

# MOODY BIBLE INSTITUTE DISTANCE LEARNING

ACADEMIC CATALOG  
2014–2015

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# WELCOME TO MOODY BIBLE INSTITUTE DISTANCE LEARNING

## A MESSAGE FROM THE VICE PRESIDENT AND DEAN

In 1887, D. L. Moody turned to his friend John Morrison and said, “Do you see that lot? Let us pray to the Lord to give it to us for a school.” That lot became the site on which the Moody Bible Institute was built and continues to thrive more than one hundred twenty-five years later. The original vision of D. L. Moody has been expanded over the years to include the founding of the Correspondence School in 1901 under R. A. Torrey and the development of Moody’s first online degree in 2000. These expansions demand that we recast our vision for the future by turning to God to ask that He give us the world for a school.

As men and women pursuing your degree with Moody Bible Institute Distance Learning, you may be located around the globe. Your place in the world provides you and your classmates with learning opportunities that cannot be reproduced on a college campus, because God’s truth is never more evident than when it is lived out in the context of God’s diverse creation and among the local body of Christ. Throughout your course of study, I would encourage you to take the time to reflect on the world in which you live and to bring your experience of God with you to the classroom.

Moody Bible Institute Distance Learning’s team is passionate about graduating men and women into Christian service for the fulfillment of the Great Commission. Our desire is to see our students enter the world well equipped to interpret God’s Word and to engage the church and the world in order to further God’s kingdom. We are committed to seeing you have the best experience possible as you earn your degree with Moody and continually pray that God will use us as He cultivates a new generation of Christian leaders.

I pray that as you study with Moody Bible Institute Distance Learning you will come to know and understand God more fully so that He can use you powerfully.

In Christ,



James G. Spencer, PhD  
Vice President and Academic Dean  
Moody Bible Institute Distance Learning



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# 2014-2015 ACADEMIC CALENDAR

## FALL 2014 SEMESTER

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### August

- 12 August 8-week registration closed
  - 19 8-week courses begin
- 

### September

- 1 Labor Day holiday – offices closed
  - 13 First census date – fall
- 

### October

- 14-17 Missions Conference
  - 14 October 8-week registration closed
  - 21 8-week online session classes begin
- 

### November

- 3 Spring 2015 open enrollment
  - 12 Second census date – fall
  - 27-28 Thanksgiving holiday – offices closed
- 

### December

- 24-26 Christmas holiday – offices closed

## SPRING 2015 SEMESTER

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### January

- 1 New Year's Day – offices closed
  - 6 January 8-week registration closed
  - 13 8 and 16 week online session courses begin
  - 19 MLK Day holiday – offices closed
- 

### February

- 2-7 Founder's week conference
  - 14 First census date – spring
- 

### March

- 4 Day of Prayer
  - 10 March 8-week registration closed
  - 17 8-week online session classes begin
- 

### April

- 3 Good Friday holiday – offices closed
  - 6 Fall 2015 open enrollment
  - 9 Second census date – spring
- 

### May

- 12 Summer 8-week registration closed
- 16 Commencement

## SPRING 2015 SEMESTER

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### May

- 19 8-week online session classes begin
  - 25 Memorial Day – offices closed
- 

### June

- 30 Summer term census date
- 

### July

- 4 Independence Day – offices closed



# **ABOUT MOODY BIBLE INSTITUTE**

## **OUR MISSION**

As a higher education and media ministry, Moody exists to equip people with the truth of God's Word to be maturing followers of Christ who are making disciples around the world.

## **EDUCATIONAL GROUP MISSION STATEMENTS**

### **EDUCATION GROUP MISSION**

The mission of the Moody Bible Institute Education Group is to educate students to think biblically, live Christianly, and serve the church effectively.

### **UNDERGRADUATE SCHOOL MISSION**

To provide a Bible-centered education that enables students to know Christ and serve Him through His church.

### **THEOLOGICAL SEMINARY AND GRADUATE SCHOOL MISSION**

To train Bible interpreters who will apply and incarnate biblical truth and minister and communicate that truth to others.

### **DISTANCE LEARNING SCHOOL MISSION**

To provide a Bible-centered, flexible education to adult learners who have commitments to family, church, ministry, vocation, and/or community, training them to serve the evangelical Christian church in its worldwide ministry.

## **OUR HERITAGE**

### **FOUNDER AND PRESIDENTS**

#### **DWIGHT L. MOODY**

Moody Bible Institute was founded under God in 1886 by the great evangelist and Christian educator Dwight L. Moody. The idea for a school matured in Moody's mind as he traveled through the country and abroad and saw the great spiritual need, especially in large cities. Since schools were not preparing workers to meet this need, there was a call for an institution to offer the help that many consecrated but untrained young Christians desired.

At first, classes were held in the Chicago Avenue (Moody) Church. With the construction of the first building in 1889, a full-fledged training school emerged, dedicated to teaching men and women the fundamentals of the English Bible and personal evangelism. One of the important features was the "learn-by-doing" method practiced by D. L. Moody as he sent his corps of workers into the business districts and slums of Chicago.



## ABOUT MOODY BIBLE INSTITUTE

### **R. A. TORREY**

To R. A. Torrey, who succeeded Moody, goes much of the credit for building a resident faculty and establishing the curriculum and Practical Christian Ministries program. He also launched the correspondence and evening schools, the precursor to today's Moody Bible Institute Distance Learning. In over one hundred years as a vital part of the ministry of Moody Bible Institute, MBI distance learning students have enrolled in over one million Moody courses.

### **JAMES M. GRAY**

Dr. James M. Gray, who succeeded Torrey, had been a frequent lecturer at the Institute's conferences. Through his personal association with Mr. Moody, he was well prepared to carry out the founder's vision for the Institute. To Dr. Gray fell the responsibility of guiding the Institute through a world war and a depression. During his term, high school graduation became an entrance requirement for the first time.

### **WILL H. HOUGHTON**

At Dr. Gray's retirement, the Board of Trustees, under Mr. Henry P. Crowell, called Dr. Will H. Houghton to the presidency of the Institute. His leadership was responsible for an expanding ministry marked by the construction of the twelve-story Crowell Hall in 1938 and the lower hall of Torrey-Gray Auditorium the following year.

### **WILLIAM CULBERTSON**

After Dr. Houghton's death in 1947, Dr. William Culbertson, who had been dean since 1942, became acting president and was chosen the following year to be president of the Institute. During his presidency, curriculum revisions, membership in the American Association of Bible Colleges, and the adoption of the degree program strengthened the school.

### **GEORGE SWEETING**

In 1971, Dr. George Sweeting, an alumnus of the Institute and a widely experienced evangelist and pastor, was called by the Board of Trustees to succeed Dr. Culbertson to the presidency. Under Dr. Sweeting's leadership, the Institute continued to develop and implement progressive policies designed to meet a changing society. With the goal of evangelism, innovative programs such as Jewish and Modern Israel Studies, American Intercultural Ministries, Radio and Television Communication, and Missionary Aviation were added and improved. The campus was further enlarged and beautified. Student facilities were increased and renewed. In addition, the Moody Broadcasting Network expanded its radio ministry through the use of satellite communications, enabling communities throughout the United States, Canada, and Puerto Rico to receive Christian radio programming. The Century II campus expansion program was also inaugurated.

## ABOUT MOODY BIBLE INSTITUTE

### JOSEPH M. STOWELL III

In August 1987, Dr. Stowell became the seventh president of Moody Bible Institute. Under his leadership, the Institute added several significant additions to the campus, including the Sweeting Center for World Evangelization, the Solheim Athletic Center, and the Alumni Student Center. In addition, Moody Broadcasting expanded from eleven to thirty-three owned and operated radio stations, the Undergraduate School added several majors and achieved regional accreditation, the Graduate School began offering a Master of Divinity and MA degrees, and Moody Online was launched. Throughout his tenure, Dr. Stowell aimed to keep Christ preeminent in all Moody endeavors; to incorporate more ethnic diversity into the staff and student population; and to renew the Institute's focus on urban and global outreach, needs, and trends.

### MICHAEL J. EASLEY

On March 1, 2005, Dr. Michael Easley became the eighth president of Moody Bible Institute. In June 2008, he resigned from the position due to health concerns. A gifted Bible teacher and church leader, Easley shared the same passion for ministry, heart for people, and love for God that have distinguished previous Moody presidents for more than one hundred twenty years. His commitment to the Word of God in an ever-shifting world was evident in the development of Easley's twenty-four minute daily radio program, *inContext* with Michael Easley.

### J. PAUL NYQUIST

In June 2009, Dr. Paul Nyquist became Moody's ninth president. Possessing more than eighteen years of strong ministry and leadership experience, Nyquist previously served as president and CEO of Avant Ministries. Prior to Avant, he pastored two churches in the Midwest. His vision for Moody's future is captured in the words from his inaugural address—Biblical Mission. Global Vision. His desire is to see Moody remain strongly rooted in the Word of God but yet transformed in ways that enable Moody to prepare students to reach our ever-changing world.

# ABOUT MOODY BIBLE INSTITUTE

## RELATED MINISTRIES OF MOODY BIBLE INSTITUTE

The leadership and guidance of Moody's founder and presidents have created various ministries throughout its history of more than one hundred twenty-five years. In addition to education, Moody Bible Institute has offered ways to edify and evangelize with the truth of God's Word.

### MOODY PUBLISHERS

D. L. Moody founded the Bible Institute Colportage Association (BICA) in 1894 with the goal of providing "good Christian books at a price everyone can afford." Today, that same organization—now known as Moody Publishers—publishes more than one thousand print and eBook titles through its four imprints: Moody, Northfield, Lift Every Voice Books, and RiverNorthFiction. These titles are available in more than one hundred languages and in more than sixty countries around the world. Moody Publishers continues its commitment to reach the lost for Christ and to help readers know, love, and serve Jesus Christ. For more information, visit [www.moodypublishers.org](http://www.moodypublishers.org) or call 1.800.678.8812.

### MOODY RADIO

Moody Bible Institute owns and operates thirty-five noncommercial radio stations throughout the United States, including stations in Alabama, Florida, Illinois, Indiana, Kentucky, Michigan, Mississippi, Montana, New Mexico, Ohio, Pennsylvania, Tennessee, and Washington. In addition, Moody operates a satellite network, headquartered in Chicago, which feeds programming and news to over 450 affiliate radio stations. For a complete list of owned and operated stations, or more information about Moody Radio, visit [www.moodyradio.org](http://www.moodyradio.org).

## OUR STATEMENT OF FAITH

Throughout its history Moody Bible Institute has without qualification held to the essentials of biblical orthodoxy. In addition it has defined itself in other distinct ways in terms of more specific interpretations of Scripture. Moody Bible Institute's doctrinal statement was adopted by the Board of Trustees in 1928 to reflect the historic doctrinal position of the Institute. In May 2000 the trustees also approved an additional statement, Institutional Positions Related to the Moody Bible Institute Doctrinal Statement (1928), to clarify and make explicit the doctrinal positions of the Institute. While the Institute's particular definitions are important to its position, it is readily recognized that they do not define orthodoxy for the whole body of Christ. Moody Bible Institute gladly embraces all who faithfully adhere to the essentials of biblical Christianity as fellow believers and colleagues in Christ's cause.

## ABOUT MOODY BIBLE INSTITUTE

Whereas biblical Christianity is defined by the central tenets of the faith, throughout the history of the church various groups have employed more specific definitions to define themselves. Historically, Moody Bible Institute has maintained positions that have identified it as noncharismatic, dispensational, and generally Calvinistic. To maintain continuity and consistency with the heritage entrusted to its care, the Institute expects faculty and administration to agree with, personally adhere to, and support the Institute's distinctive doctrines as set forth in the following:

### DOCTRINAL STATEMENT

#### ARTICLE I

God is a Person who has revealed Himself as a Trinity in unity, Father, Son, and Holy Spirit—three Persons and yet but one God (Deuteronomy 6:4; Matthew 28:19; 1 Corinthians 8:6).

#### ARTICLE II

The Bible, including both the Old and New Testaments, is a divine revelation, the original autographs of which were verbally inspired by the Holy Spirit<sup>1</sup> (2 Timothy 3:16; 2 Peter 1:21).

#### ARTICLE III

Jesus Christ is the image of the invisible God, which is to say, He is Himself very God; He took upon Him our nature, being conceived by the Holy Spirit and born of the Virgin Mary<sup>2</sup>; He died upon the cross as a substitutionary sacrifice for the sin of the world<sup>3</sup>; He arose from the dead in the body in which He was crucified; He ascended into heaven in that body glorified, where He is now our interceding High Priest; He will come again personally and visibly to set up His kingdom<sup>4</sup> and to judge the quick and the dead (Colossians 1:15; Philippians 2:5–8; Matthew 1:18–25; 1 Peter 2:24–25; Luke 24; Hebrews 4:14–16; Acts 1:9–11; 1 Thessalonians 4:16–18; Matthew 25:31–46; Revelation 11:15–17; 20:4–6, 11–15).

#### ARTICLE IV

Man was created<sup>5</sup> in the image of God but fell into sin, and, in that sense, is lost; this is true of all men, and except a man be born again he cannot see the kingdom of God; salvation is by grace through faith in Christ who His own self bare our sins in His own body on the tree; the retribution of the wicked and unbelieving and the reward of the righteous are everlasting, and as the reward is conscious, so is the retribution<sup>6</sup> (Genesis 1:26–27; Romans 3:10, 23; John 3:3; Acts 13:38–39; 4:12; John 3:16; Matthew 25:46; 2 Corinthians 5:1; 2 Thessalonians 1:7–10).

## ABOUT MOODY BIBLE INSTITUTE

### ARTICLE V

The church<sup>7</sup> is an elect company of believers baptized by the Holy Spirit into one body; its mission is to witness concerning its Head, Jesus Christ, preaching the gospel among all nations; it will be caught up to meet the Lord in the air ere He appears to set up His kingdom<sup>8</sup> (Acts 2:41; 15:13–17; Ephesians 1:3–6; 1 Corinthians 12:12–13; Matthew 28:19–20; Acts 1:6–8; 1 Thessalonians 4:16–18).

*(Board of Trustees, October 1928)*

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- <sup>1</sup> *The Bible is without error in all it affirms in the original autographs and is the only authoritative guide for faith and practice and as such must not be supplanted by any other fields of human learning.*
  - <sup>2</sup> *Jesus Christ, the only begotten Son of God, is fully God and fully man possessing both deity and humanity united in one person, without division of the person or confusion of the two natures.*
  - <sup>3</sup> *An individual receives the benefit of Christ's substitutionary death by faith as the result of responding to the message of the gospel. Salvation is the free gift of God's grace through faith alone, therefore not dependent upon church membership, intermediaries, sacraments, or works of righteousness to attain or sustain it.*
  - <sup>4</sup> *It is the Institute's position that this refers to the premillennial return of Christ at which time He will set up His millennial reign during which time He will fulfill His promises to Israel.*
  - <sup>5</sup> *This affirms that the first human beings were special and unique creations by God as contrasted to being derived from any preexisting life-forms. Further, God created everything, after its kind, which excludes any position that allows for any evolutionary process between kinds.*
  - <sup>6</sup> *This statement excludes any position that asserts a temporary or complete cessation of consciousness, or merging with eternal oneness, or annihilation of the damned, or a "second chance" or a period of suffering or purification in preparation for entrance into the presence of God.*
  - <sup>7</sup> *The church of Jesus Christ is a distinct entity from Israel in the ongoing program of God. Further, this universal church consists of all who possess saving faith in the death and resurrection of Jesus Christ from Pentecost to the Rapture of the Church and that will represent every language, people, and nation.*
  - <sup>8</sup> *Christ will return in the air preceding the seven-year Tribulation at which time He will receive into heaven all believers who constitute His church. During that Tribulation period, God will bring salvation to Israel and the nations while exercising judgment on unbelievers.*

## **ABOUT MOODY BIBLE INSTITUTE**

### **INSTITUTIONAL POSITIONS RELATED TO THE MOODY BIBLE INSTITUTE DOCTRINAL STATEMENT**

In addition to the distinctive elements derived from a historic understanding of the 1928 Doctrinal Statement, the Moody Bible Institute has historically been identified with the positions outlined below. Although trustees, education administrators, and faculty are expected to hold these positions, we recognize that we serve and minister with others whose traditions differ on these subjects.

#### **GENDER ROLES IN MINISTRY**

The Moody Bible Institute values the worth and dignity of all persons without distinction as created in God's image. We affirm the priesthood of all believers and the responsibility of every Christian woman and man to take an active role in edifying the church. For that purpose, the Holy Spirit distributes ministry gifts to believers without distinction of any kind. That reality imposes the responsibility on every believer to fulfill ministry consistent with God's grace.

The Institute distinguishes between ministry function and church office. While upholding the necessity of mutual respect and affirmation as those subject to the Word of God, Moody Bible Institute understands that the biblical office of elder/pastor in the early church was gender specific. Therefore it maintains that it is consistent with that understanding of Scripture that those church offices should be limited to the male gender.

#### **SIGN GIFTS OF THE HOLY SPIRIT**

The Institute maintains that there is one baptism of the Holy Spirit that occurs at the time a person is born again, placing that one into the body of Christ. MBI also distinguishes between spiritual gifts distributed to believers to equip them for ministry and the "sign gifts," which are understood to have been manifestations of the Holy Spirit to authenticate the messenger and the gospel message during the foundational period of the church. Therefore, the Institute holds that "sign gifts" are not normative for the church today. While this institutional position is not and must not be a test of fellowship with those whose traditions differ, members of this community will neither practice nor propagate practices at variance with the Institute's position.

#### **HUMAN SEXUALITY**

The Moody Bible Institute's foundation for understanding human sexuality is rooted in our commitment to the Bible as the only authoritative guide for faith and practice. The first two chapters of Genesis constitute the paradigm and prerequisite for God's creative intent for human personhood, gender and sexual identity, and sexual intimacy in marriage (Genesis 1:27; 2:24; cf. Matthew 19:4-5).

## ABOUT MOODY BIBLE INSTITUTE

We affirm that humanity came from the hand of God with only two sexual distinctions, male and female, both bearing the image of God, and emerging from one flesh with the unique physical capacity to reunite as one flesh in complementarity within a marriage. God's creation design and intent for marriage as expressed in Genesis 2 is therefore exclusively between one man and one woman. Within this monogamous context, intended to be lifelong, sexual intimacy is a glorious blessing from God.

Based on biblical theology (cf. Leviticus 18; 1 Corinthians 5-6; and other passages), we conclude that non marital sex, homosexual sex, same-sex romantic relationships, and transgender expressions are deviations from God's standard, misrepresenting the nature of God Himself. As such, these are wrong under any circumstances in God's eyes. We affirm the worth and relevance of human gender and sexuality as a distinctive of marriage. Consequently, we consider all other forms of sexual expression sinful, misaligned with God's purposes.

We affirm God's love and concern for all of humanity, a concern that compelled Him to offer His Son a ransom for our lives, and we consider His biblically recorded and specifically defined guidelines for sexual practice to be enduring expressions of His love and protection of our human identity (Matthew 19:5-9).

Our expectation is that each member of the Moody community will honor the biblical obligation to surrender one's body to God. Non marital sexual intimacy, homosexual sexual intimacy and same-sex romantic relationships, and gender identification that is incongruent with one's birth sex are all violations of biblical teaching from which Moody derives its community standards. We willingly submit ourselves to these biblical mandates in light of our call to holiness and to self-surrender.

# ABOUT MOODY BIBLE INSTITUTE

## DOCTRINAL QUALIFICATIONS FOR STUDENTS

To maintain continuity and consistency with the heritage entrusted to its care, Moody Bible Institute requires its faculty and administration to agree with, personally adhere to, and support all the school's distinctive doctrines. These identify what is believed and taught in our classes. However, the school also recognizes that its specific theological positions do not define orthodoxy for the whole body of Christ. For this reason, Moody Bible Institute accepts students from other theological traditions within conservative evangelicalism. However, to be admitted and to graduate, students must personally adhere to and support the following doctrinal positions:

*the inspiration, authority, and inerrancy of Scripture,*  
*the Trinity,*  
*the full deity and full humanity of Christ,*  
*the creation of the human race in the image of God,*  
*the spiritual lostness of the human race,*  
*the substitutionary atonement and bodily resurrection of Christ,*  
*salvation by grace through faith alone in Christ alone,*  
*the physical and imminent return of Christ, and*  
*the eternal reward of the righteous and the eternal judgment of the lost*



# THE SCHOOLS OF MOODY BIBLE INSTITUTE

## INTRODUCTION

The Moody Bible Institute (MBI) Education Group includes three divisions: the Undergraduate School, the Theological Seminary and Graduate School, and the Distance Learning School. The vice president and dean of each school reports to the provost and administers the school through chairpersons and faculty. The vice president and dean of each school has overall responsibility for the programs and degrees offered through the school over which he or she resides.

Moody students have the opportunity to study the Word of God through several different locations and venues. A traditional classroom setting in an urban environment hosts our Chicago campus students in undergraduate and graduate programs and degrees, while an intimate branch campus is available in Spokane, Washington for undergraduate students. Another branch campus in Michigan is available for graduate students, giving them access to three diverse areas surrounding Plymouth. Those who are “rooted learners” can choose classes offered via distance learning venues toward undergraduate and graduate programs and degrees.

Competent MBI-trained men and women are found in every field of Christian activity. In just a few years, students who are now sitting in classes will be on every continent of the globe, taking the good news of salvation to those who have never heard it. Others will be pastors serving active, growing churches in many denominations in the United States. Some will become home missionaries, church musicians, evangelists, choir directors, child evangelism directors, mission superintendents, youth ministers, or Christian communications specialists, or be involved in one of many other vocational ministries.

## UNDERGRADUATE SCHOOL

### CHICAGO, IL

Moody Bible Institute–Chicago is strategically located at the “crossroads of America,” and the school gives students many unusual advantages. Perhaps no other city in the world offers a better clinic for observation and experience in all phases of Christian work than Chicago. The city’s lakefront cultural center is a short distance from the Institute. For students who must work to help finance their training, there are many opportunities for employment within the Institute as well as in the industries that have made Chicago a world business center.

### SPOKANE, WA

Moody Bible Institute–Spokane is located in the heart of the largely unchurched Pacific Northwest region. The second largest city in Washington, with the amenities of a big city and the feel of a small town, Spokane is easy to navigate and provides convenient housing options. MBI–Spokane students can secure employment off-campus at local grocery stores, coffee shops, or businesses.

## THE SCHOOLS OF MOODY BIBLE INSTITUTE

With the foothills of the Rocky Mountains rising to the east, outdoor activities such as biking, rock climbing, hiking, hunting, and skiing are just a short drive from campus, allowing students to enjoy incredible day trips.

