The appropriate law enforcement authorities will be notified as soon as the violation of the law is apparently discovered.

Drug use and alcohol abuse have harmed society through major health and safety problems and contributed to the deterioration of the nuclear family. The administration, staff and faculty are dedicated to providing education, awareness, treatment referrals, along with the legally mandated reporting and criminal sanctions.

## **Student Responsibilities and Rights**

### **Responsibilities**

1. In addition to the requirements described under sections on attendance, satisfactory progress, and etc. in this catalog, students expected to follow standards of conduct and ethical consideration generally found in the professional workplace.
2. Read and understand all forms that you are asked to sign and keep copies of them.
3. It is the student's responsibility to compare and choose the class they wish to attend.
4. Know the criteria for satisfactory progress and when you are not meeting these criteria.
5. Tuition must be paid regardless of any future complaints or problems, unless discharged by a court of law.
6. Pay all installment payments on time.

### **Rights**

1. Know what financing is available. For all loans you receive, you have the right to know the total amount that must be repaid, the monthly payment amount, the late penalty charge, the payback procedures, the length of time you have to repay the loan, and when repayment is to begin.
2. You may stop attending school at any time and receive a refund for the part of the course you did not take (if payment has been made). The refund policy is in this catalog and also described in your enrollment agreement.
3. If you have unresolved complaints after following the grievance procedures, you may contact the Bureau for Private Post Secondary and Vocational Education. Read the section on grievance procedures carefully.

## **Crime Statistic Report**

No criminal offenses or arrests have occurred in the following categories on the school premises from 2004 to the present: murder, manslaughter, arson, forcible and non-forcible sexual assault, robbery, aggravated assault, burglary, motor vehicle theft, liquor law violations, drug abuse violations, weapons possessions, evidence of prejudice based on race, religion, sexual orientation,

ethnicity or disability. This information was reported to the Department of Education in the crime statistics report.

### **Academic Achievement Recognition**

To encourage academic excellence and progress, The Reformed University offers honors to full time students who earn a grade point average of 3.5 or better. These students are recognized by being placed on the Dean’s List, and automatically become members of the Honor Society.

At graduation, the following awards are presented to those students who have demonstrated outstanding scholastic achievement, leadership, and service.

### **Academic Achievement Awards**

Cum Laude	Cumulative GPA of 3.5 or higher
Magna Cum Laude	Cumulative GPA of 3.7 or higher
Summa Cum Laude	Cumulative GPA of 3.9 or higher

## Academic Programs

The Reformed University currently offers the following programs:

<b>Bachelor of Theology</b>	<b>120 semester units</b>
<b>Master of Divinity</b>	<b>84 semester units</b>
<b>Doctor of Ministry</b>	<b>63 semester units</b>
<b>Doctor of Theology</b>	<b>63 semester units</b>

# **Degree Program Description**

## **Bachelor of Theology**

120 Semester Units

The Reformed University offers a Bachelor of Theology degree based on 120 semester hours of credit. The program requires eight semesters in four academic years including General Education and Concentration Area (Christian Education, Christian Art Culture, Christian Counseling, and Missiology). The objective of the program is to prepare students to communicate the Gospel accurately and effectively. Students will acquire deeper knowledge of the foundation and history of Christianity. Graduates from our program will utilize Biblical Studies as the foundation; Church History as the framework, understand the theory of Theological Disciplines and gain in-depth knowledge of the Old and New Testaments. The program also encourages students to have autonomous learning and prepare them to serve professionally in the field of theology. In addition to exegetical skills and spiritual formation essential to Christian studies, communication, leadership and organizational skills are also required in this program.

### **Learning Outcomes**

- able to explain about the historical, doctrinal, biblical and practical aspects of the Christianity
- gain ability to discover the current issues of the Christian world view and apply biblical-based and ethical reasoning skills to problems
- expertise, analyze and engage in meaningful understanding of the Scriptures
- develop communication, leadership and organizational skills

### **General Education Requirement**

The General Education (GE) requirement promotes the intellectual growth of all undergraduates by ensuring that they acquire a breadth of knowledge that will enlarge their perspectives beyond the focus of a major and serve them well as participants in a knowledge-based society. It seeks to stimulate continued intellectual growth by providing students with knowledge not only of the content but also of the methodologies of different academic disciplines. It involves students in the learning process by its expectation of considerable writing and class participation. It encourages students to consider the relationship between disciplines.

The Bachelor of Theology requires a minimum of 18 credit (six courses) units earned in General Education. GE includes courses in arts, cultures, ethics, psychology and language. Students can demonstrate developing analytical, expressive and collaborative skills which is essential component for the Bachelor of Theology program.

### **Concentration Area Requirement**

The Bachelor of Theology requires a minimum of 12 course credit units (four courses) earned in concentration area. As part of the degree program, students will select one concentration area from ;

Christian Education  
Christian Art Culture  
Christian Counseling  
Missiology

## **Graduation Requirements**

The Bachelors degree program in Theology requires the completion of a minimum of 120 semester hours of credit, passing the comprehensive Bible examination, and demonstration of Christian character. Credits can be a combination of transfer credits and completion of course work with a Grade Point Average of C (2.0). At least 18 credits must be in General Education area, and at least 12 credits must be in Concentration Area. A minimum of 60 units must be completed at The Reformed University and the remaining 60 units may be accepted through transfer credits.

### **1. General Education : 18 Semester Units**

Students will select six courses from the following;

- GE101 Culture and Ministry / 3units
- GE102 Ethics in Human Communication / 3units
- GE103 Women & the Biblical Tradition / 3units
- GE104 Christianity and the Creative Thinking in Arts / 3units
- GE105 Introduction to Biblical Literature / 3units
- GE106 Christian Life, Faith, and Ministry / 3units
- GE107 Christian Ethics in Cinematic Acts / 3units
- GE108 Psychology and Christian / 3units
- GE109 Philosophy of Religion / 3units
- GE201 Oral Communication and, K Speech (English Korean) / 3units

### **2. Christian Education : 12 Semester Units**

Four courses are required from selected concentration of area.

- CE101 Child Growth and Development / 3units
- CE102 Educational Theology / 3units
- CE103 Children Education / 3units
- CE104 Bible Education Seminar / 3units

- CE105 Christian Education and Development Theology / 3units
- CE106 Educational Research and Statistics / 3units

### **3. Christian Art Culture : 12 Semester Units**

Four courses are required from selected concentration of area.

- CA101 History of Art and Culture / 3units
- CA102 Introduction to Christian Performance Art / 3units
- CA103 Intro to Christian Music / 3units
- CA104 Intro to Film Appreciation / 3units
- CW101 Creative Writing / 3units
- CW102 Bible as a Literacy Genre / 3units

### **4. Christian Counseling :12 Semester Units**

Four courses are required from selected concentration of area.

- PC101 Church & Worldview Relations / 3units
- PC102 Living out a Christian Life / 3units
- PC103 Introduction to Pastoral Counseling / 3units
- PC104 Counseling Method / 3units
- PC105 Counseling Psychology / 3units
- PC106 Family Counseling Therapy / 3units

### **5. Missiology : 12 Semester Units**

Four courses are required from selected concentration of area.

- MI101 Cultural Anthropology / 3units
- MI102 Introduction to Missions / 3units
- MI103 Missions Strategies / 3units
- MI104 Modern Missionary Movement (History of Missions) / 3units
- MI105 Church Growth and Christian Missions / 3units
- MI106 Theology of Missions / 3units
- MI107 World Religions / 3units

### **6. Biblical and Theological Studies: 90 Semester Units**

All of the following courses are required:

- BT100A Old Testament Studies / 3units
- BT100B New Testament Studies / 3units
- BT101 Foundation of Gospels / 3units
- BT202 Book of Moses / 3units
- BT204 Letters of Paul / 3units
- BT205 Book of Acts / 3units
- BT303 Foundation of Spirituality / 3units
- BT206 Bible Prophecies / 3units
- BT307 Preaching Principle / 3units
- BT308 Bible Study Methods / 3units
- BT406 Interpretation of Bible / 3units
- BT409 Systematic Theology I / 3units
- BT412 Christian Ethics I / 3units
- BT413 Christianity / 3units
- BT203 Church History / 3units
- BT301 American Church History / 3units
- BT302 Korean Church History / 3units
- BT407 Church Administration / 3units
- BT305 Curriculum of Early Childhood Education / 3units
- PS102 Education and Psychology / 3units
- BT201 Leadership Foundation / 3units
- PC203 Living out a Christian Life / 3units
- PC407 Family Dynamics / 3units
- PC305 Introduction to Marriage & Family Therapy / 3units
- AN102 Intercultural Studies / 3units
- MY103 Christian Music History / 3 units
- MY110 Contemporary Church Music / 3units
- CP399 Chapel / 3units
- FE399 Field Education and Report / 3units
- OT399 Graduation Preparation Class / 3units

## **Bachelor's Program Course Description**

### **<General Education>**

#### ***GE101 Culture and Ministry***

This course helps students understand the interplay between cultural awareness and effective ministry. Since cultural forces are constantly shifting, emphasis is placed on

ethnographic principles and practices as valuable tools needed in order to effectively engage people in ministry in various contexts.

### ***GE102 Ethics in Human Communication***

This seminar in ethics and communication helps students understand the ethical dilemmas faced by communicators in a variety of situations. Through the examination of various communication theories, students come to understand the powerful ways in which communication defines, creates, maintains, and/or changes social reality and understand the ethical implications involved in each of these communication functions.

### ***GE103 Women & the Biblical Tradition***

In this course, we will consider images of women in the Hebrew Bible, New Testament, and related literature from the biblical period exploring the range of roles that women play within biblical narratives (as wives and mothers; as heroes and villains; as warriors, queens, and prophets), the variety of metaphorical/symbolic uses of femininity in biblical traditions, and legal and ethical precepts related to the status of women in ancient Israel, early Judaism, the Jesus Movement, and early Christianity. We will ask what these ancient, literary representations of women and femininity might tell us about the experiences of "real" women and men in their authors' time, but we will also see how biblical stories about women have been reinterpreted according to the values of different times and cultures, and we will discuss the ways in which biblical traditions about women may have impacted the understanding of gender in Western culture, past and present.

### ***GE104 Christianity and the Creative Thinking in Arts***

This is a study of Christianity in the arts. Issues of ethics and social justice in the context of cultural studies are considered. Emphasis is placed on spiritual, artistic, and community development.

### ***GE105 Introduction to Biblical Literature***

This course introduces Old Testament biblical literature, hermeneutics, and literary critical methodologies with a primary focus on the books of Exodus and Deuteronomy. Students learn to observe the overall structure of these books, their historical settings, and modern approaches to their literary analysis. Students learn to interpret individual texts within each book. Students study how Deuteronomy uses the material of Exodus to communicate God's Word to a new generation.

### ***GE106 Christian Life, Faith, and Ministry***

The theological, educational, and social bases for ministry and service are examined. An analysis of the church's responsibility and methods for carrying out the ministry mandate of Jesus is emphasized. Field experience is required.



### ***GE107 Christian Ethics in Cinematic Acts***

This seminar in Christian culture media ethics helps students understand ethical dilemmas encountered by practitioners of film, television, and digital media in a variety of situations. Through the study of mass communication theories and criticism, students learn the powerful ways that entertainment media define, create, maintain and/or change cultural realities and understand the Christian ethical implications therein.

