

TRINITY BIBLE COLLEGE



1999 - 2001

*Academic Catalog
of
Trinity Bible College
Ellendale, North Dakota*



*for
1999 - 2001
Serving with Distinction Since 1948*



Trinity Bible College
50 South Sixth Avenue
Ellendale, North Dakota 58436

Admissions Office: 800-523-1603 or 888-TBC-2DAY
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Academic Calendar

FALL SEMESTER 1999

August 26 – December 9

Residence Halls Open: 9:00 a.m.	August 21
Freshman Orientation	August 23-25
Registration	August 23-25
CLASSES BEGIN: 7:30 a.m.	August 26
Late Registration period	August 26-September 3
NO CLASSES – Labor Day	September 6
Last day to drop a class without record	September 10
Last day to drop a class with withdraw status	October 13
Fall Break begins: 5:00 p.m.	October 14
Classes resume: 7:30 a.m.	October 19
Mid-term Deficiency Grades due	October 20
Last day to drop a class for any reason	November 19
Thanksgiving Vacation begins: 12:30 p.m.	November 24
Classes resume: 7:30 a.m.	November 29
Final Exams	December 6-9

FALL SEMESTER 2000

August 24 – December 7

Residence Halls Open: 9:00 a.m.	August 19
Freshman Orientation	August 21-23
Registration	August 21-23
CLASSES BEGIN: 7:30 a.m.	August 24
Late Registration period	August 24-September 1
NO CLASSES – Labor Day	September 4
Last day to drop a class without record	September 8
Last day to drop a class with withdraw status	October 11
Fall Break begins: 5:00 p.m.	October 12
Classes resume: 7:30 a.m.	October 17
Mid-term Deficiency Grades due	October 18
Last day to drop a class for any reason	November 17
Thanksgiving Vacation begins: 12:30 p.m.	November 22
Classes resume: 7:30 a.m.	November 27
Final Exams	December 4-7

SPRING SEMESTER 2000

January 12 – May 5

Residence Halls Open: 9:00 a.m.	January 9
Freshman Orientation	January 10-11
Registration	January 10-11
CLASSES BEGIN: 7:30 a.m.	January 12
Late Registration period	January 12-21
Last day to drop a class without record	January 28
Last day to drop a class with withdraw status	March 3
Spring Break begins: 5:00 p.m.	March 3
Classes resume: 7:30 a.m.	March 13
Mid-term Deficiency Grades due	March 15
Last day to drop a class for any reason	April 19
Easter Break begins: 12:30 p.m.	April 20
Classes resume: 7:30 a.m.	April 25
Final Exams	April 29, May 1-3
Baccalaureate: 10:30 a.m.	May 4
Commencement: 7:00 p.m.	May 4

SPRING SEMESTER 2001

January 10 – May 4

Residence Halls Open: 9:00 a.m.	January 7
Freshman Orientation	January 8-9
Registration	January 8-9
CLASSES BEGIN: 7:30 a.m.	January 10
Late Registration period	January 10-19
Last day to drop a class without record	January 26
Last day to drop a class with withdraw status	March 2
Spring Break begins: 5:00 p.m.	March 2
Classes resume: 7:30 a.m.	March 12
Mid-term Deficiency Grades due	March 14
Easter Break begins: 12:30 p.m.	April 12
Classes resume: 7:30 a.m.	April 17
Last day to drop a class for any reason	April 20
Final Exams	April 28, Apr 30-May 2
Baccalaureate: 10:30 a.m.	May 3
Commencement: 7:00 p.m.	May 3

MAY TERM 2000

May 8 – 26

Last day to add a class	May 5
CLASSES BEGIN	May 8
Last day to drop a class without record	May 10
Final Exams	May 26

MAY TERM 2001

May 7 – 25

Last day to add a class	May 4
CLASSES BEGIN	May 7
Last day to drop a class without record	May 9
Final Exams	May 25

Leadership

Trinity Bible College's Board of Regents consists of 25 persons at the time of this catalog's printing. They meet twice annually to conduct essential college business, and at other times subject to the call of Board members, including Trinity's president. Current members include the following:

Rev. Marcus Bakke
PO Box 896
Bismarck, ND 58502

Rev. Westley Bartel
127 Tam O' Shanter Rd.
Billings, MT 59105

Rev. Ronald Blauvelt
1868 S Poplar St.
Casper, WY 82604

Mr. Lloyd Busch
1910 Debra Lane
Green Bay, WI 54302

Rev. Howard Edwards
210 James St.
Portage, WI 53901

Mr. Harold Larson
1001 Martin Dr.
Fargo, ND 58078-6013

Mr. Vergil Kjerstad
12780 Black Forest Rd.
Rapid City, SD 57702

Mr. Silas Liechty
PO Box 1937
Jamestown, ND 58402

Rev. Darrell Loring
Box 2015
Jamestown, ND 58402

Rev. Lowell Lundstrom
7762 Carnelion Ln.
Eden Prairie, MN 55436

Supt. Paul Martin
PO Box 620
Carlinville, IL 62626

Supt. David Nelson
PO Box 100
Mitchell, SD 57301

Mr. Randall Padgett
1622 S 8th St.
Aberdeen, SD 57401

Mr. Loyal Peterson
918 McNary Estates Dr. N
Keizer, OR 97303

Mr. Allen Ravenburg
RR 1 Box 92
Madison, SD 57042

Mr. Gordon Renn
1345 Ridgeway Blvd.
Depere, WI 54115

Dr. Gary Ross
316 5th Ave. NW
Minot, ND 58701

Mr. Sonny Schriener
PO Box 555
Hill City, SD 57745

Rev. Manuel Shoults
PO Box 17
Excelsior Springs, MO 64024

Rev. David Tims
PO Box 100
Mitchell, SD 57301

Rev. Winston Titus
RR 5 Box 223
Devils Lake, ND 58301

Mr. Conrad Tvedt
21220 Shamrock Dr.
Sun City West, AZ 85375

Rev. Daryl Wileman
209 N Dakota St.
Clark, SD 57225

Rev. Gary Wileman
PO Box 1
Aberdeen, SD 57402

Dr. Howard Young
50 6th Ave. S, Apt 424
Ellendale, ND 58436

Dr. Roger Zimmerman
PO Box 482
Mankato, MN 56602

Faculty

Staff Directors

College Government

President

On May 1, 1994, Dr. Howard L. Young became the fifth president of Trinity Bible College. Ordained with the Assemblies of God in 1972, Dr. Young pastored churches in Colorado, Alaska, Oregon, and most recently in Green Bay, Wisconsin. As an educator, he taught on the faculty of North Central Bible College, Minneapolis, Minnesota, and has previously served as the administrator of a pre-kindergarten through grade 12 Christian school in Anchorage, Alaska.

President Young was born in Mena, Arkansas, and graduated from high school at Bismarck, Missouri. He earned a Bachelor of Arts degree in pastoral studies from North Central Bible College; Master of Arts and Master of Divinity degrees from Western Evangelical Seminary, Portland, Oregon; and a Doctorate of Ministry from Luther Rice Seminary, Atlanta, Georgia.



Dr. Howard Young, President

We welcome you to Trinity Bible College where you will join with men and women from across the country and even around the world who have been called of God to prepare their lives for ministry or educational or professional pursuits. We believe the men and women of Trinity Bible College are preparing to be world changers!

Trinity is a diverse community of committed Christians who are dedicated to honoring Christ and serving His church. At Trinity, you will discover a unique blend of academic excellence along with a fervent pursuit of God.

Trinity offers an environment that will allow you to integrate your faith and educational experience into a lifetime of learning and service to God.

Administrative Council

The Trinity Bible College Administrative Council conducts the ongoing business of the college. The Administrative Council consists of the President, the Executive Vice President for Institutional Advancement, the Vice President for Academic Affairs, the Dean of Students, and the Business Administrator. The leadership of Trinity Bible College is deeply committed to the spiritual and academic success of each student. The goal of the college is to prepare each student to fulfill the Christian vocation to which God has directed.



Dennis Niles
Executive Vice President



Dr. Steve Deckard
Vice President for
Academic Affairs



Dan Kuno
Dean of Students



Don Flaherty
Business Administrator



Heritage

Trinity Bible College was founded in 1948 when the Holy Spirit brought to reality the vision of L.E. Englar, a North Dakota pastor. Rev. Englar enlisted the support of Rev. G.L. Riffe and Rev. W.H. Kesler. Together they generated sufficient interest within the North Dakota District Council of the Assemblies of God to bring the college into existence.

The first classes started at Devils Lake, North Dakota, in **Lakewood Park Bible School**, the new college's name. The original enrollment consisted of 18 students. The school year officially commenced on October 18, 1948, with W.H. Kesler, Dean, leading the student body and faculty. He continued in this capacity until retirement in 1969.

From 1948 until 1960, the school grew until the Lakewood Park facilities could no longer accommodate the students. At that time the Assemblies of God church in Aberdeen, South Dakota, was looking to house a Bible school in its newly constructed building. In the fall of 1960, the move was made from Devils Lake to Aberdeen, and the school's name was changed to **Hub City Bible Institute**. (Aberdeen is known as the *Hub City*.) God continued to bless the college and enrollment steadily increased. By the 1966-67 school year, there were 143 students attending classes.

This growth spurred the need to again find larger facilities. The former Trinity Hospital Building in Jamestown, North Dakota, became available, and the school moved there in the fall of 1967. It was renamed **Trinity Bible Institute**, and 183 students enrolled for the fall classes. The college named Roy H. Wead as its first president in 1968 and growth continued. By 1972, the Jamestown building was overflowing, and prayer was offered to God for larger facilities.

God began to develop a miracle as a result of faith and prayer. The University of North Dakota, Ellendale Branch, closed, and Trinity Bible Institute was able to acquire the campus and all its equipment for a single

dollar! This story has been published in a book, the *Great Multi-Million Dollar Miracle* written by Douglas Wead.