### THEOLOGICAL SEMINARY AND GRADUATE SCHOOL

#### CHICAGO, IL

Moody Theological Seminary–Chicago is located in the heart of the city, offering students hundreds of ministry opportunities in rescue missions, prisons, children’s programs, retirement homes and in diverse urban and ethnic settings. This seminary campus shares more than twenty-four acres in Chicago’s Near North community with the Undergraduate School campus. It is within walking distance of the famous Magnificent Mile, the shores of scenic Lake Michigan and inner-city neighborhoods.

#### PLYMOUTH, MI

Moody Theological Seminary–Michigan is conveniently located, with access to the intimate community of Plymouth, the urban center of Detroit, and the bustling college town of Ann Arbor, all of which afford myriad opportunities for ministry. This campus has taken great strides to accommodate students who have family or full-time work obligations by providing evening classes and academic tracks that consider realistic schedules outside of the classroom. Because of this, MTS–Michigan classes are inherently diverse, attracting students with various backgrounds, ages and levels of training providing a rich and interactive learning experience.

### DISTANCE LEARNING SCHOOL

#### ONLINE, INDEPENDENT STUDIES, AND EXTENSION SITES

Moody Bible Institute Distance Learning offers several distance learning venues for those considered rooted learners: online courses, independent studies, and extension sites. Flexible and convenient online courses allow students to study at Moody Bible Institute, joining thousands of others around the globe seeking a trusted Bible education within a diverse biblical community. Independent studies allow students to take courses on their own time and at their own pace either online or via correspondence. These courses are available anytime and do not operate on the traditional semester format. Extension sites are an extension of Moody Bible Institute. These venues allow students in various locales around the United States to be better equipped to advance the cause of Christ.

## OUR EDUCATIONAL PHILOSOPHY

The educational philosophy of the Institute is rooted in the conviction that the Bible in its original manuscripts is the verbally inspired, inerrant, and authoritative Word of God. Consequently, a study of the Bible constitutes the most significant discipline for any person. This concept is reflected in the Institute's verse: "Study to show thyself approved unto God, a workman that needeth not to be ashamed, rightly dividing the word of truth" (2 Timothy 2:15 KJV).

### EDUCATIONAL VALUES

In keeping with the mission statement and philosophy of the Moody Bible Institute Education Group, the following values provide a framework for the student educational experience and a basis for assessing student progress.

#### **CHRISTIAN LIFE AND CHARACTER**

This value emphasizes the need for students to develop a proper relationship and commitment to Jesus Christ through knowledge of the Scriptures, through spiritual discipline and obedience, and through the cultivation of a maturing Christian lifestyle and worldview. Such growth, maturity, and character formation for students encompasses all aspects of life, including the intellectual, social, and physical habits of fitness and well-being.

#### **BIBLICAL AND THEOLOGICAL LITERACY**

This value emphasizes the educational importance of a foundational knowledge of Bible and theology as well as the methodology and skills for thoughtful analysis, interpretation, and application of Scripture. This value also presupposes the thoughtful defense of the Christian faith and the personal application of the Bible to the students' personal lives and to vocational and avocational calls and commitments.

#### **CHRISTIAN LIFE AND WORLDVIEW**

This value stresses the educational importance of the thoughtful integration of biblical truth by students into the totality of life experience and learning. Thus, biblical truth is not only a part but also a condition of general knowledge. Students are encouraged to harmonize faith and learning systematically and to develop a coherent view of contemporary issues from a biblical perspective.

#### **MINISTRY AND VOCATIONAL SKILLS**

This value stresses the importance for students to understand the call, requirements, and needed skills for effective vocational ministry through study in organized fields of learning, practical experience, and Christian service. This value presupposes the vocational and avocational application of the students' classroom experience and training to ministries of education, edification, and evangelization through the church. Likewise, this value anticipates a commitment to vocational currency, continuing education, and lifelong learning.

## **OUR EDUCATIONAL PHILOSOPHY**

### **ANALYTICAL AND CREATIVE THINKING**

This value affirms the need for students to develop skills in critical and analytical thinking and to value the unity of truth. This value also presupposes the development of problem solving techniques, research methodology, and ways of expressing ideas clearly, logically, thoughtfully, and persuasively through aesthetic as well as oral and written forms.

### **PERSONAL AND GROUP RELATIONSHIPS**

This value emphasizes the need for students to grow in relational understanding with others based on biblical patterns and to become responsible, compassionate, and productive participants within the body of Christ. This value presupposes service to society, family, and the church through personal example, leadership, and organizational skills.

### **SOCIAL AND CULTURAL SENSITIVITY**

This value accentuates the need for students to foster an understanding of both national and international cultures and to develop an appreciation for the richness and interdependence of multicultural communities. This anticipates a respect by students for the dignity of each person as a unique image-bearer of God. Furthermore, this value focuses on the need for students to be socially, aesthetically, and politically sensitive and to reflect the attributes of responsible citizenship.

## **ESSENTIAL ELEMENTS**

As the central integrating factor of the total curriculum of the Institute, the Bible grants us a unique perspective on four key elements in the teaching-learning process: the curricular content, the social/cultural context, the maturing learner, and the godly teacher.

## **UNDERGRADUATE SCHOOL ESSENTIAL ELEMENTS**

### **CURRICULAR CONTENT**

All truth, ultimately, is related to and unified by the revealed Word. Therefore, the educational program of the Undergraduate School is built upon a biblical and theological core curriculum. All subject areas of the curriculum, as well as the goals and values communicated in the co-curricular programs, are guided and informed by the teachings of the Bible. Philosophically, we are committed to an educational approach that values human learning while submitting that learning quest to the authority of the Bible.

# OUR EDUCATIONAL PHILOSOPHY

## **SOCIAL/CULTURAL CONTEXT**

We are committed to an educational approach that is culturally relevant and socially aware. We do not isolate or insulate students from contact with the world around them. Instead, the educational program is built on the philosophy of education that engages students in culture and society. Moody Bible Institute's undergraduate degrees are practical in nature and exist to equip students to impact their world for Christ. This occurs through the communication of the gospel and through Christian service. Education at Moody demands experience and training in the real world as well as the classroom; therefore, all degrees require an extensive experiential component.

## **LEARNER MATURITY**

Education is the encouragement of a maturing process. Teachers are not only to communicate subject matter but also to equip students to think critically and creatively about the subject under consideration. Education in the Undergraduate School promotes increasingly greater responsibility on the part of the students for their learning. We recognize that students will not be under our instruction indefinitely. Therefore, an undergraduate education is designed to develop mature learners who are able to continue their development after graduation (Colossians 1:28–29).

## **GODLY TEACHERS**

Jesus said, “A student is not above his teacher, but everyone who is fully trained will be like his teacher” (Luke 6:40 NIV). We see teachers as an essential component in the educational process. Teachers impact lives. Therefore, the life and character of teachers are as important as their knowledge and pedagogical skill. The role of teachers is to provide direction and structure to the educational endeavor as they communicate their subject. Teachers exist not only to communicate subject matter but also to equip students to think critically and creatively about the subject under consideration

# OUR EDUCATIONAL PHILOSOPHY

## THEOLOGICAL SEMINARY AND GRADUATE SCHOOL ESSENTIAL ELEMENTS

Delivering a unique blend of practical Christian training and sound biblical scholarship requires that we value and employ the following:

### **THE SCHOLARSHIP OF BIBLICAL DISCOVERY**

This is exegetical research that engages the biblical text in order to state new paradigms supported by biblical exegesis while engaging with contrary and complementary critical scholarship (STUDY THE WORD).

### **THE SCHOLARSHIP OF ENGAGEMENT**

Also known as applied biblical research, this engagement takes a specific biblical/theological discovery and shows its application in life in varied settings (STUDY/LIVE THE WORD).

### **THE SCHOLARSHIP OF BIBLICAL INTEGRATION**

Utilizing reflective observation of basic/applied biblical research, this discipline brings together two or more areas of biblical discovery in a creative synthesis (STUDY/LIVE THE WORD).

### **THE SCHOLARSHIP OF TEACHING AND PREACHING**

This discipline builds on the first three scholarships in order to communicate and impart skills in a format that can be acquired, integrated, and applied within specific audiences (TEACH THE WORD).

Most seminaries focus on one or two characteristics for their students. Moody Theological Seminary seeks to produce balanced and exceptional leaders in all four vital areas of **Discovery, Integration, Engagement, and Teaching**. Students come to MTS and discover scholarship that not only transforms but produces leaders who can integrate the balance of skills necessary to make them truly exceptional.

# OUR EDUCATIONAL PHILOSOPHY

## STATEMENT OF VALUES AND COMPETENCY

The programs and degrees at Moody Theological Seminary seek to encourage a thirst for knowing the Lord Jesus Christ, obeying Him, increasing in Christlike character, and serving Him effectively through the use of spiritual gifts. Toward this end, the programs and degrees seek to attain the following values and competencies:

### Values

We seek three types of outcomes in the life of the student:

### Competencies

A graduate of Moody Theological Seminary will:

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#### Academic

We value the intellectual development of students toward a practical working knowledge of the text.

#### Theological Understanding

- Demonstrate an ability to objectively interpret and apply the Scriptures to life and ministry.
- Understand and articulate the essential doctrines of evangelical/Christian belief.

#### Critical Thinking

- Demonstrate competency to conduct scholarly research, evidencing careful analysis and critical judgment.
- Articulate and apply a biblical worldview to life.

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#### Professional

We value the ability to incorporate biblical knowledge with the practice of ministry skills.

#### Professional Competency

- Conduct their ministries with skills appropriate to each ministry.
- Integrate biblical knowledge to communicate or preach with accuracy and relevance.
- Demonstrate a commitment to lifelong learning.

#### Supervised Internships

- Develop ministry skills under guided supervision.

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#### Relational

We value the development of relational skills and the formation of Christian character in our students.

#### Spiritual Formation

- Demonstrate consistent habits of cultivating Christlike character.
- Demonstrate Christlike character in all relationships, especially in the seminary and internship communities.
- Exhibit commitment to continued obedience to Christ and service to people.

#### Cultural Sensitivity

- Exhibit a respect and appreciation for cultural, theological, and denominational diversity in partnership with the church community in varied settings.

# OUR EDUCATIONAL PHILOSOPHY

## DISTANCE LEARNING SCHOOL ESSENTIAL ELEMENTS

The programs and degrees of Moody Bible Institute Distance Learning seek to attain the following values and competencies:

### **LEVERAGING THE LEARNER'S CONTEXT**

Moody Bible Institute Distance Learning will seek to design instruction that empowers students to see that their participation in the world around them is a rich learning experience supplemented and informed by instruction.

### **INSPIRING INQUIRY**

Moody Bible Institute Distance Learning students are active learners who participate as scholars in research and in the interpretation of Scripture and its application to diverse and distinct scenarios in a variety of contexts.

### **PROVOKING CRITICAL THINKING**

Moody Bible Institute Distance Learning students are intellectually disciplined thinkers who skillfully and graciously evaluate issues, events, and positions.

### **FOSTERING ENGAGEMENT WITH AND COMPASSION FOR GLOBAL AND CONTEXTUAL CONCERNS**

Moody Bible Institute Distance Learning students are informed about, concerned with, and capable of designing strategies for impacting the state and character of the local and global church while promoting the biblical mandate to reach the world for Christ.

### **INTEGRATING AND APPLYING LEARNING CREATIVELY AND COLLABORATIVELY**

Moody Bible Institute Distance Learning students are capable of synthesizing and transferring learning to new, complex situations in unique ways within a variety of contexts in life and ministry as they collaborate with other students and ministry leaders in various settings.

### **CULTIVATING SPIRITUAL FORMATION**

Moody Bible Institute Distance Learning students are committed to living a life faithful to God through the working out of their identity in Christ by responding to the empowering and transformative work of the Holy Spirit in their lives.



# OUR EDUCATIONAL PHILOSOPHY

## PROFILE OF A GRADUATING STUDENT

In keeping with our mission, our intent is to graduate students who have developed a biblical worldview that enables them to be productive in building Christ's church worldwide. Graduates of Moody Bible Institute will be noted for their commitment to the following:

- **The Preeminence of Christ** as demonstrated through maturing lifestyles that reflect continuing submission to the Lordship of Christ.
- **The Authority of the Scriptures** as demonstrated by a knowledge of the Bible and theology, and the ability to interpret, apply, and integrate the inerrant Scriptures in all of life consistent with an orthodox, evangelical tradition.
- **The Centrality of the Church** as demonstrated by service to the church of Jesus Christ through the use of ministry and vocational skills, spiritual gifts, and natural talents.
- **The Task of World Evangelization** as demonstrated by a passion for the proclamation of the unique message of the gospel to the lost world.
- **The Healthy Development of Relationships** as demonstrated in interpersonal, family, church, and social relationships that affirm the dignity of the individual and show sensitivity to diverse cultures and communities.
- **The Pursuit of Intellectual Excellence** as demonstrated by analytical and creative thinking (formulation of a Christian worldview), lifelong development of vocational skills, clear expression of ideas, and appreciation of aesthetic values.
- **The Stewardship of the Body and Life Resources** as demonstrated in the practice of a healthy physical lifestyle and the wise management of the resources God has given.

# PROGRAMS AND DEGREES OFFERED AT THE LOCATIONS OF MOODY BIBLE INSTITUTE

## CHICAGO, IL

### FOUR-YEAR BA DEGREES

Bachelor of Arts in Applied Linguistics\*

Bachelor of Arts in Bible Secondary Education with Association of  
Christian Schools International (ACSI) Certification

Bachelor of Arts in Biblical Exposition\*

Bachelor of Arts in Biblical Language

Bachelor of Arts in Biblical Studies\*

Bachelor of Arts in Biblical Studies (Music Emphasis)

Bachelor of Arts in Children's Ministry\*

Bachelor of Arts in Church Planting and Renewal

Bachelor of Arts in Communications

Bachelor of Arts in Elementary Education with Association of  
Christian Schools International (ACSI) Certification

Bachelor of Arts in Evangelism and Discipleship\*

Bachelor of Arts in Intercultural Ministries\*

Bachelor of Arts in Jewish Studies\*

Bachelor of Arts in Ministry to Victims of Sexual Exploitation

Bachelor of Arts in Ministry to Women\*

Bachelor of Arts in Music (Music Ministry: Ethnomusicology, Music Electives,  
or Ministry Electives Emphases)

Bachelor of Arts in Pastoral Ministry\*

Bachelor of Arts in Pre-Counseling

Bachelor of Arts in Sports Ministry\*

Bachelor of Arts in Teaching English to Speakers of Other Languages (TESOL)\*

Bachelor of Arts in Theology

Bachelor of Arts in Urban Ministries\*

Bachelor of Arts in Youth Ministry\*

\* *Interdisciplinary option*

### FIVE-YEAR BMUS DEGREE

Bachelor of Music in Music and Worship (Composition, Instrument, Organ,  
Piano, or Voice Emphases)

### FIVE-YEAR BA AND MA INTEGRATED DEGREE

Bachelor of Arts in Pastoral Studies and Master of Arts [Pastoral Studies]

# PROGRAMS AND DEGREES OFFERED AT THE LOCATIONS OF MOODY BIBLE INSTITUTE

## ONE-YEAR GRADUATE CERTIFICATE PROGRAMS

Graduate Certificate in Biblical Foundation  
Graduate Certificate in Biblical Studies  
Graduate Certificate in Intercultural and Urban Studies  
Graduate Certificate in Ministry Leadership  
Graduate Certificate in Spiritual Formation and Discipleship  
Graduate Certificate in Vocational Stewardship

## TWO-YEAR MA DEGREES

Master of Arts in Biblical Studies  
Master of Arts [Biblical and Theological Studies]  
Master of Arts in Counseling Psychology  
Master of Arts in Counseling Psychology (Marriage and Family Concentration)  
Master of Arts [Intercultural and Urban Studies]  
Master of Arts in Ministry Leadership  
Master of Arts in Ministry Leadership (Vocational Stewardship Track)  
Master of Arts [Pastoral Studies]  
Master of Arts in Spiritual Formation and Discipleship

## THREE-YEAR MDIV DEGREE

Master of Divinity

## SPOKANE, WA

### FOUR-YEAR BA DEGREES

Bachelor of Arts in Biblical Exposition Interdisciplinary  
Bachelor of Arts in Biblical Studies\*  
Bachelor of Arts in Biblical Language  
Bachelor of Arts in Intercultural Ministries\*  
Bachelor of Arts in Teaching English to Speakers of Other Languages (TESOL)\*  
Bachelor of Arts in Youth Ministry\*

\* *Interdisciplinary option*

### FIVE-YEAR BS DEGREE

Bachelor of Science in Missionary Aviation Technology

# **PROGRAMS AND DEGREES OFFERED AT THE LOCATIONS OF MOODY BIBLE INSTITUTE**

## **PLYMOUTH, MI**

### **ONE-YEAR GRADUATE CERTIFICATE PROGRAM**

Graduate Certificate in Biblical Foundation

Graduate Certificate of Biblical Studies

### **TWO-YEAR MA OR MTS DEGREES**

Master of Arts in Counseling Psychology

Master of Arts in Counseling Psychology (Marriage and Family Concentration)

Master of Arts in Spiritual Formation and Discipleship

Master of Theological Studies

### **THREE-YEAR MDIV DEGREE**

Master of Divinity (MDiv)

## **DISTANCE LEARNING**

### **ONE-YEAR UNDERGRADUATE CERTIFICATE PROGRAMS**

Certificate of Biblical Studies

### **TWO-YEAR ASSOCIATE DEGREE**

Associate of Biblical Studies

### **FOUR-YEAR BS DEGREES**

Bachelor of Science in Biblical Studies

Bachelor of Science in Ministry Leadership (Leadership, Preaching, or  
Women's Ministry Concentrations)

### **TWO-YEAR MA DEGREE PROGRAMS**

Master of Arts in Applied Biblical Studies

Master of Arts in Biblical Exposition with an emphasis in Ministry

Master of Arts in Christian Leadership

## ACCREDITATION

Moody Bible Institute is accredited by the following organizations:

**Institutional Accreditation  
Higher Learning Commission of  
the North Central Association  
of Colleges and Schools**

230 South LaSalle Street,  
Suite 7-500  
Chicago, IL 60604  
800.621.7440  
[www.ncahlc.org](http://www.ncahlc.org)

**Programmatic Accreditation  
National Association of Schools  
of Music**

11250 Roger Bacon Dr., Suite 21  
Reston, VA 20190  
703.437.0700  
[www.nasm.arts-accredit.org](http://www.nasm.arts-accredit.org)

**Institutional Accreditation  
Association for Biblical  
Higher Education**

5850 T. G. Lee Blvd., Suite 130  
Orlando, FL 32822  
407.207.0808  
[www.abhe.org](http://www.abhe.org)

**Programmatic Accreditation  
The Commission on Accrediting  
of The Association of  
Theological Schools**

10 Summit Park Drive  
Pittsburgh, PA 15275  
412.788.6505  
[www.ats.edu](http://www.ats.edu)

# ABOUT THE DISTANCE LEARNING SCHOOL

## INTRODUCTION

Moody Bible Institute Distance Learning (MDL) exists to serve those who wish to receive a biblical education but are rooted in a particular location due to familial, vocational, economic, or any number of other factors. MDL provides several unique certificate and degree programs for non residential students. Four undergraduate credentials are available: the Certificate of Biblical Studies (CBS), the Associate of Biblical Studies (ABS), the Bachelor of Science in Biblical Studies (BSBS), and the Bachelor of Science in Ministry Leadership (BSML). Three graduate credentials are available: the Master of Arts in Applied Biblical Studies (MAABS), the Master of Arts in Biblical Exposition with an emphasis in Ministry (MABE-Ministry), and the Master of Arts in Christian Leadership (MACL). Visit [www.moody.edu/distance-learning/undergraduate-programs](http://www.moody.edu/distance-learning/undergraduate-programs) or [www.moody.edu/distance-learning/graduate-programs](http://www.moody.edu/distance-learning/graduate-programs) for programs and availability. In addition to the college-level programs, MDL also offers Continuing Education courses. These courses are not for college credit but may be used for personal enrichment and professional development.

## A RICH HERITAGE

Moody Bible Institute has a rich heritage of providing educational opportunities for those who are unable to come to the Chicago campus. Beginning with the foundation of the Correspondence and Evening Departments in the early 1900s, Moody Bible Institute has provided the opportunity to earn a Moody degree at a distance. This opportunity is expanding degree programs available through MDL.

## LEARNING VENUE OPTIONS

### UNDERGRADUATE AND GRADUATE OPTIONS

Moody Bible Institute Distance Learning offers certificate and degree programs at both an undergraduate and graduate academic level. As listed throughout the remainder of this academic catalog, information and policies may be applicable to one or both of the academic levels. Furthermore, some information may overlie with the Undergraduate School and/or the Seminary and Graduate School (see page 26). Information and policies specific to one academic level will be labeled as follows:

<b>Label</b>	<b>Academic Level</b>
UG	Undergraduate
GR	Graduate

## ABOUT THE DISTANCE LEARNING SCHOOL

### ONLINE COURSES

Moody Bible Institute Distance Learning offers students the ability to earn any of the four undergraduate and three graduate credentials listed above by studying entirely in an online environment. Online learning combines the freedom of studying without the constraints of a set class time yet retains interactivity with fellow learners and the instructors via the Internet. Students and instructors interact with each other through discussion boards, e-mail, and other Internet tools to create a virtual community of learners from a variety of cultures and backgrounds. Online courses are available in various formats. Undergraduate courses offered online are available in eight week formats, while graduate courses offered online are available in nine week and seven week formats. Students will progress through a structured series of course materials and learning experiences taught by Moody Bible Institute instructors. Students may also choose to enroll in a single course or in several courses at once. Note: Some degree programs are done in a “cohort” manner where all students take the same courses at the same time as they progress through the program. Other programs are designed so students can take courses when it is convenient for their schedule.

### Minimum System Requirements for Online Students

Online courses are delivered via the Internet. A reliable broadband Internet connection is preferable for participating in an online course, viewing online resources such as scholarly journal articles, audio, or video clips. Any PC or Mac made in the past five years should contain the necessary hardware, software, and operating system to participate in MDL's online courses. All work submitted for a course must be in Microsoft Office compatible formats (Word, Excel, PowerPoint). Not all documents will be available for viewing/editing from all mobile devices.

If you have specific questions or would like more information, please contact Education Technology Services at 1.877.772.9478 or 312.329.4067 or visit [www.moody.edu/technology](http://www.moody.edu/technology) and click on the “Distance Learning” tab.

### INDEPENDENT STUDIES (UG)

Independent Study was the first mode of distance education at Moody Bible Institute. It remains a very effective way to study at a distance. Independent courses allow students to take a course over a sixth month period, working at their own pace and schedule. Completed work is generally sent in to MDL online. This format allows students to submit lessons and take exams electronically. A limited number of Independent Study courses are available via paper-based correspondence study in which lessons are submitted and returned via postal mail. Independent Study courses may still be taken by those without access to a computer or the Internet. Students may choose to enroll in a single course or in several courses at once. Independent Study is only available for nondegree students.