### ***GE108 Psychology and Christian***

This class discusses and critically evaluates the core ideas in the integration of psychology and the Christian faith by teaching the four to five established approaches for how to integrate what is known from psychological science and what is known from Biblical hermeneutics and theology. Upon completion of the course, students are able to define and communicate an awareness of the issues and various approaches for integration. Students are also able to identify and communicate the application of the integration of psychology and the Christian faith in their own lives and practice of psychology. Students enrolled in the course may be required to share information regarding their personal life, family, and relationships.

### ***GE109 Philosophy of Religion***

The study is designed so the seminar participant may develop a thorough understanding of the issues in advanced contemporary philosophy of religion.

### ***GE201 Oral Communication and Speech (English, Korean)***

This course is designed for students to learn the basics of effective oral communication. Students will study communication skills and will be participating in class discussion, small group speeches, role-play, and etc. Attention is given to the following areas: selection of subjects, aim, targeted audience, organization, and effective delivery.

### **<Christian Education>**

### ***CE101 Child Growth and Development***

A study of the basic principles of development and learning for early childhood development, including children's cognitive, language, social, emotional, and physical development for children. Students will be able to gain knowledge of the nature of children and principle of human development; understand diverse areas of human development according to the theories of child development; develop the sense of observation skill through the field experience for the preparation of teaching skills; practice the designing lesson plan and teaching experiences with specific age and area of child development; be an expert in the area of child development in theory and practice.

### ***CE102 Educational Theology***

This course is designed to help students develop practical theology and educate students in the interdisciplinary field of Christian education. Students will use the Bible to study the biblical, theological, psychological, and spiritual foundations of religious education, understand the spiritual development of children, and know the complex demands of mature faith.

### ***CE103 Children Education***

This course is designed to study the historical, philosophical, psychological and spiritual basis of curriculum for early childhood education and to learn how to create, execute, and evaluate the successful curriculum and instruction for young children within child care programs. This course combines a theoretical and experiential investigation of curriculum for children ages birth through eight years, with primary emphasis on pre-kindergarten through the elementary grades. It emphasizes the roles of the teacher as observer, collaborator, facilitator, and organizer.

### ***CE104 Bible Education Seminar***

This course teaches basic Bible study methods and rules of interpretation. Students will develop skills in biblical observation, interpretation, and application. In the course, several selected passages will be discussed, and special attention will be given to the exegetical method. Throughout the course, students will learn the Bible's story line and trace key themes of each book.

### ***CE105 Christian Education and Development Theology***

The course explores the application of human development, other social science theories, and research to Christian Education. The course will focus on one's spiritual development through his or her lifespan, as well as the importance of understanding social context and organizational dynamics for effective ministry.

### ***CE106 Educational Research and Statistics***

Students will learn and analyze various educational theories, paradigms, and methods of educational research, which impact school policy and decision-making. The course will also discuss evaluation, experimental, and various forms of both quantitative and qualitative research. By using statistical resources, students will practice making decisions, using research results effectively, utilizing up-to-date techniques, and etc.

### **<Christian Art Culture>**

### ***CA101 History of Art and Culture***

The course is designed for students who want to study the history of art and the artistic methodologies that have been important to the history of art from ancient time to the present. Students will examine various art pieces to study different cultures all over the world. Through examining, students will see different cultural standards and traditional

practices. By the end of the course, students will have better understanding in relationship between art and culture.

### ***CA102 Introduction to Christian Performance Art***

This course is designed for students who are interested in performing art such as theatre, dance, musical, and etc. Firstly, students will learn basic components of each performing arts and the process of preparing the arts. After study variety of performances, students will observe and interpret each performance. Furthermore, students will see each performance's cultural effects on its audience.

### ***CA103 Intro to Christian Music***

The course is an introduction to church music, and it is designed especially for music teachers, church leaders, praise team leaders. Students will learn basic vocabulary of church music as well as basic music reading skills. The course will also provide knowledge in basic church music concepts and song leading techniques. During the course, students will have some changes to discuss variety of music issues and leading music during service.

### ***CA104 Intro to Film Appreciation***

Emphasis on the analysis of the visual and aural aspects of selected motion pictures, dramatic aspects of narrative films, and historical growth and sociological effect of film as an art.

### ***CW101 Creative Writing***

This course is designed for students interested in learning and practicing the craft of creative writing, including writing poetry, fiction, and creative nonfiction. Includes discussion of the biblical foundations for creative expression through words and of the Christian writer's responsibility to art, society, self, and God. Workshop format.

### ***CW102 Bible as a Literacy Genre***

This course considers the Bible as literature. Key texts of various genres from the Bible will be examined. Clarification of the parameters of biblical scholarships and interpretation will be established. Literary criticism will be employed to engage the various genres of biblical literature. This course prioritizes clear and creative articulation using writing skills.

### **<Christian Counseling>**

### ***PC101 Church & Worldview Relations***

This course is an introduction to a study of psychology, theology, and the relationship between these two fields. Throughout the course, students will learn main themes of

theology and major theories in psychology. Special emphasis will be on exploration of spiritual implications and psychological skills/methods used in therapeutic counseling. At the end of the course, students will have practical sessions to gain experience in assessing a person's spiritual-psychological health and growth.

### ***PC102 Living out a Christian Life***

This course is an in-depth study of how to lead people to Christ. Special attention will be given to the theology of all aspects of evangelism, including the follow-up. Various methods of approach and presentation will be considered. Emphasis will be placed on evangelism and the local church for conservation of results.

### ***PC103 Introduction to Pastoral Counseling***

This course is an overview of current trends in counseling theory and practice and the role of counseling in public, private and church settings. Basic counseling skills taught in this course include interviewing, assessment, and therapeutic listening in a laboratory situation. Application is made to premarital, family crisis, grief and substance abuse counseling, with emphasis on developing strategies and applying scriptural principles.

### ***PC104 Counseling Method***

The course is designed to present an overview of counseling theory, principles, techniques and essential methods. Specific skills, competencies, and concepts related to counseling interviews will be studied. Emphasis will be on the development of individual counseling skills through readings, class discussions, and experiential exercises.

### ***PC105 Counseling Psychology***

The course teaches what facilitates personal and interpersonal functioning throughout one's life. Particular attention will be given on emotional, social, vocational, educational, developmental, and organizational concerns. During the course, students will have some chance to do clinical practices in class, analyze their practices, and develop their counseling skills. Through the practices, students will earn experience in counseling psychology.

### ***PC106 Family Counseling Therapy***

This is a course designed to give the student an opportunity to translate the theories of Family Therapy into practice. The structure of the course provides for the majority of the work in the praxis of Family Therapy.

<Missiology>

### ***MI101 Cultural Anthropology***

This module is an upper division survey of the cultures of our world with a special look at non-western societies. The course will provide tools for more effective intercultural communications as well as giving us a mirror in which to see our cultural groups more clearly.

### ***MI102 Introduction to Missions***

Missiology is the science of mission. It combines intercultural studies, anthropology, history, cross-culture communications and theology. This introductory overview of the church's global missions will include a look at biblical motivations, historical background and current strategies. This course does not seek to transform everyone into a global missionary. It will, however, seek to motivate everyone to be a mobilizer for the cause of evangelism.

### ***MI103 Missions Strategies***

This course in the methodology of missions, It will cover all kinds of issues. Sometimes I've even told students that it is subtitled "Coffee Break on the Mission Field" since we will talk about many of the things that missionaries talk about when they get together.

### ***MI104 Modern Missionary Movement (History of Missions)***

This course looks at 2000 years of the expansion of Christianity around the world. An in-depth look will be taken at the last four hundred years, beginning with groups like the Moravians in the 1600s and then contributions of people like William Carey, Hudson Taylor, Cameron Townsend, Donald McGavran and Ralph Winter.

### ***MI105 Church Growth and Christian Missions***

This church growth class will focus on church growth and planting not as a list of programs to be tried, but as the serious study of the questions : Why do some churches grow and others do not? Are there reproducible principles which church leaders can or should prayerfully attempt to follow in a variety of congregations? The course will lean heavily on the foundational work of Donald McGavran, the man many call "the father of the modern Church Growth movement."

### ***MI106 Theology of Missions***

This course will respond to issues like : Is Christ the only way? What is our scriptural and Theological foundation for evangelizing the whole world? Does the global mandate begin with Jesus' Great Commission? What about those who have never heard of the name of Jesus? What about those "gentiles" who lived and died prior to Jesus' birth? What does sincerity in following one's own religion count for? In what ways does our culture shape our theology? Is it possible to respond to religious pluralism without falling into either a narrow dogmatism on the one hand, or an uncritical relativism on the other?

## ***MI107 World Religions***

Introduction to the world's major religious systems (including some segments of Christianity): Hinduism, Buddhism, Confucianism, Taoism, Judaism, Islam and Animism. We will investigate these religions from several perspectives, including historical (beginnings and development), phenomenological (beliefs, rituals, practices), and comparative (similarities and differences). The course will utilize a combination of discussions, lectures, films, special speakers and even some field trips.

### **<Theology>**

## ***BT100A Old Testament Studies***

This course is a study of the Old Testament with emphasis on the historical, theological and literary features. In the class, students will learn the author of each book in the Bible, the purpose and message of each book, and right interpretation methods of each book. The course will offer tools and experiences to understand the history and literature of the Old Testament.

## ***BT100B New Testament Studies***

This course is a study of the New Testament with emphasis on the historical, theological and literary features. In the class, students will learn the author of each book in the Bible, the purpose and message of each book, and right interpretation methods of each book. The course will offer tools and experiences to understand the history and literature of the New Testament.

## ***BT101 Foundation of Gospels***

This course is a study of the Gospels of Matthew, Mark, Luke, and John with emphasis on content, similarities, and differences. Critical methodologies are studied and evaluated. This course will provide an overview of the scope and content of the four Gospels. Each of these gospels was written at a specific time and place and for a specific purpose. While using many the same traditions about Jesus, each shapes its presentation to the needs of the particular community for which it was written, resulting in diverse portraits of Jesus.

## ***BT202 Book of Moses***

This course is designed to introduce the student to the historical, literary, and theological interpretation of the Pentateuch. In the course, students will examine creation, fall, Israel's ancestors, exodus, and the Law using literary and historical analysis. Theological issues explored include the character of God, human nature, and covenantal relationship with God. Class will sample the diverse genres of literature contained within the Torah, seek out and study the alleged anomalies and discrepancies, and thereby acquire an appreciation for the productive methods used in the modern critical study of the Bible.

### ***BT204 Letters of Paul***

In this course, students will study the letters of Paul in terms of their literary and theological issues and in the context of early Christianity. The course will focus on a critical reading of the Letters of Paul and his interpreters in cultural context. Attention will be given to close reading of the Pauline letters and recent scholarly work on the social worlds and imperial context of the Pauline communities.

### ***BT205 Book of Acts***

This course is a detailed study of the Book of Acts with emphasis on the development of the early church and on the life and missionary journey of Paul. The Book of Acts is the intended sequel to the Gospel of Luke, showing how the new community of faith applied Christ's teachings to life and how they proclaimed His message throughout the world. In this course, learners complete an exegetical study of the Book of Acts by focusing on the biblical theology of the book, the historical background of events, and the theological emphasis of the speeches. The goal of the course is to enable learners to articulate the message of Acts in ways that are both textually accurate and contemporarily relevant, and to apply that message to life.

### ***BT303 Foundation of Spirituality***

This course is designed to give students an introductory overview of the dynamics involved in the formation of mature character in the life of the Christian leader. In this course, students will explore the theoretical foundations, or basic assumptions, of spiritual formation. The course will be primarily concerned with issues related to human anthropology and the development of the self. This will include study in the following areas: critical reasoning, human psychology, and character development.