Enrollment in the first semester in Ellendale, fall 1972, was 333. President Wead retired in 1982, and Ronald Hastie succeeded him. President Hastie worked to establish an efficient internal organization and structure for the college and traveled thousands of miles establishing good public relations for Trinity throughout the Upper Midwest.

In October 1983, evangelist and Trinity alumnus Lowell Lundstrom was appointed president. He built a strong student recruitment on the public relations base left by Hastie and greatly expanded the base. The school's name was changed a final time in 1983 as well. Recognizing its accredited status, the institute became **Trinity Bible College**.

Enrollment grew, but so did President Lundstrom's evangelistic ministry! In April 1990, he resigned as president but continues to serve on the college's Board of Regents. Executive Vice President Robert Maddox served as interim president until January 1991 when Ray W. Trask, former missionary to Burma and Indonesia, was named president. After successfully completing an addition to the school's cafeteria and spearheading a \$215,000 refurbishing of the Ray Ulmer Field House, President Trask left Trinity to pursue pastoral ministry. Steve Tvedt then served as interim president from May 1993 to May 1994.

On May 1, 1994, current President Howard L. Young was inaugurated to begin his new duties. His background in pastoral ministry, Christian higher education, and administration uniquely qualifies him to lead Trinity into the 21st Century.

Begun in a God-given vision, undergirded by the Word of God, nurtured through prayer, matured in the fires of the Holy Spirit, Trinity Bible College exists today as a place where persons called of God can prepare themselves for a life of service to Him.

Trinity

Campus

Trinity Bible College is located on a beautiful 28-acre campus on the east side of Ellendale, North Dakota. The centerpiece of the campus is the Block Memorial Chapel. Other buildings include the Ray Ulmer Field House, cafeteria, four residence halls, administration and classroom buildings, heating plant, and several mobile homes to house married students and families. A park area and a large practice field make up the rest of the campus grounds.

Ellendale is located in southeastern North Dakota, an hour south of Jamestown, ND, and 40 minutes north of Aberdeen, SD, on U.S. Highway 281. Ellendale is a friendly, virtually crime-free community with a population of 1,800. It is an ideal place for faculty and married students to live and raise their families. A number of active churches help meet the community's spiritual needs. Students have found employment in the city's stores, restaurants, banks, grain elevator, clinics, dental office, motels, nursing home, and other businesses, as well as on campus.

To help students complete their journey to Ellendale, upon request, college staff will meet public transportation in Aberdeen, SD, and Jamestown, Fargo, and Devils Lake, ND, for nominal charges. Write in advance or telephone 701-349-3621 or 1-888-TBC-2DAY

Beliefs

THE SCRIPTURES INSPIRED

The Scriptures, both the Old and New Testaments, are verbally inspired of God and are the revelation of God to man, the infallible, authoritative rule of faith and conduct.

THE ONE TRUE GOD

God has revealed Himself as the eternally self-existent "I AM," the Creator of heaven and earth and the Redeemer of mankind. He has further revealed Himself as the Father, Son, and Holy Ghost.

THE DEITY OF THE LORD JESUS CHRIST

The Lord Jesus Christ is the eternal Son of God. The Scriptures declare

- a) His virgin birth
- b) His sinless life
- c) His miracles
- d) His substitutionary work on the cross
- e) His bodily resurrection from the dead
- f) His exaltation to the right hand of God.

THE FALL OF MAN

Man was created good and upright but by voluntary transgression fell and thereby incurred not only physical death but spiritual death, which is separation from God.

THE SALVATION OF MAN

Man's only hope for redemption is through the shed blood of Jesus Christ the Son of God.

THE ORDINANCES OF THE CHURCH

Baptism in water – The ordinance of baptism by immersion is commanded in the Scriptures. All who repent and believe on Christ as Savior and Lord are to be baptized.

Holy Communion – The Lord's Supper, consisting of the elements – bread and the fruit of the vine – is the symbol expressing our sharing the divine nature of our Lord Jesus Christ and a prophecy of His second coming.

THE BAPTISM IN THE HOLY GHOST

All believers are entitled to and should ardently expect and earnestly seek the promise of the Father, the baptism in the Holy Ghost. This was the normal experience of all in the early Christian Church. With it comes the endowment of power for life and service, the bestowment of the gifts and their uses in the work of the ministry.

THE EVIDENCE OF THE BAPTISM IN THE HOLY GHOST

The baptism of believers in the Holy Ghost is witnessed by the initial physical sign of speaking with other tongues as the Spirit of God gives them utterance.

SANCTIFICATION

Sanctification is an act of separation from that which is evil and the dedication unto God. The Scriptures teach a life of "holiness without which no man shall see the Lord."

THE CHURCH AND ITS MISSION

The Church is the body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of her great commission. God's purpose concerning man is to seek. The priority reason-for-being of the Assemblies of God as part of the Church is

- To be an agency of God for evangelizing the world
- To be a corporate body in which man may worship God
- To be a channel of God's purpose to build a body of saints being perfected in the image of His Son.

THE MINISTRY

A divinely called and scripturally ordained ministry has been provided by our Lord for the purpose of leading the Church in

- Evangelism of the world
- Worship of God
- Building a body of saints in the image of His Son.

DIVINE HEALING

Divine healing is an integral part of the gospel. Deliverance from sickness is provided for in the atonement and is the privilege of all believers.

THE MILLENNIAL REIGN OF CHRIST

The second coming of Christ includes the rapture of the saints, which is our blessed hope, followed by the visible return of Christ with His saints to reign on earth for one thousand years.

THE FINAL JUDGEMENT

There will be a final judgement in which the wicked dead will be raised and judged according to their works. Whosoever is not found written in the Book of Life will be consigned to everlasting punishment.

THE NEW HEAVENS AND THE NEW EARTH

"We, according to His promise, look for new heavens and a new earth, wherein dwelleth righteousness."

Mission Statement

The mission of Trinity Bible College, a Biblically based Pentecostal institution of higher education, is to prepare pastors, missionaries, church leaders, and Christian professionals in various fields through a Christ-centered environment, academic excellence, intellectual and spiritual inquiry, and moral maturation. Such preparation will be accomplished through a curriculum in Bible, professional studies and general education taught by Christian faculty, practical ministry experiences, and other extra-curricular activities that provide for the development of the total person.

Ministry Aims

It is expected that a graduate of Trinity Bible College will be a person who will demonstrate continued growth in Christlikeness in the following areas:

Christian Commitment:

- Through habits of personal devotion and corporate worship
- Based on an increased knowledge and understanding of the Word of God
- By maintaining a Spirit-filled lifestyle
- By supporting the fulfillment of the Great Commission

Responsibility:

- In meeting personal, family, and vocational obligations
- Through service to God, His Church, our society, and the world

Servant-Leadership:

- Through the use of effective oral and written communication
- That is respectful of all humanity and displays interpersonal skills
- Through capable problem-solving

Sound Judgement:

- Based on the ability to think logically and critically
- That shows mathematic competency
- That values knowledge and differentiates between fact and opinion
- With sensitivity to questions of faith and values
- That reflects an understanding of his or her own cultural heritage

Maturation of the Total Person:

- Through moral and ethical behavior based on Biblical standards
- By consistently practicing Biblical Christianity
- Through a commitment to life-long learning and intellectual growth
- By maintaining wholesome professional and personal relationships

ACCREDITATION STATEMENT

Trinity Bible College is accredited by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools, 30 North LaSalle Street, Suite 2400, Chicago, Illinois 60602-2504. The phone number is 1-800-621-7440. Trinity Bible College is also accredited by the Accrediting Association of Bible Colleges, PO Box 780339, Orlando, Florida 32878-0339 which is an institutional accrediting body recognized by the Council for Higher Education Accreditation. The phone number for this organization is 1-407-207-0808. This dual accreditation strengthens (1) the acceptability of Trinity's ministerial, elementary education, and business programs, (2) the admission into graduate schools, and (3) the transfer of credits to other colleges and universities.

ENDORSEMENTS

Trinity Bible College is endorsed as a four-year, collegiate-level institution by the General Council of the Assemblies of God, Springfield, Missouri.

APPROVAL

Trinity Bible College is approved by the State of North Dakota with authorization to award both Associate of Arts and Bachelor of Arts degrees.

Graduates of Trinity's Elementary Education Program are eligible for teacher certification with the state of North Dakota and with the Association of Christian Schools International (ACSI).

Trinity is approved for the training of veterans, war orphans, and dependents of veterans.

Trinity is approved by the United States Department of Justice for the training of foreign students.

Trinity is approved by the State Department of Vocational Rehabilitation for the training of students with disabilities.

Trinity Bible College is listed in the current edition of *American Association of Registrars and Admissions Officers*.

Trinity is listed in the *Education Directory of Higher Education*, published by the U.S. Office of Education.

MEMBERSHIPS

Professional Memberships in North Dakota:

North Dakota Association of Student Financial Aid Officers; North Dakota Association of College Registrars and Admissions Officers; North Dakota Library Association; North Dakota Network for Knowledge; North Dakota Association of Colleges for Teacher Education.

Professional Memberships Outside North Dakota:

National Association of Christian College Admissions Personnel; American Association for Employment in Education; National Association of Student Financial Aid Administrators; Rocky Mountain Association of Student Financial Aid Administrators; Upper Midwest Association of Collegiate Registrars and Admissions Officers; Association of Business Administrators of Christian Colleges; Association of Christian Schools International; Association of Christians in Student Development.

STUDENT MINISTRIES

Student Ministries is a vital part of the academic program. Its purpose is to provide a meaningful integration of classroom instruction and practical experience.