## ABOUT THE DISTANCE LEARNING SCHOOL

### EXTENSION SITES (UG)

Extension Sites enable students to learn in a classroom setting. These courses are typically offered in the evening or on weekends to best accommodate the time demands of adult learners. Extension Site courses are offered in eight week formats and follow the same format as our online courses with regard to textbooks, assignments, and assessments. Students may choose to enroll in a single course or in several courses at once. For a listing of current extension sites see [www.moody.edu/extensionsites](http://www.moody.edu/extensionsites).



# ADMISSIONS

## ASSESSMENT OF EDUCATIONAL EFFECTIVENESS

Moody Bible Institute Distance Learning (MDL) evaluates its educational effectiveness by measuring students' attainment of learning outcomes in programs and degrees. MDL also conducts periodic reviews using course evaluations and surveys. Students are expected to participate in these surveys and other institutional assessment activities so that MDL can maintain and improve its effectiveness.

## NONDISCRIMINATION POLICY

Moody Bible Institute Distance Learning admits students of any race, color, gender, nationality, age, disability, or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the Institute. It does not discriminate on the basis of race, color, gender, nationality, age, disability, or ethnic origin in its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

## STUDENT CLASSIFICATIONS

### REGULAR

Students who have met all of the entrance requirements are given regular classification.

### NONDEGREE

Students who wish to take courses, but do not intend to seek a degree at MBI, may study as a nondegree student. Students may take up to 18 credit hours as a nondegree student. Students who wish to continue studies beyond this point must apply to a certificate or degree program.

### AUDIT

Students who want to take classes for personal enrichment. Students can take up to a maximum of 12 hours. If, at a later date, a student enrolls as a regular student, credit will not be extended for any course taken as an audit student. Repeated courses will incur all expenses as outlined in the financial section of this catalog. Online courses cannot be taken for audit.

### READMISSION

Students who discontinue their status at MDL or have been released for academic or moral reasons must apply for readmission through the Office of Admissions. Students who have attended other colleges since leaving MDL must provide a transcript of all courses taken while at those schools. The transcript will be part of the readmission process. Transcripts for coursework currently in progress

## ADMISSIONS

should be sent to the Office of Admissions upon completion. Students who left MDL for financial reasons must pay off all outstanding bills before they will be considered for readmission. Students must have maintained a consistent Christian walk since leaving the Institute and desire to re-enroll as a certificate or degree seeking student in a specific program. Students who are readmitted will be subject to the catalog requirements in effect at the time of readmission. Readmission of former students is not guaranteed. Students who have been academically dismissed from an undergraduate program are ineligible to reapply for admission to that program.

### THE ONLINE APPLICATION

Prospective students can access the MDL self-managed application online by going to [www.moody.edu](http://www.moody.edu) and clicking on the “Apply” button, which is on most pages of the website. Prospective students can also access the application for the undergraduate programs at [www.moody.edu/distance-learning/apply-undergrad/](http://www.moody.edu/distance-learning/apply-undergrad/) or the application for the graduate programs at [www.moody.edu/distance-learning/apply-grad/](http://www.moody.edu/distance-learning/apply-grad/). Prospective students must first create an application account by providing biographical and demographical information. Once the application account is created, applicants may select the proper application: Distance Learning Undergraduate Application, Distance Learning Graduate Application, or the appropriate nondegree application option. The online application consists of the application, an autobiographical essay, an outline of MBI’s Doctrinal Statement, reference form(s), and all necessary instructions. The applicant is asked to include any information pertaining to academic or personal circumstances that may help in the evaluation of the application. Please follow the application instructions carefully. An applicant may receive assistance by calling 1.800.588.8344 or by emailing [admissions@moody.edu](mailto:admissions@moody.edu)

### THE APPLICATION PROCESS

All credentials presented to the Institute become property of MBI and cannot be returned to the applicant. Therefore, it is advisable that the applicant make photocopies of materials submitted for personal records and future use. When completing the application, the applicant should be certain to include information about personal and academic circumstances that would be helpful in the evaluation of his or her profile. No applicant can be admitted who has not been approved by the Admissions Committee and received an official notice from the associate dean of graduate and online admissions.

Admission decisions are based on an evaluation of all required materials submitted in support of the application. A candidate who wishes to be considered must submit the following items to the Office of Admissions by the appropriate application deadline of the respective program, degree, and/or semester:

## ADMISSIONS

- Completed application for admission
- Nonrefundable application fee (see page 41)
- Autobiographical essay
- Official transcripts from all schools attended (all secondary schools and post-secondary schools for undergraduate applicants, all post-secondary schools for graduate applicants)
- TOEFL scores (international applicants only)
- Pastor's reference
- Peer reference and an academic or employer reference (graduate applicants only)

### GENERAL ADMISSION REQUIREMENTS FOR UNDERGRADUATE APPLICANTS (UG)

Moody Bible Institute Distance Learning uses a selective process for admission. Through this process, the applicant's spiritual qualifications and scholastic ability are considered in relation to other applicants in an attempt to admit those with the strongest reference, academic credentials, evangelistic zeal, and highest motivation for pursuing a career in full-time Christian ministry. Applicants should possess qualities that would make them a desirable member of the Institute's family.

Undergraduate applicants are required to give evidence of proven Christian character, acceptance of the Lord Jesus Christ as personal Savior at least one year prior to enrollment, and a sincere desire and willingness to pursue full-time Christian ministry. The applicant must maintain a lifestyle consistent with biblical standards that mark itself by a daily walk with Christ, a consistent prayer life, and strong character traits. A life of discipline, evidence of emotional maturity, developed social skills that allow for friendships, Christian identity, and positive influence with peers are also strongly weighed in the evaluation process. Applicants must be in agreement with, personally adhere to, and support the MBI Doctrinal Qualification for Students (see page 16).

Abstinence from the use of tobacco, alcohol, illegal drugs, and from sexual promiscuity for at least one year prior to enrollment is also required. In addition, the applicant must verify active participation in regular worship attendance and church ministry opportunities at an evangelical Protestant church. A positive reference from the pastoral leadership of the church is required.

## ADMISSIONS

Undergraduate applications from prospective students of diverse ethnicity, interests, and special abilities are welcomed by MDL. Each application is evaluated on its own merits. MDL does not impose specific secondary course requirements for admission. However, most applicants will have successfully completed the more challenging programs of study available in their high schools, which should include English grammar, composition, and a total of at least 12 units of academic subjects. No units are granted for health and activity courses such as physical education, choir, band, driver's education, or vocational courses. Word processing skills and computer literacy are encouraged for a student admitted into MDL.

A minimum of a 2.000 cumulative grade point average (GPA) of academic courses is required of all undergraduate applicants; meeting this requirement does not guarantee admission to the Institute. Transcripts verifying the applicant's high school graduation and all completed college-level coursework must be in the admissions file at the time of enrollment.

Undergraduate applicants who opted to take the GED diploma must submit an official copy of their score results with all other required application materials. A photocopy of a high school diploma certificate is not sufficient for our evaluation. A GED score of 2250 or better is required. Admission to MDL is not guaranteed by meeting the above minimum requirements and each applicant may be reviewed on a case-by-case basis.

### GENERAL ADMISSION REQUIREMENTS FOR GRADUATE APPLICANTS (GR)

Graduate students admitted to MDL are chosen on the basis of spirituality, ministry zeal, character references, and scholastic ability. Applicants should possess qualities that give evidence of usefulness in the Lord's service that will make them desirable members of the Institute's family. For these reasons, applicants must give evidence of acceptance of the Lord Jesus Christ as savior, good Christian character, and a sincere desire to win others to Him. Active participation in an evangelical Protestant church and agreement with the Institute's doctrinal statement are also required.

All graduate applicants to MDL are evaluated for admission on the basis of the following four criteria: all academic records of postsecondary work, personal ministry history, character references, and statement of purpose for applying to the program.

A bachelor degree from an accredited college or university is required. Graduate applicants must provide transcripts verifying a 2.500 grade point average (GPA) on a scale of 4.000. An applicant with a lower GPA may be considered for admission as a nondegree student. An applicant admitted as a nondegree student

## ADMISSIONS

is limited to taking a total of 18 credit hours (typically four courses). Once these 18 credit hours have been successfully completed, the student is eligible to apply for admission to a certificate or degree program.

Nationals from non-English-speaking countries as well as permanent residents, foreign-born American residents, and international students for whom English is not the first language must take the Test of English as a Foreign Language (TOEFL) and achieve a minimum score of: 575 on paper-based tests, 233 on computer-based tests, or 85 on Internet-based tests. For more information please see International Student Applicants.

By completing and signing the application, the graduate applicant promises to respect and adhere to the standards of MDL. Since MBI is an interdenominational school, the applicant agrees not to teach his or her own special views of doctrine or practice, nor to press them on fellow students. Applicants must be in agreement with, personally adhere to, and support the MBI Doctrinal Qualification for Students (see page 16). Admission to MDL is not guaranteed by meeting the above minimum requirements and each applicant may be reviewed on a case-by-case basis.

### TRANSFER STUDENT APPLICANTS

Each year, a number of undergraduate transfer students (at least one semester of college completed at time of application) enroll in MDL. Undergraduate transfer students are required to have a 2.000 or better cumulative college grade point average (GPA). To be considered for admission, transfer applicants must meet all general entrance requirements, in addition to being in good standing and eligible to return to the most recently attended educational institution (without being on any form of probation). Applicants must request that official transcripts be sent to the Office of Admissions from all colleges previously attended. Applicants must also request their secondary school to send an official transcript of credits, including a statement of graduation, unless a bachelor's degree has already been earned. Final transcripts of all college work must be in the student's file prior to enrollment at MDL. Academic credits that exceed fifteen years from the date of completion may not be applicable to current program curricula.

Credits from regionally accredited colleges and members of the Commission on Accreditation of the Association for Biblical Higher Education (ABHE) or from the Transnational Association of Christian Colleges and Schools (TRACS) are fully transferable provided they apply to the student's course of study at MDL. Courses in which less than a "C" was earned (2.0 on a 4.0 scale) are not transferable to an undergraduate program (see page 59). Upon matriculation an official evaluation of all transfer credits will determine each student's projected graduation date.

## ADMISSIONS

Students who already possess a bachelor's degree in another field but desire to gain training in Bible and theology are encouraged to consider the graduate programs of MDL or MTS (see page 26). MDL does not apply credit used to fulfill the requirements of one baccalaureate degree toward the completion of a second baccalaureate degree. Please contact the Office of Admissions for more information.

## INTERNATIONAL STUDENT APPLICANTS

The Institute welcomes the presence of qualified students from countries outside the United States. MBI believes that such individuals enhance the cultural, intellectual, and spiritual atmosphere of the Institute by adding diversity of experiences and perspectives.

All international applicants must be able to read, write, speak, and understand the English language with a high degree of proficiency. Academic success for students at MDL will depend on the level of fluency in English. Therefore, all international applicants must take the Test of English as a Foreign Language (TOEFL) and have the scores submitted directly to the Office of Admissions. Undergraduate applicants must earn a minimum TOEFL score of 550 on paper-based tests, 213 on computer-based test, or 79 on the Internet-based test is required. Graduate applicants must earn a minimum score of 575 on paper-based tests, 233 on computer-based tests, or 85 on Internet-based tests is required. Applicants who do not meet a minimum English proficiency requirement will not be admitted.

Exception to the required TOEFL test scores will be made in the following two instances only: (1) the applicant is a citizen of Australia, the British West Indies, Canada, Great Britain, or New Zealand and is a native speaker of the English language; or (2) the applicant has been admitted to and studied at an accredited educational institution in one of the countries mentioned above or in the United States for one year within the past two years and has a good academic record at the school(s) attended. Graduate applicants must have earned an accredited post-secondary degree.

Applicants should be aware that several attempts may be necessary before the minimum score is achieved. Furthermore, the TOEFL test is offered only at certain times during the year. For more information on test dates and testing sites, write directly to TOEFL, Educational Testing Service, C N6151, Princeton, New Jersey 08541-6151, USA; call 609.921.9000; or go to [www.ets.org/toefl](http://www.ets.org/toefl).

International applicants will be required to have all documents and records evaluated by an independent agency such as World Education Services or Education Credential Evaluators ([www.ece.org](http://www.ece.org) or 414.289.3400). The evaluation must include a grade point average. Applicants will be responsible for the evaluation fee.

# ADMISSIONS

## HOME-SCHOOLED APPLICANTS (UG)

Moody Bible Institute recognizes home schooling as a viable educational alternative and welcomes applications from qualified home-schooled students who desire to pursue training for full-time Christian ministry. In recent years, many such students have enrolled in the undergraduate program. In the assessment of home-schooled candidates, the Institute looks for the same scholastic and spiritual qualifications sought in any applicant. Candidates must submit an official transcript or an official General Educational Development (GED) test score, as well as ACT or SAT score for evaluation.

Generally, a candidate must be recognized as a high school graduate. A minimum of 12 units of academic subjects must be completed by the time of application. ACT and/or SAT scores will play an important role in the admission evaluation process. Therefore, students must take either exam in sufficient time for MBI to receive the score results by the application deadlines.

## COURSES FOR HIGH SCHOOL STUDENTS

High school juniors or seniors may take up to 18 credit hours of MDL undergraduate courses for college credit as a nondegree student. These courses may meet Christian high school Bible requirements. These courses also provide a foundational program of study for Christian students who will be attending a secular college or university. Credits earned are applicable to current MDL programs, should you decide to continue your studies following your high school graduation. Credits earned may also be transferable to another college. For further information, call 1.800.588.8344.

## CHANGE OF PROGRAM

Students who want to request a change from one academic program to another academic program should refer to page 54 for more information.

## MARRIAGE AND DIVORCE

Persons who have been divorced, married to a spouse previously divorced, or currently separated will be considered for admission on a case-by-case basis. Please carefully follow the instructions provided on the application regarding this additional information needed by the Admissions Committee.

# ADMISSIONS

## APPLICATION DEADLINES

To ensure your application can be considered for the semester of your choice, please have all application forms and transcript(s) postmarked by the following dates. Applications must be submitted and all required credentials must be on file by that date in order for the application to be processed for the respective semester. Allow sufficient time for transcripts and reference requests to be processed so that they arrive at the Office of Admissions prior to the stated deadlines. Admission decisions will be made on a rolling basis.

### Undergraduate Application:

Fall Semester 1st eight week Session	August 1
Fall Semester 2nd eight week Session	October 1
Spring Semester 1st eight week Session	January 1
Spring Semester 2nd eight week Session	March 1
Summer Semester	May 1

### Independent Study and Online Self-Paced:

Applications should be submitted two weeks prior to desired start date.

### Graduate Application:

Cohort Group (August)	July 15
Cohort Group (October)	September 15
Cohort Group (January)	December 15
Cohort Group (March)	February 15
Cohort Group (May)	April 15

## CAMPUS VISIT INFORMATION

Prospective online students are cordially invited to visit the MBI campus and to enjoy a full day of activities on Tuesday through Thursday, including classes, chapel, a tour of MBI, and a meeting with an admissions counselor. Campus visits should be arranged through the Office of Admissions at least one week in advance. Please call 312.329.4400 or 800.967.4624 to make visit arrangements.

Regularly scheduled tours of MBI in Chicago are conducted weekdays at 11:00 a.m. and 2:00 p.m.



## TUITION AND FEES

The following fees apply for students enrolled in a MDL program.

### APPLICATION FEES

Undergraduate Application .....	\$35.00
Graduate Application .....	\$50.00

### TUITION FEES (per credit hour)

#### Online Courses and Extension Sites

Undergraduate Credit.....	\$300.00
Graduate Credit .....	\$385.00

#### Independent Studies

Undergraduate Credit.....	\$285.00
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### MANDATORY FEES

General Term fee.....	\$30.00
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### MISCELLANEOUS FEES

Degree Extension Fee.....	\$250.00
Graduation Fee.....	\$125.00
Independent/Self-paced Study Extension Fee.....	\$100.00
Late Payment Fee .....	\$25.00
Shipping/Handling Fee for Independent Study .....	\$12.00
Returned Check Fee.....	\$25.00
Validation Examination Fee .....	\$100.00

*NOTE: All prices quoted in this catalog are subject to change without notice.*

### COURSE WITHDRAWAL FEES

When a student withdraws from a course or otherwise receives a credit (fee waiver, etc.), the charges are credited to the student's account (according to the refund schedule). This credit will be applied toward future charges on the student account or left as available credit. A credit balance refund may be requested, in writing, from [studentbookkeeping@moody.edu](mailto:studentbookkeeping@moody.edu). Refunds from an outside scholarship, must have the awarding institution's approval prior to disbursement.

# TUITION AND FEES

## REFUND POLICIES

### Matriculation Deposit

The matriculation deposit is only refundable if MBI is notified before May 1 for a fall enrollment, December 1 for spring enrollment.

### Fee Refund Schedule

All payments made against tuition and fees will be credited to students who withdraw from MBI before classes begin. Students who withdraw after classes begin will receive credit according to the credit and withdrawal policy stated in the MDL Student Handbook, which is found on the website at [www.moody.edu/distance-learning/academic-policies](http://www.moody.edu/distance-learning/academic-policies).

### Payment Policies

In order to receive access to courses, students must pay the balance in full for their upcoming class(es). Students with past-due balances will not be allowed to enroll in future terms, receive transcripts, grades, certificates of scholastic standing, or their degrees. Students must check their MBI e-mail address and student portal regularly to receive pertinent account information.

Students must communicate MBI payment deadlines to any scholarship, loan, or sponsoring organization so that payment can be made in full by registration. If these payment methods are not received by the MBI due date, students must make payment in full at that time. Balances owed beyond the start of classes will be subject to late fees until the student's account is in good standing.

There are two plans for paying your student bill:

1. Balances are due one week before online courses begin. Payments for Independent Study courses are due at the time of registration.
2. A semester payment plan is available for eligible students. Information on this plan is available online at [www.mycollegepaymentplan.com/moodydl](http://www.mycollegepaymentplan.com/moodydl), or by calling 1.800.609.8056. Students may sign up for the plan by going to the [my.moody.edu](http://my.moody.edu) student portal and looking under the "MDL Students" tab.

*NOTE: Financial aid awarded before the due date will be automatically taken into consideration and show up as anticipated. If you are expecting financial aid to help cover your balance and it does not appear by the due date you are still responsible to make your payments on time.*

# FINANCIAL AID

## METHODS OF PAYMENT

1. Application fee payments may be sent to:  
Moody Bible Institute  
Admissions Office  
820 N LaSalle Blvd  
Chicago, IL 60610
2. Tuition and fee payments may be made online through your student portal by debit/credit card (Visa or MasterCard only).
3. Tuition and fee payments by check or money order may be sent to:  
Moody Bible Institute  
Department #1018  
P.O. Box 6500  
Chicago, IL 60680-6500

*NOTE: Please include student name and ID# on all checks and money orders.*

## FEDERAL FINANCIAL AID (UG)

Students applying for federal financial aid funds must complete the Free Application for Federal Student Aid (FAFSA) at [fafsa.ed.gov](http://fafsa.ed.gov) each academic year. Students may also be required to submit additional documentation for verification of their financial or dependency status. Students and parents of dependent students are encouraged to utilize the IRS Data Retrieval Tool when completing the FAFSA.

Federal student aid eligibility requirements include the following:

- Must be admitted to MBI with a high school diploma or recognized equivalent.
- Must not be in default or have an overpayment due on any Title IV aid program from any source.
- Must be a U.S. citizen or an eligible noncitizen. Documentation of citizenship status may be required.
- Must have a valid Social Security Number.
- Must be enrolled as a regular student in eligible courses and programs of study.
- Must meet Satisfactory Academic Progress standards.
- Must be registered with the Selective Service (if required) and confirm that registration.
- Must not have been convicted of an offense involving the possession or sale of illegal drugs that occurred while the student was enrolled and receiving Title IV aid.

## **FINANCIAL AID**

### **VERIFICATION (UG)**

This process verifies the information that students submit on the FAFSA. Students chosen for verification will be required to complete a verification worksheet and may also be required to provide additional documentation to the Moody Bible Institute Office of Financial Aid. All students chosen for the verification process are encouraged to monitor their student portal and to carefully review all requests for additional documentation. All requested information must be received by the Office of Financial Aid in order for verification to be completed. Any federal aid awarded will not be disbursed until verification is complete.

### **FEDERAL PELL GRANT (UG)**

A federal Pell Grant is a need-based grant awarded to undergraduate students working on a first baccalaureate degree. Eligibility is determined through a standard formula established by Congress based on the information that is reported by students and parents on the FAFSA. Pell Grant recipients may receive a Pell Grant for up to twelve semesters or the equivalent.

### **FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (SEOG) (UG)**

A federal Supplemental Educational Opportunity Grant (SEOG) is a need-based grant awarded to undergraduate students who are enrolled in a first baccalaureate degree program and are eligible for a Pell Grant. SEOG funds are limited and are awarded to eligible students until funds are depleted.

### **TERM WITHDRAWAL POLICIES (UG)**

Students are awarded Title IV aid with the assumption that they will complete the entire period for which assistance was provided. When students cease enrollment in all classes after a term begins, the U.S. Department of Education requires schools to determine if such students earned all the federal aid they received. This is a percentage based on the number of calendar days attended versus the total calendar days for the enrollment period. Once this percentage is calculated, it is used to determine the amount of Federal Title IV aid that may be retained to cover prorated charges on the student's account. Any unearned aid must be returned to the U.S. Department of Education. Federal student aid recipients who are considering withdrawing from a term are encouraged to contact the Office of Financial Aid prior to withdrawal.

## FINANCIAL AID

### ORDER OF REFUND DISTRIBUTION PRESCRIBED BY LAW AND REGULATION (Total Refund and Repayment):

- Federal Pell Grant
- Federal SEOG
- Other federal, state, private or institutional aid
- The Student

### INSTITUTIONAL SCHOLARSHIP AID (GR)

There are limited institutional scholarships and grants available to students who are in the distance learning programs and there are specific criteria that will need to be met.

Regional and Evening School grant: Member of Medina Community, Weymouth Community, Cornerstone Friends, New Hope Baptist, Maple View Mennonite Churches. Students interested in applying for MBI scholarships and grants to help cover the cost of education are required to fill out the FAFSA to determine need. Besides documented financial need, full-time students with at least a 2.500 grade point average (GPA) who are closest to graduation are given preference in being considered for available aid. Every year, Moody makes an assertive effort to assist as many students as possible. Additionally, students must submit financial-aid application materials and meet deadline requirements. For answers to questions, please do not hesitate to contact [financialaid@moody.edu](mailto:financialaid@moody.edu).