### ***BT206 Bible Prophecies***

This course is a study of the historical background, the theological aspect, time, and place of ministry, and personality of each of the authors of the books of Prophets. This course will focus on the exegesis of the Hebrew text of Amos. Students will examine the theology, poetic method, structure, historical background, text criticism and Hebrew syntax. Throughout the course, students will investigate in a critical manner the prophetic literature that is, the body of writings that witnesses to and grows out of the ministry of the prophets of the Old Testament.

### ***BT307 Preaching Principle***

This course will help students to prepare sermon construction and style of delivery of the sermon. This course is an introduction to the principles of, and the processes involved in, the preparation and delivery of sermons. Preaching is God's revealed way of making himself and His saving covenant known to us. It communicates the Bible as no other way of handling it does. In this course, students shall look at the guiding

principles that constitute reformed preaching through the ages, giving particular concentration on the mechanics of sermon construction.

### ***BT308 Bible Study Methods***

This is a course on the basic principles of biblical teaching. This course will not only teach the essentials of inductive Bible study methods, but will present the techniques using new modes of communication. The course is designed to give a basic overview of methods and principles of teaching biblical truth. In doing this, the course will attempt to give the student helpful feedback so that he or she can assess with more confidence God's calling in his life. Bible studies may focus on the New Testament (NT) Letters.

### ***BT406 Interpretation of Bible***

This course is an introduction to the tools and methods needed to interpret Scripture. Students will study the principles of biblical interpretation, an introduction to the major resources available for biblical interpretation, and an exegetical study of selected passages from the various types of biblical literature. Through the course, students gain an understanding of how to use biblical research tools and to integrate materials in an effective and hermeneutically acceptable manner.

### ***BT409 Systematic Theology I***

This course is a study of the inspiration of the scriptures, the works of God, origin, and destiny of angels, and man. This course will introduce students the fundamental structures of Christian and Lutheran thought, as it explores the relationship between God, humanity and the world in a history of revelation that extends from creation and fall to the consummation of all things and is centered in Jesus Christ.

### ***BT412 Christian Ethics I***

This course will provide an introduction to Christian ethics and how the forms and teachings of impact the broader society. This course examines how the Christian tradition, past and present, understands and teaches how Christians should live, what they should and should not do, and the kinds of persons they should be. Persistent and contemporary moral issues and concerns will be addressed—such as war and peace, terrorism, economics, the environment, globalization, capital punishment, euthanasia, abortion, and cloning—along with various Christian responses to them. In particular, students will be encouraged to develop analytical and critical thinking skills, as well as reflect on their own processes of moral reflections.

### ***BT413 Christianity***

This course is an introduction to the teachings of the Christian faith. This course is designed to help students to learn more about their faith, how to apply it to daily life, learn how to read the Bible, and to explore theology. This course will give students a clear foundation in Christian doctrine to further their personal discipleship and enable



them to minister with theological integrity and biblical faithfulness. This course will cover such topics as God, the Bible, Sin, Salvation, the Church, and Eschatology

### ***BT203 Church History***

This course is a study of early and medieval church to modern and postmodern church development including major theologians and their writings. This course is designed to provide the student with an overview of the major events in the life of the church. Students will study the status of the Christian Church during its first fourteen centuries is essential for those who will minister in that institution in order to understand their heritage and build upon it. The primary method in the course will be the study of individuals who made major contributions to the life of the church over the centuries.

### ***BT301 American Church History***

This course is a study of the establishment, expansion, internal development, and societal impact of the Protestant churches on the North American continent from the colonial period until today, with particular focus on the major leaders and controversies in the development of Reformed and Presbyterian theology in the United States and Canada.

### ***BT302 Korean Church History***

In this course, students will learn Korean church development including its identity and growth within historical-theological framework. Through studying the history of Korea and church development in Korea, students will examine the biblical and theological principles for church revitalization in Korea. Students will also learn the key events in Korean church history, and special attention will be given to the persecution of the early church.

### ***BT407 Church Administration***

This course is a study of administrative principles and practices for the local church. The course examines staff, finances, buildings, and public relations in churches and integrates material from both religious and secular sources. This course is designed to equip church starters, pastors, and leaders with Bible knowledge, Christian character, servant leadership, and teaching experience with the goal of life-change. It addresses the diverse learning styles of adults through active discussion, charts, visuals, Internet research, team-building, and project-based learning. This course focuses on how to apply the basic principles of leadership and church administration.

### ***BT305 Curriculum of Early Childhood Education***

This course is designed to study the historical, philosophical, psychological and spiritual basis of curriculum for early childhood education and to learn how to create, execute, and evaluate the successful curriculum and instruction for young children within child care programs. This course combines a theoretical and experiential investigation of

curriculum for children ages birth through eight years, with primary emphasis on pre-kindergarten through the elementary grades. It emphasizes the roles of the teacher as observer, collaborator, facilitator, and organizer.

### ***PS102 Educational and Psychology***

This course is designed to introduce psychological principles, theories, and methodologies to issues of teaching and learning in schools. The main focus of this course is on the learning process and related ideas such as development, individual differences, cognition, effective learning environments, motivation and exceptionalities. Emphasis is on studying the development of effective teaching-learning relationships in the school environment. Connections among a variety of disciplines are stressed, as well as links to the real world beyond the classroom.

### ***BT201 Leadership Foundation***

This course is to acquaint students with the principles of leadership, mentoring, and biblical management for effective leadership in both the church and ministry. The historical development and biblical principles of management theory and leadership style are examined. Attention is given to personal and spiritual development as a leader, development of future leaders, handling normal hindrances to leadership in ministry, vision casting and strategic planning, setting goals, budgeting, and overseeing the church organization. This course will enable the student to become an effective leader by being a model, mentor and motivator, multiplier and mobilizer, as well as an efficient manager of ministries.

### ***PC203 Living out a Christian Life***

This course is an in-depth study of how to lead people to Christ. Special attention will be given to the theology of all aspects of evangelism, including the follow-up. Various methods of approach and presentation will be considered. Emphasis will be placed on evangelism and the local church for conservation of results.

### ***PC407 Family Dynamics***

This course examines the role of family structure, interaction and other dynamics in the development, maintenance and treatment of family dysfunctions. This course will also expose students to basic approaches to parenting assessment and development of parenting skills; communication systems study of children and families with various cultural patterns and lifestyles.

### ***PC305 Introduction to Marriage & Family Therapy***

Students in this course will be introduced to the newest of the recognized mental health professions, Marriage and Family Therapy. In addition to learning about the history and development of the profession, participants will be introduced to skills used by Marriage and Family Therapists to help individuals, couples and entire families deal with

psychological, emotional and behavioral problems. In addition to learning the systems theory on which this mental paradigm is grounded, students will view video tapes of leading therapists working with families and couples, demonstrating the range of techniques used by family therapists.

### ***AN102 Intercultural Studies***

This course is introductory-level class to intercultural studies. The course introduces the subject by examining the relationship between culture and identity, patterns of behavior and attitudes engendered by intercultural contact, expressions of identity, etc. This course specially focuses on the importance of culture in our daily lives, and the ways in which culture interrelates with and effects communication processes. We live in an era of rapid globalization in which being able to communicate across cultures is imperative to our ability to function in a diverse workplace, city, and world. Through reading stories and having class discussions, this course will help students to increase their sensitivity to other cultures. Students will have awareness of their own cultural backgrounds and the contexts in which they live and communicate.

### ***MY103 Christian Music History***

This course is a survey of music from the Old Testament period to the twentieth century Pentecostal movement. Emphasis will be placed on the analysis of trends in church music history through means of musical literature and listening examples. Special correlation between music trends and concurrent theological movements will be examined.

### ***MY110 Contemporary Christian Music***

This course is focused on study of the concepts, materials and resources currently used in Christian worship. Students will examine the use of standard and emerging popular music trends, styles, ensembles, and nomenclature. Students will also discuss and develop an understanding of the past, present, and future of Contemporary Christian Music. Further discussion will touch on current trend in both the secular and Christian Music industry. The course will include special presentations, discussion forums, and reading assignments

### ***CP399 Chapel***

Chapel presentations address the imperatives of the Christian message related to worship, evangelism, discipleship, fellowship, and ministry. Some sessions will also be utilized for special university emphases.

### ***FE399 Field Education and Report***

The course helps students gain hands-on experience and gives them the opportunity to integrate their academic learning with real ministry contexts. The students will have supervised ministry experience in a church and meet regularly with a faculty mentor for

the purpose of case study discussion, direction, and peer support in relation to students' ministry site experiences, personal awareness, academic studies, and spiritual formation.

### ***OT399 Graduation Preparation Class***

Students who participate in the course will be offered weekly workshops and information on: Selecting a Graduate Program; Preparing a Statement of Purpose; Asking for Letters of Recommendation; Preparing for Admissions Exams; and Understanding the Graduate School Experience.

## **Master of Divinity**

84 Semester Units

The Reformed University offers Master of Divinity based on 84 semester hours of credit. The objective for this program is to offer rigorous course work and professional training for Pastoral Ministry. Students will take core courses in biblical, historical and concentration studies which will be characterized in this graduate program. Through this program, the students will gain 1) ability to preach and teach the meaning of scripture 2) styles of historic and modern Christian liturgies 3) skills to construct and lead a congregation. The program's mission is to prepare students to become an influential leaders in ministry, strengthening spiritual maturity, utilizing and explore their gifts and callings; and precede in evangelism- concern for non-Christians around the community and worldwide.

### **Learning Outcomes**

- Understand the teachings and emphases of each book of the Bible (critical thinking and interpretation);
- Develop fundamental knowledge in the area of Bible, language, ethics and practicum training
- Practice Christian faith and reflect theologically by demonstrating spiritual formation, leadership and pastoral care/love
- Demonstrate the ability to impact the community in Christ through evangelism and social concern with cultural sensitivity
- Earn the recognized theology degree for ordination

### **Graduation Requirements**

To graduate from the Master of Divinity programs, the student is required to complete a minimum of 84 semester credits which are included in 45 semester credits of biblical studies, 9 semester credits of historical studies, 21 semester credits of concentration areas and 9 semester credits of required courses. At least 30% of the course work must be completed at The Reformed University and the student should have a GPA of 3.0 or above.

To complete the program, a major research paper or a thesis project must be submitted and approved by the faculty advisor. The student will write on a topic which the student is interested and desires to further develop. The student will complete the project during the final year of the program and submit a prospectus and outline for faculty advisor's approval a semester prior to due date. The length of the project will be approximately 20-30 pages of text, double-spaced in APA format.