Objectives:

Through involvement in Student Ministries, the student should do the following:

- Serve God by demonstrating love for Christ through active service and by giving evidence of an abiding relationship with God
- Serve others by actively taking the full gospel message to the world
- Serve the Church by learning to work cooperatively with pastors in ministering to the needs within the local church body
- Develop individual ministry skills and spiritual gifts through actual service
- Apply academic knowledge to practical ministry situations through supervised field experiences

Requirements:

Each student must satisfactorily complete a minimum of twenty (20) evaluated Student Ministries experiences in his or her degree area in order to graduate from Trinity Bible College with a BA degree. Freshmen and sophomores must complete two (2) evaluations per semester. Juniors and seniors must complete three (3) evaluations per semester. It is the student's responsibility to be aware of these responsibilities by reading the current *Student Ministries Handbook* and contacting the Student Ministries Office.

Opportunities:

Ministry opportunities for fulfilling degree requirements in Student Ministries include the areas of business, children's ministry, area church ministry, institutional ministry, cross-cultural ministry, internships, practica, and outreaches.

ALUMNI ASSOCIATION

Membership in this organization is open to those who have graduated from **Trinity Bible College, Trinity Bible Institute, Hub City Bible Institute, or Lakewood Park Bible School**. Associate membership is open to those who have completed one quarter or one semester at any of these schools. Honorary membership is available for any member or former member of the Board of Directors, former faculty, or the spouse of any member, associate member, or honorary member.

Each **Trinity Alumni Association** member should show an active faith in the Lord Jesus Christ. It is the purpose of the association to be a source of strength and encouragement to one another and to further the kingdom of God through their financial support of Trinity Bible College.

The *Trinity Today* publication is sent free to all alumni who provide the college with a current mailing address. Each issue informs friends of the college of the activities of the school and of its alumni.

The Alumni Association Board names an **Alumnus of the Year** annually who is honored during alumni Homecoming events on campus or during the biennial General Council of the Assemblies of God.

COLLEGE LIFESTYLE

Students, faculty, and staff are all actively involved in a mutual effort to build and maintain a Christian community where the development of Christian maturity is both possible and encouraged. The life of

each person should reflect Biblical character as empowered by the Holy Spirit. Trinity Bible College has, therefore, adopted both general and specific standards that express this lifestyle.

We believe the saving and sanctifying power of the Holy Spirit is at work in each member of the college community. The work of the Spirit is to magnify the Lord Jesus Christ and to promote spiritual maturity in the life of the believer. This maturity is manifested in the gifts of the Spirit, and even more, in the fruit of the Spirit.

In order to maintain an environment that encourages spiritual growth, Trinity Bible College has chosen to adopt regulatory practices appropriate to this goal. Members of the college community are required to refrain from gambling, possession or use of alcoholic beverages, tobacco, non-medical narcotic or hallucinogenic drugs, social dancing, pornography, viewing of unwholesome drama whether at a movie theater or on television, and listening to or participating in music with indecent or degrading lyrics or which promotes undesirable emotional or physical responses.

The lifestyle of members of the college community ought to avoid every kind of evil or even the appearance of it (1 Thess. 5:22). Our lifestyle should promote and enhance what is good and beautiful in life (Phil. 4:8). Certainly, right thinking about the noble things in life leads to godliness in thought, speech, and action (Prov. 23:7).

Conduct is governed by standards deemed necessary for orderly and purposeful campus living. Each student is expected to maintain and exemplify a high standard of Christian conduct, both on and off the college campus. Dedication to values based on Biblical principles, concern for others, and a personal spiritual desire are essential for a successful college experience at Trinity.

Specific details of community life are published in the *Student Handbook*. Prospective students are invited to request a copy of this handbook if they would like to review it. (Write to the Admissions Office, Trinity Bible College, 50 South 6th Avenue, Ellendale, ND 58436, to request a copy.)

Since membership in the Trinity Bible College community is voluntary, a cheerful compliance with policies and standards is expected. The college reserves the right to dismiss any student who does not live in accordance with these policies and standards.

CHAPEL

Campus activity is built around the chapel services. Chapel services are held on Monday, Tuesday, Thursday, and Friday mornings with a personal reflection period (PRP) on Wednesday mornings. All students are required to attend these services which provide them with a unique opportunity for Pentecostal worship, inspiration, and challenge. Guest speakers, faculty members, and students minister from the Word of God and from a base of strong involvement in ministry.

Students gain valuable experience in the chapel services as they participate in song leading, special music, choirs, and sharing times. Emphasis is placed upon learning to respond to the moving of the Holy Spirit.

Chapel attendance is taken daily. A grade of "S" (satisfactory) or "U" (unsatisfactory) will be given each semester. This grade is based strictly on attendance. Please refer to the *Student Handbook* for specific chapel attendance requirements.

MISSIONS

Missions conventions are conducted regularly. Experienced missionaries are invited to participate with students in a missions convention atmosphere. This gives students practical experience in viewing a missionary program for later use in the local church. Missionary Prayer Bands meet several times each semester. Each student selects an area of the world for which to pray. Special missions chapels are also held. These missions emphases enable students to become acquainted with various mission fields of the world and to participate in intercessory prayer for particular missionary needs.

DEVOTIONS

Each student is encouraged to personally develop a consistent devotional life of prayer and Bible study. We recognize that this personal relationship with the Lord is vital to the spiritual maturity of everyone.

CHURCH

Abundant Life Assembly is an Assemblies of God church that meets on the TBC campus in the Block Memorial Chapel. It functions with Sunday School as well as regular Sunday morning and evening services. The mid-week family night is on Wednesday and features adult Bible study, Missionettes, Royal Rangers, and youth group.

Abundant Life Assembly provides a unique opportunity for ministry to students, faculty, and staff as well as reaching the Ellendale community. The church also serves as a platform to model ministry functions and makes available a variety of ministry opportunities to the college.

Also located in Ellendale is First Assembly of God, as well as churches of other denominations. Students are encouraged to regularly attend the church of their choice.

SOCIAL LIFE

Social Interaction:

Spiritual development and academic preparation are only a part of the college experience. There are numerous opportunities to grow, interact with friends, participate in social activities, and contribute to the community life.

A variety of extracurricular activities are available to students. The **Student Association** sponsors many events such as films and concerts. The freshman, sophomore, junior, and senior classes elect officers to promote social activities within each class.

Trinity's **Family Fellowship** organizes a number of social events for those students with families. The annual progressive dinner and sweetheart banquet are highlights.

Dating/Engagement/Marriage:

It is certain that some students will "fall in love" and begin to plan a life together. Students are urged to exercise the utmost care and spiritual discipline in order to avoid hasty engagements or ill-advised marriages. Students planning to be married during the school year must obtain suitable counsel, give evidence of parental approval if under age 21, and secure approval from the Student Life Office.

Trinity Bible College does not issue ministerial credentials, but it should be recognized that divorcees who remarry become ineligible for ministerial credentials with the Assemblies of God.

Campus Dress Code:

As Christians, neatness, modesty, cleanliness, and social propriety should characterize our clothing. In the classroom men may wear dress slacks, trousers, or good quality jeans with a dress shirt, sweater, or a sport shirt. Women may wear dresses, skirts, slacks, or good quality jeans with a blouse or sweater. Further clarification is published in the *Student Handbook*.

Athletics:

Physical fitness is considered an integral part of the preparation of the whole person. Trinity's athletic program of intercollegiate and intramural sports, along with physical education classes, is available for all students.

Trinity competes as a member of the National Christian College Athletic Association in men's football, baseball, and basketball, and women's volleyball and basketball. The purpose of the program is to represent Christ through athletic competition and related opportunities for ministry services in churches. The philosophy of Total Release governs all athletic competition. It teaches that athletes do not simply play for self or the crowd but for Jesus Christ and His glory.

Student Services

LIBRARY

The Graham Library houses over 78,000 volumes and provides traditional study facilities, on-line index databases, CD ROM full-text periodicals, and an excellent Bible/theology reference collection. Photocopies and bindery services are available for patron use. Trinity also has a juvenile collection or children's library as well as a conference room for study groups and small classes. The Graham Library is in the process of becoming automated in circulation. As a member of MINITEX and OCLC, the library has potential access to an additional 12 million books through interlibrary loan. Trinity has joined the ODIN, which is a statewide collection-sharing program. This will give the college access to forty other North Dakota institutional library collections. Trinity will also be gaining Internet access. The Graham Library belongs to the North Dakota Library Association (NDLA), American Library Association (ALA), American Theological Library Association (ATLA), and National Rural Education Association (NREA). The Graham Library is handicap accessible.

HOUSING

Single Students:

All single students not living at home or with immediate relatives are required to live in residence halls. Exceptions to this policy are made only by the Administrative Council.

Dormitory rooms are furnished, but students bring their own bed linens. The following is a suggested minimal list: 3 single bed sheets, 2 blankets, 1 bedspread, 2

pillowcases, 1 pillow, 4 towels, washcloths, and clothes hangers. Curtains are provided.

Pets are not allowed in residence halls.

Hunting equipment must be checked in with the Resident Director.

It is strongly recommended that students bring their own word processor or computer. Students have access to the college's computer lab on a space-available basis.

Students With Families:

A number of on-campus rentals are available for families. There are also rental units available in the local community.

Pets are not allowed in any campus housing.

Resident Life Policy—Right of Eviction:

The college may, at its discretion, terminate the food service and on-campus residency of any student who is more than 10 days delinquent in payment or under disciplinary sanction. In such a case, the college will provide written notice of its intent to evict. The notice will provide for a maximum of 48 hours before eviction.

FOOD SERVICE

All students living in residence halls are required to participate in the college meal program. Three meals, Monday through Friday and two meals, Saturday and Sunday make up the main program. Students have a choice of entrée, soup and sandwich bar, fresh fruit, dessert, and beverage, with unlimited seconds available for all meals except on steak nights.

STUDENT UNION

The Lion's Den is Trinity's on-campus student union and is a fine meeting place for students in the evening hours and weekends. Recreational games, various snack foods, and good fellowship are available.