### VETERANS' BENEFITS

The majority of MBI courses have been approved by the State Approving Agency of Illinois, under Title 38, U.S. Code Chapters 30, 32, 33, 35, 106, Vocational Rehab and Title 10, Veterans' Benefits. Those wishing to enroll under these plans should keep in mind that due to the time needed for processing, the veteran may not receive initial benefits for several weeks. Be sure to plan accordingly. For a complete overview of VA participating programs, please visit [www.moody.edu/distance-learning/veterans-benefits](http://www.moody.edu/distance-learning/veterans-benefits).

MBI is honored to serve veterans and active-duty members of the United States military and their dependents. Veterans new to Moody Bible Institute Distance Learning should email the VA Certifying Official at MBI at [financialaid@moody.edu](mailto:financialaid@moody.edu) or go to the above listed financial aid website to receive proper instructions to begin activation of benefits. Please note: Montgomery GI Bill benefits are sent directly to the student as reimbursement, not to MBI as payment. Veterans are responsible to meet all payment deadlines established by Moody Bible Institute. Under Chapter 33, school costs are sent directly to Moody.

## FINANCIAL AID

### EXTERNAL SCHOLARSHIP AND GRANT AID

Outside scholarships are awarded from organizations not necessarily affiliated with Moody Bible Institute. These funds are awarded based on academic achievement, talent, or other criteria. Scholarships usually do not need to be repaid. To view a list of external scholarship opportunities please visit [www.moody.edu/distance-learning/external-scholarships/](http://www.moody.edu/distance-learning/external-scholarships/).

### ALTERNATIVE LOANS

Moody Bible Institute does not participate in the Federal Direct Student Loan Program and encourages students not to incur educational debt. Students needing additional funds after all other financial aid has been utilized have the option of applying for an alternative (private or nonfederal) educational loan. Alternative loans should be considered only when necessary and should be carefully researched, since credit criteria, interest rates, fees, and other conditions can vary widely. Moody Bible Institute does not provide a recommended alternative loan lender list, nor do we suggest one lender or loan program over another.

#### **Contact Information**

Moody Bible Institute Student Financial Aid Services  
820 N. LaSalle Blvd.  
Chicago, IL 60610  
312.329.4184  
Fax: 312.329.4274  
[financial.aid@moody.edu](mailto:financial.aid@moody.edu)







# ACADEMIC INFORMATION

## INTRODUCTION

As stated above, the Moody Bible Institute includes three schools: the Undergraduate School, the Seminary and Graduate School, and the Distance Learning School. The deans, who report to the provost, administer their schools through their chairpersons and faculty. For academic information pertaining to the Undergraduate School and/or Seminary and Graduate School, please refer to the respective academic catalog.

Moody Bible Institute Distance Learning (MDL) is a regionally accredited school that grants at the undergraduate level a 25 credit hour Certificate of Biblical Studies (CBS); a 60 credit hour Associate of Biblical Studies degree (ABS); a 121 credit hour Bachelor of Science in Biblical Studies degree (BSBS); and a 120 credit hour Bachelor of Science in Ministry Leadership degree (BSML) with concentrations in Leadership, Preaching, and Women's Ministry.

Moody Bible Institute Distance Learning also grants at the graduate level a 36 credit hour Master of Arts in Applied Biblical Studies degree (MAABS), a 36 credit hour Master of Arts in Biblical Exposition with an emphasis in Ministry degree (MABE-Ministry), and a 42 credit hour Master of Arts in Christian Leadership degree (MACL).

## ENROLLMENT-STATUS DEFINITIONS

### **Completed**

Students completing their academic program and no longer considered a student at MDL.

### **Discontinuation**

Students who no longer have an active enrollment status due to leaving MDL for personal reasons or due to nonenrollment.

### **Dismissal**

Students who have had their MDL program enrollment discontinued due to either academic or student-development reasons.

### **Nonenrollment**

Undergraduate students are permitted to remain active in a MDL program for two consecutive terms of nonenrollment from the date of admittance without being discontinued. The third term of nonenrollment will result in discontinuation. Once discontinued, students will be required to reapply through the Office of Admissions.

## ACADEMIC INFORMATION

Undergraduate students persisting in a MDL program will be permitted six consecutive terms of nonenrollment without being discontinued. The seventh term of nonenrollment will result in discontinuation. Once discontinued, students will be required to reapply through the Office of Admissions.

Graduate students are permitted up to two consecutive terms of nonenrollment at any point during their program. The third term of nonenrollment will result in discontinuation. Once discontinued, students will be required to reapply through the Office of Admissions.

Graduate students on probation or academic restriction must keep a continual enrollment until a 2.500 GPA is achieved. Failure to keep a continual enrollment will result in academic dismissal and students will have to reapply.

### **Term Withdrawal**

Students enrolled in a term who must leave for any reason or at any point during the term must withdraw from courses by submitting a term withdrawal form to the Office of Academic Records. Failure to officially withdraw from courses may result in failing grades for the courses in which students are enrolled and have stopped attending or participating.

## ACADEMIC POLICIES

### **COURSE ATTENDANCE POLICIES**

Course attendance is essential to academic achievements and successful completion of a course. Students should keep absences to a minimum, making certain that any absence from a course is for unavoidable reasons. Students are personally responsible to keep records of absences. Course instructors have the prerogative to establish their own attendance policies. Students needing to withdraw from a course must follow the withdrawal policy (see page 52).

### **COURSE AUDIT POLICIES**

Students may request to audit a course offered at extension sites during the second or third week of the term or session. Audit forms are available in the my.moody.edu student portal. The course instructor's signature is required to audit a course. Students are required to attend the course and follow course attendance policies, but are not required to complete course assignments unless required by that course instructor. Students will not be allowed to substitute courses required for their program or degree with courses that have been audited.

### **COURSE WITHDRAWAL POLICIES**

Students may withdraw from a course at any time through the my.moody.edu student portal. Students are required to withdraw from their course prior to the start date to avoid any tuition charges. Grades will be assigned based on the date the course is withdrawn. No grade penalty is awarded if the student withdraws

## ACADEMIC INFORMATION

prior to twenty-five percent of total calendar days for the course. A penalty grade of withdrawal (W) will be awarded if the student withdraws between twenty-five and fifty percent of total calendar days for the course. A greater penalty grade of withdrawal fail (WF), which will be calculated as a failing grade toward GPA, will be awarded if the student withdraws after fifty percent of total calendar days for the course. Students needing to withdraw from all courses in a term must submit a term withdrawal form to the Office of Academic Records prior to withdrawing from courses. If students do not officially withdraw from a course and stop attending or participating in the course they will be subject to the course's attendance policies, which may result in unofficial withdrawal (see page 57).

### COURSE CANCELTION POLICIES

If a course that must be canceled by the Institute is necessary for a student's certificate or degree program and cannot reasonably be fit into the student's academic schedule, either by rearranging the current term schedule and enrolling in a different section or by scheduling it in a future term, then the Institute will offer the student the opportunity to satisfy the requirement by another means. This may include transfer credit, a replacement course, or the opportunity to enroll in a contracted directed study course with an appropriate faculty member to meet the necessary educational goals. If the canceled course is an elective, the student will be directed to other elective options.

### COURSE EXTENSIONS

Students unable to complete the requirements of a course by the end of the course completion date due to extreme circumstances beyond the student's control may request a course extension appeal. The reason for the extension needs to be valid and documented. Extension forms may be obtained on my.moody.edu student portal or in the Office of Academic Records. If an extension appeal is approved the student receives three extra weeks for an eight week course and five extra weeks for a sixteen week course. All course work must be completed by the deadline of the extension or a grade of "F" will be issued.

### RECORDING OF LECTURES

Students are not allowed to record any lecture by any audio or video devices without the professor's permission. Recordings may be used for study purposes only and may not be duplicated, sold, or distributed. All course material is under copyright © 2013 by The Moody Bible Institute of Chicago. All rights reserved. Unless otherwise specified, the materials and services are for your personal and non-commercial use, and you may not modify, copy, distribute, transmit, display, perform, reproduce, publish, license, create derivative works from, transfer, or sell any information, software, products or services obtained without the written permission from MDL, Moody Bible Institute, 820 N. LaSalle Blvd., Chicago, Illinois 60610.

# ACADEMIC INFORMATION

## LATE WORK

### Assignments

Written assignments and projects which are submitted late and which are accepted by the instructor will be reduced by a minimum five percent of the total assignment points per day (or part of a day) in which the work is submitted late. No late work will be accepted after seven calendar days from the due date. After one week the assignment will receive a zero grade.

### Discussion Boards

Discussion boards are, by nature, the interaction between student and peers to be completed during the week for which they are assigned. When students do not participate in discussion boards they essentially rob not only themselves, but their peers of the learning opportunity. This is a disservice to everyone. No credit will be granted for late discussion board posting unless otherwise approved by the instructor.

## PLAGIARISM

Plagiarism is taking the ideas or words of another person and presenting them as one's own. Sometimes plagiarism is an intentional act of deception. Sometimes it is simply the result of ignorance, carelessness, or sloppy work. In either case it is unethical and constitutes a serious infraction of academic policy. When the words or ideas of others are used, proper credit must be given, either in a footnote or in the text.

The procedure for determining penalties for plagiarism is processed in the following manner:

- First offense: a minimum penalty of a grade of "F" is given for the assignment; the professor must notify the academic dean and the registrar. A record of the violation goes into the student's file and may be reviewed by the Academic Standards Committee.
- Second offense: a minimum penalty of a grade of "F" is assigned for the course; the professor must notify the academic dean and the registrar. The dean of students and/or the registrar will notify faculty of students who incur a second offense in this area. A record of the violation goes into the student's file and may be reviewed by the Academic Standards Committee.
- Third offense: the professor must notify the academic dean and the registrar. The student will be suspended or dismissed from MDL. A record of the violation goes into the student's file.

Faculty members reserve the right to refer matters of academic dishonesty to the Academic Standards Committee for their review and determination. Upon recommendation of the Academic Standards Committee, penalties for plagiarism may include dismissal from the school or the revocation of a certificate or degree.

## ACADEMIC INFORMATION

### REPEATING COURSES

Students may only repeat failed courses taken previously at MDL. When a course is repeated, the most current grade will be used to calculate the current and cumulative GPA. The original failed course will remain on the student's transcript in the term when first taken, but the original grade will be noted with an "X" mark on the transcript, which will not affect the student's GPA.

### ACADEMIC PROBATION AND DISMISSAL

Students admitted to MDL are assumed to have the preparation, desire, and ability to make satisfactory progress toward the completion of the program or degree that they were admitted. Undergraduate students whose cumulative GPA falls below 2.000 after 12 attempted credit hours and graduate students whose cumulative GPA falls below 2.500 after 9 attempted credit hours will be placed on academic probation. The Academic Standards Committee has the responsibility of reviewing and determining students' academic status each term based on academic proficiency.

Undergraduate academic probation students must keep a continual enrollment until a 2.000 GPA is achieved. Graduate academic probation students must keep a continual enrollment until a 2.500 GPA is achieved. Students must follow the instructions and guidelines of academic probation meted out by the Academic Standards Committee. Undergraduate students will be removed from academic probation when they achieve a 2.000 or better cumulative GPA and graduate students will be removed from academic probation when they achieve a 2.500 or better cumulative GPA. Removal of academic probation is decided by the committee and will be evaluated on a case-by-case basis. The committee may determine to place students on a final term of probation in which students are subject to academic dismissal.

The Academic Standards Committee determines academic dismissal on a case-by-case basis.

Students may appeal their academic dismissal status within ten calendar days from the time the dismissal notification is received. Students must submit a written, formal letter of appeal to the Office of Academic Records stating the reason for the appeal. The committee will act on the appeal and the registrar will communicate the final decision.

### READMISSION

Students academically dismissed are ineligible to apply for readmission to MDL. As stated above, any appeal for an exception to the dismissal policy must be submitted to the Academic Standards Committee within ten days of receiving the dismissal notification. The Academic Standards Committee will then act on the appeal. The decision of the committee is considered final.

# ACADEMIC INFORMATION

## CHANGE OF PROGRAM

After an enrollment of 18 credit hours, nondegree students who wish to pursue a certificate or degree program should contact the Office of Admissions for an assessment of their application status.

Changes from one MDL program to another are processed in the Office of Academic Records and may be forwarded to the Admissions Committee for review. Changes from any MDL academic program to a BA, BMus, or BSMAT must reapply through the Office of Admissions. The Admissions Committee will evaluate the student's progress and will assess the request accordingly. A reply will be mailed to the student within one month of the request. The student who changes programs will be subject to the requirements current at the time of the change.

## STUDENT CLASSIFICATION

Undergraduate student classification is determined by the number of credit hours completed.

<b>Class</b>	<b>Credit hours completed</b>
Freshman.....	0–29 credit hours
Sophomore.....	30–59 credit hours
Junior.....	60–89 credit hours
Senior.....	90– credit hours

## PROGRAM TIME LIMITS

Students are required to meet all their academic requirements within their program time limit. The time limits for MDL programs are as follows:

<b>Program</b>	<b>Maximum Years to Complete Program*</b>
Undergraduate Certificate programs .....	5 years
Associate degrees .....	7 years
Bachelor of Science degrees.....	10 years
Master of Arts degrees.....	5 years

*\* Students have one less term per 15 credit hours transferred in.*

A formal petition for additional time must be submitted to the Associate Registrar of MDL. An extension fee is required. Extensions are seldom approved for more than one year.

## GRADUATION REQUIREMENTS

In order to graduate from a certificate or degree program, undergraduate students must complete all program requirements with a minimum cumulative GPA of 2.000. Graduate students must complete all program requirements with a minimum cumulative GPA of 2.500. For more information, contact the Office of Academic Records during office hours (8:00 a.m.–4:30 p.m. CST) at

## ACADEMIC INFORMATION

312.329.2020. You may also contact the office by email at *academicrecords@moody.edu*. Prior to approval for graduation, you must submit an Application to Graduate form, along with the following:

- A one-page statement outlining your personal growth in the program and an explanation of how the program has better prepared you for ministry.
- A reaffirmation of MBI's doctrinal statement.
- An updated pastoral recommendation verifying good standing in a local, evangelical Protestant church.
- Payment of all outstanding debts to MBI, including a graduation fee.

Certificate or degree candidates should carefully study the requirements for the program as well as the special requirements in specific curricula as described in this catalog. Careful attention to these requirements will enable students to avoid classes that will not apply to the program. Students must follow the curriculum and fulfill all requirements.

The following requirements must be met for graduation:

- Meet all admission requirements.
- Complete all program requirements.
- Demonstrate a commendable spiritual life and Christian character, and display proven conduct in accordance with the Institute's guidelines.
- Pay the appropriate graduate fee.

Students must complete all graduate requirements before participating in the public commencement ceremony. Credit by examination, transfer credit, independent study, and self-paced courses must follow the submission deadline outlined on page 60 prior to graduation. Students are not to assume that they are graduated until all graduation requirements have been met.

## COURSE INFORMATION

### REGISTRATION

Students should register for courses each term to maintain an active enrollment. Registration should be completed online through the *my.moody.edu* student portal. Students may begin registering for courses (open enrollment) according to the following registration sequence:

Fall term .....Registration begins in early April.  
Spring term ..... Registration begins in late October or early November.  
Summer term .....Registration begins in late February or early March.

## ACADEMIC INFORMATION

Students with a hold on their academic record will be prohibited from enrolling in classes until all holds have been lifted. Students are responsible to read and follow all enrollment procedures and policies provided by the Office of Academic Records.

All students are required to locate and follow their program curriculum as documented in the program located in the MDL catalog and on the website: [www.moody.edu](http://www.moody.edu). All students are responsible to ensure that their program requirements are completed in the correct course sequence. Academic advisors are available in the Office of Academic Records to assist students who have questions concerning their academic plan, including correct course-sequence selections ([academicrecords@moody.edu](mailto:academicrecords@moody.edu)).

### COURSE NUMBERING

#### Undergraduate Course Numbers

0000	Introductory or remedial subjects (not credited toward graduation)
1100	First-year subjects
2200	Second-year subjects
3300	Third-year subjects
4400	Fourth- and fifth-year subjects

#### Graduate Course Numbers

5500	First-year subjects
6600	Second-year subjects
7700	Third-year subjects

### CREDIT-HOUR DEFINITION

A semester (term) credit hour is defined by one fifty-minute period in addition to two to three hours of out-of-class student work each semester for approximately fifteen or sixteen weeks. An equivalent or greater amount of work is required for internships, practica, studio work, and other academic work leading to the award of credit hours. Semester sessions that are less than fifteen or sixteen weeks provide a concentrated schedule to achieve the required semester credit hours.

MDL has three academic semesters (terms) during each academic year whereby students may complete credit hours toward their certificate or degree programs. The fall and spring terms are split into two sessions of eight weeks.

Fall term .....	August through December
Spring term .....	January through May
Summer term .....	May through July



# ACADEMIC INFORMATION

## GRADING SYSTEM

The student's work for any term in a given subject is evaluated by the teacher according to the following letter grades:

A	Excellent: outstanding accomplishment in mastering the subject
B	Very good: better-than-average accomplishment in mastering the subject
C	Satisfactory: fulfills the requirements and has made acceptable progress towards mastering the subject
D	Passing: deficient in some respects but meets the minimum standards for obtaining credit in the subject
F	Failure: falls below the minimum standards of accomplishment and must be repeated to obtain credit
CR	Credit course—passed
CF	Credit course—not passed
FN	Unofficial withdrawal
I	Incomplete: this is a temporary grade that represents a course that is still being completed based on an officially approved course extension.
P/NP	Pass*/No Pass
W	Withdrew with penalty
WF	Withdrew with greater penalty, failing
WP	Withdrew with greater penalty, passing
X	Failed course, repeated and passed

\* Indicates noncredit course pass for graduate level instruction.

## Incomplete Grades

All grade reports submitted to the Office of Academic Records must have a grade assignment for every student. If, at the discretion of the Academic Standards Committee, a student is granted an assignment extension, a grade of incomplete will be recorded in the grade book. A faculty member has authority to change a grade within six weeks after grades are released to the student. If this grade is not changed within the appropriate time frame, it will be replaced automatically with a failure mark by the Office of Academic Records. This grade is binding, unless changed by the registrar with a formal, written request outlining unusual circumstances. The student has four months from the day grades are issued to appeal the earned grade. After four months, grades are considered final.

## Unofficial Withdrawal Grades

Students are issued a grade of FN indicating unofficial withdrawal when they cease to attend or participate in course instruction without officially withdrawing from the course. A grade of FN negatively affects GPA and may result in return of financial aid.

# ACADEMIC INFORMATION

## Grade Point Average

The term or cumulative grade point average is determined by dividing the total number of cumulative points by the total units taken toward the student's GPA.

## Grade Points

To provide a basis for averaging letter grades, the following grade point system is used (per credit hour):

A	4.000	C	2.000
A-	3.700	C-	1.700
B+	3.300	D+	1.300*
B	3.000	D	1.000*
B-	2.700	D-	0.700*
C+	2.300	F	0.000

\* Not applicable for graduate level instruction.

## GRADE REPORTS

Official grades are required to be posted by the instructor fourteen calendar days after the last day of the course. Students are able to view the grades in the my.moody.edu student portal as soon as they have been entered.

## GRADE APPEALS

Faculty are responsible for establishing final grades for students. Students should resolve any questions about a final grade with their instructor as soon as possible after it has been issued. Students have four months from the date a grade is issued to dispute it. After four months, the grade will be considered final. Only final grades may be appealed.

## SCHOLASTIC HONORS

Honors at graduation are based on a student's cumulative grade point average and evidence of Christian character. Honors are not automatically granted to graduates. Honors are granted by the faculty and may be withheld or modified, based on the processing of final grades. The following guidelines are used to determine academic honors:

### Undergraduate Academic Honors

Highest Honors	3.800–4.000
High Honors	3.600–3.799
Honor	3.300–3.599

### Graduate Academic Honors

Summa Cum Laude	3.900–4.000
Magna Cum Laude	3.800–3.899
Cum Laude	3.700–3.799

# ACADEMIC INFORMATION

## STUDENT ADVISING

### INTRODUCTION

Academic advisors located in the Office of Academic Records are available to discuss students' program requirements, transfer credits, examination credits, validation credits, advanced standing credits, and graduation requirements.

### TRANSFER CREDIT

Undergraduate students may receive transfer credit for appropriate coursework done at other accredited institutions within the past fifteen years for undergraduate students, upon approval from the registrar. Credit transferred from other institutions must be validated by official transcripts. Students may also be required to submit course syllabi, descriptions, and/or materials before the transfer credits will be considered. Undergraduate students must have received a grade of C or better (2.000 GPA on a 4.000 grading scale) for any course to be eligible for transfer. A course graded on a pass/fail basis will not transfer. Transfer credit will be awarded only to fulfill students' program requirements as indicated in the curriculum. Requests for transfer of credit should be submitted to the Office of Academic Records. New students have one calendar year from the time they begin taking classes at MDL to apply for transfer of previously completed credits. The amount of time the applicant is permitted to complete the academic program will be reduced in proportion to the hours of transfer credit the individual receives.

Transfer credit does not affect a student's grade point average. It is not academically acceptable to apply credit used to fulfill the requirements of one baccalaureate degree toward the completion of a second baccalaureate degree. Questions regarding transfer credit should be referred to the Office of Academic Records prior to enrolling in the course. Academic credits that exceed fifteen years from the date of completion may not be applicable to current program curricula for all MDL academic programs. Credits that exceed thirty years will not be considered for transfer credit. Transfer credit is limited for all programs. Students are expected to fulfill the requirements for the program through MDL.

Courses presented for transfer credit must meet the following criteria:

- The course must be taken at a regionally accredited higher learning institution, from the Association of Biblical Higher Education (ABHE) or from the Transnational Association of Christian Colleges and Schools (TRACS).
- The course content, as listed in a catalog course description or syllabus, is equivalent to the content of the Distance Learning school course and is to be equal in academic credits.

## ACADEMIC INFORMATION

- The undergraduate student earned a grade of C or better (2.000 on a 4.000 grading scale). A course that was graded on a pass/fail basis will not transfer.
- The course fulfills one of the student's program requirements as indicated in the student's curriculum.

### CREDIT BY EXAMINATION

Moody Bible Institute Distance Learning will grant undergraduate credit for students who have received acceptable scores through the College-Level Examination Program (CLEP) and the Advanced Placement (AP) examination. For a list of courses and the established acceptable scores, contact the Office of Academic Records.