### **1. Biblical and Theological Studies : 45 Semester Units**

Students will select fifteen courses from the following:

- BT501 Pentateuch / 3units
- BT502 Pauline Literature / 3units
- BT503 Prophetic Literature / 3units
- BT504 Acts of the Apostles I / 3units
- BT505 Hermeneutics / 3units
- BT506 Preaching / 3units
- BT507 Systematic Theology II / 3units
- BT508 Spiritual Formation / 3units
- BT509 Apologetics / 3units
- BT510 Christian Doctrine / 3units
- BT511 Theological Writing and Research Method / 3units
- BT512 Old Testament Survey II / 3units
- BT513 New Testament Survey II / 3units
- BT514 Use of Scripture in Theology / 3units
- BT515 The Use of Old Testament in New Testament / 3units
- BT516 Feminist Theories and Theologizing / 3units
- BT517 Globalization Missions, Theology, and Ethics / 3units
- BT518 Theological Foundation for youth Ministry / 3units
- BT519 Narrative and Theology in the Bible / 3units
- BT520 Chapel II / 3units

### **2. Historical Studies : 9 Semester Units**

*Following courses are required for all M. Div students:*

- HI501 Early Christianity / 3units
- HI502 Western Church History / 3units
- HI503 Korean Church History / 3units

### **3. Concentration Areas : 21 Semester Units**

Students will select seven courses from the following;

- MD501 Christian Ethics II / 3 units
- MD502 Pastoral Counseling / 3 units
- MD503 Missions II / 3 units
- MD505 Strategies in World Evangelism / 3 units
- MD506 Church & Worldview Relations / 3 units
- MD507 Bible Exegesis / 3 units
- MD508 Expository Preaching / 3 units
- MD510 Hebrew / 3 units
- MD511 Greek / 3 units
- MD512 Administration and Finance for Congregations / 3 units
- MD513 Preaching Lab / 3 units
- MD514 Spirituality of Healing / 3 units
- MD520 Mentoring I / 3 units
- MD530 Mentoring II / 3 units
- MD540 Mentoring III / 3 units

#### **4. Required Courses : 9 Semester Units**

*These courses are required for all M. Div students:*

- OT599 Graduation Preparation & Thesis / 3 units
- MT521 Theological Writing and Research Method / 3 units s
- MT522 Field Education and Ministry Report II / 3 units

### **Master of Divinity Program Course Description**

#### **<Biblical and Theological Studies>**

##### ***BT501 Pentateuch***

This course is designed to provide the student with a broad introduction to the history of salvation as expressed in the Pentateuch. It explores the content, major themes and theology of the Pentateuch with special attention to the relationship of the Pentateuch to Jesus Christ. Our interaction with the Pentateuch is intended not only to increase the student's knowledge, but also encourage spiritual growth and skill in using the Pentateuch in one's personal life and ministry. Students will work our way systematically through the Pentateuch, following the narrative from creation to the calling of Abraham to the establishment of the nation of Israel to the Plains of Moab where the nation of Israel readies itself for the conquest of Canaan under the leadership of Joshua.

### ***BT502 Pauline Literature***

This course is an exposition of Acts and the Pauline epistles (Romans through Philemon) and a study of the ministry and teachings of the Apostle Paul as recorded in the Pauline Epistles. The life setting of each letter is related to Paul's journeys described in the book of Acts. Special attention is given to the major theological themes of the epistles. Primary consideration will be given to the following texts: First Thessalonians, Galatians, Philippians, Philemon, First and Second Corinthians, and Romans. Themes will be presented from the Deutero-Pauline Letters, the Pastorals, and the letter to the Hebrews. Attention will also be given to the historical setting and overall message of each book.

### ***BT503 Prophetic Literature***

This course examines the phenomenon of prophecy in Israel. It explores its origins and surveys some early "non-writing" prophets, and the classical prophets who have left us books which bear their names. These prophets are set in their historical contexts, which include social, political and economic factors; their books and sayings are studied with modern literary techniques, including exegesis of selected texts. The overall aim is to uncover the theological message of the prophets (including their teaching on social justice) and to arrive at an understanding of the development of prophecy into eschatology and apocalyptic.

### ***BT504 Acts of the Apostles I***

This course is a survey of the Gospels and Acts with more intensive study of selected texts and issues. In this course, students complete an exegetical study of the book of Acts by focusing on the biblical theology of the book, the historical background of events, and the theological emphasis of the speeches. In addition, Included are a survey of New Testament backgrounds, evaluation of various critical approaches to the life of Christ, consideration of the historical reliability of the Gospels, and a survey of central theological themes in the teaching of Jesus, and the individual Gospels.

### ***BT505 Hermeneutics***

This course will focus on the development of a systematic approach to the interpretation of Scripture. While various critical-interpretive systems and strategies will be considered, special attention will be given to the historical-grammatical method. The predominant literary genres of the Bible will be examined and relevant principles of interpretation highlighted. Emphasis will be placed on understanding the original, intended meaning of Scripture in its canonical context as the basis upon which to prepare expositions and make appropriate contemporary applications

### ***BT506 Preaching***

This course is designed to offer students an understanding of the theology and practice of preaching in pastoral, liturgical settings. Preaching is God's revealed way of making himself and His saving covenant known to us. It communicates the Bible as no other

way of handling it does. It focuses the church as a worshipping, Word-oriented community. Particular attention will be given on the necessity to proclaim the whole counsel of God biblically, doctrinally, practically, and experientially.

### ***BT507 Systematic Theology II***

This course is a study of Christology, giving particular emphasis to both the Person and Work of Jesus Christ. This course is designed to give you a concise introduction to the nature, history and methodology of systematic theology. It should also provide a helpful stimulus in understanding the relationship between the practice of one's faith and the belief context into which that practice fits. The course will attempt to survey the material from an exegetical, biblical-theological, historical, and creedal basis, giving particular attention to points of interest and debate in our own time. And, the course will focus the nature of a theological vision, the inspiration and authority of Scripture, the interpretation of those Scriptures and the nature of the God whom we worship.

### ***BT508 Spiritual Formation***

The course explores the processes and goals of spiritual formation in the life of the Christian minister, counselor or leader from a multi-disciplinary viewpoint including personal, biblical, theological, psychological, and historical perspectives. The student is introduced to the historic disciplines and practices of the Christian faith that promote intimacy with God and Christ-likeness in character with the goal of fostering ongoing personal vitality essential to ministry and the ability to facilitate spiritual renewal and consistent discipleship in others.

### ***BT509 Apologetics***

The course will seek to formulate the rational basis for believing in Christian theism, with responses to objections and critiques of competing worldviews. Apologetics is the study of how to give reasons for our Christian hope (1 Pet 3:15). The course has three parts: In the first part, students shall ask what Scripture says about human knowledge, particularly the process by which a non-Christian comes to know Christ. The second part will deal with the controversy over how to do apologetics, discussing representatives of different apologetic schools. The third part will discuss issues under debate between Christians and non-Christians.

### ***BT510 Christian Doctrine***

This course is designed for students in Systematic Theology field to help identifying foundational doctrines and their spiritual foundations, and gain an understanding of the communal and historic nature of doctrines. This course bases the theological formation of students upon biblical data as well as upon the classical Christian tradition, contemporary theology, and Wesleyan theological distinctive with a view to helping students grasp the importance of theology for the practice of ministry. The course will help students understand and express why disciplined thoughts and faithful confessions are crucial for them.



### ***BT511 Theological Writing and Research Method***

This course is a study of the theological research and writing methods to understand the forms and requirements of dissertation and report writing as well as various research methods and resources. The course offers an overview of the different approaches, considerations and challenges involved in academic research. In addition to reviewing core human research methods such as interviews, ethnographies, surveys and experiments, students will explore methods used in critical analysis of texts and technologies, with an emphasis on the digital.

### ***BT512 Old Testament Survey II***

This course introduces students to the study of the origins of Christianity by means of the Old Testament. Students will undertake a historical study of the Old Testament documents, seeking to understand their plan, origin, purpose and content within their broader historical and cultural context. Appropriate interpretive method for each genre of the Old Testament will be discussed. Students will also seek to clarify the theological message of each document in light of its historical circumstances.

### ***BT513 New Testament Survey II***

This course introduces students to the study of the origins of Christianity by means of the New Testament. Students will undertake a historical study of the New Testament documents, seeking to understand their plan, origin, purpose and content within their broader historical and cultural context. Appropriate interpretive method for each genre of the New Testament will be discussed. Students will also seek to clarify the theological message of each document in light of its historical circumstances, with a view toward understanding their meaning for today.

### ***BT514 Use of Scripture in Theology***

A study of the how the New Testament uses the Old Testament. This course will provide an overview of the history of interpretation, a methodology, and the ability to determine how the New Testament writers make use of the Old.

### ***BT515 The Use of Old Testament in New Testament***

A study of the how the New Testament uses the Old Testament. This course will provide an overview of the history of interpretation, a methodology, and the ability to determine how the New Testament writers make use of the Old.

### ***BT516 Feminist Theories and Theologizing***

This course introduces the student to varieties of feminist and gender theories and theorists, e.g., liberal feminism, radical feminism, Marxist feminism, post-colonial feminism, womanist theorists, and Asian American feminism, in order to provide a

theoretical foundation for theologizing on behalf of women. This course fulfills the feminist theory requirement for the Master of Theology student.

### ***BT517 Globalization Missions, Theology, and Ethics***

Globalization is an undeniable political, social, economic, and cultural reality. Why and how should we be engaging with its effects? As well as looking at how Christians use and contest global trends, we will explore how the church should be responding-theologically, ethically and practically - to issues such as global warming, economic and trade disparities, migration, poverty, cultural homogenization, and the challenges of co-existence among varied faith communities. The role and responses of those marginalized by global processes will be explored.

### ***BT518 Theological Foundation for Youth Ministry***

This course explores the theological foundations of ministry with young people, ranging from those in early to those in late adolescence and emerging adulthood. Primary attention will be given to the role faith plays in adolescent development and identity formation, and to the church's responsibility to young people in and beyond congregations. This course emphasizes incarnational and missional approaches to the gospel, as well as young people's own agency as participants in the total mission of the church.

### ***BT519 Narrative and Theology in the Bible***

Most of the Bible is "stories"—something happens. Things change. In this course we will analyze some of the most important biblical texts and discuss both their narrative beauty and the theological ideas that come from stories, e.g., Exodus, covenant, vindication, identity, redemption. Texts covered will include Genesis, Exodus, Judges, Kings, Mark, John. In addition, we will consider the novelistic texts that arose between the texts just mentioned, such as Esther, Judith, and Tobit.

### ***BT520 Chapel II***

Chapel presentations address the imperatives of the Christian message related to worship, evangelism, discipleship, fellowship, and ministry. Through the course, students will gain an appreciation for the integration of faith, learning, and vocation. Also, students will develop a personal spiritual journey through understand of the Bible and the practice of spiritual disciplines.

### **<Historical Studies>**

### ***HI501 Early Christianity***

This class is a survey of the history of Christianity in its first thousand years. Major issues will include Christian origins and its Jewish roots; the diversity of early Christian theologies, including gnosticism and orthodoxy; martyrdom and the rise of monasticism;

questions of faith and order; trinitarian and christological controversies; and Christianity in Africa and Asia. The course will also focus on the challenges and opportunities facing the church throughout the first millennium, including its encounter with Islam and other faith traditions.

### ***HI502 Western Church History***

This course is designed to teach students to the history of religion in the United States. The course will cover American church history from its beginnings in the colonial period to its most recent expressions in the twentieth century. Major movements, leading personalities, theological developments and religious trends will be examined with the aim to better understand the evangelical tradition. Students will study the relationship of religious life to the cultural, social, economic, and political currents of American history, and consider how the history of religion shapes the way students should understand American history as a whole. They will also study the development of religious practices and beliefs in relation to proprietary and corporate capitalism, faith in technological progress, an increasingly pervasive market culture, changing gender conventions, racial and ethnic pluralism, and a political democracy structured, in part, by the separation of church and state.

### ***HI503 Korean Church History***

This course will focus on the history of the Korean church. In this course, the introduction of the Gospel to Korea and its historical background, the sociological and political contexts of the time, the influence of the Gospel on the traditional Korean society, an evaluation of the rapid growth of the Korean church in a relatively short period of time and the future of the Korean church will be explored. In this course, students will examine the biblical and theological principles for church revitalization. Simultaneously, the course will examine biblical paradigms, strategies, church leadership, and practical applications for healthy church growth both in terms of local congregations and leadership.