BOOKSTORE

The Family Christian Bookstore stocks textbooks, Bibles, Christian books, stationery, music, and school supplies.

HEALTH SERVICES

Major health problems are referred to a local physician. The city of Ellendale has two fully-staffed and equipped clinics available.

Health insurance for students is mandatory. Trinity offers an insurance plan, but upon presentation of satisfactory evidence of health coverage under another plan, the college insurance may be waived. The student is responsible for all medical costs not covered by insurance.

LAUNDRY

A laundromat is provided on campus for students, as well as machines in the residence halls. All machines are coin operated.

POST OFFICE

All students, including off-campus students, are assigned a campus post office box. The campus post office is also a UPS and Federal Express pickup and delivery point. Mail should be addressed as follows:

Student Name
50 6th Avenue South Box # ____
Ellendale, ND 58436-7150

TELEPHONES

There are telephone jacks in all dorm rooms. Students need to supply the phone. In addition, there are pay phones available for student use.

VEHICLES

All motor vehicles must be registered with the Business Office at the beginning of each semester and are subject to the regulations in the *Student Handbook*, including the proper display of a parking sticker. All students coming to Trinity Bible College are required to verify adequate liability coverage. Heater hookups are made available through the Business Office for a nominal charge.

DAILY CLASS SCHEDULE

Period	Time
First Period	7:30 – 8:20
Second Period	8:30 – 9:20
Third Period	9:30 – 10:20
Fourth Period	10:30 – 11:20 CHAPEL
Fifth Period	11:30 – 12:20 P.M.
Sixth Period	12:30 – 1:20
Extended	12:30 – 1:45
Seventh Period	1:55 – 2:45
Extended	1:55 – 3:10
Eighth Period	3:20 – 4:10

****Evening Classes as scheduled**

EARLY CHAPEL SCHEDULE

Period	Time
First Period	7:30 – 8:10
Second Period	8:20 – 9:00
Third Period	9:10 – 9:50
Fourth Period	10:00 – 11:20 CHAPEL
Fifth Period	11:30 – 12:20 P.M.
Sixth Period	12:30 – 1:20
Extended	12:30 – 1:45
Seventh Period	1:55 – 2:45
Extended	1:55 – 3:10
Eighth Period	3:20 – 4:10

LATE CHAPEL SCHEDULE

Period	Time
First Period	7:30 – 8:20
Second Period	8:30 – 9:20
Third Period	9:30 – 10:20
Fourth Period	10:30 – 12:00 CHAPEL
Fifth Period	12:10 – 12:50 P.M.
Sixth Period	1:00 – 1:40
Extended	1:00 – 2:00
Seventh Period	2:10 – 2:40
Extended	2:10 – 3:10
Eighth Period	3:20 – 4:00

HOLIDAY SCHEDULE

Period	Time
First Period	7:30 – 8:00
Second Period	8:10 – 8:40
Third Period	8:50 – 9:20
Fourth Period	9:30 – 10:00 CHAPEL
Fifth Period	10:10 – 10:40 P.M.
Sixth Period	10:50 – 11:20
Seventh Period	11:30 – 12:00
Eighth Period	12:10 – 12:40

Admissions

REQUIREMENTS

Applicants meeting Trinity Bible College's admissions requirements are considered without regard to race, color, creed, sex, or handicap. Admission is, however, based on the following criteria:

- Applicants should give evidence of a sound moral character and a personal conversion through a born again experience. Applicants should have received or desire the baptism of the Holy Spirit.
- Applicants should be at least 17 years of age and have graduated from an accredited secondary school or hold a high school equivalency certificate.
- All incoming students are required to have taken the ACT and have their scores submitted to the college. The composite ACT score must be at least a 14 for admission. (SAT scores at or above 670 are also acceptable.)
- All students attending Trinity must have their Admissions and Financial Aid files completed within 30 days after the last day to register for classes. **Individuals whose files are incomplete may be suspended until the necessary information is obtained.**
- Complete and mail the application including a recent photo and a non-refundable application fee.
- Arrange for a copy of your high school transcript, GED scores or certificate, and all college academic and financial aid transcripts to be sent to Trinity.
- Submit reference forms to the appropriate individuals: your pastor and an educator or employer.
- Complete the Health Evaluation form, including the immunization section.
- Veterans should apply to local Veterans Administration offices for educational assistance approximately five months prior to the semester of planned enrollment.
- Take the ACT and have scores sent to the Admissions Office. These test scores are used for admission to the college, English and mathematics placement, counseling, and guidance. The ACT is offered in October, December, February, April, and June. It is recommended that this exam be taken in February or April for fall admission. For further information about the test contact your high school counselor or write to American College Testing Program, 2201 N Dodge St., Box 168, Iowa City, IA 52243-0168. The phone number is 1-319-337-1000.

HOME-SCHOOLED STUDENTS

Applicants who graduated from home-school programs must meet the same admission standards as those graduating from accredited programs. In addition, the home-schooled applicant must achieve at least a 14 on the English portion of the ACT and a 15 on the Mathematics portion of the ACT. The SAT is not acceptable for home-schooled applicants. These standards are in accordance with Department of Education policies.

PROCEDURES

Application for admission should be made on forms provided by the college. All application materials should be received prior to the time the applicant desires to enroll. Applications are processed on a space-available basis. The application procedure is as follows:

After the Admissions Office has received the above items, notification will be sent concerning acceptance. Applicants should not consider themselves to be accepted to Trinity until they receive a Letter of Acceptance. Orientation and registration information will be sent when it becomes available.

TRANSFER STUDENTS

Students who have attended other colleges or universities after graduating from high school will be considered transfer students. A student may transfer up to the end of the junior year in his/her program at Trinity. A student may transfer a maximum of 95 credits into a B.A. major or minor program, or 30 credits into an A.A. program at Trinity. Transfer students will be granted credit for work done on an equivalent level and for a similar amount of time spent

in subjects that fit into their program of study at Trinity. Grades earned must be "C" or above to transfer.

Trinity Bible College will accept a satisfactory "S" grade for transfer credit if the college from which the student is transferring sends a grade equivalency sheet that indicates the "S" grade is equivalent to a grade of "C" or higher.

Students transferring from a non-accredited institution may also transfer a limited number of credits. After completing one semester at Trinity with a grade point average of 2.0 or higher, the credits approved for transfer will be placed on the student's Trinity transcript. Official transcripts for transfer work must be sent to the Academic Records Office before an evaluation can be made and credit given.

REAPPLICATION

If a student in good standing leaves the college and later returns, the following readmission steps should be taken:

1. Those students leaving college but planning to return within one to four semesters may choose to pay a \$50.00 per-semester Continuous Education Fee. This non-refundable fee would allow students to remain in the catalog under which they have most recently attended. Payment is due during the first week of classes in any given semester. Students exiting the college will have the opportunity to accept or decline the Continuous Education Fee. Students choosing not to pay the fee will be allowed to return and will be placed in the catalog that is in effect on the date of the student's return. Information is available in the Academic Records Office.
2. Re-acceptance is contingent upon clearance from previous academic, financial, and student life obligations.
3. Transcripts should be submitted of all college work completed elsewhere during the period when not enrolled at Trinity.

INTERNATIONAL STUDENTS

In addition to the requirements for admission, students who are not citizens of the United States must provide a certified financial statement or evidence of the availability of adequate monetary support to complete a program of study without assistance from Trinity Bible College. The Test of English as a Foreign Language (TOEFL) is required of all applicants whose native language is not English.

ORIENTATION

An orientation program designed to acquaint new students with the college is required for all students and is held as school calendar dates indicate. The sessions include an introduction to the spiritual and academic objectives of the school, an outline of academic programs offered, information on school procedures and regulations, and placement testing. Social functions will also be sponsored by the college during this time.

ACADEMIC ADVISEMENT

Academic advisement is provided concerning areas of study, class schedules, effective study habits, and personal problems. Each student is assigned an academic advisor who helps the student plan a course of study for each semester. Records of academic progress are kept and shared with the student.

REGISTRATION

Students will be provided necessary registration packets and instructions. A late fee will be charged for registering after the scheduled day of registration. Students will be required to register prior to attending classes. The final date to register is approximately one week after the scheduled registration day of each semester except in circumstances approved by the Vice President for Academic Affairs. An official calendar giving this information is published each semester.

Students registering late must complete all assigned course work and do not receive excused absences from classes missed because of late arrival.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are as follows:

1. The right to inspect and review the student's education records within 45 days of the day Trinity Bible College receives a request for access. Students should submit to the Director of Academic Records, Dean of Students, Vice President for Academic Affairs, or other appropriate official, written requests that identify the record(s) they wish to inspect. The Trinity Bible College official will make arrangements for access and notify the student of the time and place that the records may be inspected. If the records are not maintained by the Trinity Bible College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading. Students may ask Trinity Bible College to amend a report that they believe is inaccurate or misleading. They should write the Trinity Bible College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If Trinity Bible College decides not to amend the record as requested by the student, Trinity Bible College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's

education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosures without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by Trinity Bible College in an administrative, supervisory, academic or research, or support-staff position (including law enforcement unit personnel and health staff); a person or company with whom Trinity Bible College has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Regents; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Trinity Bible College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW
Washington, DC 20202-4605

NOTE: Information on releasing directory information is available in the Academic Records Office and is published in the *Student Handbook*.

Finances

Financial Policy

The prompt payment of all school fees is a good business principle and develops character. The General Council of the Assemblies of God Department of Education has established the following policy for all its endorsed schools:

To improve our present educational institutions and guarantee their future, each student is expected to reimburse the college for the full amount of obligation on or before the close of each semester. (No grades may be given until a satisfactory arrangement has been made with the Business Office. No diplomas, degrees,

or transfers of credits shall be expected or received until satisfactory payment is made for all school obligations.)

A student who does not meet his/her deferred payment schedule or whose Financial Aid file is incomplete 30 days into the semester may be suspended from classes until satisfactory arrangements are made. If the arrangements are made after suspension has occurred, the student may be reinstated upon payment of the reinstatement fee.