Credit by examination has the following limitations:

- Examination credit will be awarded only if the student has not previously taken the course at MBI or another institution of higher education.
- Credit by examination will be listed on the student's record, indicating the subject for which the credits were awarded. Grades and honor points will not be recorded. The credits, though counting toward graduation, will not be used in the computation of the student's cumulative grade point average.
- Transfer students with examination credits will be required to submit official test scores. These scores will then be evaluated according to MBI criteria.
- Graduating students must submit official transcripts of transfer credits and test scores by the deadline dates listed below:

<b>Graduation Date</b>	<b>Official Transcript and Test Score Submission Deadline</b> (includes completion of Independent Study and Self-Paced Courses):
Spring (May) .....	August 15
Summer (July) .....	January 1
Fall (December) .....	January 1

### ADVANCED STANDING CREDIT

Up to thirty percent of a graduate program can be fulfilled through advanced standing credit based on a student's undergraduate coursework. Advanced standing credit reduces the total number of credits needed to complete a program. In order to receive advanced standing credit, the following criteria must be met:

- Upper-level (3300–4400 level) coursework completed through an ABHE-accredited undergraduate school
- Earned within the last ten years
- Equivalent in content and credit hours
- Grade of B- or above

# ACADEMIC INFORMATION

## ACADEMIC LOAD

### Undergraduate

A minimum of 60 credit hours is required for the ABS degree, 121 credit hours for the BSBS degrees, and 120 credit hours for the BSML degree. The minimum full-time load is 12 credits. Students taking less than 12 credit hours will be assigned the following academic load distinctions:

9.000 credits	Three-quarters time
6.000 credits	Half-time
0.001 credits	Less than half-time

### Graduate

A minimum of 36 credit hours is required for the MAABS and MABE degrees and 42 credit hours for the MACL degree. The minimum full-time load is 9 credits. Students taking less than 9 credit hours will be assigned the following academic load distinctions:

6.750 credits	Three-quarters time
4.500 credits	Half-time
0.001 credits	Less than half-time

## STUDENT RECORDS

### ACADEMIC TRANSCRIPTS

Students may request a transcript of their academic record through the Office of Academic Records. MDL will not issue a transcript or release other nonpublic information except on the written request of the student.

If a request for a transcript is submitted between the completion of a course and the release of grades, the Office of Academic Records will send out that transcript without the latest course grade(s) unless otherwise requested by the student.

The following fees are applied to transcript requests per transcript:

- Three to five business days' processing (\$10.00 U.S.; check, cash, or credit card)
- One to two business days' processing (\$15.00 U.S.; check, cash, or credit card)
- Overnight within the continental U.S. (\$40.00 U.S.; check, cash, or credit card)

Processing time does not include USPS delivery time. Please make checks payable to "Moody Bible Institute." Only MasterCard or Visa credit cards are accepted. For additional information, contact the Office of Academic Records at 312.329.2020 or [academicrecords@moody.edu](mailto:academicrecords@moody.edu).

## **ACADEMIC INFORMATION**

### **ACCESS TO RECORDS (FERPA)**

The Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, sets forth requirements regarding the privacy of student records. This document outlines the Moody Bible Institute (MBI) policies for the handling of student educational records, which are protected by this federal law. All educational officials requesting educational records on any MBI student must read the following policies and demonstrate a legitimate educational interest in order to access FERPA-protected information.

This information is also provided to all students of Moody Bible Institute as required by federal law, in accordance with the Annual Notification Requirement. The student has three primary rights under FERPA: (1) the right to inspect and review his or her education records; (2) the right to seek to amend education records; and (3) the right to have some control over the disclosure of information from his or her education records.

Moody Bible Institute is in compliance with FERPA, which is designed to protect the privacy of educational records, to establish the right of students to inspect and review their records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. The student also has the right to file complaints with the FERPA Office concerning alleged failures by Moody Bible Institute to comply with provisions of the act. Such complaints should be sent to the following address: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, D.C. 20202-4605.

Moody Bible Institute has adopted a policy that explains in detail the procedures used for compliance with the provisions of the act. Copies of the policy are available upon request in the Office of Academic Records or may be printed from the web site.

## **CODE OF CONDUCT FOR ONLINE AND NON-RESIDENTIAL STUDENTS**

All students pursuing degrees through MDL are expected to conduct themselves in a manner commensurate with the values and beliefs of the Moody Bible Institute exemplifying strong Christian character in their dealings with other students, faculty, and staff at the Institute, as well as those with whom the students interact on a daily basis. The following code of conduct describes the fundamental attitudes and behaviors expected of those pursuing a program or degree via MDL.

The code of conduct is intended to provide students with appropriate guidance as to their interactions with fellow students, faculty, and staff. By virtue of membership in the MDL academic community, students accept the obligation to abide by the Student Code of Conduct. Conduct, either on or off campus, not meeting these standards will be subject to disciplinary action. It is further

## ACADEMIC INFORMATION

intended to assist in the development of a collegial community of learners, as well as ensuring that those studying at the Institute represent Christ to the outside world.

The Institute reserves the right to require the withdrawal of student whose behavior is in conflict with these standards. Individuals who do not fit in the with the objectives and ideals of the Institute may be asked to withdraw whenever the general welfare demands it, even though there may be no specific breach of contract.

### CODE OF CONDUCT

- Support and exhibit Christian character with Institute students, faculty, and staff
- Respect and embrace diverse perspectives and opinions
- Interact thoughtfully, critically, and graciously with the perspectives of fellow students, faculty, and staff
- Participate in classroom activities with diligence and integrity
- Accept personal responsibility and accountability for interactions including, but not necessarily limited to, written or oral communications with fellow students, faculty, and staff
- Maintain confidentiality for personal information communicated in the classroom or in other settings in which students, faculty, and staff share such information
- Admit inappropriate behavior, repent, and seek forgiveness from offended parties
- Adhere to the Institute's Computer Use and Acceptable Use policies
- Conform to the Institute's policies regarding academic honesty
- Honor the Institute's standards, rules, policies, and procedures
- Maintain an environment free of harassment, stalking, threats, abuse, insults, or humiliation to the instructor and members of the class. This includes, but is not limited to, demeaning written or oral comments of an ethnic, religious, sexist, or racist nature or the unwanted sexual advances or intimidations by email, on discussion boards, or on other postings in courses

## ACADEMIC INFORMATION

### CODE OF CONDUCT VIOLATIONS

The following section offers a sample of behaviors that would be considered violations of MDL's code of conduct. The section is not intended to offer an exhaustive list of behaviors that would be considered as violations, but to provide representative examples of the sorts of behaviors for which a student would be subjected to disciplinary action up to and including expulsion from MDL.

- Using inappropriate or abusive language in communications in any medium (e.g. text messages, emails, discussion boards, submitted assignments, face-to-face interactions, phone calls) with any individual or group, whether or not such individuals or groups are affiliated with the Institute
- Participating in behaviors that undermine or disrupt the classroom environment or which create a hostile or offensive situation for fellow students, faculty, and staff
- Falsifying or otherwise falsely claiming one's identity including, but not limited to, utilizing another student's password to access courses or Institute systems or providing one's own password so that another individual may access courses or Institute systems
- Utilizing Institute systems, networks, or other technology resources to distribute or share copyrighted materials including, but not limited to, music, video, written compositions, or other copyrighted material without appropriate consent from the copyright owner
- Refusing to comply with any reasonable instruction from a faculty member or Institute official
- Allowing unauthorized persons to access one's classroom without obtaining proper approval from Institute officials
- Threatening behavior that may be interpreted as physical assault or abuse, or behaving in such a way that implies the potential for violence as interpreted by the consensus of appropriate Institute personnel

### CODE OF CONDUCT PROCESSES

Information regarding code of conduct violation may come from any number of sources including, but not limited to, fellow students, faculty, staff, and individuals outside of MBI who interact with students on a day to day basis. Reported violations may be communicated to students for comment and explanation.

## STUDENT COMPLAINT POLICIES

Moody Bible Institute Distance Learning is committed to preparing students for effective and global ministry through quality and experienced instruction, relevant and engaging content, and helpful and meaningful services that enhance and enrich their Moody experience.



## ACADEMIC INFORMATION

Consistent with the mission of recognizing the dignity and worth of every individual, MDL welcomes your opinions and feedback about our policies, programs, and services in order to make changes that contribute to your success, development, and goal attainment. We also are committed to ensuring that students have access to appropriate procedures for articulating concerns and issues regarding their education. These concerns and issues are usually the result of behavior that the student feels is unjust, inequitable, or creates an unnecessary hardship.

### **INFORMAL COMPLAINT**

Whenever possible, students are encouraged to seek an informal resolution of the matter directly with the faculty or individual(s) involved. The majority of complaints can be resolved in this way. If after communicating directly with the faculty or individual(s) involved you cannot reach a resolution, the next contact will be the supervisor, faculty chair, or appropriate dean to investigate the complaint and provide a resolution.

### **FORMAL COMPLAINT**

If a student has followed the Informal Complaint process and has not received a satisfactory explanation of the decision, the student may file a formal complaint to the assistant dean of student experience, who will disseminate to the appropriate faculty, administration or committee for processing and review. Students must complete the Student Complaint Form found in the MDL Students tab of the my.moody.edu student portal. Incomplete forms will be rejected. Completed forms will be reviewed and investigated with a decision being given and communicated in an appropriate time given the nature of the complaint.

Failure to comply with this policy may result in no action being taken with respect to the subject matter of a complaint. Where such failure also causes a violation of rules and policies regarding student conduct, disciplinary action may result in accordance with the applicable rules and policies.

### **OUT-OF-STATE STUDENT COMPLAINT PROCESS**

Students taking online classes through MDL who are out-of-state should attempt to resolve any academic issues or complaints by following the Student Complaint process as listed above first. If after following MDL's complaint procedure the issue cannot be resolved internally, you may file a complaint with your state by referring to the state agencies listed on MBI's website. This is in compliance with the Federal Department of Education's State Authorization Regulations.

## **ACADEMIC PROGRAMS**

### **UNDERGRADUATE AREAS OF STUDY**

Degree programs may be divided in up to eight areas of study:

- Learning the Scriptures
- Building a Foundation for Collegiate Success
- Understanding Biblical and Modern Times
- Interpreting the Scriptures
- Communicating the Gospel and Managing the Ministry
- Understanding Theology
- Understanding and Discipling Individuals
- Analyzing the Mission of the Church

### **UNDERGRADUATE PROGRAMS OFFERED THROUGH MOODY BIBLE INSTITUTE DISTANCE LEARNING**

#### **ONE-YEAR PROGRAM**

Certificate of Biblical Studies

#### **TWO-YEAR DEGREE PROGRAM**

Associate of Biblical Studies

#### **FOUR-YEAR DEGREE PROGRAMS**

Bachelor of Science in Biblical Studies

Bachelor of Science in Ministry Leadership (Leadership, Preaching, or Women's Ministry Concentrations)

### **GRADUATE PROGRAMS OFFERED THROUGH MOODY BIBLE INSTITUTE DISTANCE LEARNING**

#### **TWO-YEAR DEGREE PROGRAMS**

Master of Arts in Applied Biblical Studies

Master of Arts in Biblical Exposition with Ministry Emphasis

Master of Arts in Christian Leadership

# STUDENT SERVICES

## ALUMNI ASSOCIATION

### **PURPOSE**

The Alumni Association exists to facilitate mutually beneficial relationships based upon common Moody experiences and to serve as a vehicle for a relevant ministry to alumni around the world.

### **MEMBERSHIP**

Former students are considered alumni when they have completed at least 15 hours of college level work. Some benefits are restricted to graduates of Moody Bible Institute. There is no membership fee for the Alumni Association, though there are various opportunities for alumni to contribute to specific MBI projects and alumni awards.

### **ALUMNI PHOTO IDENTIFICATION**

The Alumni Association has established a photo ID policy for those alumni in good standing who frequently visit the campus. This may be obtained through visiting the Alumni Office and is renewable annually. This ID will serve as your Solheim Center alumni pass as well.

### **ALUMNI GATHERINGS**

Gatherings give alumni the opportunity to fellowship together and to interact with the Institute's staff. Events are planned by office staff along with the assistance of Alumni Board members and local alumni. Often the events coincide with other functions or music touring groups' schedules both across the United States and abroad. All alumni and prospective students are welcome and are encouraged to participate in gatherings held in their geographical area.

### **ALUMNI BOARD OF DIRECTORS**

The Alumni Board, made up of 11 to 15 individuals, is a diverse representation of alumni from all programs offered by Moody Bible Institute. They serve as an advisory board to the Alumni staff regarding policy matters, communications, and special projects, as well as give insight to the administration based on their own experiences in ministry and relationships with alumni. Members serve a term of three years, with the option of a second three year term. The missionary representative on the board serves a single three year term.

### **ALUMNI BRICK WALKWAY**

The walkway surrounding the Alumni Student Center is a visible tribute to alumni and employees throughout the history of MBI who have influenced the ministry of Moody or benefited from it. The initial phase of the Alumni Walkway campaign funded a significant portion of the construction cost of the Alumni Student Center. Currently, brick sponsorships are donated to the Faculty Travel Endowment Fund.

## STUDENT SERVICES

### FOUNDER'S WEEK

Founder's Week provides the Alumni family with opportunities to reconnect with former classmates and to hear from alumni across the globe through a variety of reunions and events. Alumni Day allows for the opportunity to hear alumni speakers, award special recognitions, host our Annual Alumni Banquet, and hold class reunions. These special days are equivalent to Homecoming at other colleges and universities and celebrate our founder, Dwight L. Moody.

### PRINTED AND ONLINE DIRECTORIES

The Alumni Association produces a printed directory every two to three years and maintains a secure online directory, via the Moody Alumni portal, in which alumni can interact. To register for the online directory, go to [www.moodyalumni.org](http://www.moodyalumni.org) and select the link for the "Alumni Portal." Alumni may also contact the office to update their contact information and locate former classmates at 312.329.4412 or [mbialum@moody.edu](mailto:mbialum@moody.edu).

### MOODY ALUMNI NEWS

The Moody Alumni News magazine is printed three times a year. It highlights campus news and upcoming events and provides alumni updates and photos. It is distributed to all alumni, unless otherwise requested, and is also made available in digital format via the Moody Alumni portal.

### ALUMNI ONLINE

In addition to the online directory, the Alumni Association has a growing Internet presence. The official Web site, [www.moodyalumni.org](http://www.moodyalumni.org), features alumni stories, campus news, event information, and more. Alumni have the opportunity to develop a professional network with each other through the LinkedIn group, while the Facebook fan page activities and Twitter updates and links offer alumni more relational opportunities.

Please see:

[www.moodyalumni.org](http://www.moodyalumni.org)



Moody Bible Institute Alumni



Your Moody Alumni Association



MoodyAlumni

### CAREER DEVELOPMENT CENTER

#### Purpose

The Career Development Center is a ministry of Moody Bible Institute. Its purpose is to serve the current students and alumni of MBI and the church of Jesus Christ by connecting Moody students and alumni primarily with ministry opportunities and prospective employers in ministry and secondarily in the

## STUDENT SERVICES

marketplace. All students enrolled in a Moody certificate or degree program and alumni of Moody Bible Institute may use the CDC's services, with the only restriction of church pastoral staff positions where a minimum level of training is required. To use the referral service to connect to church pastoral staff positions, a person needs to have graduated from one of Moody's undergraduate or graduate programs.

### Web Site

The Web site for the Career Development Center is the main portal of entry for those seeking career assistance. Helpful assistance may be arranged depending on the need and location of the student or alumni. The Web site address is [www.moody.edu/careerdevelopment](http://www.moody.edu/careerdevelopment). There is a great amount of helpful information to assist students and alumni in ministry/job transitions or if they are contemplating a change of employment. Some of the services are career counseling, self-assessment, career research, job-search skills, and job opportunities.

### Contact Information

Patrick Friedline, associate dean of career development, 820 N. LaSalle Blvd., Chicago, IL 60610, [[patrick.friedline@moody.edu](mailto:patrick.friedline@moody.edu), or 1.800.DLMOODY (356.6639)] and ask for Career Development.

## DISABILITY SERVICES

It is the goal of MBI to ensure that all college services, activities, facilities, and privileges are accessible to qualified persons with disabilities. Reasonable accommodations will be made on an individualized basis. It is the responsibility of persons with disabilities, however, to seek available services and make their needs known to the Student Resource Center at MBI.

Students who believe they have a disability which might affect their academic performance at MBI and require accommodations or auxiliary aids and services, should email the Student Resource Center at [studentresourcecenter@moody.edu](mailto:studentresourcecenter@moody.edu). For more information please visit the website, [www.moody.edu/disability-services](http://www.moody.edu/disability-services).

## FACILITIES

Various facilities of MBI which provide student services are available for use by MDL students. For more information on facilities and student services, please refer to the respective Undergraduate School and/or Seminary and Graduate School academic catalogs. Information pertaining to MDL student services may also be obtained from the website, [www.moody.edu/distance-learning/student-services](http://www.moody.edu/distance-learning/student-services), or by contacting the student advocacy team at 1.800.758.6352 or [mdl@moody.edu](mailto:mdl@moody.edu).

## STUDENT SERVICES

### **Crowell Hall**

The twelve-story administration building houses these departments:

Basement—Facilities Management and Planning, Public Safety and Security

First floor—Human Resources

Second floor—Moody Bible Institute Distance Learning

Third floor—Information Systems

Fourth floor—Treasury Operations, Procurement Services, Payroll, Information Systems, Customer Service Center

Fifth floor—Constituency Response Team, Controller

Sixth floor—Legal, Executive, and Business offices

Seventh floor—Integrated Marketing Communications, Stewardship

Eighth, Tenth, Eleventh, Twelfth floors—Moody Radio

Ninth floor—Executive offices

### **Moody Central**

Located on the second floor of Culbertson Hall, Moody Central houses our one-stop-shop student service center. The following departments are located in Moody Central: Academic Records, Career Services, Financial Aid, Practical Christian Ministries, Student Accounts, and Student Development.

### **Crowell Library**

The purpose of MBI library service is to provide support for the Institute's global vision and biblical mission by advancing resources and services that promote the curricular and information needs of all undergraduate students (including those enrolled in Distance Learning) through the Crowell Library in Chicago and the Spokane Branch Campus Library in Washington.

The Chicago Crowell Library provides access to 164,000 books, 11,000 e-books, 300 print serials, 24,000 online serial titles, and 16,000 film, video, and sound recordings, as well as 90 electronic databases. In addition to over 80,000 books dedicated to Bible and theology in its main collection, specialized resources are provided through its media collection, music collection, education curriculum lab, reference section, and archives room, all of which is managed by a dedicated professional and support staff in a 42,000-square-foot, two-floor facility.

The Spokane Branch Campus Library provides access to 9,000 books, 11,000 e-books, 14 print serials, 13,000 online serial titles, an assorted array of video and sound recordings, and 60 electronic databases and has reciprocal borrowing agreements with nearby Gonzaga and Whitworth libraries. The library is managed by a dedicated staff in a recently redesigned 2,500-square-foot area located on the second floor of the main campus facility of Fourth Memorial Church.

Chicago and Spokane library resources are accessible through an online catalog, a Web site, and an on-campus wireless connection. Comfortable lounge and study chairs, desks and carrels, printers, photocopiers, and computers

## STUDENT SERVICES

are available in each location, and both provide services in circulation and reserves, interlibrary loan, reference and research, and information literacy and other special programs, as well as acquisitions, cataloging, processing, and preservation of resources.

### **Educational Technology Services**

Education Technology Services (ETS) provides various levels of technology support to the Moody Education Group and audiovisual support to all of MBI. Students may contact ETS with questions about the [my.moody.edu](http://my.moody.edu) student portal and the Blackboard learning management system. For further information about ETS services, please visit the ETS website at [ets.moody.edu](http://ets.moody.edu), email at [ets@moody.edu](mailto:ets@moody.edu), or call during office hours to (312) 329-4067.

## STUDENT ADVOCACY TEAM

The student advocacy team exists to encourage student success by actively working with the student to understand and make full use of all of the student services provided by Moody. A student advocate is assigned to the student at the time of admission to MDL and will continue with the student through completion of their program.

Where many student service departments provide resources to students as they have need, the student advocacy team is primarily concerned with the student themselves. Student advocates can assist students with goal setting, time management, troubleshooting of registration, elevating student concerns to the appropriate supervisors, among many other things.

Moody Bible Institute Distance Learning provides each degree seeking student with a student advocate. If you are unsure of who your student advocate is after you have been admitted, please contact [mdlc@moody.edu](mailto:mdlc@moody.edu) to find out.







# ACADEMIC PROGRAMS

## UNDERGRADUATE PROGRAMS OFFERED THROUGH MOODY BIBLE INSTITUTE DISTANCE LEARNING

### CERTIFICATE IN BIBLICAL STUDIES

The Certificate in Biblical Studies (CBS) is designed to equip students to more effectively study the Scriptures of the Old and New Testaments. The certificate provides an overview of Old and New Testament literature, as well as allowing student to develop interpretive skills that may be utilized for preparation of lessons in small group or Sunday school contexts.

#### **Student Learning Outcomes**

- Evaluate the Old and New Testaments from a literary perspective.
- Summarize the storyline of the Old and New Testament Scriptures.
- Interpret the Old and New Testament Scriptures.

#### **Distinctive Areas of Interest**

The CBS offers a specialized, focused treatment of the Old and New Testaments with an emphasis biblical interpretation.

#### **Potential Careers and Educational Paths**

The CBS would be useful to lay ministers interested in developing new interpretive skills to help them minister more effectively. The geographical and ancient Near Eastern elements of the program also make the program valuable to those interested in visiting Israel.

The CBS is not intended as preparation for vocational ministry, but as a supplemental program for those who wish to gain a greater depth of understanding of the Scriptures. All courses in the certificate program are transferable to MDL's Associates or Baccalaureate credentials.

#### **Requirements**

A total of 25 credit hours must be completed to receive the Certificate of Biblical Studies. This program is offered through Moody Bible Institute Distance Learning and is effective for students admitted in fall 2014 through summer 2015. This curriculum will remain in effect for students who remain active and do not change programs. Students who fail to complete this program within five years will be required to reapply through the Office of Admissions.

## ACADEMIC PROGRAMS

### CBS Curriculum and Recommended Course Sequence

Course #	Course Name	Credits
BI-1113	Old Testament Literature I	4
BI-1114	Old Testament Literature II	4
BI-1115	New Testament Literature I	4
BI-1116	New Testament Literature II	4
BI-2201	Interpreting Scripture	3
BI-4405	Interpreting Isaiah for Teaching	3
BI-4406	Interpreting Romans for Teaching	3

Total Credits 25

# ACADEMIC PROGRAMS

## ASSOCIATE OF BIBLICAL STUDIES

The Associate of Biblical Studies (ABS) is designed to equip students to more effectively study the Scriptures of the Old and New Testaments, as well as offering training in general studies areas. The program serves as a stepping stone to a Baccalaureate credential.

### **Student Learning Outcomes**

- Utilize historical geography and relevant ancient cultural contexts in the interpretation of the Old and New Testaments.
- Evaluate modern cultural trends.
- Summarize the story of the Scriptures.
- Compose written research works.