<Concentration Area>

### ***MD501 Christian Ethics II***

The course will explore the moral implications of the Christian commitment, the formulation and development of the principles of Christian ethics for persons and within communities, and their application to areas of contemporary life. Students are introduced to terminology, major views, and problems in the study of ethics and to a biblical basis for morality, and basic concerns and current issues in social ethics are covered. The course teaches the methods and topics of moral reflection and action in the biblical, historical and theological context. The course focuses on new life in Christ as embodied in the church for the world.

### ***MD502 Pastoral Counseling***

This class focuses on various counseling skills for effective interaction and learning necessary advanced pastoral counseling techniques. The course topic covers the followings: counseling theories with spiritual and theological principles, spiritual and religious perspectives of counseling, theoretical counseling applications in spiritual settings, and examination of special theories of pastoral counseling. Special emphasis will be on individual counseling and consultation.

### ***MD503 Missions II***

This course examines biblical and theological foundations of mission with attention to historical, cultural and methodological issues. The course is designed to introduce the students to the biblical, theological, historical, and practical bases for Christian missions. Students will survey major eras in the history of Christian missions and learn to recognize contemporary "types" of mission strategy that are one legacy of this history. The course will then study the biblical and theological basis of Christian mission and examine continuing issues that church workers confront as they seek to share a message.

### ***MD505 Strategies in World Evangelism***

This course considers the biblical and historical dimensions of evangelism as well as strategies for developing culturally specific evangelism. The course explores different models for evangelism for today's world.

### ***MD506 Church & Worldview Relations***

This course develops a Christian worldview from a redemptive history model of biblical theology, which is then clarified using the philosophical categories of metaphysics, epistemology, and axiology. The course provides sociological and ethical approaches toward better understanding the social nature and mission of the church. Students will gain an understanding of modern and postmodern thought and how to critique them biblically, and are encouraged to develop and apply a Christian worldview to life and ministry.

### ***MD507 Bible Exegesis***

This course is designed to familiarize the student with biblical interpretation. Special emphasis will be placed upon exegesis in light of history, grammar, and theological content. The course will focus on the development of a systematic approach to the interpretation of Scripture. Attention will be given to various critical-interpretative systems and strategies. This course will instruct in various parameters for biblical interpretation and will show how specific methods are applied to Bible study.

### ***MD508 Expository Preaching***

This course is designed to offer students an introductory understanding of the theology and practice of preaching in pastoral, liturgical settings. This course intends to help students and preachers to create Christ-centered sermons which are firmly rooted in the

Scriptures. In this course, we will investigate creative languages of proclamation as means for communicating God's story in the context of worship in ways that both learns from and challenges contemporary media-saturated cultures.

### ***MD510 Hebrew Tools for Biblical Interpretation***

This course is study of the elements of Biblical Hebrew with emphasis on vocabulary, syntax and grammar to equip the student to be able to read the Hebrew text. To impart an active knowledge of Standard Biblical Hebrew, so that students will be struck by linguistic anomalies in the Bible and thereby anticipate the questions posed by philologically oriented exegetes like Ibn Ezra, Rashbam, and Radak.

### ***MD511 Greek Tools for Biblical Interpretation***

This course is a study of vocabulary and an analysis of the grammar of New Testament Greek, and the purpose of this course is to learn the fundamentals of Biblical Greek phonology, morphology, and syntax in order to begin reading and translating the Greek New Testament. The course concerns with learning the rudiments of Greek (accidence and some vocabulary) with a goal of using the Greek New Testament in preaching, Bible studies, and exegesis courses in the Greek New Testament.

### ***MD512 Administration and Finance for Congregations***

This course seeks to foster administrative skills as an essential component of effective ministry for clergy and lay leaders. Specific topics will include compensation strategies, personnel issues, decision-making processes, management styles, budgeting, and financial management in the parish. The course will also cover issues relating to the spirituality of money and the vocational dimensions of church administration.

### ***MD513 Preaching Lab***

This course is designed for students who would like to gain experience in preaching. Through this class, students will practice in preaching several sermons in front of people. In this course, students shall look at the guiding principles that constitute reformed preaching through the ages, giving particular concentration on the mechanics of sermon construction. Particular attention will be given on the necessity to proclaim the whole counsel of God biblically, doctrinally, practically, and experientially.

### ***MD514 Spirituality of Healing***

This course explores the spiritual foundations of healing, including mind and body connections, breaking the cycle of violence, and developing life-affirming spiritual practices. Particular emphasis will be on healing from internalized racism, homophobia, and other forms of structural oppression. There will be opportunities to study Chinese approaches to healing.

### ***MD520-540 Mentoring I, II, III***

Mentoring can change the course of students' lives when they learn to make thoughtful choices and follow through with commitments. In the process, students realize they can achieve more than they ever dreamed possible. This course provides a roadmap to implement an effective coaching and mentoring program that leads to improved student learning and success. Participants learn to serve as coaches and mentors to students and fellow educators— roles effective both within the classroom and beyond the school at large. They come to appreciate the relationship between mentoring and leadership through the study of historical leadership background, as well as by considering the characteristics of successful mentoring programs. Educators are prepared to engage in transformational leadership.

#### <Required Courses>

#### ***OT599 Graduation Preparation & Graduation Thesis***

This course focuses on methods and techniques of behavioral research with specific focus on methods frequently used in educational and social science research. Potential and completed problems are analyzed with a view to the selection of research topics. The research process is reviewed with the emphasis on design, application, consumption, as well as standards for writing research papers.

#### ***MT521 Theological Writing and Research Methods***

This course is a study of the theological research and writing methods to understand the forms and requirements of dissertation and report writing as well as various research methods and resources. The course offers an overview of the different approaches, considerations and challenges involved in academic research. In addition to reviewing core human research methods such as interviews, ethnographies, surveys and experiments, students will explore methods used in critical analysis of texts and technologies, with an emphasis on the digital.

#### ***MT522 Field Study and Report II***

The course helps students gain further hands-on experience and gives them the opportunity to integrate their academic learning with real ministry contexts. The students will have supervised ministry experience in a church and meet regularly with a faculty mentor for the purpose of case study discussion, direction, and peer support in relation to students' ministry site experiences, personal awareness, academic studies, and spiritual formation. The students are required to write a report about their experience at the end of the course.

## **Doctor of Ministry**

63 Semester Units

Doctor of Ministry is a professional degree in ministry that brings together theory and practice and is built upon the biblical, theological and professional foundations of Master of Divinity program. The program is intended for people who are in full-time vocational Christian ministry, such as pastors, associate pastors, missionaries, chaplains, Christian educators, workers in Christian organizations and evangelists.

The objective of the Doctor of Ministry Program is to help the students to reflect on the day-to-day practice of ministry and to define critical issues that Christian communities facing today. The faculty will assist to deepen the students' understanding of ministry through systematic studies, professional research, theories, experts' feedback, and one-on-one mentoring. At the end, the students will write a thesis that is pertinent to the students' ministry.

Course work and Dissertation Project comprise the core components of the degree. The students are suggested to take 3 to 4 courses per semester but they may take more courses upon the written permission of an Academic Dean or a faculty.

### **Learning Outcomes**

Upon completing the Doctor of Ministry, students will be able to:

- Expand and strengthen student's breadth of knowledge in the scope of theological discipline and dissertation topic;
- Develop an expertise in a specialized area of biblical and theological study through original research;
- Demonstrate appropriate mastery of reasoning and research method
- Demonstrate personal and spiritual maturity expressing devotion to God

### **Graduation Requirements**

The Doctoral Degree is awarded upon successful completion of 63 units of course work (with a 3.0 GPA or above) consisting of elective courses(30 semester units), ministry course (24 semester units), seminars and directed reading courses, qualifying examinations, a dissertation project, and oral defense sessions based on the research in the area of the student's major concentration. The candidates for the Doctoral degree are required to write a dissertation and participate in oral defense sessions. Students may attempt to take qualifying exams no more than two times. The candidates for the Doctor's degree are required to

produce a practical dissertation with a theoretical (theological) framework. Details on the procedures and deadlines for the dissertation subject proposal, syllabus, first and final drafts, and oral defense can be consulted with the assigned professor or Dean of Theology.

### **1. Elective Courses : 30 Semester Units**

Students will select ten courses from the following :

- BT701 Gospel Exegesis / 3 units
- BT705 Acts of the Apostles II / 3 units
- BT706 Advanced Hermeneutics / 3 units
- BT707 Expository Preaching / 3 units
- BT708 Bible Exegesis / 3 units
- BT710 Christian Spiritual Formation / 3 units
- BT811 Church Planting and Growth / 3 units
- BT813 Biblical Doctrine / 3 units
- BT814 Systematic Theology III / 3 units
- BT815 Systematic Theology IV / 3 units
- BT816 Feminist Theories and Theologizing / 3 units
- OT710-730 Mentoring I, II, III / 3 units

### **2. Practical Ministry: 24 Semester Units**

Students will select six courses from the following :

- DM701 Asian American Ministry / 4 units
- DM702 Christian Culture II/ 4 units
- DM703 Current Issues in Missions / 4 units
- DM704 Multicultural Education / 4 units
- DM705 Spirituality & Ministry/ 4 units
- DM706 Faith, Work, Economics & Vocation / 4 units
- DM707 Advanced Educational Psychology / 4 units
- DM708 Contemporary Issues in Evangelical Theology / 4 units
- DM709 Ethics and Morals/ 4 units
- DM710 Theological Foundations for the Practice of Ministry / 4 units
- DM711 Movements of the Spirit in World Christianity / 4 units

### **3. Dissertation Project and Thesis Writing: 9 Semester Units**

This courses are required for all students :



- OT800 Dissertation and Oral Defense / 6 units
- DR801 Research Seminar I / 3unitsDoctor of Ministry

## **Doctor of Ministry Program Course Description**

### **<Elective Courses>**

#### ***BT701 Gospel Exegesis***

This course applies students' exegetical skills to a study of the Greek text of John's Gospel. The content, situation, historicity, literary character, and particularly theological message of John's Gospel will be examined in relation to a careful exegesis of selected passages from John. The course also (inductively) introduces the student to intermediate Greek as he or she prepares translations of particular passages for each meeting of the class. Attention is given to each writer's literary art, theological teaching, pastoral purpose, and message for today's church and world.

#### ***BT705 Acts of the Apostles II***

This course seeks to understand the message of Acts by examining the following issues: origin and purpose, history of interpretation, theology, and the preaching and teaching of Acts. This course chronicles the characters and events in the book of Acts to study the early development of the Christian church from its Jewish base to the inclusion of all peoples. The lives of the Apostle Peter and Apostle Paul set the background for studies of the General Epistles and Pauline Epistles. The course provides students with a comprehensive exposition of the entire contents of the book of Acts while demonstrating the proper use of consistent, biblical hermeneutics. Special emphasis is given to using the book of Acts in understanding Church growth.

#### ***BT706 Advanced Hermeneutics***

This course is 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. The major focus of the course is practical—the course goal is that the students develop sound methods of exegesis and application of biblical texts. Special attention is given to the New Testament writers' use of Old Testament passages, as well as to common hermeneutical fallacies.

#### ***BT707 Expository Preaching***

Preaching is a course intended to deepen the minister's understanding of soul care and the ways in which preaching is an act of soul care to persons and the faith community as a whole. Through this course students will explore Biblical foundations for soul care preaching with special emphasis on the preaching of Jesus and the prophets. Each student will have the opportunity to prepare and deliver sermons related to pastoral

topics. The course includes a coaching element in which students will have the opportunity for feedback on sermons.

### ***BT708 Bible Exegesis***

This course will enable educators to use the Bible as their primary document for curriculum and instructional design. Students will learn to utilize basic hermeneutical principles when integrating faith and learning, design biblically integrated instruction, write biblical standards and objectives, and teach Christian critical thinking and worldview. Products from the course will include a comprehensive list of biblical standards for education, a list of Christian critical thinking skills, knowledge of models for biblical integration and examples of integrated lessons.