Trinity Bible College policy states that students may not take final exams until they have made satisfactory arrangements with the Business Office to pay all

outstanding bills they may have with any department of the college.

BASIC COSTS

Trinity Bible College seeks to conduct its activities with the economy of operation and reasonable costs to the student. Students are charged tuition and registration fees to cover a part of the cost of the operation of the college. Gifts from friends, parents, and interested churches are necessary to help cover the other costs of operation. Should it become necessary, the college reserves the right to change tuition and fees during the period covered by this catalog.

FINANCIAL ASSISTANCE

For more detailed information concerning eligibility requirements, application materials, and additional scholarships that may be available, write to the following address:

Financial Aid Office
Trinity Bible College
50 6th Avenue South
Ellendale, ND 58436-7150
(Or telephone toll free 1-888-TBC-2DAY)

STUDENT RIGHTS AND RESPONSIBILITIES

1. Students are responsible for reviewing and considering all information about the TBC academic and financial aid programs before enrolling.
2. Students are responsible for completing all appropriate application forms accurately and submitting them on time and to the appropriate place(s).
3. Students must provide correct information. In most instances, reporting false information or concealing material facts on financial aid application forms is a violation of law and may be considered a criminal offense that could result in indictment under the U.S. Criminal Code culminating in a prison sentence, a fine of up to \$10,000 or both.
4. Students must return in a timely manner all additional documentation, verification corrections, and/or new information requested by either the TBC Financial Aid Office or the agency to which they submitted their application.
5. Students may be asked to submit a Financial Aid Transcript for all other colleges attended before any aid is disbursed.
6. Students are expected to keep copies of all relevant documents used in preparing their aid applications. For example, this may include their federal tax forms and related schedules, and their Wage and Tax Statements (W-2 Forms).
7. Students have the right to access all their Student Financial Aid information available at TBC and to request information concerning all federal, state and institutional aid programs. They may access their personal financial aid records and be assured of confidentiality of family financial information as required by the Family Educational Rights and Privacy Act (FERPA).
8. Students must notify the Financial Aid Office if additional funds are received from any sources not previously reported and/or if they obtain a B.A. degree during the academic year in which they are receiving aid. They will be responsible to repay any funds received when not an eligible recipient.
9. Students being placed on Social Probation or Chapel Alert will forfeit any institutional aid (TBC-funded and awarded).
10. All students must inform the Financial Aid Office of any change in their financial situation, marital status, loss of job, change of credits, or withdrawal from school. These situations can affect the amount of aid a student is eligible to receive.
11. Students must maintain satisfactory academic progress in their progression toward a degree program. See Satisfactory Academic Progress Policy.
12. Financial aid files must be complete before any aid is disbursed. Files not completed within 30 days of the last day to register for classes may risk suspension from the college and/or additional incomplete file fees.
13. Students are expected to fulfill their financial obligation to TBC with the financial aid awarded to them and/or personal resources. Students who fail to meet this responsibility risk suspension.
14. Students are urged to consult with the Financial Aid Office staff whenever any questions arise concerning their rights and responsibilities.
15. Students must sign a release in order for the financial aid staff to be legally permitted to discuss their financial aid package with a parent, legal guardian, or spouse.
16. Trinity-funded scholarship(s) are not payable until the student has been enrolled for six full weeks. Withdrawal prior to this time will result in a forfeit of the Trinity-funded scholarship(s).

Satisfactory Academic Progress Policy

The Higher Education Act of 1965, as amended, states that a student must be maintaining satisfactory progress in the course of study he/she is pursuing according to the standards and practices of the institution in which he/she is enrolled in order to receive student financial aid under the programs authorized in Title IV of the Act. The following information describes the standards and practices (the policy) of Trinity Bible College.

Students must satisfactorily complete 68% of all credit hours attempted each semester. "Credit hours attempted" is defined as the number of hours for which the student is registered after the first two full weeks of classes. A class from which a student withdraws during the first two full weeks of classes in a semester will not be counted in the determination of the 68% completion rate. If the student drops classes during the first two full weeks of classes which would change their enrollment status, i.e. full-time to three-quarter time, the financial aid for the student will change.

At the end of each semester, the student's record is reviewed. A semester may be fall, spring or a summer term. Satisfactory grades are "A", "B", "C", "D", "P" (pass), "I" (incomplete) and "AU" (audited class). Unsatisfactory grades are "F" (failure), "W" (withdraw), "WP" (withdraw/pass), "WF" (withdraw/fail), and "U" (unsatisfactory). Courses which are repeated are counted each time they are attempted, but only the most recent attempt will be counted toward the degree and the GPA.

- A "C" is unsatisfactory if received in
 - Junior Practicum for Elementary Education students
 - Senior Practicum for Elementary Education students
- A "D" is unsatisfactory if received in
 - Comp I or II for every student
 - Hermeneutics for Ministerial students
 - Biblical Research Methods for Ministerial students
 - Ministerial Internship for Ministerial students
 - Christian Doctrine for Ministerial students
 - Introduction to Missions for Global Missions Majors
 - Any Elementary Education course with a course ID beginning with ELED (example: ELED 250F)
 - Acting I for Drama minor students

- Developmental English for all students (if required)
- Fundamentals of Math for all students (if required)

A student must be enrolled in 12 credit hours per semester to be considered a full-time student by Trinity Bible College. Students desiring financial aid must successfully complete at least 68% of all credit hours attempted per semester per academic year with a grade point average (GPA) (see special notes following) as defined as follows:

Minimum Standards for Receiving Financial Aid	
Semesters attempted at TBC	TBC cumulative GPA
1	1.50
2	1.60
3	1.80
4+	2.00

Transfer students should carefully read the section on Transfer Students

NOTE: If a student is enrolled in a program with stricter GPA requirements, federal regulations state that the stricter requirements must be upheld or appropriate termination for federal funds must occur, i.e. Elementary Education and Ministerial.

PART-TIME STUDENTS

The cumulative grade point average and successful completion rates as outlined in the Satisfactory Academic Progress Policy above applies to all students, regardless of their enrollment level, i.e. full-time, three-quarter time, half-time, or less than half-time.

TRANSFER STUDENTS

Transfer students are students who have previously attended another post-secondary institution. Students who are transferring from a previous college who were on a financial aid probation or termination status at the previous college will be placed on financial aid suspension status at TBC. The student must submit an appeal to the Financial Aid and Scholarship Review Committee requesting he/she be given a semester of probation and provide sufficient justification for being granted an exception to suspension. The student must then meet the requirements as outlined in the Satisfactory Academic Progress (SAP) Policy to be removed from the probationary status. Transfer students placed on Federal Aid Probation are eligible

for Trinity-funded aid for the first semester in attendance.

STUDENTS BELOW THE MINIMUM STANDARD

In order to retain federal and Trinity-funded grants/scholarships and loans, all students must maintain SAP. Students will be monitored each semester, and if they do not meet the requirements as outlined above, they will be placed on probation or suspension.

If students do not meet both the cumulative GPA and the 68% completion rate components of the SAP policy while in attendance at Trinity, they are automatically placed on Financial Aid Probation. If students do not meet both components in the SAP policy in two consecutive semesters, they are automatically placed on Financial Aid Suspension.

FINANCIAL AID AND SUSPENSION DEFINED

Financial Aid Probation:

The student is eligible to receive both Trinity and federal aid. The student will have one semester to meet the SAP policy.

Financial Aid Suspension:

The student is ineligible to receive any financial aid. Both Trinity and federal funds are suspended. This includes grants, scholarships, and loans. Student may appeal for reinstatement of aid. Provisions and procedures for appealing the suspension are listed below. If the Financial Aid Review and Scholarship Committee approves the appeal, certain restrictions may be placed on the student as part of the reinstatement.

WAIVER OF SATISFACTORY ACADEMIC PROGRESS POLICY

Regulatory authority for waiving the Satisfactory Academic Progress requirements is contained in Public Law 99-498 Section 484 (c) (3).

Current or transfer students who do not meet the institutional standards for Satisfactory Academic Progress as contained in this catalog will be suspended from eligibility at Trinity. Students must submit an appeal to the Financial Aid Office for consideration by the Financial Aid and Scholarship Review Committee in order to be granted one semester of probation in order to meet or exceed the required standards.

Exceptions to financial aid eligibility suspension for undue hardship may be based on one or more of the following:

1. the death of a (close) relative of the student
2. the personal injury or illness of the student (as documented by the attending physician)
3. special circumstances as determined by the Financial Aid and Scholarship Review Committee

Failure to adequately prepare oneself for class assignments or exams is not considered to be a justifiable reason to grant an exception to financial aid eligibility suspension. Students requesting an exception must submit the appropriate letter of appeal along with the appropriate verifying information to the Financial Aid Office for consideration by the Financial Aid and Scholarship Review Committee. Decisions of the committee are final.

REINSTATEMENT OF AID

Once a student is removed from the financial aid programs, the student will not be allowed to receive financial aid until such time as the student is maintaining Satisfactory Academic Progress. Once the student is again maintaining SAP, eligibility to participate in federal financial aid and TBC-funded financial aid is reinstated.

TAPED COURSES

Taped courses taken on campus where the student has access to the on-campus instructor will generally be counted as the same course taught in the classroom on campus, for determination of satisfactory progress for financial aid purposes. These courses must meet all other eligibility requirements required of regular courses. This includes the requirement that the course(s) be completed within the same semester in which enrollment in the course began to prevent any adverse effect on financial aid eligibility.

COUNSELING

Students who are experiencing difficulties in meeting the above requirements should meet with the Dean of Students or Vice President for Academic Affairs in an effort to aid them in their academic progress.