### **Distinctive Areas of Interest**

The ABS utilizes an integrative approach in which the various courses build on one another to provide a unique focus that will help students to connect biblical interpretation with an understanding of the world around them while developing skills needed to succeed within an academic setting.

### **Potential Careers and Educational Paths**

The ABS is a stepping stone to a Baccalaureate credential. The ABS would provide preparation for those seeking entry level positions in a ministry profession or for improving one's abilities for interpreting Scripture more generally.

All courses in the ABS program are transferrable to MDL's Baccalaureate credentials.

### **Requirements**

A total of 60 credit hours must be completed to receive the Associate of Biblical Studies degree. This program is offered through Moody Bible Institute Distance Learning and is effective for students admitted in fall 2014 through summer 2015. This curriculum will remain in effect for students who remain active and do not change programs. Students who fail to complete this program within seven years will be required to reapply through the Office of Admissions. The academic requirements are divided into core requirements and four academic disciplines of general studies requirements. The requirements are designed to be taken in the recommended course sequence built into four milestone categories.

# ACADEMIC PROGRAMS

## ABS Curriculum

Course #	Course Name	Credits
<b>Biblical Studies Core Requirements</b>		
BI-2201	Interpreting Scripture	3
BI-2260	Historical Geography of Ancient Israel	3
BI-3301	Ancient Near Eastern Backgrounds and the Old Testament	3
BI-3302	Second Temple Jewish Backgrounds	3
GSU-1107	Foundations of Learning	3
GSU-1115	The Story and Structure of the Bible	3
GSU-2203	Self and Social Identity in Christianity	4
<b>Total Core Credits</b>		<b>22</b>
<b>General Studies Requirements</b>		
<i>Critical Thinking and Math</i>		
GSU-2202	Introduction to Critical Thinking	4
		<b>4</b>
<i>Oral and Written Communication</i>		
GSU-1110	College Writing	3
GSU-1112	Research Writing	3
		<b>6</b>
<i>Social and Behavioral Sciences</i>		
GSU-2204	Media, Culture, and the Church	3
GSU-3301	Race, Gender, and Class in World Systems and the Church	3
		<b>6</b>
<i>Humanities</i>		
BI-1113	Old Testament Literature I	4
BI-1114	Old Testament Literature II	4
BI-1115	New Testament Literature I	4
BI-1116	New Testament Literature II	4
		<b>16</b>
<i>Open Electives</i>		
		<b>6</b>
<b>Total Credits</b>		<b>60</b>

\* Recommended electives are:

GSU-1109 Introduction to Literature

GSU-2213 Introduction to Sociology

# ACADEMIC PROGRAMS

## ABS Recommended Course Sequence

Course #	Course Name	Credits
<b>Learning the Scriptures</b>		
GSU-1107	Foundations of Learning	3
BI-1113	Old Testament Literature I <sup>H</sup>	4
BI-1114	Old Testament Literature II <sup>H</sup>	4
BI-1115	New Testament Literature I <sup>H</sup>	4
BI-1116	New Testament Literature II <sup>H</sup>	4
GSU-1115	The Story and Structure of the Bible	3
<b>Building a Foundation for Collegiate Success</b>		
GSU-2202	Introduction to Critical Thinking <sup>C</sup>	4
GSU-2203	Self and Social Identity in Christianity	4
GSU-1110	College Writing <sup>W</sup>	3
GSU-1112	Research Writing <sup>W</sup>	3
GSU-1109	Introduction to Literature <sup>O</sup>	3
<b>Understanding Biblical and Modern Times</b>		
GSU-2213	Introduction to Sociology <sup>O</sup>	3
GSU-2204	Media, Culture, and the Church <sup>S</sup>	3
GSU-3301	Race, Gender, and Class in World Systems and the Church <sup>S</sup>	3
BI-2260	Historical Geography of Ancient Israel	3
BI-3301	Ancient Near Eastern Backgrounds and the Old Testament	3
BI-3302	Second Temple Jewish Backgrounds	3
<b>Interpreting the Scriptures</b>		
BI-2201	Interpreting Scripture	3

**Total Credits      60**

- <sup>C</sup> Critical Thinking and Math course
- <sup>W</sup> Oral and Written Communication course
- <sup>S</sup> Social and Behavioral Sciences course
- <sup>H</sup> Humanities course
- <sup>O</sup> Recommended Open Elective course

# ACADEMIC PROGRAMS

## BACHELOR OF SCIENCE IN BIBLICAL STUDIES

The Bachelor of Science in Biblical Studies (BSBS) degree is designed to help students apply the Scriptures within contemporary life and ministry while preparing students to build a strong portfolio of work that will demonstrate expertise and provide support for the student's unique strengths.

### Student Learning Outcomes

- Apply research methodologies to identified topics related to biblical studies.
- Communicate the message of the Scriptures to identified audiences.
- Utilize historical geography and relevant ancient cultural contexts in the interpretation of the Old Testament and New Testament.
- Create action plans to impact personal, familial, or ecclesiastical life through the interpretation of Scripture.
- Implement a strategy for enhancing one's spiritual life.

### Distinctive Areas of Interest

Unlike other biblical studies degrees, MDL's BSBS degree utilizes a unique blocked curriculum designed to foster student success. The program also differs from other biblical studies programs in its educational philosophy which moves from biblical interpretation to biblical integration. The use of a cross program portfolio project allows students to develop a strong sense of personal identity, as well as a body of work to support student vocational goals.

The BSBS degree differs from MDL's other bachelor programs through its emphasis on the Scriptures. Students entering the BSBS degree will take an additional 13 credit hours of coursework in Bible including courses related to the communication and application of the Scriptures. Students completing the degree would be well equipped to interpret and apply the Scriptures as a member of a ministry team.

### Potential Careers and Educational Paths

After completing the BSBS degree, students will be prepared to serve as leaders, staff persons, or volunteers. Graduates will possess the skills to think biblically about the issues facing a particular Christian ministry and to bring value to a ministry team. Graduates would also be prepared to pursue academically oriented Master of Arts programs including, but not limited to the Master of Theological Studies and Master of Divinity degrees, as well as more practically oriented programs such as the Master of Arts in Applied Biblical Studies, Master of Arts in Biblical Exposition, or the Master of Arts in Christian Leadership.

### Degree Completion Track

The BSBS degree completion track offers a concentrated study of the Scriptures in which students will learn to utilize the geography, cultural backgrounds, and grammar and discourse methods to interpret and teach the word of God in ways relevant to the church and the world.

## ACADEMIC PROGRAMS

The degree completion track is offered in face-to-face classroom study at various extension sites. For a current listing of sites offering the program, please see [www.moody.edu/distance-learning/degree-completion](http://www.moody.edu/distance-learning/degree-completion). This track is delivered in five week courses taken one at a time within a student cohort. Students entering with 80 hours of transfer credit may complete the degree completion in approximately two years. The 80 hours of transfer credit must meet the following criteria: 6 hours of Religious Studies and Philosophy, 7 hours of Critical Thinking and Math, 12 hours of Oral and Written Communication, 12 hours of Social and Behavioral Sciences, 22 hours of Humanities, and 21 hours of Open Electives.

### Requirements

A total of 121 credit hours must be completed to receive the Bachelor of Science in Biblical Studies degree. This program is offered through Moody Bible Institute Distance Learning and is effective for students admitted in fall 2014 through summer 2015. This curriculum will remain in effect for students who remain active and do not change programs. Students who fail to complete this program within ten years will be required to reapply through the Office of Admissions. The academic requirements are divided into core requirements and five academic disciplines of general studies requirements. The requirements are designed to be taken in the recommended course sequence built into eight milestones categories.

### BSBS Curriculum

Course #	Course Name	Credits
<b>Biblical Studies Core Requirements</b>		
BI-2201	Interpreting Scripture	3
BI-2260	Historical Geography of Ancient Israel	3
BI-3301	Ancient Near Eastern Backgrounds and the Old Testament	3
BI-3302	Second Temple Jewish Backgrounds	3
BI-4402	Teaching the Scriptures	3
BI-4404	Applying Scripture in the Contemporary World	4
BI-4405	Interpreting Isaiah for Teaching	3
BI-4406	Interpreting Romans for Teaching	3
GSU-1107	Foundations of Learning	3
GSU-1115	The Story and Structure of the Bible	3
GSU-2203	Self and Social Identity in Christianity	4
TH-1110	The Church and its Doctrines	3
TH-3302	Method for Biblical Theology	3
<b>Total Core Credits</b>		<b>41</b>



## ACADEMIC PROGRAMS

<b>General Studies Requirements</b>		
<i>Religious Studies and Philosophy</i>		
TH-2201	The Theological Task and Bibliology	3
TH-4450	Analyzing and Engaging Worldviews	3
		<b>6</b>
<i>Critical Thinking and Math</i>		
GSU-2202	Introduction to Critical Thinking	4
GSU-4401	Problem Solving and the Challenges of the Church	3
		<b>7</b>
<i>Oral and Written Communication</i>		
GSU-1110	College Writing	3
GSU-1112	Research Writing	3
GSU-2206	Communicating Scripture through Audio and Video Technology	3
GSU-3302	Communicating in Organizations	3
		<b>12</b>
<i>Social and Behavioral Sciences</i>		
GSU-2204	Media, Culture, and the Church	3
GSU-3301	Race, Gender, and Class in World Systems and the Church	3
GSU-4402	Applied Human Development I	3
GSU-4403	Applied Human Development II	3
		<b>12</b>
<i>Humanities</i>		
BI-1113	Old Testament Literature I	4
BI-1114	Old Testament Literature II	4
BI-1115	New Testament Literature I	4
BI-1116	New Testament Literature II	4
MU-2267	Christian Worship	3
PS-3342	Ministry Leadership and Staff Relationships	3
		<b>22</b>
<b>Open Electives*</b>		
		<b>21</b>

**Total Credits     121**

*\*Recommended electives are:*

GSU-1109 *Introduction to Literature*  
 GSU-2213 *Introduction to Sociology*  
 GSU-2215 *Principles of Accounting*  
 MS-1103 *Christian Missions*

TH-3304 *Father, Son, and Holy Spirit*  
 TH-4401 *Christian Anthropology and Hamartiology*  
 TH-4402 *The Church and Salvation*

# ACADEMIC PROGRAMS

## BSBS Recommended Course Sequence

Course #	Course Name	Credits
<b>Learning the Scriptures</b>		
GSU-1107	Foundations of Learning	3
BI-1113	Old Testament Literature I <sup>H</sup>	4
BI-1114	Old Testament Literature II <sup>H</sup>	4
BI-1115	New Testament Literature I <sup>H</sup>	4
BI-1116	New Testament Literature II <sup>H</sup>	4
GSU-1115	The Story and Structure of the Bible	3
<b>Building a Foundation for Collegiate Success</b>		
GSU-2202	Introduction to Critical Thinking <sup>C</sup>	4
GSU-2203	Self and Social Identity in Christianity	4
GSU-1110	College Writing <sup>W</sup>	3
GSU-1112	Research Writing <sup>W</sup>	3
GSU-1109	Introduction to Literature <sup>O</sup>	3
<b>Understanding Biblical and Modern Times</b>		
GSU-2213	Introduction to Sociology <sup>O</sup>	3
GSU-2204	Media, Culture, and the Church <sup>S</sup>	3
GSU-3301	Race, Gender, and Class in World Systems and the Church <sup>S</sup>	3
BI-2260	Historical Geography of Ancient Israel	3
BI-3301	Ancient Near Eastern Backgrounds and the Old Testament	3
BI-3302	Second Temple Jewish Backgrounds	3
<b>Interpreting the Scriptures</b>		
BI-2201	Interpreting Scripture	3
TH-3302	Method for Biblical Theology	3
BI-4405	Interpreting Isaiah for Teaching	3
BI-4406	Interpreting Romans for Teaching	3
<b>Communicating the Gospel and Managing the Ministry</b>		
BI-4402	Teaching the Scriptures	3
GSU-2206	Communicating Scripture through Audio and Video Technology <sup>W</sup>	3
GSU-3302	Communicating in Organizations <sup>W</sup>	3
GSU-2215	Principles of Accounting <sup>O</sup>	3
PS-3342	Ministry Leadership and Staff Relationships <sup>H</sup>	3

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<b>Understanding Theology</b>		
TH-1110	The Church and its Doctrines	3
TH-2201	The Theological Task and Bibliology <sup>R</sup>	3
TH-3304	Father, Son, and Holy Spirit <sup>O</sup>	3
TH-4401	Christian Anthropology and Hamartiology <sup>O</sup>	3
TH-4402	The Church and Salvation <sup>O</sup>	3
MU-2267	Christian Worship <sup>H</sup>	3
<b>Understanding and Discipling Individuals</b>		
GSU-4402	Applied Human Development I <sup>S</sup>	3
GSU-4403	Applied Human Development II <sup>S</sup>	3
<b>Analyzing the Mission of the Church</b>		
TH-4450	Analyzing and Engaging Worldviews <sup>R</sup>	3
MS-1103	Christian Missions <sup>O</sup>	3
GSU-4401	Problem Solving and the Challenges of the Church <sup>C</sup>	3
BI-4404	Applying Scripture in the Contemporary World	4
<b>Total Credits</b>		<b>121</b>

- <sup>R</sup> Religious Studies and Philosophy course  
<sup>C</sup> Critical Thinking and Math course  
<sup>w</sup> Oral and Written Communication course  
<sup>S</sup> Social and Behavioral Sciences course  
<sup>H</sup> Humanities course  
<sup>O</sup> Recommended Open Elective course

# ACADEMIC PROGRAMS

## BACHELOR OF SCIENCE IN MINISTRY LEADERSHIP

The Bachelor of Science in Ministry Leadership (BSML) program is designed to provide a theological and practical foundation for ministry through courses in ministry leadership, congregational dynamics, leadership development, and ministry practice. The degree is especially designed for students who are actively involved in the local church, parachurch, and other Christian organizations.

### Student Learning Outcomes

- Integrate biblical interpretation into the practice of ministry and everyday life.
- Create a philosophy of ministry leadership.
- Implement plans to foster ongoing character and leadership development.
- Analyze situations in ministry from multiple vantage points.

### Distinctive Areas of Interest

Unlike other ministry leadership degrees, MDL's BSML utilizes a unique blocked curriculum designed to foster student success. The program is also built on a biblical foundation so that students receive a strong education in both biblical studies and leadership. The use of a cross program portfolio project allows students to develop a strong sense of personal identity, as well as a body of work to support student vocational goals.

The BSML differs from MDL's other baccalaureate programs by providing a focused concentration in specialized areas of ministry.

### Potential Careers and Educational Paths

After completing the BSML degree, students will be prepared to serve as leaders, staff persons, or volunteers. Graduates will possess the skills to think biblically about the issues facing a particular Christian ministry and to bring value to a ministry team. Graduates would also be prepared to pursue academically oriented Master of Arts programs including, but not limited to the Master of Theological Studies and Master of Divinity degrees, as well as more practically oriented programs such as the Master of Arts in Applied Biblical Studies, Master of Arts in Biblical Exposition, or the Master of Arts in Christian Leadership.

### Degree Completion Track

The BSML degree completion track offers a concentrated study designed to help students develop the skills needed for ministry, as well as the biblical and theological acumen needed to lead in ministry.

The degree completion track is offered in face-to-face classroom study at various extension sites. For a current listing of sites offering the program, please see [www.moody.edu/distance-learning/degree-completion](http://www.moody.edu/distance-learning/degree-completion). This track is delivered in five week courses taken one at a time within a student cohort. Students entering with 78 hours of transfer credit may complete the degree completion in approximately two years. The 78 hours of transfer credit must meet the following criteria: 10

## ACADEMIC PROGRAMS

hours of Religious Studies and Philosophy, 7 hours of Critical Thinking and Math, 6 hours of Oral and Written Communication, 12 hours of Social and Behavioral Sciences, 22 hours of Humanities, and 21 hours of Open Electives. Only the leadership emphasis is offered in face-to-face venues.

### Requirements

A total of 120 credit hours must be completed to receive the Bachelor of Science in Ministry Leadership degree. This program is offered through Moody Bible Institute Distance Learning and is effective for students admitted in fall 2014 through summer 2015. This curriculum will remain in effect for students who remain active and do not change programs. Students who fail to complete this program within ten years will be required to reapply through the Office of Admissions. The academic requirements are divided into core requirements and five academic disciplines of general studies requirements. The requirements are designed to be taken in the recommended course sequence built into eight milestone categories, with several concentrations available.

### BSML Concentrations

#### *Leadership*

In the leadership concentration you will acquire biblically informed skills for leadership in the local church and parachurch organizations. You will learn to develop organizational structures and become familiar with biblical principles and practices essential to effective ministry leadership. The required concentration courses are:

Course #	Course Name	Credits
ED-3309	Principles of Leadership	3
ED-3314	Principles of Administration	3
ED-3366	People Helping Skills	3
ED-4424	Practices of Leadership	3

#### *Preaching*

In the preaching concentration you will be equipped to compose and deliver biblically based sermons. You will learn to formulate relevant expository messages from multiple genres of biblical leadership. The required concentration courses are:

Course #	Course Name	Credits
PS-3340	Theological Exposition	3
PS-4430	Development and Delivery of Narrative Messages	3
PS-4433	Evangelistic Messages	3
PS-4440	Structure and Style in Biblical Exposition	3

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### *Women's Ministry*

In the women's ministry concentration you will learn to organize and lead church and parachurch programs that disciple, counsel, and teach women. You will also develop an understanding of the biblical theology of women in ministry, as well as studying effective organizational structures for ministries serving women in various life stages. The required concentration courses are:

Course #	Course Name	Credits
PS-2253	Theology and Philosophy of Women's Ministry	3
PS-2264	Contemporary Strategies of Ministry to Women	3
PS-3312	Mentoring and Discipling Women	3
PS-3322	Ministry to Women in Pain	3

### **BSML Curriculum**

Course #	Course Name	Credits
<b>Ministry Leadership Core Requirements</b>		
BI-2201	Interpreting Scripture	3
BI-4406	Interpreting Romans for Teaching	3
ED-3340	Marriage and Family Systems	3
GSU-1107	Foundations of Learning	3
PS-3310	The Church and Its Ministries	3
PS-3330	Communication of Biblical Truth	3
PS-3342	Ministry Leadership and Staff Relationships	3
PS-3382	The Care of the Ministry Leader's Soul	3
PS-4410	The Church and the Community	3
PS-4463	Cultural Dynamics of Congregational Ministry	3
	Concentration Courses	12
<b>Total Core Credits</b>		<b>42</b>
<b>General Studies Requirements</b>		
<i>Religious Studies and Philosophy</i>		
GSU-2203	Self and Social Identity in Christianity	4
TH-1110	The Church and Its Doctrines	3
TH-2201	The Theological Task and Bibliology	3
		<b>10</b>
<i>Critical Thinking and Math</i>		
GSU-2202	Introduction to Critical Thinking	4
GSU-4401	Problem Solving and the Challenges of the Church	3
		<b>7</b>

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<i>Oral and Written Communication</i>		
GSU-1110	College Writing	3
GSU-1112	Research Writing	3
		<b>6</b>
<i>Social and Behavioral Sciences</i>		
GSU-2204	Media, Culture, and the Church	3
GSU-3301	Race, Gender, and Class in World Systems and the Church	3
GSU-4402	Applied Human Development I	3
GSU-4403	Applied Human Development II	3
		<b>12</b>
<i>Humanities</i>		
BI-1113	Old Testament Literature I	4
BI-1114	Old Testament Literature II	4
BI-1115	New Testament Literature I	4
BI-1116	New Testament Literature II	4
BI-4405	Interpreting Isaiah for Teaching	3
GSU-1115	Story and Structure of the Bible	3
		<b>22</b>
<b>Open Electives*</b>		
		<b>21</b>

**Total Credits      121**

*\*Recommended electives are:*

*GSU-1109 Introduction to Literature  
 GSU-2213 Introduction to Sociology  
 GSU-2215 Principles of Accounting  
 MS-1103 Christian Missions*

*TH-3304 Father, Son, and Holy Spirit  
 TH-4401 Christian Anthropology and  
     Hamartiology  
 TH-4402 The Church and Salvation*

# ACADEMIC PROGRAMS

## BSML Recommended Course Sequence

Course #	Course Name	Credits
<b>Learning the Scriptures</b>		
GSU-1107	Foundations of Learning	3
BI-1113	Old Testament Literature I <sup>H</sup>	4
BI-1114	Old Testament Literature II <sup>H</sup>	4
BI-1115	New Testament Literature I <sup>H</sup>	4
BI-1116	New Testament Literature II <sup>H</sup>	4
GSU-1115	The Story and Structure of the Bible <sup>H</sup>	3
<b>Building a Foundation for Collegiate Success</b>		
GSU-2202	Introduction to Critical Thinking <sup>C</sup>	4
GSU-2203	Self and Social Identity in Christianity <sup>R</sup>	4
GSU-1110	College Writing <sup>W</sup>	3
GSU-1112	Research Writing <sup>W</sup>	3
GSU-1109	Introduction to Literature <sup>O</sup>	3
<b>Understanding Biblical and Modern Times</b>		
GSU-2213	Introduction to Sociology <sup>O</sup>	3
GSU-2204	Media, Culture, and the Church <sup>S</sup>	3
GSU-3301	Race, Gender, and Class in World Systems and the Church <sup>S</sup>	3
ED-3340	Marriage and Family Systems	3
PS-4463	Cultural Dynamics of Congregational Ministry	3
PS-4410	The Church and the Community	3
<b>Interpreting the Scriptures</b>		
BI-2201	Interpreting Scripture	3
BI-4405	Interpreting Isaiah for Teaching <sup>H</sup>	3
BI-4406	Interpreting Romans for Teaching	3
<b>Communicating the Gospel and Managing the Ministry</b>		
GSU-2215	Principles of Accounting <sup>O</sup>	3
PS-3342	Ministry Leadership and Staff Relationships	3
PS-3382	The Care of the Ministry Leader's Soul	3
PS-3310	The Church and its Ministries	3
PS-3330	Communication of Biblical Truth	3



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<b>Understanding Theology</b>		
TH-1110	The Church and its Doctrines <sup>R</sup>	3
TH-2201	The Theological Task and Bibliology <sup>R</sup>	3
TH-3304	Father, Son, and Holy Spirit <sup>O</sup>	3
TH-4401	Christian Anthropology and Hamartiology <sup>O</sup>	3
TH-4402	The Church and Salvation <sup>O</sup>	3
<b>Understanding and Discipling Individuals</b>		
GSU-4402	Applied Human Development I <sup>S</sup>	3
GSU-4403	Applied Human Development II <sup>S</sup>	3
<b>Analyzing the Mission of the Church</b>		
MS-1103	Christian Missions <sup>O</sup>	3
GSU-4401	Problem Solving and the Challenges of the Church <sup>C</sup>	3
<b>Concentration</b>		
ED or PS	Concentration Course	3
ED or PS	Concentration Course	3
ED or PS	Concentration Course	3
ED or PS	Concentration Course	3

**Total Credits      120**

- R* Religious Studies and Philosophy  
*c* Critical Thinking and Math course  
*w* Oral and Written Communication course  
*s* Social and Behavioral Sciences course  
*H* Humanities course  
*o* Recommended Open Elective course

## **ACADEMIC PROGRAMS**

### **GRADUATE PROGRAMS OFFERED THROUGH MOODY BIBLE INSTITUTE DISTANCE LEARNING**

#### **MASTER OF ARTS IN APPLIED BIBLICAL STUDIES**

The Master of Arts in Applied Biblical Studies (MAABS) has been designed as a cohort program. Students entering the program will begin and end the program together, walking through a predetermined sequence of courses. Courses must be taken in order, as each course is a prerequisite to the one preceding it. In addition to the courses listed below, students will participate in online formation groups that meet at various points throughout the program.