### ***BT710 Christian Spiritual Formation***

This course is designed to give students an overview of the dynamics involved in the formation of mature character in the life of the Christian leader. 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. This course will help students: 1) Develop a theological approach to spiritual growth and renewal (Sanctification); and, 2) Experience the transforming power of the gospel through applying theological truths related to the Gospel of God's grace to their lives and ministries.

### ***BT811 Church Planting and Growth***

In this course, students will examine the biblical and theological principles for church revitalization from a Reformed perspective. Simultaneously, the course will examine biblical paradigms, strategies, church leadership, and practical applications for healthy church growth both in terms of local congregations and leadership. Students will be exposed to several principles and issues for church revitalization and growth from a Reformed theological perspective. Also, Students will be exposed to several principles and issues for healthy church revitalization and growth by way of studying several selected healthy revitalizing and growing church examples

### ***BT813 Biblical Doctrine***

In this course, students will explore the major areas of Christian theology and doctrine, learning of both their historical and philosophical development and contemporary issues surrounding people's understanding. The over-arching purpose of the course is to ground students in Christian doctrine, improve students' tools for doing theology, and also give students an awareness of the richness of the Great Tradition of Christian faith. Students will examine the main controversies in the development of basic Christian doctrines, explore some of the distinctive of Wesleyan theology, and see the vital importance of sound doctrine for the church's ministry and mission today.

### ***BT814 Systematic Theology III***

This course begins with the study of the person and work of the Holy Spirit. Focus then shifts to the doctrine of the Church. Topics include the nature, mission, function, organization, and ordinances of the church, the use of the gifts of the Holy Spirit in ministry, and the relation of Israel to the Church. The course concludes with a treatment of the Last Things in relation to individuals (including the intermediate state and the resurrection of the body), and in relation to the following corporate groups: the Church, Israel, and the nations. Three hours.

### ***BT815 Systematic Theology IV***

This course provides advanced discussions to Theological Method (Prolegomena), Scripture (Bibliology), God (Theology Proper), Creation, Providence, Angels (Angelology), Humanity (Anthropology), and Sin (Hamartiology), defining the scriptural views and showing the arguments for them, refuting other views, and emphasizing the relevance of theology to the Christian life and witness.

### ***BT816 Feminist Theories and Theologizing***

This course introduces the student to varieties of feminist and gender theories and theorists, e.g., liberal feminism, radical feminism, Marxist feminism, post-colonial feminism, womanist theorists, and Asian American feminism, in order to provide a theoretical foundation for theologizing on behalf of women. This course fulfills the feminist theory requirement for the Master of Theology student.

### ***OT710/720/730 Mentoring I, II, III***

Mentoring I, II, III - Mentoring can change the course of students' lives when they learn to make thoughtful choices and follow through with commitments. In the process, students realize they can achieve more than they ever dreamed possible. This course provides a roadmap to implement an effective coaching and mentoring program that leads to improved student learning and success. Participants learn to serve as coaches and mentors to students and fellow educators— roles effective both within the classroom and beyond the school at large. They come to appreciate the relationship between mentoring and leadership through the study of historical leadership background, as well as by considering the characteristics of successful mentoring programs. Educators are prepared to engage in transformational leadership.

### **<Practical Ministry>**

### ***DM701 Asian American Ministry***

This course is designed for Asian American leaders seeking deeper proficiency engaging Asian American congregations and contexts. As anyone in the trenches can attest, ministry in the Asian American church is complex and multifaceted. Through the issues and demands can be intuitively familiar, the realities are so often wrought with nuances that the challenges can be difficult to pinpoint or articulate. Not only better skills

necessary for transformative practice, but deep theological and socio-cultural reflection is also called for - reflection that emerges from context and informs such practice.

### ***DM702 Christian Culture II***

This course is a research seminar in which students will explore contemporary questions and issues in light of the Christian religious and theological tradition. It features the writing and presentation of a major paper, discussions, analysis and critique of research. This semester we will explore Christian engagement with culture(s).

### ***DM703 Current Issues in Missions***

This course is designed to help students understand contemporary issues in mission and world evangelization. Students will study the biblical evangelistic imperative, strategic processes and various contemporary methods of effectively communicating and contextualizing the Gospel in to an ever-changing culture. During the study, students will analyze current method of missions and conflicts that missionaries encounter. Particular emphasis is given to issues relating to genuine discipleship and especially the development of an authentic servant lifestyle that exemplifies Christ to the world.

### ***DM704 Multicultural Education***

This course is a study of the church fulfilling its missionary function in the world. Students will learn to understand and articulate the biblical, historical, and theological bases for Christian mission. Also, students will learn overview of the church's global mission with the principles of cross-cultural communications. It shares distinct strategies for reaching people in the variety of contexts to be found in multi-cultural urban centers, the changing dynamics of rural culture, the exploding outer rings of major cities, and the inner ring suburbs struggling to revitalize. A theological understanding of human care and evangelistic ministries will be developed for these multiple settings. The focus will be given to the nature of the church of Jesus Christ, biblical basis for missions, the church's cross-cultural mission, and the role of the local church in world evangelization. And, special attention will be given to an examination of issues related to evangelism, mission, missions, and dialogue and to the special subjects of persecuted Christians, unreached peoples, cross-cultural communication, justice, 'spiritual warfare,' the place of mission in the local church, and contemporary issues in missions as well as current ways to do missions.

### ***DM705 Spirituality and Ministry***

This seminar is designed to give understanding and experience of the spiritual life and its disciplines, as defined by the New Testament and the history of the disciples of Jesus. To do so, it is offered in a retreat setting. The course will include a study of classics in the field of Christian spirituality, along with some historical and systematic treatments. This is to be substantially completed before the seminar sessions. A special focus is placed on the spiritual life and disciplines in the context of Christian ministry.

### ***DM706 Faith, Work, Economics and Vocation***

If the church is to make a difference in the 21<sup>st</sup> century, it needs to help its members integrate their faith and their work in a meaningful way. Increasingly, Christians are yearning to live whole lives in which their faith informs everything they do. They want to know that their work matters to God, that it makes a difference in the world for God's kingdom, and that they are responding faithfully to God's call through their daily work. Church and parachurch leaders are beginning to address this desire for integration and significance by investigating how work, economics, and vocation are essential to vital Christian faith. This course invites these leaders to go deeper and wider in their biblical-theological understanding of faith, work, economics, and vocation.

### ***DM707 Advanced Educational Psychology***

This course will allow students to demonstrate familiarity with contemporary issues and pertinent research and research methods in the field of educational psychology. Students study the areas of human growth and development in naturally occurring settings – such as homes, classrooms, peer groups, workplaces, and laboratories, learning theory and motivation, including humanist, behaviorist, and cognitive approaches in order to understand and improve educational practice. Program participants often base their analyses in specific domains, including mathematics, literacy, and science. The course will also focus on practical application of classroom management strategies.

### ***DM708 Contemporary Issues and Evangelical Theology***

This course focuses attention on several broad categories within the larger context of Theology. Specifically, this course analyzes certain topics within the fields of ecclesiology, eschatology, Christology, soteriology, the trinity, and the nature and function of Scripture. A special emphasis will be given to awareness of the issues within these fields of theology and the gaining of additional knowledge and insights in the same.

### ***DM709 Ethics and Morals***

This course is designed to enable the student to delineate, interpret, and apply the central moral concerns of the Christian faith. This course tackles theological and conceptual issues having to do with the ways in which Christian moral discourse is generated in the life of the Church in order that students may gain a sense of basic methodological alternatives in various Christian traditions. The course teaches students to such matters as the Church's relationship to the world, casuistry of various kinds, character formation, the moral psychology necessary for the development of Christian virtue, the place and function of Scripture, and how Christians understand social responsibility. The course also includes discussion of several models of ethical decision-making within the context of ethical dilemmas.

### ***DM710 Theological Foundations for the Practice of Ministry***

This course is designed for individuals considering serving in a pastoral ministry. Through reading, lectures, case studies and discussion, we will explore the theological and practical dimensions of ministry. The overall goal of this course is to help learners understand the dynamics of faithful pastoral ministry in a congregational setting.

### ***DM711 Movement of the Spirit in World Christianity***

An examination of the mission of the Church and various models of Christian missions from Biblical, theological, and historical perspectives. This interdisciplinary study, integrating theory and praxis, is designed to move the student toward a more responsible understanding, imaging, and proclamation of the Kingdom of God in the diverse cultural milieus of our global village.

### **<Dissertation Project and Thesis Writing>**

### ***OT800 Dissertation and Oral Defense***

This is a required seminar designed to assist the participant through the project design phase of their Doctor's Program. Completing an approved proposal is one of the final steps that moves a participant to Candidacy status and allows the participant to proceed with the implementation and completion of their project. A review of the various research paradigms will assist the participant to design their doctoral project whether they use qualitative research (ethnographic), action-reflection or quantitative research. It is anticipated that participants will complete a penultimate draft of the project proposal during the seminar.

### ***DR801 Research Seminar I***

In an increasingly competitive society within a rapidly changing world, it is essential to formulate academic research agendas that are of enduring importance, with clean research designs that lead to generalize knowledge, and with high likelihood of yielding results that will have impact in the world. This course focuses specifically on general experimental design methodology and corresponding writing and reporting skills. More than that, this course explores the important connections between research design and writing. The broader social and political context in which research is situated and must respond to and interact with is also explored.

# **Doctor of Theology**

63 Semester Units

Doctor of Theology is a highest academic degree awarded by The Reformed University. The objective of the Doctor of Theology is to equip scholars for teaching and research in colleges, theological seminaries, and universities and church leadership. The program is designed for people who are capable of doing research at the highest level with a view to become scholars and educational leaders in various fields of Christian ministry. The students will define their own theological positions in communication with other perspective and have the academic freedom to explore the validity of other approaches in order to advance their training in independent investigation, academic research, critical and scholarly writings.

The Doctor of Theology is in continuity with the goal of the Master of Theology and Master of Divinity program, and is aimed particularly at training persons who, as professional theologians, would provide expertise in theological matters and leadership in theological issues in their own contexts.

The Doctor of Theology is awarded upon successful 63 units of course work consisting of elective course (27 semester units), concentration area : Old Testament, New Testament, Systematic Theology and Practical Theology (24 semester units) and required course (12 semester units). The Course of study would tend towards the more strictly theological.

## **Objectives**

Upon completing the Doctor of Theology, students will be able to:

- To equip students with advanced theological perspectives and help them to further their exegetical and theological skills beyond their master studies;
- To prepare students who received a calling in ministry which requires the highest level of exegetical and theological training;
- To help the students to reflect on the day-to-day practice of ministry and complete a significant, scholarly dissertation that has practical value for the Christian community.

## **Learning Outcomes**

Upon completing the Doctor of Ministry, students will be able to:

- To equip students with advanced theological perspectives and help them to further their exegetical and theological skills beyond their master studies;
- To prepare students who received a calling in ministry which requires the highest level of exegetical and theological training;
- To help the students to reflect on the day-to-day practice of ministry and complete a

significant, scholarly dissertation that has practical value for the Christian community.