SPECIAL NOTES OF IMPORTANCE

Limit on Eligibility:

The financial aid program at Trinity Bible College is designed to meet the financial needs of students making normal progress toward their degree. Therefore, a student is allowed 150% of the normal completion rate for completing the program. Eligibility for all aid under the control of the Financial Aid Office is terminated at the completion of the equivalence of attending full time for six years or twelve full time semesters for a B.A. degree and three years or six full-time semesters for an A.A. degree. Students pursuing a second undergraduate degree may possibly receive limited types of aid for up to four semesters after the first degree. The 150% completion rate is also integrated with the number of credits attempted. The maximum number of credits that may be attempted during the above time frame is determined by using the following equation: number of credits in the program at TBC $\times 1.5$ = maximum TBC credits allowable for financial aid.

The 150% completion rate for transfer students will be determined by using the following equation: Determine the number of transfer-credit equivalent in semesters, i.e. 30 credits = 2 full-time semesters. The normal completion rate for the program, i.e. 8 semesters - equivalent number of transfer semesters $\times 1.5$ = maximum number of semesters eligible to complete the program of study. In addition, the student must use the number of credits in the program at TBC - number of transfer credits $\times 1.5$ = maximum TBC credits allowable for financial aid during the above time period. In addition, for student loan purposes, students transferring in will be placed in the appropriate academic classification status (e.g., second semester sophomore, junior, etc.), based on the number of credits transferable to the academic program to be pursued at TBC.

Withdrawal Policy

Effective 07/01/99

Trinity assumes certain financial obligations based on student enrollment as fixed at the beginning of a new school year. A withdrawal policy that is fair for both the student and the college is essential; therefore, the following policy has been adopted:

1. A student who desires to withdraw from the college shall proceed to the Academic Records Office to obtain a withdrawal form. Refunds will be finalized after the withdrawal form has been

completed and submitted back to the Academic Records Office. In all calculations, the date that the withdrawal was initiated is the day that the student presents the withdrawal form to the Financial Aid Office. For the withdrawal to be valid, the student must return the completed withdrawal form to the Academic Records Office within 48 hours of initiation. Failure to do so will result in the college deeming that the student did not wish to withdraw and the withdrawal process treated as if it had not been initiated in the first place. If the student still wishes to withdraw after this 48-hour period, he/she may do so by turning in the completed withdrawal form to the Academic Records Office; but the day that the completed withdrawal form is turned in shall now be the date of initiation for all calculations. A withdrawal fee of \$50 will be assessed for all withdrawals. The final day of completion shall be determined on the following bases:

- a) **Tuition and Fees:** The day the withdrawal procedure was initiated.
 - b) **Residence Hall Room and Board:** Three calendar days after the day the withdrawal procedure was initiated.
 - c) **Campus Housing:** Seven calendar days after the day the withdrawal procedure was initiated.
2. The number of calendar days from the first day of classes to the withdrawal initiation day is the number of days completed by the student in the area listed above.
 3. Unless otherwise directed by federal financial aid requirements or parents (for PLUS loans), adjustments and refunds will be made to the student. To calculate a refund the college shall first determine how much of the period in question has been completed by the student. This shall be done by the college dividing the number of calendar days completed by the student, as determined by number 2 above, by the total number of days in the period, as defined below. If the student has completed more than 60% of the period in question, then no refund shall be given. If the student has completed 60% or less of the period in question, then the amount of refund shall be equal to the amount remaining in the period. The percentage of completion shall be rounded to the nearest whole percent. The period in question shall be one of the following:
 - a) **Fall Semester:** This period is a total of 106 calendar days. No refunds shall be given after the student has completed 65 calendar days.

- b) **Spring Semester:** This period is a total of 114 calendar days. No refunds shall be given after the student has completed 70 calendar days.
 - c) **May Term:** This period is a total of 19 calendar days. No refunds shall be given after the student has completed 12 calendar days.
4. Because block classes and student teaching do not follow the normal 16-week schedule of instruction, the following is the length of period for each type of class. This shall be used to determine completion percentage for withdrawals involving these classes. If at any time a student is taking classes on one of the regular periods (Number 3 above), then the period listing below shall only apply to the tuition portion of the withdrawal for these classes.
 - a) **Block Classes:** This period is a total of 52 calendar days. No refunds shall be given after the student has completed 32 calendar days.
 - b) **Student Teaching:** This period is a total of 75 calendar days. No refunds shall be given after the student has completed 46 calendar days. If a student teacher elects to live off campus, room and board shall be refunded on a prorated basis calculated on the number of days remaining in the period from the point that he/she moved off campus.
 5. If a student should walk off the college campus without following or completing the withdrawal procedure, the percent of completion shall be equal to 50% of the period unless the student's last date of attendance shows that the student has completed greater than that amount, in which case that percentage shall be used.
 6. Non-refundable charges: The TBC Deferred Payment Plan Fee, Add/Drop Fees, Withdrawal Fees, and any other processing fees, as well as any charges placed on a student's account for Books or Long Distance Telephone Calls, are not refundable from a student's account.
 7. A student must withdraw officially from the college within the stated withdrawal period to be eligible for a refund.

Return of Federal Funds

To calculate the amount of Title IV assistance earned by a student, the school must first determine the percentage of Title IV assistance earned (as described in #3 above). The differences between amounts earned and the amounts received equal the unearned Title IV

assistance and are subject to be returned by the school or the student or both.

The order of return of unearned Title IV assistance returned by the school or student is credited first to the outstanding Title IV loan balances for the student. Excess funds must be credited to outstanding balances in the following order:

- Federal Unsubsidized Stafford Loan
- Federal Subsidized Stafford Loan
- Federal Perkins Loan
- Federal PLUS Loan
- Federal Pell Grant
- Federal SEOG
- Other Title IV assistance for which a return of funds is required
- State Grants
- Institutional Aid (grants/scholarships/waivers/loans)
- Private Aid
- BIA
- Vocational Rehabilitation
- Money paid on Account of Student
- Other

In this order the unearned Title IV assistance is fully distributed to the first type of aid the student received, up to the full amount received for the semester, and then on to the next and so on until all assistance is distributed.

If students would like to see an actual Return of Federal Funds worksheet, they may request one from the Financial Aid Office.

UNDERSTANDING ABBREVIATIONS

FWS	Federal Work Study
FAFSA	Free Application for Federal Student Aid
FT	Full time
GPA	Grade Point Average
BIA	Bureau of Indian Affairs
FPLUS	Federal Parent Loans (Loan taken out by the parents of undergraduate students for the educational expenses of the student).
FSEOG	Federal Supplemental Educational Opportunity Grant
SAP	Satisfactory Academic Progress

Refund Policy for Dropped Classes

EFFECTIVE 07/01/99

Trinity assumes certain financial obligations based on student enrollment as fixed at the beginning of a new school year. A refund policy that is fair for both the student and the college is essential; therefore, the following policies have been adopted:

1. A student who desires to add or drop one or more classes at the college must initiate proceedings with the Academic Records Office. There is no add or drop fee for adding or dropping of courses during registration week. A per-form fee is charged through the second week of classes and a per-course fee is charged the third and succeeding weeks. Students should not expect refunds on dropped classes until after the add period is completed. Refunds for tuition from dropped classes shall be made according to the following schedule with the exception that the amount refunded will only be for the remaining number of dropped credits after all adds have been applied for that student:

1st week of classes (registration week)	100% refund
2nd week of classes	90% refund
3rd week of classes	75% refund
4th week of classes	50% refund
5th week of classes	25% refund
6th week of classes	0% refund

2. Refunds for books and student health insurance shall be made according to the following schedule:

- a) Students shall receive a full refund for student health insurance, in the semester that they enrolled in the student health insurance, up through the first two weeks of classes of that semester. After that point there will be no refund due to the fact that coverage would be in effect until the end of the semester. If students enroll in the student health insurance for the entire school year, then they can only receive the refund in the fall semester.
- b) Students shall receive a refund on textbooks in accordance with the policy posted in the Family Bookstore. If books are charged to students' accounts, the refund shall be credited to their accounts.

3. If a student drops applied or class music lessons within the five-day grace period, music fees will be refunded. After five days a minimum of \$15 will be charged. The amount of the refund then will depend on the number of lessons attended.
4. Non-refundable charges: The TBC Deferred Payment Plan Fee, Add/Drop Fees, Withdrawal Fees, and any other processing fees, as well as any charges placed on a student's account for books or long distance telephone calls, are not refundable from a student's account.
5. If at any time a student has a surplus on his/her account after all institutional charges have been placed on the account, the student may request that the surplus be returned at that time. It may take up to 14 days from date of the request for the student to receive that surplus from the Business Office. Any surplus on a student's account at the end of the school year will be returned to that student by May 31 of that year.



Academic Information

PROGRAMS

Trinity Bible College offers Bible and theological studies on a collegiate level. Completion of a four-year program leads to a Bachelor of Arts degree with a major in Biblical Studies and a double major in Ministerial, Global Missions, or Elementary Education. Minors are also available in one of nine areas: Specific Ministries, Global Missions, Youth, Music, Drama, Pre-Counseling, Coaching, Children's Ministry, or Business (Office Administration or Business Management). An Associate of Arts degree is offered in Bible, General Studies, Music Performance, and Business (Office Administration or Business Management). Programs are designed to equip the student for service within the church, para-church organizations, elementary education, or business.

Students in all of the four-year programs are required to take a Biblical Studies core with a minimum of 30 hours. The double major or minor area studies are structured around this core. Students in any of the two-year programs are required to take a Biblical Studies core with a minimum of 15 hours. The General Education core of courses further supports the Biblical Studies by helping develop basic skills and an understanding of individual and societal needs.

SEMESTER

Trinity's academic calendar follows an early semester system. There are two regular semesters, fall and spring, plus an optional May term.

STUDENTS

The student body is divided into class organizations on the basis of academic classifications:

Full-time: a student enrolled for 12 semester hours or more.

Part-time: a student enrolled for 11 semester hours or less.

Classified: a student seeking graduation.