The program may be completed in just over two years taking one course at a time with continuous enrollment. There is a one week break after each course. The program also requires the completion of a student portfolio which includes the completion of a case study.

#### **Student Learning Outcomes**

- Identify one's own pre-understandings and their linkage to personal identity and cultural context.
- Construct expository, contextualized and applied interpretations of situations, relationships, and biblical texts.
- Analyze major interpretive positions from and in conversation with the history of interpretation of the Old and New Testaments.
- Explain one's interpretations in relation to key elements within the history of biblical studies.
- Exercise judgment in the formulation of Christian practice collaborating critically with a variety of sources within diverse contexts.
- Articulate the linkage between one's interpretations or actions and one's dispositions and Christian habits.

#### **Distinctive Areas of Interest**

The MAABS offers a concentrated study of the Scriptures through an analysis of the various literary genres of the Old and New Testaments. In addition to the development of interpretive skills, students will be introduced to action research as a tool for effectively applying the Scriptures in real life settings.

#### **Potential Careers and Educational Paths**

After graduating from the MAABS you would be prepared to serve in various capacities within the church. Some positions might include, but are not limited to, associate pastor, missions or outreach pastor, small group pastor, or children and youth pastor. Those working in para-church ministries or in a secular environment would also benefit from the MAABS in disciplines of biblical interpretation as well as through critical thinking skills and contextualized understanding. Students from the MAABS program have also been accepted into doctoral level programs.

## ACADEMIC PROGRAMS

### Requirements

A total of 36 credit hours must be completed to receive the Master of Arts in Applied Biblical Studies. This program is offered through Moody Bible Institute Distance Learning as a cohort program and is effective for students admitted in fall 2014 through summer 2015. This curriculum will remain in effect for students who remain active and do not change programs. Students who fail to complete this program within five years will be required to reapply through the Office of Admissions.

### MAABS Curriculum

Course #	Course Name	Credits
BI-5525	Theological Foundations for Biblical Interpretation	3
BI-5527	Christian Character in Biblical Interpretation I <sup>2</sup>	1
BI-5528	Methods for Biblical Interpretation	3
BI-6612	Interpreting the Pentateuch	3
BI-6613	Interpreting Old Testament Historiography	3
BI-6614	Interpreting Old Testament Poetry and Wisdom Literature	3
BI-6615	Interpreting Old Testament Prophetic Literature	3
BI-6616	Interpreting the Gospels	3
BI-6617	Interpreting Acts and the Epistles	3
BI-6618	Interpreting Apocalyptic Literature	3
BI-6619	Christian Character in Biblical Interpretation II <sup>1</sup>	1
BI-7700	Action Research and Biblical Interpretation <sup>14</sup>	3
BI-7702	Biblical Interpretation Capstone	4
<b>Total Credits</b>		<b>36</b>

# ACADEMIC PROGRAMS

## MAABS Cohort Course Sequence

Course #	Course Name	Credits
BI-5525	Theological Foundations for Biblical Interpretation	3
BI-5527	Christian Character in Biblical Interpretation I <sup>2</sup>	1
BI-5528	Methods for Biblical Interpretation	3
BI-6612	Interpreting the Pentateuch	3
BI-6619	Christian Character in Biblical Interpretation II (Assignment 1) <sup>1</sup>	1
BI-6613	Interpreting Old Testament Historiography	3
BI-6614	Interpreting Old Testament Poetry and Wisdom Literature	3
BI-6619	Christian Character in Biblical Interpretation (Assignment 2) <sup>1</sup>	N/A
BI-6615	Interpreting Old Testament Prophetic Literature	3
BI-6616	Interpreting the Gospels	3
BI-6619	Christian Character in Biblical Interpretation (Assignment 3) <sup>1</sup>	N/A
BI-6617	Interpreting Acts and the Epistles	3
BI-6619	Christian Character in Biblical Interpretation (Assignment 4) <sup>1</sup>	N/A
BI-6618	Interpreting Apocalyptic Literature	3
BI-6619	Christian Character in Biblical Interpretation (Assignment 5) <sup>1</sup>	N/A
BI-7700	Action Research and Biblical Interpretation <sup>14</sup>	3
BI-7702	Biblical Interpretation Capstone	4
<b>Total Credits</b>		<b>36</b>

All courses are seven weeks unless otherwise noted as follows:

<sup>1</sup> Five week course divided into one week segments

<sup>2</sup> Two week course

<sup>14</sup> Fourteen week course

## ACADEMIC PROGRAMS

### MASTER OF ARTS IN BIBLICAL EXPOSITION (WITH A SPECIALIZATION IN MINISTRY)

The Master of Arts in Biblical Exposition with a specialization in Ministry (MABE-Ministry) combines the industry standard technology of Logos Bible Study™ software with Moody Distance Learning's expertise in online instruction to offer an innovative learning experience. Students in the MABE-Ministry will develop skills in biblical exposition in order to impact their ministry context.

The MABE-Ministry is a 36 hour program consisting of nine week courses taken over a two year period culminating in the completion of a ministry project integrating biblical interpretation, theology, and congregational and community analysis. The project is designed to allow students to address the unique challenges of their ministry or to investigate a ministry area of interest.

#### **Student Learning Outcomes**

##### ***Biblical Exposition Core***

- Interpret Old and New Testament texts across a variety of biblical literature utilizing an assortment of interpretive skills.
- Construct theological themes through the interpretation of biblical texts.
- Communicate biblical messages utilizing a variety of biblical texts.

##### ***Ministry Specialization***

- Evaluate a contemporary issue in one's ministry or in the church at large.
- Utilize a variety of research tools in the analysis of external audiences or situations.
- Create a formal ministry project synthesizing contextual analysis with biblical exposition and theological argumentation.

#### **Distinctive Areas of Interest**

The MABE-Ministry offers the creative research normally found in a Doctor of Ministry degree on the Masters level.

By utilizing Logos Bible Software™ to advance student capacities for advanced biblical interpretation and theology, the MABE-Ministry allows students to develop and use advanced interpretive skills within an accelerated timeframe.

#### **Potential Careers and Educational Paths**

The MABE-Ministry would prepare students to serve in various capacities within the church or para-church settings in either professional positions or as lay leaders. The ministry specialization would also allow students to develop new ministries in response to an identified need in their church or community. The program would also be useful to those currently serving in the church or para-church ministries by assisting them in the cultivation of new interpretive skills.

## ACADEMIC PROGRAMS

### Requirements

A total of 36 credit hours must be completed to receive the Master of Arts in Biblical Exposition with a specialization in Ministry. This program is offered through Moody Bible Institute Distance Learning as a cohort program and is effective for students admitted in fall 2014 through summer 2015. This curriculum will remain in effect for students who remain active and do not change programs. Students who fail to complete this program within five years will be required to reapply through the Office of Admission.

### MABE-Ministry Curriculum

Course #	Course Name	Credits
BI-5535	Introduction to Digital Research for Biblical Exposition	4
BI-5536	Interpreting the Old Testament I	4
BI-5537	Interpreting the Old Testament II	4
BI-5538	Interpreting the New Testament	4
BT-6631	Developing a Biblical Theology	4
GM-6606	Analysis of Communities	4
GM-7706	Frameworks for Community Analysis	4
GM-7707	Doing Theology in Context	4
GM-7708	Ministry Project	4
<b>Total Credits</b>		<b>36</b>

### MABE-Ministry Cohort Course Sequence

Course #	Course Name	Credits
<b>Biblical Exposition Sequence</b>		
BI-5535	Introduction to Digital Research for Biblical Exposition	4
BI-5536	Interpreting the Old Testament I	4
BI-5537	Interpreting the Old Testament II	4
BI-5538	Interpreting the New Testament	4
BT-6631	Developing a Biblical Theology	4
<b>Ministry Emphasis Sequence</b>		
GM-6606	Analysis of Communities	4
GM-7706	Frameworks for Community Analysis	4
GM-7707	Doing Theology in Context	4
GM-7708	Ministry Project	4
<b>Total Credits</b>		<b>36</b>

# ACADEMIC PROGRAMS

## MASTER OF ARTS IN CHRISTIAN LEADERSHIP

The Master of Arts in Christian Leadership (MACL) is designed for those seeking to develop as leaders through an application of biblical and theological perspectives. The MACL focuses on developing the integrity of the leader while emphasizing the necessity of practical skills for effective leadership.

The MACL is a 42 hour program offered as a cohort with students taking one course at a time over the course of a two year period. 4 credit hour and 3 credit hour courses are seven weeks in length. Development of a leadership development plan and personalized coaching will be completed over a nine month period.

### Student Learning Outcomes

- Apply contextually aware interpretations of Scripture to the practice of Christian leadership.
- Analyze and develop strategies for leading in light of organizational dynamics impacting character and performance.
- Develop integrative skills to operate in organizational and team-based settings.
- Implement a leadership development plan.

### Distinctive Areas of Interest

The MACL differs from other leadership programs in two primary respects.

First, the MACL fosters the skills necessary for leaders to think biblically and theological about leadership. While other programs may require bible and theology course work, the MACL curriculum intentionally integrates bible and theology with leadership. This is accomplished through an initial sequence of Bible and theology coursework and the subsequent utilization of the learning obtained from that coursework throughout the rest of the program.

Second, the MACL reflects the belief that leadership begins and ends with the integrity of the leader. This integrity moves beyond moral and ethical action to encompass the identity and effectiveness of the leader. This focus is accomplished within the MACL through specific coursework related to the character of the leader within a Christian context, as well as through the creation of a leadership development plan that students will implement under the guidance of a leadership mentor or coach across the final 12 credit hours of the program.

### Potential Careers and Educational Paths

The MACL is designed for Christian men and women who wish to develop biblically informed leadership skills to enhance their ability to serve the Lord in their context. The MACL would be appropriate for men and women serving in a variety of leadership positions in Christian and non-Christian organizations, including, but not limited to, various pastoral positions, executives, managers, lay leaders, and others desiring to integrate leadership and Scriptural teachings.

## ACADEMIC PROGRAMS

### Requirements

A total of 42 credit hours must be completed to receive the Master of Arts in Christian Leadership. This program is offered through Moody Bible Institute Distance Learning as a cohort program and is effective for students admitted in fall 2014 through summer 2015. This curriculum will remain in effect for students who remain active and do not change programs. Students who fail to complete this program within five years will be required to reapply through the Office of Admission.

### MACL Curriculum

Course #	Course Name	Credits
BI-5541	Applying Scripture in Leadership	4
BI-5542	Biblical Interpretation and Leadership	4
CL-5505	Cultivating Character and Trust as a Christian Leader	3
CL-6601	Principles of Management	3
CL-6602	Christian Life and Organizational Life	3
CL-7701	Building Teams that Transform and Achieve	3
CL-7702	Leading Teams within an Organizational Context	3
CL-7703	Creating a Leadership Development Plan	3
CL-7704	Leadership Coaching I	4
CL-7705	Leadership Coaching II	4
CL-7706	Leadership Seminar	4
TH-5503	Theological Foundations for Leadership	4
<b>Total Credits</b>		<b>42</b>

### MACL Cohort Course Sequence

Course #	Course Name	Credits
<b>Building a Foundation for Leadership Development</b>		
CL-5505	Cultivating Character and Trust as a Christian Leader	3
CL-7703	Creating a Leadership Development Plan	3
CL-6601	Principles of Management	3
CL-6602	Christian Life and Organizational Life	3
<b>Implementing Leadership Development and Management</b>		
CL-7704	Leadership Coaching I	4
CL-7701	Building Teams that Transform and Achieve	3
CL-7702	Leading Teams within an Organizational Context	3
CL-7705	Leadership Coaching II	4
<b>Interpreting Biblical and Theological Foundations of Leadership</b>		
CL-7706	Leadership Seminar	4
TH-5503	Theological Foundations for Leadership	4
BI-5541	Applying Scripture in Leadership	4
BI-5542	Biblical Interpretation and Leadership	4
<b>Total Credits</b>		<b>42</b>





## COURSE DESCRIPTIONS

### **BI-1113—Old Testament Literature I**

—*Four (4) credit hours*

This course introduces students to the narrative, legal, and genealogical literature of the Old Testament. Distinctive features and functions of various literary types are discussed. Course also surveys students to a variety of Old Testament themes.

### **BI-1114—Old Testament Literature II**

—*Four (4) credit hours*

This course introduces students to the poetic, prophetic, apocalyptic, and wisdom literature of the Old Testament. Distinctive features and functions of various literary types are discussed. Course also surveys a variety of Old Testament themes.

### **BI-1115—New Testament Literature I**

—*Four (4) credit hours*

This course introduces students to the literature of the New Testament including the Gospels and Acts. Distinctive features and functions of various literary types are discussed. Course also surveys a variety of New Testament themes.

### **BI-1116—New Testament Literature II**

—*Four (4) credit hours*

This course introduces students to the literature of the New Testament including the Epistles and Revelation. Distinctive features and functions of various literary types are discussed. Course also surveys a variety of New Testament themes.

### **BI-2201—Interpreting Scripture**

—*Three (3) credit hours*

This course guides students in the interpretive techniques utilized in the study of the Scriptures. Emphasis is placed on understanding the primacy of the Scriptures in the intersection of text and experience, as well as the benefits and hindrances of one's own preunderstandings in the study of the biblical text. Necessity of interpreting culture and context to adequately apply the Scriptures will also be discussed.

### **BI-2260—Historical Geography of Ancient Israel**

—*Three (3) credit hours*

This course is a survey of the principal physical features of the land of Israel, and a review of the historical geography of Israel for all the important periods in the Old and New Testaments, with attention to the relationship between Israel's geography and her history.

## COURSE DESCRIPTIONS

**BI-3301—Ancient Near Eastern Backgrounds and the Old Testament**

—Three (3) credit hours

This course leads the student in the use of comparative studies in the interpretation of the Old Testament. Emphasis is placed on the review of broad themes drawn from the ancient Near East and their relevance to the study of Scripture. Perspectives on the method of comparative studies are also addressed.

**BI-3302—Second Temple Jewish Backgrounds**

—Three (3) credit hours

This course provides students with an introduction to various social, cultural, political, and religious aspects of the Second Temple Jewish world. Emphasis is placed on the use of Second Temple Jewish backgrounds in the interpretation of various New Testament texts. Course focuses on the application of Jewish backgrounds in a specific biblical book.

**BI-4402—Teaching the Scriptures**

—Three (3) credit hours

This course guides students through an investigation of a setting (e.g., church, family, workplace) and the social groups and/or individuals that operate within it. Emphasis is placed on the use of frameworks for contextual and audience analysis and effective communication. Students will create a teaching outline and lesson as part of this course.

**BI-4404—Applying Scripture in the Contemporary World**

—Four (4) credit hours

This course will address contemporary issues impacting the church through the analysis of biblical texts. Emphasis is placed on the development of action plans to address identified concerns.

**BI-4405—Interpreting Isaiah for Teaching**

—Three (3) credit hours

Evaluates the book of Isaiah utilizing a variety of interpretive techniques. Specific passages and theological issues will also be addressed. Emphasis placed on the development of interpretations of the book that will be utilized to create teaching and/or preaching outlines for use in various ministry contexts.

**BI-4406—Interpreting Romans for Teaching**

—Three (3) credit hours

Evaluates the book of Romans utilizing a variety of interpretive techniques. Specific passages and theological issues will also be addressed. Emphasis placed on the development of interpretations of the book that will be utilized to create teaching and/or preaching outlines that will serve as the foundation for student work in BI-4402 Teaching the Scriptures and/or PS-3330 Communication of Biblical Truth.

## COURSE DESCRIPTIONS

### **BI-4499 —Directed Study in Bible**

—Three (3) credit hours

A directed reading/study course in the area of Bible designed to allow students to complete a guided analysis of specified topics in the Old or New Testaments. To be arranged in consultation with the Assistant Dean of Teaching and Learning.

### **ED-3309—Principles of Leadership**

—Three (3) credit hours

This is an in-depth examination of trait and behavioral theories of leadership. Special attention is given to cultivating spiritually healthy leadership qualities within the leader. Attention is also given to the function of the leader in facilitating positive staff relationships and environments within Christian organizations. Course offered every spring semester.

### **ED-3314—Principles of Administration**

—Three (3) credit hours

This course establishes a biblical foundation and basic strategies for effective administration in ministry. Teachings and examples found in Scripture are combined with proven ministry experience to describe five key elements of effective administration: planning, organizing, recruiting, leading, and evaluating. The student will practice strategies of effective administration by applying it in a ministry context.

### **ED-3340—Marriage and Family Systems**

—Three (3) credit hours

This is a sociology course that examines the nature and needs of various family systems. Students study family structures, issues, concerns, problems, and dynamics. A theology of the family will be developed. As part of this course, an examination of the Christian family will be considered, including the biblical basis, distinctives, and functions for the family; preparing for Christian marriage; family roles and relationships; and parenting and child training.

### **ED-3366—People Helping Skills**

—Three (3) credit hours

This course introduces students to fundamental ministry skills as a lay counselor that assists people in times of difficulty. Students gain an understanding for the people-helping process and are equipped with skills in listening and responding to needs of others in a Christian manner. Only open to juniors in the Bachelor of Science degrees.

## COURSE DESCRIPTIONS

### **ED-4424—Practices of Leadership**

—Three (3) credit hours

This course is the last of a three-course series that brings into practice the principles learned in ED-3309 and ED-3314. This course will engage students in real-life leadership situations and circumstances. It approaches leadership first by the personal/spiritual evaluation of the leader, and then transitions into the practice of solving distinct leadership problems based on biblical principles and critical thinking.

### **GSU-1107—Foundations of Learning**

—Three (3) credit hours

This course focuses on the attitude, knowledge, practice, and skills needed to become a successful learner. Emphasis is placed on principles of personal effectiveness and study strategies. Course also includes an introduction to the philosophy of learning utilized throughout the program, as well as incorporating a variety of assessments to assist students in understanding their personal learning style.

### **GSU-1109—Introduction to Literature**

—Three (3) credit hours

This course is a college-level introduction to literature in which the student will learn to think and react to literature in a meaningful manner. Students will be able to distinguish between literary genres and build general and specific interpretive skills that will make them capable and discerning readers of imaginative literature. The structure of this course is twofold: materials will be presented according to genre; and fewer texts will be examined in order to provide a more in-depth study rather than an extensive sampling. The successful completion of this course will yield recognition of how literature and human imagination play a vital part in the Christian pilgrimage and ministry. The student will learn to evaluate ideas and to apply learning to life situations.

### **GSU-1110—College Writing**

—Three (3) credit hours

Trains students in essay writing and critical reading using process approach involving methods of prewriting, organizing, developing ideas, and revising.

### **GSU-1112—Research Writing**

—Three (3) credit hours

Trains students in research writing and analytical reading by focusing on a research paper including thesis development, gathering and evaluation of source material, organization, and MLA documentation.

## COURSE DESCRIPTIONS

### **GSU-1115—The Story and Structure of the Bible**

—Three (3) credit hours

An overview of the main plotline of the books that form the canon of Protestant scripture. Important subthemes and characters will also be explored.

### **GSU-2202—Introduction to Critical Thinking**

—Four (4) credit hours

This course provides students with the skills necessary for analyzing and critiquing the messages and arguments presented by the world around us in a variety of media. Emphasis is placed on the construction of reasoned, defensible responses to specified instances of discourse. Reflective thinking in which the student identifies the weaknesses of one's own arguments is also addressed.

### **GSU-2203—Self and Social Identity in Christianity**

—Four (4) credit hours

This course surveys contemporary theories of identity paying special attention to the relationship between identity and one's social context. Students will participate in a variety of activities to foster reflection on the manner in which personal activities and social trends impact identity. Emphasis is placed on the evaluation of identity shaping structures, as well as on the development of strategies for cultivating a biblical identity.

### **GSU-2204—Media, Culture, and the Church**

—Three (3) credit hours

This course surveys the field of media ecology, as well as identifying the workings of media in relation to culture. The goals and values, organization, and potential for constructing reality will be discussed with reference to the local church or other Christian ministry. Emphasis is placed on the interpretation of specific examples of media and the manner in which those examples shape one's view of reality.

### **GSU-2206—Communicating Scripture through Audio and Video Technology**

—Three (3) credit hours

This course guides students in the effective use of web-based audio and video technology, identifying online resources for audio and video production, storage, and hosting, as well as discussing strategies for marketing podcasts and vodcasts. Emphasis is placed on strategic, responsible, and innovative use of technology in communicating Scripture in media settings.

### **GSU-2213—Introduction to Sociology**

—Three (3) credit hours

A survey course dealing with the principles of social structure, social institutions, social processes, and social change. Gives special attention to religious institutions to help the student understand and relate Christianity to a secular society. Fulfills the 3 semester hour General Studies social science requirement.

## COURSE DESCRIPTIONS

### **GSU-2215—Principles of Accounting**

—Three (3) credit hours

A basic understanding of the logic behind the principles of accounting for the non-accounting student, enabling them to prepare, read, analyze, and interpret financial statements for the purpose of decision making. Ethical business practices are stressed throughout all phases of the course.

### **GSU-2250—Introduction to Philosophy**

—Three (3) credit hours

Introductory study - partly historical and partly topical - examining methods and assumptions of philosophical systems, theories of knowledge, metaphysics, values, ethics, philosophy of religion, and the worldviews of leading philosophers in these areas. Considers some trends in contemporary philosophy. Emphasizes the development of a Christian philosophy of life.

### **GSU-3301—Race, Gender, and Class in World Systems and the Church**

—Three (3) credit hours

This course evaluates the concepts of race, gender, and class from a sociological and biblical perspective. Emphasis is placed on the analysis of race, gender, and class within various institutional contexts including the Christian church. Discussion of the manner in which race, gender, and class are related to the development and persistence of specific power relations will also be addressed.

### **GSU-3302—Communicating in Organizations**

—Three (3) credit hours

This course analyzes the significance of organizational communication. Emphasis is placed on the development of effective communication strategies with attention being given to diverse modes of communication. Discussion of the impact of leadership, culture, and teamwork will also be addressed, as will the ethics of communication.