## **Concentration Area Requirement**

The Doctor of Theology requires a minimum of 24 course credit units (six courses) earned in concentration area. As part of the degree program, students will select one concentration area from;

- **Old Testament**
  
- **New Testament**
  
- **Systematic Theology**
  
- **Practical Theology**

## **Graduation Requirements**

The Doctoral Degree is awarded upon successful completion 63 units of course work (with a 3.0 GPA or above) consisting of elective course(27 units), concentration course(24 units), required course(12 units), qualifying examinations, a dissertation project, and oral defense sessions based on the research in the area of the student's concentration. The candidates for the Doctoral degree are required to write a dissertation and participate in oral defense sessions. The students may attempt to take qualifying exams no more than two times. The candidates for the Doctor's degree are required to produce a practical dissertation with a theoretical (theological) framework. Details on the procedures and deadlines for the dissertation subject proposal, syllabus, first and final drafts, and oral defense can be consulted with the assigned professor or the school's doctoral committee.

### **1. Written and Oral Qualifying Examination: Pass or Fail**

### **2. Elective Courses : 27 Semester Units**

*All of the followings courses are required:*

- TD701 Cultural Theories, Identities, and Theologies / 3 units
- TD702 Studying and Teaching the Bible II / 3 units
- TD703 History of Christian Social Ethics / 3 units
- TD704 Intermediate Hebrew / 3 units



- TD705 Intermediate Greek / 3 units
- TD706 Women and the Hebrew Bible / 3 units
- TD707 Early Christianity / 3 units
- TD708 Singing the Faith / 3 units
- TD709 Chapel III

### **3. Old Testament : 24 Semester Units**

Students will select six courses from the following:

- OT701 Advanced Theology Seminar I / 4units
- OT702 Advanced Theology Seminar II / 4 units
- OT703 Bible Exegesis II / 4units
- OT704 Advanced Hebrew / 4units
- OT705 Systematic Theology II / 4 units
- OT706 Old Testament Survey II / 4units
- OT707 The Use of Old Testament in New Testament II / 4units

### **4. New Testament : 24 Semester Units**

Students will select six courses from the following:

- NT701 Advanced Theology Seminar I / 4units
- NT702 Advanced Theology Seminar II / 4 units
- NT703 Advanced Greek / 4 units
- NT704 Bible Exegesis II / 4 units
- NT705 Systematic Theology II / 4 units
- NT706 New Testament Survey II / 4 units
- NT707 The Use of Old Testament in New Testament II / 4 units

### **5. Systematic Theology : 24 Semester Units**

Students will select six courses from the following:

- ST701 Advanced Theology Seminar I / 4units
- ST702 Advanced Theology Seminar II / 4 units
- ST703 Theological Method and Bibliology II / 4units
- ST704 Bible Exegesis II / 4 units
- ST705 Scripture Seminar / 4 units
- ST706 Hebrew Scripture Seminar / 4 units
- ST707 Christology and Atonement / 4 units

### **6. Practical Theology : 24 Semester Units**

Students will select six courses from the following :

- PT701 Advanced Theology Seminar I / 4 units
- PT702 Advanced Theology Seminar II / 4 units
- PT703 Advance Homiletic Theory and Practice / 4 units
- PT704 Theology and Mission of Preaching / 4 units
- PT705 Biblical Preaching II / 4 units
- PT706 A Searching for the Spiritual II / 4 units
- PT707 Scriptural Life Implication / 4 units

### **7. Required Studies : 12 Semester Units**

These courses are required for all students :

- OT800 Dissertation and Oral Defense / 6 units
- TD801 Research Seminar III / 3 units
- TD802 Research Seminar IV / 3 units

### **Doctor's Program Course Description**

#### ***TD701 Cultural Theories , Identities, and Theologies***

This course explores theories of what constitutes culture, how those understandings of culture are affected by experiences of living in a variety of contexts, and what this understanding means for doing theology. It stands within the widespread international discourse which is exploring what is recognized as "the cultural turn" in theology. Through its attention to theories of culture and cultural encounter, this subject is foundational to cross-cultural awareness and provides a foundation for the expression of theology within that awareness.

#### ***TD702 Studying and Teaching the Bible II***

This course is based upon the premise that teaching/learning in the church occurs at different levels and through a variety of techniques. This course will explore learning theories, teaching preparation, characteristics of the learner/environment, and will also analyze teaching techniques that will merge learner needs, expectations, and abilities with church curriculum needs.

#### ***TD703 History of Christian Social Ethics***

A study of the ethical thought of key figures and movements throughout Christian history to enable our own understandings of and commitment to Christian ethics. Through lectures and discussion of primary sources and secondary interpretations, the course will attempt to discern how varied segments of the Christian church have endeavored to formulate ethical norms and apply them to the moral issues of their day.

Among those to be studied are: Tertullian, Clement of Alexandria, Augustine, Monasticism, Aquinas, Luther, Calvin, the Anabaptists, Edwards, Wesley, the Social Gospel, Barth, Brunner, R. Niebuhr, and Stanley Hauerwas.

### ***TD704 Intermediate Hebrew***

The aim of this course is to continue the process of learning the Biblical Hebrew language. As such, the student will progress in his understanding of Hebrew grammar. Our intention is also to help the student acquire a significant Hebrew vocabulary, and to equip the student with some exegetical skills. In addition, the student will begin to read the book of Jonah in Hebrew.

### ***TD705 Intermediate Greek***

The foundation from Basic Greek consists of essential grammar, accidence, morphology, and vocabulary of New Testament Greek. This course will build upon that foundation by increasing the student's knowledge and recognition of functional relationships among words, phrases, and clauses (syntax), by strengthening the student's grasp of previous vocabulary, and by adding new vocabulary. Assignments will include reading, memorization, grammatical diagrams, grammatical analysis, and translation of various NT texts, use of Bible software and web resources for grammatical research and analysis, and preparation for class discussions.

### ***TD706 Women and the Hebrew Bible***

The Hebrew Bible commands laws and tells stories about women as war leaders, lovers, prophetesses and prostitutes, as well as ordinary daughters, mothers, and goddesses (possibly including God's wife!). Formed in an ancient Near Eastern society, these laws and stories are still drawn on today to make religious rules, social roles and art. We will read these texts as works of art and factors in history: Who wrote them? What did these stories and laws say and do? What roles do their images carve out and what realities do they reflect and create? We will read Biblical texts in translation and draw on cultural anthropology, feminist theory, linguistics and archaeology to provide critical perspectives on ancient patriarchy and the state as well as modern secular-liberal notions of freedom and self.

### ***TD707 Early Christianity***

Students will examine the theological, social, historical, intellectual, cultural, political, and popular influences upon the development of early Christianity through the establishment of the imperial Christian church in the late 4th century.

### ***TD708 Singing the Faith***

The students will grow in their understanding of faith and their personal faith formation through: the reading of Scriptures, learning the significance of the Sacraments, and

developing a community of faith through participation in group discussions, prayer, planning Liturgies and service outreach.

### ***TD709 Chapel III***

Chapel presentations address the imperatives of the Christian message related to worship, evangelism, discipleship, fellowship, and ministry. Through the course, students will gain an appreciation for the integration of faith, learning and vocation. Also, students will develop a personal spiritual journey through understand of the Bible and the practice of spiritual disciplines.

### ***OT/NT/ST/PT701-702 Advanced Theology Seminar I & II***

Explores the place of work within God's kingdom program for history. The contours and major movements in God's program to rule the creation provide the context for identifying the biblical understanding of the purpose and nature of work in the present age. These major movements include the pattern of work in the initial created order, patterns of work within the theocratic society of Israel, and finally work redeemed in the truth of Jesus Christ for the present age. Special attention is given to the place of the work in the believer's spiritual formation and function in the church of Jesus Christ.

### ***OT703/NT/ST704 Bible Exegesis II***

Pivotal methods and interpretative principles involved in discerning the meaning of the biblical text. Topics covered include essential steps in interpreting the Bible, the variety of methods and approaches available to the contemporary student of Scripture, historical and theological issues arising out of the interpretative task, the relationship between the testaments, word studies and literary genre. Students learn to use standard tools of biblical research.

### ***OT704 Advanced Hebrew***

A critical reading and translation of biblical, non-biblical, and post biblical Hebrew prose and poetic texts. We will concentrate during this semester on prose narrative tales culled from the Deuteronomistic History (Joshua-Kings), with occasional attention given (where relevant) to alternative intrabiblical or even extrabiblical renditions of the assigned readings (e.g., from the Liber antiquitatum biblicarum of Pseudo-Philo), pertinent material in the early versions (primarily Targum, but also Septuagint and Peshitta), Qumran and medieval manuscripts, rabbinic midrash, and the medieval commentaries (Rashi, Ibn Ezra, et al.).

### ***OT/NT705 Systematic Theology II***

This course is a study of Christology, giving particular emphasis to both the Person and Work of Jesus Christ. This course is designed to give students a concise introduction to the nature, history and methodology of systematic theology. It should also provide a helpful stimulus in understanding the relationship between the practice of one's faith

and the belief context into which that practice fits. The course will attempt to survey the material from an exegetical, biblical-theological, historical, and creedal basis, giving particular attention to points of interest and debate in our own time. And, the course will focus the nature of a theological vision, the inspiration and authority of Scripture, the interpretation of those Scriptures and the nature of the God whom we worship.

### ***OT706 Old Testament Survey II***

This course is provided an appreciation for and cohesive understanding of the major figures, events, and themes of the Old Testament and its foundational relationship to the New Testament. The objective follows directly from the first priority in the GCTS Mission Statement: “to become knowledgeable of God’s inerrant Word.”

### ***OT/NT707 The Use of Old Testament in New Testament II***

A study of how historical, exegetical, and theological themes of the Old Testament are developed in the New Testament. Special attention will also be given to how the hermeneutics of the New Testament writers should impact Christian interpretation of Scripture.

### ***NT703 Advanced Greek***

This course deals with selected New Testament writings with special study in Greek grammar. Class will consist of lectures, various activities, and class discussion. Since a large amount and a wide range of material will be covered during each class meeting, regular attendance is necessary to do well in the class. Roll will be taken, and a student who is consistently absent or ill-prepared should expect a lower grade.

### ***NT706 New Testament Survey II***

The purpose of the course is to introduce the student to the background and literature of the New Testament. After a background study of the historical and cultural factors of the inter biblical period and of pertinent political and geographical factors, the remainder of the course is devoted to a book-by-book study, including introductory matters for each book and a content summary. This course is a prerequisite to all New Testament Interpretation courses.

### ***ST703 Theological Method and Bibliology***

A study of prolegomena as the nature, method, and sources of theology; revelation, especially the inspiration, authority, sufficiency, inerrancy and canonicity of the Bible; and theological hermeneutics, including an introduction to dispensationalism. This course is prerequisite to all other Systematic Theology courses.

### ***ST705 Scripture Seminar***

This seminar focuses on the primary themes and fundamental issues shared by both Testaments. Students present papers for formal critique and discussion on relevant topics within the discipline of Biblical Theology.

### ***ST706 Hebrew Scripture Seminar***

This course aims to enrich students' understanding of and appreciation for the contribution of the Hebrew Bible to systematic theology. Questions central to theological discussion are used to structure an investigation of the diverse responses to them found in the Hebrew Bible. Historically, biblical theology has been a part of the tradition of Christian interpretation, so its discussions and interests predominate in this course

### ***ST707 Christology and Atonement***

Scripture's teaching on Christ's atoning sacrifice will be examined in light of various theories of the atonement, both ancient and contemporary. Special concern will be shown to understand current models of the atonement, along with historical, philosophical, theological, and biblical interaction regarding their viability. Four hours.

### ***PT703 Advance Homiletic Theory and Practice***

This course is designed to enable advanced preaching students to build upon the foundation of constructing and practicing expository sermons learned in the foundation courses of homiletics and biblical studies. Students will be actively involved in the exegesis, the homiletical considerations, and the preaching of sermons.