Unclassified: a student not seeking graduation.

Audit: a student enrolled in class, who receives no credit, but a record of participation is documented on the student's transcript.

Observe: a student enrolled in classes who receives no credit, and no record of participation is documented on the student's transcript.

Freshman: a classified student who has completed fewer than 30 semester hours.

Sophomore: a classified student who has completed 30, but less than 64 semester hours.

Junior: a classified student who has completed 64, but less than 96 semester hours.

Senior: a classified student who has completed 96 but less than 136 semester hour credits.

5th year Senior: a classified student who has completed more than 136 semester hour credits.

GRADUATION REQUIREMENTS

The baccalaureate degree at Trinity Bible College requires the satisfactory completion of 128 to 136 semester hours of credit with a cumulative GPA of not less than 2.00. The associate degree requires the satisfactory completion of 64 to 66 hours with a cumulative GPA of not less than 2.00. Normal progress for completion of the baccalaureate degree in four academic years requires the satisfactory completion of 16 credit hours each semester.

Christian Character:

Each student who graduates from Trinity Bible College should give evidence of strong Christian character in his/her life.

Scholastic Rating:

All Bachelor of Arts degree students must have completed their prescribed course work, a minimum of 128 semester hours, and have the appropriate GPA as defined by their programs. In addition, all graduates must receive a minimum of a "C" grade in Developmental English and Fundamentals of Math (if required), English Composition I, and English Composition II in order to graduate. Students receiving grades lower than "C" in these courses must retake them.

Chapel Attendance:

Each senior must have satisfactory chapel attendance the two semesters immediately preceding his/her graduation date or a diploma will not be given until

additional, non-credit work is completed. Students attending Trinity six semesters or less may not have more than one semester of unsatisfactory chapel attendance, while those attending seven semesters or more may not exceed two semesters of unsatisfactory chapel attendance. See the *Student Handbook* or the Dean of Students for further information.

Student Ministries:

Each student must satisfactorily complete 20 evaluations for Student Ministry experience for a B.A. degree or eight evaluations for an AA degree. Freshmen and sophomores must complete two units per semester, while juniors and seniors must complete three. The *Student Ministries Handbook* clearly outlines which ministries are required for each particular major or minor. It is the student's responsibility to read the handbook and contact the Student Ministries Office with any questions.

NOTE: Federal funding may be jeopardized by "U's" in Chapel and/or Student Ministries.

Completion of a Course of Study:

Each program has a prescribed course of study as outlined in this catalog. The required hours for each of these areas must be successfully completed in order to be eligible for graduation. It is the student's responsibility to carefully follow the sequence of courses as indicated in the catalog. ALL course work and finals must be completed for students to participate in the graduation ceremonies.

Outcomes Assessment:

Each program of study has its own outcomes assessment package designed to determine a student's preparedness for job placement. The student must comply with any additional requirements established by the faculty in his/her program of study. All B.A. students are required to take the ACT-COMP (assessment) in the spring of their senior year.

Residency:

A student must complete the last 30 credits of work toward a degree program on the campus of Trinity Bible College.

Financial Matters:

All financial requirements must have been satisfactorily completed with the Business Office prior to the date of graduation. The graduation check sheet must be completed and returned to the Academic Records Office before a graduate leaves campus.

Application for Graduation:

The application for graduation should be made to the Academic Records Office by September 15 of the academic year of expected graduation. Once application for graduation is made, an academic program cannot be changed.

GRADING

The instructor is in absolute charge of the class at all times. Assignments and regulations made by the instructor must be diligently followed.

Academic Dishonesty:

Trinity Bible College considers any kind of dishonesty a serious violation of Biblical standards. Please refer to the *Student Handbook* for the complete policy.

Grading System:

A- Superior	4 quality points (per semester hour)
B- Above Average	3 quality points (per semester hour)
C- Average	2 quality points (per semester hour)
D- Below Average	1 quality point (per semester hour)
F- Failing	0 quality points (per semester hour)
WP- Withdraw Passing	quality points not given
WF- Withdraw Failing	quality points not given
S- Satisfactory	quality points not given
U- Unsatisfactory	quality points not given
I- Incomplete	quality points not given
AU-Audit	quality points not given

The grades earned each semester are recorded on the student's transcript in the Academic Records Office. Final semester grades are sent to the student's PO Box on campus in the fall semester and mailed to the student's permanent address following the spring semester.

Incomplete Grades:

An incomplete grade for a student attending Trinity will be allowed only in extenuating circumstances such as a prolonged illness. The student must complete a petition for the incomplete grade at least two weeks prior to the beginning of final exam week and must receive approval from the instructor and the Vice President for Academic Affairs. The petition must be filed with the Academic Records Director. Unfinished work not granted incomplete status will be graded accordingly and averaged in with other class work. A fee will be charged to the student's account at the time of filing.

All incomplete grades must be made up within six weeks after the end of the semester or the grade automatically results in "F", failure. A failure cancels any credit. Students must repeat courses in which an "F" is received.

COURSE NUMBERS

Area

Bible	BIBL
Business	BUSI
Communications	COMM
Drama	DRAM
Elementary Education	ELED
English	ENGL
History	HIST
Language	LANG
Math	MATH
Global Missions	MISS
Music	MUSI
Philosophy	PHIL
Physical Education	PHED
Church Ministries	CHUR
Psychology	PSYC
Science	SCIE
Sociology	SOCI
Theology	THEO

000-099 are remedial courses

100-199 are primarily for Freshman

200-299 are primarily for Sophomores

300-399 are primarily for Juniors

400-499 are primarily for Seniors

Second Digit Represents:

1 or 2--General Education Courses

3 or 4--Elective Courses

5 or 6--Course taken primarily within a major (required)

7--Seminar

8--Practicum/Student Teaching/Internship

The fourth character in the second set is alphabetical, either F, S, or M. F-Fall, S-Spring, M-May. When a course is offered in the fall semester, spring semester, and in May term, the fourth character is "X." If a course is offered in the spring and May term, the SM will be used.

HONORS

Exceptional scholarship is recognized upon graduation according to the following scale of cumulative grade point averages:

3.80 or higher are graduated *summa cum laude*

3.65 to 3.79 are graduated *magna cum laude*

3.50 to 3.64 are graduated *cum laude*

A list is posted at the end of each semester to recognize students whose grade point averages that semester are in the following categories:

3.60 to 4.00 are on the Dean's List

3.30 to 3.59 are on the Honor Roll

In order to qualify for these honors, the student must take a minimum load of 14 credit hours.

The National Dean's List publication includes qualified Trinity students.

HONOR SOCIETIES

Trinity Bible College also nominates membership into two honor societies.

The Accrediting Association of Bible Colleges' National Honor Society, Delta Epsilon Chi:

(Approved in Christ, Rom. 16:10) The society limits nominees to no more than seven percent of the graduating class and requires good Christian character and a 3.3 cumulative GPA. Fifty percent of the college program must be completed at Trinity Bible College in order to receive this honor at graduation.

General Council of the Assemblies of God's Sigma Chi Pi:

The society is limited to not more than seven percent of the graduating class and must meet the following qualifications: 3.50 cumulative GPA, evident Christian character, recognized leadership ability, and diligence.

ACADEMIC PROBATION

Students who do not maintain the following GPA in the semesters indicated will be placed on Academic Probation:

- First semester--1.50
- Second semester--1.60
- Third semester--1.80
- Fourth and succeeding semesters--2.00

Students who are placed on academic probation are required to spend time in the Center for Personalized Instruction or in the library. The amount of time the student is required to spend there will be determined according to the student's academic load and whether or not this is the first or second time on academic probation. Those placed on academic probation for any semester may not participate in extracurricular activities, including sports.

Students who fail to achieve the required academic standards over a period of two consecutive semesters will be asked to withdraw for a minimum of one semester to show significant improvement in grades in order to remain in school.

Responsibility for all matters relating to continued enrollment while on academic probation belongs to the Vice President for Academic Affairs.

Students required to sit out for one semester who wish to return must reapply through the Admissions Office. Those readmitted will be automatically placed on academic probation for one semester and, for all course and academic requirements, come under the catalog then in effect.

Students receiving educational benefits from the Veterans Administration (VA) must maintain satisfactory progress and attendance for the four-year degree program. Those placed on academic probation for more than two consecutive semesters may not be eligible for continued benefits. Trinity notifies the VA of students on suspension status.

Trinity also notifies the VA of changes in enrollment or withdrawals of veterans. However, the student is responsible for notifying the certifying official at Trinity of any reduction or termination in school attendance. The student is responsible for any overpayment of benefits resulting from a change in enrollment.

EXTRACURRICULAR ACTIVITIES

Students participating in extracurricular activities, i.e. promotional groups, musical tour groups, athletic teams, class office, Student Association offices, and ministry group leaders, must maintain the minimum cumulative GPA as indicated in the Satisfactory Academic Progress Policy section of the catalog in order to remain in these activities. Individual departments of the college may require higher cumulative GPAs for participation.

ACADEMIC LOAD

The normal academic load at Trinity is 16 credit hours each semester. Most class periods are 50 minutes in length and credits are measured in terms of class hours per week during a semester of 16 weeks. The Academic Records Director must grant permission for the student to carry 19 or more hours of credit. Working students are expected to adjust their course

loads to accommodate their schedule of classes and employment.

Minimum course loads are required for the following students:

- Veterans – 12 hours or more each semester to receive full VA pay
- Student deferment – 12 hours or more to be considered a full-time student
- Residence Hall student – 12 hours, except by the permission of the Administrative Council
- F-1 students – 12 hours or more to be considered a full-time student

CLASS ATTENDANCE

Regular, punctual class attendance is essential for the satisfactory completion of a course. Students are expected to attend all sessions, complete all assigned work, and take all examinations in the courses in which they are enrolled.