### **GSU-4401—Problem Solving and the Challenges of the Church**

—Three (3) credit hours

This course will guide students in the development of a critical consciousness through the analysis of various issues facing the contemporary church. Emphasis is placed on the ability to think critically, assess information, and develop consistent and coherent arguments which seek to address the challenges of the Christian church worldwide.

### **GSU-4402—Applied Human Development I**

—Three (3) credit hours

This course guides students in the analysis of human growth and development across major life stages spanning birth to adolescence. Emphasis is placed on integration of a biblical perspective on human development. Insights from human development will be utilized in conjunction with the Scriptures to create developmentally appropriate discipleship strategies.

## COURSE DESCRIPTIONS

### **GSU-4403—Applied Human Development II**

—Three (3) credit hours

This course guides students in the analysis of human growth and development across major life stages beginning after adolescence and spanning the various stages of adulthood. Emphasis placed on integration of a biblical perspective on human development. Insights from human development will be utilized in conjunction with the Scriptures to create developmentally appropriate discipleship strategies.

### **GSU-4499—Directed Study in General Studies**

—Three (3) credit hours

A directed reading/study course in the area of General Studies designed to allow students to complete a guided analysis of specified topics in Math, Science, Social and Behavioral Science, or the Humanities. To be arranged in consultation with the Assistant Dean of Teaching and Learning.

### **MS-1103—Christian Missions**

—Three (3) credit hours

This course introduces the student to five dimensions of global discipling: the biblical basis, historical dimension, cultural dimension, contemporary dimension, and local church dimension.

### **MS-4499—Directed Study in Ministry**

—Three (3) credit hours

A directed reading/study course in the area of Ministry designed to allow students to complete a guided analysis of specified topics in a ministry related field. To be arranged in consultation with the Assistant Dean of Teaching and Learning.

### **MU-2267—Christian Worship**

—Three (3) credit hours

A study of the biblical components of public and private worship. Focuses on the meaning, role, and effects of worship, praise, prayer, and music in various cultural settings.

### **PS-2253—Theology and Philosophy of Women's Ministry**

—Three (3) credit hours

A biblical and theological study of the role of women in the ministry of the local church. It will examine the significant contribution women have made in the church's ministry, from the New Testament era to the present. It will also discuss the nature and place of women's ministries in church and parachurch contexts. The student will formulate a biblically based philosophy of ministry as a result of this course.



## COURSE DESCRIPTIONS

### **PS-2264—Contemporary Strategies of Ministry to Women**

—Three (3) credit hours

The student will be exposed to a variety of contemporary models and current programs of ministry to women. Students will study principles of team building, ministry management, techniques for planning special events, and develop strategies for implementing a ministry to women in the local church.

### **PS-3310—The Church and Its Ministries**

—Three (3) credit hours

Students will study the nature of the church, its structure, purpose and how these shape its approach to ministry. The course will survey historic approaches to church leadership and provide students with an opportunity to explore their own congregational heritage.

### **PS-3321—Discipling and Mentoring Women**

—Three (3) credit hours

In this course the student will study the practice of discipleship and mentoring as it relates to women. Biblical patterns of discipleship and mentoring will be explored with special emphasis on the task of mentoring women. As a part of this course, students will meet in peer groups to practice mentoring and discipleship.

### **PS-3322—Ministry to Women in Pain**

—Three (3) credit hours

This course concentrates on those whose special needs are a particular challenge within the context of women's ministry. Special attention will be given to those who have experienced physical and sexual abuse, single women, and mothers.

### **PS-3330—Communication of Biblical Truth**

—Three (3) credit hours

An examination of the structure and preparation of expository messages. Major emphasis is placed on formulating a homiletical idea from a biblical text and developing and supporting it with appropriate application to a given audience. Students prepare and deliver messages in class.

### **PS-3340—Theological Exposition**

—Three (3) credit hours

This course examines the theology of biblical exposition. It explores the nature of exposition by analyzing the divine and human dimensions of the preaching event. Students will develop a theological framework for the practice of biblical proclamation.

## COURSE DESCRIPTIONS

### **PS-3342—Ministry Leadership and Staff Relationships**

—*Three (3) credit hours*

This course includes a study of the principles of effective leadership and administration for church-based ministries. It integrates biblical principles for church leadership with principles of organizational communication and management. Attention will be given to the dynamics of ministering in a congregational setting where there are multiple staff members. It will discuss the nature and techniques of successful ministry in such a context.

### **PS-3382—The Care of the Ministry Leader's Soul**

—*Three (3) credit hours*

This course will help the student assess and diagnose the state of their soul and acquire habits and practices promoting spiritual health. Included is an exploration into the concepts of soul care, spiritual formation, and spiritual direction. Focus is placed on developing the spiritual health of the ministry leader in order that they may promote spiritual vitality in those to whom they minister.

### **PS-4410—The Church and the Community**

—*Three (3) credit hours*

This course will provide students with a framework for engaging the community. Students will learn principles and strategies for community involvement and development. Students will also acquire skills for grant writing and community networking.

### **PS-4430—Development and Delivery of Narrative Messages**

—*Three (3) credit hours*

A study of homiletical style, delivery, and development of effective communication with an audience. Special emphasis is placed on preaching from a biblical narrative. Student messages are evaluated by both professor and classmates.

### **PS-4433—Evangelistic Messages**

—*Three (3) credit hours*

A study of effective principles of communication as they relate to the proclamation of the gospel. Exploration of concepts of audience analysis and its relationship to persuasive preaching. Students will prepare several evangelistic messages and deliver them in class.

### **PS-4440—Structure and Style in Biblical Exposition**

—*Three (3) credit hours*

A study of biblical exposition with an emphasis on advanced expositional techniques. Special attention will be given to structure, style, imagination, and the use of creativity in message development and delivery.

## COURSE DESCRIPTIONS

### **PS-4463—Cultural Dynamics of Congregational Ministry**

—*Three (3) credit hours*

This course examines the human and religious dynamics that affect congregational ministry. It will explore the differences in thinking and values that affect ministry. Special attention will be given to the differences between ministry in the smaller church and larger congregation and to the nature and importance of congregational culture.

### **TH-1110—The Church and Its Doctrines**

—*Three (3) credit hours*

A foundational course, using primarily a Bible doctrine approach that surveys basic doctrines of the church and their implications for life. Specifically, the course will survey bibliology, theology proper, anthropology, angelology, Christology, soteriology, pneumatology, ecclesiology, and eschatology. Special attention will be paid to key terms, concepts, and biblical texts. The course also will introduce the various branches of theology.

### **TH-2201—The Theological Task and Bibliology**

—*Three (3) credit hours*

This course guides students in the investigation of theological prolegomena, the character of theology, and bibliology. Emphasis is placed on the essentially active nature of theology and the methods utilized in theological research. The role of the Scriptures in the life of the church is also addressed, as well as developing a theology of the Word.

### **TH-3302—Method for Biblical Theology**

—*Three (3) credit hours*

This course guides students through the application of methods used in the development of biblical theologies. Features of specific authors, literary genres, and the purpose of specific works, as well as historical and cultural influences, will be examined. Course is focused on a selected topic in biblical theology. Distinction between biblical and systematic theology will also be addressed.

### **TH-3304—Father, Son, and Holy Spirit**

—*Three (3) credit hours*

This course guides students in the investigation of theology proper, Christology, and pneumatology, as well as evaluating various views of the Trinitarian relation and its implications for the Christian life. Emphasis is placed on the implications of these theologies for the practice of Christian ministry.

## COURSE DESCRIPTIONS

### **TH-4401—Christian Anthropology and Hamartiology**

—Three (3) credit hours

This course investigates the doctrines of anthropology and hamartiology. The creation and fall of humanity, as well as the nature of sin and its consequences will be evaluated. Course will also address the reciprocal relationship between structural evil and individual humans and the manner in which this relationship impacts the contemporary church.

### **TH-4402—The Church and Salvation**

—Three (3) credit hours

This course examines the doctrines of ecclesiology and soteriology. The relationship between these two doctrines is explored. Emphasis is placed on the role of the church in society and the manner in which the body of Christ functions within God's overall plan of restoration. Eschatology will also be addressed with regard to its position at the end of salvation, as well as the implications of one's eschatological views for understanding the role of the church in society.

### **TH-4450—Analyzing and Engaging Worldviews**

—Three (3) credit hours

Contrasts the biblical concept of apologetics with various alternative positions, both theistic and non-theistic. Considers major problem areas such as authority, miracles, evil, and evolution. Sets forth a basis for a Christian apologetic that is theologically and historically sound.

### **TH-4499—Directed Study in Theology**

—Three (3) credit hours

A directed reading/study course in the area of theology designed to allow students to complete a guided analysis of specified topics in Theology. To be arranged in consultation with the Assistant Dean of Teaching and Learning.

### **BI-5525—Theological Foundations for Biblical Interpretation**

—Three (3) credit hours

An exploration of theological and doctrinal concepts and their bearing on Christian interpretations of Scripture. Emphasis placed on evaluation of various theological perspectives and the bearing such perspectives have on biblical interpretation. Specific continuity and discontinuity positions, including dispensationalism, will be examined. The impact of one's own theological perspectives on interpretation is also introduced.

## COURSE DESCRIPTIONS

### **BI-5527—Christian Character in Biblical Interpretation I**

—*One (1) credit hour*

An exploration of techniques and philosophies related to the cultivation of Christian character with particular emphasis on the role of Christian character in biblical interpretation. Emphasis placed on the development of disciplines that foster spiritual formation through reflection on self, society, and Scripture under the guidance of the Holy Spirit, as well as on the manner in which one's understanding of God's character influences interpretation. The spiritual formation component of the program portfolio is introduced.

### **BI-5528—Methods of Biblical Interpretation**

—*Four (4) credit hours*

An exploration of contextualization as an aspect of biblical interpretation, and an orientation to the principles, practice, and philosophy of biblical interpretation. Specifies biblical interpretation as a holistic activity spanning the analysis of self, society, and Scripture with the help of the Holy Spirit. Provides a broad overview of hermeneutics with an emphasis on the grammatical-historical hermeneutic, the hermeneutical spiral, the formation of themes from biblical texts, and the role of research in the interpretation of the Scriptures. Provides students with the framework necessary for bringing interpretation of Scripture to bear upon contemporary contexts using methods bearing on the interpretation of various gospel passages. Study focused on one of the synoptic gospels. Analysis of forms in the gospels and the use of parallel passages in interpretation addressed. Application of interpretive results to contemporary contexts achieved through case study method.

### **BI-5535—Introduction to Digital Research for Biblical Exposition**

—*Four (4) credit hours*

This course provides an overview of Logos Bible Software™ covering a variety of basic search functionality, as well as addressing methods for biblical expositions, such as word and phrase studies, use of reference works, commentary evaluations, and literary genre analyses. Emphasis placed on the development of foundational skills that will be utilized throughout the rest of the program. Interpretive methods will also be addressed.

### **BI-5536—Interpreting the Old Testament I**

—*Four (4) credit hours*

This course utilizes Old Testament texts from Genesis through Esther with special focus placed on the analysis of the narrative genre to develop theological themes. Emphasis placed on the application of various interpretive skills in the treatment of various biblical texts. Specific theological concepts prominent within the Old Testament will also be addressed.

## COURSE DESCRIPTIONS

### **BI-5537—Interpreting the Old Testament II**

—*Four (4) credit hours*

This course utilizes Old Testament texts from Psalms through the prophetic literature to develop theological themes. Emphasis placed on the application of various interpretive skills in the treatment of various biblical texts. The broad story line of the Old Testament is also addressed as part of this course.

### **BI-5538—Interpreting the Old Testament III**

—*Four (4) credit hours*

This course utilizes New Testament texts to develop theological themes. Emphasis placed on the application of various interpretive skills in the treatment of various biblical texts. Specific theological concepts prominent within the Old Testament will also be addressed.

### **BI-5541—Applying Scripture in Leadership**

—*Four (4) credit hours*

This course is designed to equip individuals to serve effectively as leaders, agents of change, facilitators of mission, and administrators in the parish or in other related vocational settings. Emphasis placed on the analysis of one's particular leadership context to better diagnose the situation into which Scripture must be allowed to speak. Various leadership assessments are also taken as part of this course.

### **BI-5542—Biblical Interpretation and Leadership**

—*Four (4) credit hours*

This course evaluates specific biblical passages drawing implications for issues related to leadership. Emphasis is placed on the manner in which specific biblical passages influence theories of leadership and the activities of the leaders. Course includes a discussion of leadership as a Christian vocation. Various assessments are taken as part of this course.

### **BI-6612—Interpreting the Pentateuch**

—*Three (3) credit hours*

Examination and utilization of various interpretive methods employed in the study of the Pentateuch. Emphasis placed on the development of skills and techniques in the analysis of narrative and legal texts, the exposition of themes within the Pentateuch, the use of ancient and modern sources in the interpretation of the Pentateuch, and the contextualization of these interpretations within contemporary contexts. Contextualization of textually interpretive results to contemporary contexts achieved through case study method.

## COURSE DESCRIPTIONS

### **BI-6613—Interpreting Old Testament Historiography**

—Three (3) credit hours

Examination and utilization of various interpretive methods employed in the study of Old Testament historiography. Emphasis placed on the development of skills and techniques in analysis of historiography, the exposition of theological themes from Old Testament historiography, the use of ancient and modern sources in the interpretation of historiography, and the relevance of the relation between history and historiography for interpretation. Study focused on one of the Old Testament historical books. Application of interpretive results to contemporary contexts achieved through case study method.

### **BI-6614—Interpreting Old Testament Poetry and Wisdom Literature**

—Three (3) credit hours

Examination and utilization of various interpretive methods employed in the study of Old Testament Poetry and Wisdom. Emphasis placed on the development of skills and techniques in the analysis of Old Testament poetic and wisdom texts. The relation between poetic and historiographical texts, as well as strategies for reading wisdom texts addressed. Application of interpretive results to contemporary contexts achieved through case study method.

### **BI-6615—Interpreting Old Testament Prophetic Literature**

—Three (3) credit hours

Examination and utilization of various interpretive methods employed in the study of Old Testament prophetic texts. Emphasis placed on the social context of the prophets and its bearing on the interpretation of specific prophetic texts. Study focused on one of the Old Testament prophetic books. Prophetic forms and the functions of prophecy addressed. Application of interpretive results to contemporary context achieved through case study method.

### **BI-6616—Interpreting the Gospels**

—Three (3) credit hours

Examination and utilization of various interpretive methods employed in the study of the Gospels and parables. Exploration of the social context of the gospels and its bearing on the interpretation of various gospel passages. Study focused on one of the synoptic gospels. Analysis of forms in the gospels and the use of parallel passages in interpretation addressed. Application of interpretive results to contemporary contexts achieved through case study method.

## COURSE DESCRIPTIONS

### **BI-6617—Interpreting Acts and the Epistles**

—*Three (3) credit hours*

Examination and utilization of various interpretive methods employed in the study of Acts and the New Testament Epistles. Emphasis placed on the development of skills and techniques in analysis of narrative and epistolary texts, the exposition of themes within these texts, and the use of Acts in the interpretation of the epistles. Study focused on one of the New Testament Epistles along with the book of Acts. Application of interpretive results to contemporary contexts achieved through case study method.

### **BI-6618—Interpreting Apocalyptic Literature**

—*Three (3) credit hours*

Examination of apocalyptic literature in the Old and New Testaments and in literature from the Second Temple period. Emphasis placed on the development of skills and techniques for the analysis and interpretation of apocalyptic literature. Interpretive aspects of the course focused primarily on the book of Revelation. Application of interpretive results to contemporary contexts achieved through case study method.

### **BI-6619—Christian Character in Biblical Interpretation II**

—*One (1) credit hour*

Compilation and completion of assignments related to the fulfillment of program portfolio requirements. Includes completion of exercises designated in the Program Portfolio Guide.

### **BI-7700—Action Research and Biblical Interpretation**

—*Three (3) credit hours*

Investigation of the principles and processes related to the field of action research. Emphasis placed on the value of action research for the application of Scripture in everyday situations. Students will complete an action research study as part of the course.

### **BI-7702—Biblical Interpretation Capstone: Use of the Old Testament in the New Testament**

—*Four (4) credit hours*

Integration of student case study with an interpretive project evaluating New Testament epistolary passages utilizing Old Testament quotations. Emphasis on comparison of varying methodologies for the interpretation of the Old Testament in the New Testament, as well as the examination of specific examples of the use of the Old Testament in the New Testament. Exploration of uses of the Old Testament in Second Temple literature addressed with special attention paid to the implications of such use to contemporary biblical interpretation. Integration of student action research with a biblically interpretive project covering multiple biblical genres. Students will also reflect on their understanding of biblical interpretation at the completion of the program.



## COURSE DESCRIPTIONS

### **BT-6631—Developing a Biblical Theology**

—*Four (4) credit hours*

This course utilizes Old and New Testament texts to develop a biblical theology related to a specialized area of study. Emphasis placed on the application of various interpretive skills in the treatment of biblical texts.

### **CL-5505—Cultivating Character and Trust as a Christian Leader**

—*Three (3) credit hours*

This course will survey the resources available to a Christian for personal spiritual growth and effectiveness as a leader. The study will include practical guidance and personal disciplines for self-management. Emphasis is placed on strategies for the development of trust in connection with Christian character.

### **CL-6601—Principles of Management**

—*Three (3) credit hours*

This course guides students in the development of skills related to various tasks of management within an organization. Human resource management, the development of organizational structures and policies, the use of effective documentation, and other essential tasks will be addressed.

### **CL-6602—Christian Life and Organizational Life**

—*Three (3) credit hours*

The purpose of this class is to investigate the impact that individuals, groups, and structures have on the development of an organization for the purpose of applying such knowledge toward resolving conflict and change in organizations. Emphasis is placed on the theologically formative capacity of organizational structures and politics and on the development of strategies to ensure faithful leadership while negotiating organizational structures, group dynamics, communication, conflict, leadership, and motivation. Various assessments are taken as part of this course.

### **CL-7701—Building Teams that Transform and Achieve**

—*Three (3) credit hours*

This course frames team-building as context for theological reflection and personal transformation. The course examines the strategies required to welcome new members onto a team. Emphasis is placed on the development of high performing teams and the manner in which group dynamics impact the character of individual team members. Course also addresses issues related to clarity and communication within the framework of teams.

### **CL-7702—Leading Teams within an Organizational Context**

—*Three (3) credit hours*

This course examines the skills needed to successfully leverage the resources and expertise across the whole organization. Emphasis is placed on the development of communication strategies between various stakeholders with the framework of biblical instruction related to communication.

## COURSE DESCRIPTIONS

### **CL-7703—Creating a Leadership Development Plan**

—*Three (3) credit hours*

This course addresses the philosophy, methods, skills, and character for becoming a leader through the creation of a leadership development plan. The plan is based upon assessments taken throughout the program and 360-degree reviews of the student that will be performed as part of the course requirements. The course is intended to prepare students to become more effective Christian leaders. Students learn to assess leadership development needs and examine options to meet those needs. Students will create an initial leadership development plan that will be implemented throughout the rest of the program.

### **CL-7704—Leadership Coaching I**

—*Four (4) credit hours*

This course addresses areas identified in the student leadership development plan through one-on-one and/or small group coaching sessions with a leadership coach, faculty mentor, or professional in a leadership position.

### **CL-7705—Leadership Coaching II**

—*Four (4) credit hours*

A continuation of Leadership Coaching I, this course addresses areas identified in the student leadership development plan through one-on-one and/or small group coaching sessions with a leadership coach, faculty mentor, or professional in a leadership position.

### **CL-7706—Leadership Seminar**

—*Four (4) credit hours*

This course is designed to integrate student learning related to biblical, theological, and leadership scholarship, as well as reflecting upon student experience in leadership. Students will complete a second 360-degree review, as well as updating their leadership development plan. Students will also create a philosophy of Christian leadership.

### **GM-6606—Analysis of Communities**

—*Four (4) credit hours*

This course introduces students to techniques used in the analysis of communities and congregations. Emphasis placed on the identification and development of tools required for the accumulation and interpretation of data for student projects. Students will also develop their project proposal as part of this course.

### **GM-7706—Frameworks for Community Analysis**

—*Four (4) credit hours*

This course analyzes communities and community dynamics from varying perspectives including socio-economic, political, symbolic, cultural, and theological. Emphasis placed on the development of a multi-faceted interpretive treatment of viewpoint community related to one's ministry project.

### **GM-7707—Doing Theology in Context**

—*Four (4) credit hours*

This course allows students to develop the biblical and theological rationale for their ministry project. Emphasis is placed on the use of interpretive skills developed earlier in the program and the construction of a theological treatment of the ministry topic addressed in the student project.

### **GM-7708—Ministry Project**

—*Four (4) credit hours*

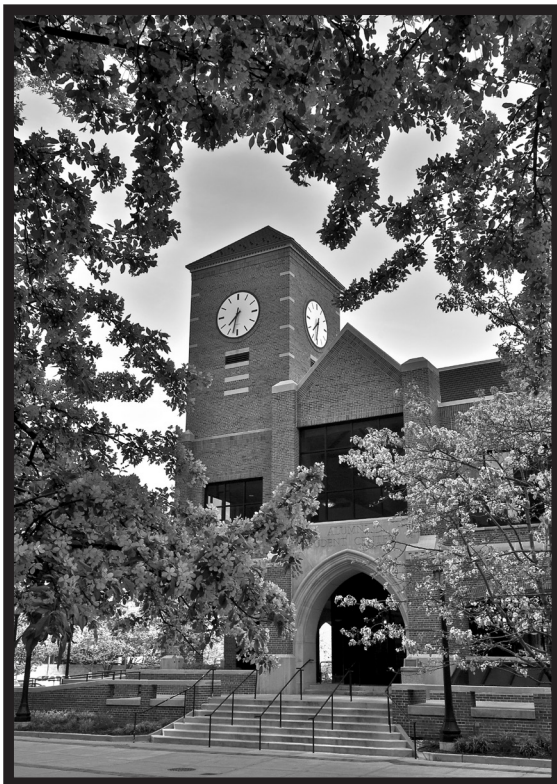
This ministry project is an experience-based course designed to provide an opportunity to implement concepts and theories, sharpen critical and analytical skills, and reflect the student's depth or expository aptitude for use in ministry. It is intended to be the practical application of concepts learned in the MA in Biblical Exposition program. Students have up to six months to complete the ministry project.

### **TH-5503—Theological Foundations for Leadership**

—*Four (4) credit hours*

This course evaluates several theological and doctrinal positions that have bearing on leadership. Emphasis is placed on the implications of specific theologies upon the role of the leader and on the task of leadership more generally. The identity of the Christian leader as a member of the body of Christ is also addressed.





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