### ***PT704 Theology and Mission of Preaching***

The work of the Christian ministry has many emotional hazards. This seminar will examine these hazards as they pertain to the mental and spiritual health of the ministry leader, attempting to assist the leader in identifying the areas of potential personal weakness and provide resources for dealing with the problems that arise in ministry. Attention will be given to aspects of the minister's personal and family life, problems of anger, depression, assertiveness, relationships, etc. There will be two components to the seminar: a didactic session on the mental health of the minister which will cover three-quarters of the course material, and a component focusing on group support and discussion that will cover the other one-quarter.

### ***PT705 Biblical Preaching II***

This course is an introduction to the principles of preparing relevant biblical sermons. Lectures and exercises cover a stage-by-stage explanation of how preachers think as they prepare to preach. The aim of the course is to help students understand what is required to preach effectively and to practice what they understand. Recitation sessions provide opportunity for students to preach and have their efforts recorded on video for playback and critique by the professor.

### ***PT706 Search for the Spiritual II***

This course is designed to introduce to a history of Christian Spirituality from the beginning of Christianity to reformation. It is intended to explore spiritual trends and various mystics in Christian history. Also this course provides students with an opportunity to examine spiritual movements of each ages in the perspective of reformation

### ***PT707 Spiritual Life Implication***

This course will examine how one lives as a Christian in today's world from a Christian perspective based upon Scripture, Tradition and Magisterial teaching. This course seeks to enable students to become a more effective pastoral staff through exposing them to Biblical norms and other proven models of ministry; by encouraging students to reflect on their previous experiences of caring for others; and by developing personal criteria and goals which will inform and promote their pastoral ministry in the future. Students will have opportunities to grow in self-knowledge through introspection, reflection, writing and inquiry and in self-awareness as to why people make the moral choices they make. Topics include theories of moral and social development, natural law, sin, virtues, vices, the Beatitudes and Commandments.

### ***OT800 Dissertation and Oral Defense***

This is a required seminar designed to assist the participant through the project design phase of their Doctor's Program. Completing an approved proposal is one of the final steps that moves a participant to Candidacy status and allows the participant to proceed with the implementation and completion of their project. A review of the various research paradigms will assist the participant to design their doctoral project whether they use qualitative research (ethnographic), action-reflection or quantitative research. It is anticipated that participants will complete a penultimate draft of the project proposal during the seminar.

### ***TD801-802 Research Seminar III-IV***

Designed to give students a working knowledge of the materials and methods used in theological research. Emphasizes philosophical analysis, theological bibliography, critical methods of reading and studying, research methodology, and thesis writing.

# 2016-2017 RU Academic Calendar

<b>FALL SEMESTER 2016</b>		
<b>AUG.</b>	26	Last Day of Registration for 2016 Fall Semester
	29	2016 Fall Semester Begins & Orientation
	29~9/2	Late Registration and add/drop
<b>SEP.</b>	5	Labor Day (no classes)
	12-16	Fall Semester Seminar
<b>NOV.</b>	19	Begin Registration for 2016 Winter Session
	21-25	Thanksgiving Vacation
	28	2017 Spring Semester Registration Begins
<b>DEC.</b>	16	Last Day of Classes
	12-16	Final Examinations
	19	Faculty Meeting
<b>WINTER SESSION 2017</b>		
<b>JAN.</b>	2	Last Day of Registration for 2017 Winter Session
	2-4	Intensive Classes
<b>SPRING SEMESTER 2017</b>		
<b>JAN.</b>	27	Last Day of Registration for 2017 Spring Semester
	30	2017 Spring Semester Begins & Orientation
	30~2/3	Last Registration and add/drop
<b>MAR.</b>	24	Bible Knowledge Test
	24-28	Easter Vacation
<b>APR.</b>	7	Evaluation of Graduating Students
<b>MAY.</b>	19	Last Day of Class
	15~19	Final Examinations
	22	Faculty Meeting
	23	Commencement
	30.	Begin Registration for 2017 Summer Session
<b>SUMMER SESSION 2017</b>		
<b>JUN.</b>	5	2017 Fall Semester Pre-Registration Begins
	16	Last Day of Registration for 2017 Summer Session
	21-23	Intensive Classes
<b>FALL SEMESTER 2017</b>		
<b>AUG.</b>	25	Last Day of Registration for 2017 Fall Semester
	28	2017 Fall Semester Begins & Orientation
	28~9/1	Late Registration and add/drop
<b>SEP.</b>	4	Labor Day (no classes)
	18~22	Fall Semester Seminar
<b>NOV.</b>	14	Begin Registration for 2018 Winter Session
	20~24	Thanksgiving Vacation
	25	2018 Spring Semester Registration Begins



<b>DEC.</b>	15	Last Day of Classes
	11-15	Final Examinations
	18	Faculty Meeting

## 2017-2018 RU Academic Calendar

<b>FALL SEMESTER 2017</b>		
<b>AUG.</b>	25	Last Day of Registration for 2017 Fall Semester
	28	2017 Fall Semester Begins & Orientation
	28~9/1	Late Registration and add/drop
<b>SEP.</b>	4	Labor Day (no classes)
	18~22	Fall Semester Seminar
<b>NOV.</b>	14	Begin Registration for 2018 Winter Session
	20~24	Thanksgiving Vacation
	25	2018 Spring Semester Registration Begins
<b>DEC.</b>	15	Last Day of Classes
	11-15	Final Examinations
	18	Faculty Meeting
<b>WINTER SESSION 2018</b>		
<b>JAN.</b>	2	Last Day of Registration for 2018 Winter Session
	2-4	Intensive Classes
<b>SPRING SEMESTER 2018</b>		
<b>JAN.</b>	26	Last Day of Registration for 2018 Spring Semester
	29	2018 Spring Semester Begins & Orientation
	29~2/2	Last Registration and add/drop
<b>MAR.</b>	23	Bible Knowledge Test
	26~30	Easter Vacation
<b>APR</b>	6	Evaluation of Graduating Students
<b>MAY.</b>	18	Last Day of Class
	14~18	Final Examinations
	21	Faculty Meeting
	22	Commencement
	29	Begin Registration for 2018 Summer Session
<b>SUMMER SESSION 2018</b>		
<b>JUN JUN.</b>	4	2018 Fall Semester Pre-Registration Begins
	15	Last Day of Registration for 2018 Summer Session
	20~22	Intensive Classes

## FALL SEMESTER 2018

<b>AUG.</b>	24	Last Day of Registration for 2018 Fall Semester
	27	2018 Fall Semester Begins & Orientation
	27~31	Late Registration and add/drop
<b>SEP.</b>	3	Labor Day (no classes)
	17~21	Fall Semester Seminar
<b>NOV.</b>	13	Begin Registration for 2018 Winter Session
	19~23	Thanksgiving Vacation
	26	2019 Spring Semester Registration Begins
<b>DEC.</b>	14	Last Day of Classes
	10-14	Final Examinations
	17	Faculty Meeting

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*School Chaplain*

**You Na, Lee**

*Admissions Coordinator*

**Carrol Park**

*Librarian Assistant*

**Kyung Ah, Yoo**

*Administrator*

## **Faculty**

### **Jin Sung Cho, Ph.D.**

*Systematic Theology, Philosophical Theology, New Testament, Christian Doctrine & Christian Ethics, Women's Studies in Theology*

#### **Professor**

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M. Div., Presbyterian College and Theological Seminary, Seoul, Korea  
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*Introduction to Information Technology, Leadership Foundation, Field Education and Report, Field Education and Report*

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Ph.D., Instructional Systems Technology, Indiana University, IN  
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M.S., Counseling Education (Counselor certification), Yon Sei University, Korea  
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(Professional Studies Diploma, Opera Vocal Performance Accademia Musicale”G.Donizetti”,  
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# School Information Request Form

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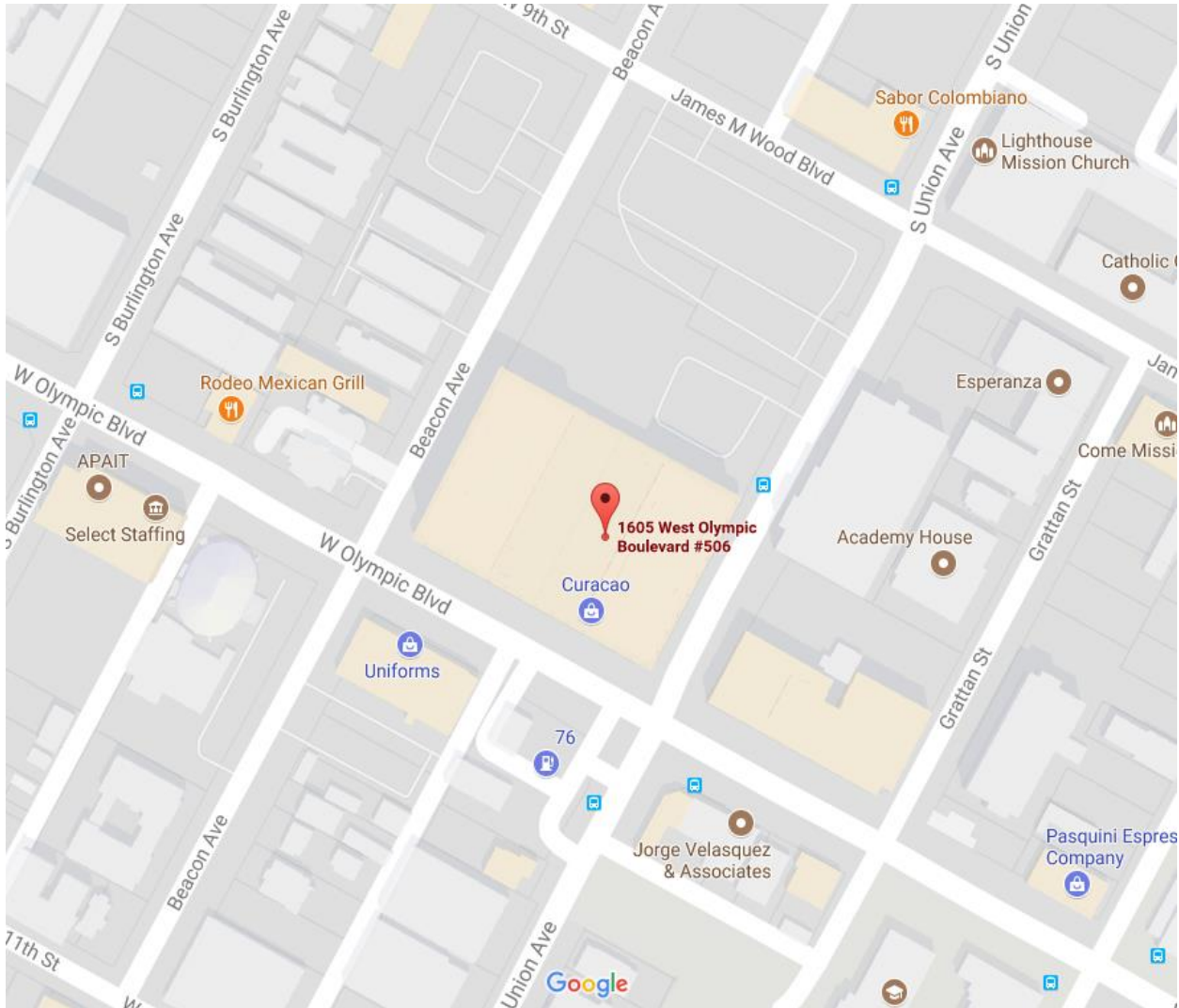
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