In each class the student will be allowed, without penalty, absences equal to the number of times the class meets during a week in the semester. The absences are to be used in case of illnesses or for emergencies. Absences in excess of those allowed will receive a grade reduction as determined by the instructor. It is the prerogative of the instructor to determine if the absence is excused or unexcused, except in the case of those excused for approved college athletics, field trips, student ministries, or college promotional activities. Absence from class for any reason does not excuse the work required in the class; all course work must be completed.

Three tardies constitute one absence. Lateness in excess of ten minutes constitutes an absence. A student who leaves class early without permission of the instructor will be counted absent.

Students will automatically receive a failing grade for a course when they have the following number of absences, whether or not the absences are excused:

<i>Class meets one day a week.....</i>	<i>4</i>
<i>Class meets two days a week</i>	<i>7</i>
<i>Class meets three days a week.....</i>	<i>10</i>
<i>Class meets four days a week</i>	<i>13</i>
<i>Class meets five days a week</i>	<i>16</i>

Any exceptions to the class attendance requirements must be approved by the instructor and the Vice President of Academic Affairs.

Late Teacher Policy:

Students may leave a class without penalty if the instructor has not arrived within 10 minutes of the starting time of class.

ADD/DROP CLASS

There is no add or drop fee for adding or dropping courses during registration week. A per-form fee is charged through the first full week of classes and a per-course fee is charged the second and succeeding full weeks.

Adding or dropping a class requires the approval of the Director of Academic Records, the academic advisor, the instructors for those classes the student adds or drops, and the Financial Aid Office. Add/drop forms may be secured in the Academic Records Office. Any deviation from the procedure in withdrawing from a class will result in an "F" grade for the course. It is the student's responsibility to see that add/drop forms are properly signed and returned to the Academic Records Office.

No course will be indicated on the student's record if he/she drops a class during the first two full weeks of classes. A grade of "W" (withdrawal) will be given if the student drops a class after the second full week but prior to mid-term examinations. Students who withdraw from a class after mid-term will receive a grade of "WP" (withdraw passing) or "WF" (withdraw failing). The last day a student may withdraw from a class for any reason will be on the Friday three weeks before final exams are scheduled to end. A grade of "W", "WF" or "WP" is considered unsatisfactory and will count in determining a student's satisfactory academic progress.

MIDTERM DEFICIENCY

Midterm deficiency notices will be issued to all students who are receiving "D" or "F" grades or who have excessive absences in any class.

PROGRAM CHANGE

Students wishing to change academic programs may do so with permission from the Academic Records Director. Forms are available in the Academic Records Office. A processing fee will be charged for this change in programs. Students who change their academic program will be required to adhere to the requirements of the most recent catalog.

CORRECTION OF EDUCATION RECORDS

Students have the right to ask to have records corrected which they believe are inaccurate, misleading, or in violation of their privacy rights. Following are the procedures for the correction of records:

1. A student must ask the appropriate Trinity Bible College official to amend a record. In so doing, the student should identify the portion of the record he/she wants changed and specify why he/she believes it is inaccurate, misleading, or in violation of his/her privacy or other rights.
2. Trinity Bible College may comply with the request or it may decide not to comply. If it decides not to comply, Trinity Bible College will notify the student of the decision and advise the student of his/her right to a hearing to challenge the information believed to be inaccurate, misleading, or in violation of the student's rights.
3. Should the student disagree with the decision regarding the request for a correction of his/her education record, the student may appeal in writing.
4. The hearing will be conducted by a hearing officer who is a disinterested party; however, the hearing officer may be an official of the institution. The student shall be afforded a full and fair opportunity to present evidence relevant to the issues raised in the original request. The student may be assisted by one or more individuals, including an attorney.
5. Trinity Bible College will prepare a written decision based solely on the evidence presented at the hearing. The decision will include a summary of the evidence presented and the reasons for the decision.
6. If Trinity Bible College decides that the challenged information is not inaccurate, misleading, or in violation of the student's right of privacy, it will notify the student that he/she has a right to place in the record a statement commenting on the challenged information and/or statement setting forth reasons for disagreeing with the decision.
7. The statement will be maintained as part of the student's education record as long as the contested portion is maintained. If Trinity Bible College discloses the contested portion of the record, it must also disclose the statement.
8. If Trinity Bible College decides that the information is inaccurate, misleading, or in violation of the student's right of privacy, it will amend the record and notify the student, in writing, that the record has been amended.

COLLEGE WITHDRAWAL

Students who withdraw from Trinity must secure an official withdrawal form from the Academic Records Office. This form must be signed by the college officers indicated, then be returned to the Academic Records Office before official withdrawal can be completed. There will be a \$ 50.00 fee assessed for all withdrawals. (See *Withdrawal Policy* on page 20.)

Improper handling of this form could result in a failing grade for all classes taken. Students who withdraw from classes must follow this procedure. If they do not follow the procedure, they will not be eligible for refunds that they might otherwise receive.

WALK-OFF POLICY

A student who has ceased to live in his/her hall, in campus housing, at an Ellendale address, or at a permanent address for a period of three weeks without contacting the Academic Records Office or the Student Life Office will be considered a walk-off and will be withdrawn from school.

For the student who does not begin the school's withdrawal process or fails to notify the school of intent to withdraw, the following guidelines will be used to determine the last date of attendance:

1. For those who are considered a walk-off before the midpoint of the semester, the last date of attendance will be the mid-point of the semester.
2. For those who are considered a walk-off after the mid-point of the semester, the last date of attendance will be determined through the documentation from the Student Life Office, each instructor, and chapel attendance. Should the student exceed the allowable absences in all classes, chapel attendance ceases to count for the last date of absence.

CLEP TESTS/ADVANCED PLACEMENT

College credit by examination is possible through a CLEP (College Level Exam Program) test. General examinations are offered in English, mathematics, natural science, and social sciences. Trinity is a CLEP test center. CLEP tests must be taken prior to the student's senior year. A student who has acquired knowledge equivalent to course offerings may contact the Academic Records Office for details concerning these tests. A charge will be assessed per credit hour for putting CLEP results on a transcript.

Students who have completed college level studies in their high school may receive college credit. Either the Advanced Placement Examinations (AP) of the College Entrance Examinations Board or the International Baccalaureate (IB) may qualify for credit when the official score report from AP or IB has been received in the Academic Records Office. Credits will be awarded for test results three or higher (AP) or 5-7 (IB) on the higher level examinations only. No more than 30 credits taken in combination with correspondence are allowed.

The Trinity Advanced Level Examination (TALE) has been instituted for students who believe that they have sufficient mastery in a given area. In the Business Department such courses as keyboarding, word processing, spreadsheets, database application, or desktop publishing may be challenged. In the Music Department Applied Piano may be challenged.

A testing fee of \$44 is payable at the time of testing to the instructor giving the test. Students must receive a score equivalent to a "C" in order for the credit to be assigned. Upon proper notification by the instructor, the Academic Records Office will apply the number of credits assigned to the class to the student's transcript. At that time the Business Office will be notified and \$75 per credit will be charged to the student's account.

TAPING POLICY

Students will be allowed to tape courses when two classes are in conflict under the following conditions: The student in question is a graduating senior or a sophomore graduating with an Associate of Arts degree, or for medical purposes when verified by a physician. However, no student will be allowed to tape a course in his/her vocational core major or minor core courses.

AUDITED COURSES

An auditor is an individual who sits in a class regularly but does not receive academic credit. Auditing courses is intended primarily for those unable to enroll as regular students. Auditing students will not hand in papers, take tests, or be allowed to change credit status. No grades will be given and attendance will not be monitored.

MILITARY CREDIT

Many technical-training courses during military service can be credited for college courses. The Academic Records Office has further details. It is the student's

responsibility to initiate a request for credit. Physical education credit can also be given for military service by submitting a copy of the student's DD214.

INDEPENDENT STUDY

Independent Study is allowed only with the permission of the Vice President for Academic Affairs, the class instructor, and the department chairperson. This is an opportunity to pursue an area of interest that is not covered in a regularly offered academic course. The following items are necessary for approval of an independent study course:

- Course title
- Course outline
- List of objectives to be accomplished by the study
- Rational for the study
- Course time frame, which includes the following:
 - Dates when the study is to be completed
 - Number of hours expected to accomplish the objectives
- Number of credits to be granted upon completion (At least 15 hours of work is expected for each credit.)

The student is responsible for filling out all required paper work, which includes the TBC Independent Study Approval Form and all requested items. All forms must be completed and all signatures obtained for a student to enroll in independent study.

The student cannot take these courses if the same course is offered in the classroom that semester.

Courses that are taken outside the classroom are charged an additional, non-refundable \$10 per-semester-hour tuition fee.

Spouse Tuition Waivers, Faculty and Dependent Waivers, Staff Enrichment and Dependent Waivers, and private lessons are not able to be taken through Independent Study unless the student pays for the credit at the current tuition rate. No waivers are applicable.

LATE TEST POLICY

Examinations and normal class participation are required and should be completed as scheduled by the instructor. Late tests will be administered only for absences excused by the instructor and only upon payment of the late-test fee. Final exams will not be given early except by permission of the Vice President for Academic Affairs and the instructor. If permission is granted, an early test fee of \$3.00, payable to the instructor, will be charged.

A fee of \$2.00 will be assessed to make up a quiz. The fee for making up a major exam will be \$3.00. These fees also apply to exams taken early. Fees are assessed regardless of the reason for the absence on regular test days and should be paid directly to the instructor at the time the test is taken.

Permission to make up quizzes and major exams is not automatic. The instructor makes the decision whether or not to give them.

If the student will miss tests due to approved extracurricular activities, the student is required to make suitable arrangements with the instructor before leaving for these activities. If the above procedure is followed, the late test fee will be waived.

CLASS SIZE

The administration reserves the right to withdraw any course offered that has an enrollment of fewer than 10 students during the fall or spring semester. Four students are required during May term.

GRADUATION ATTENDANCE

All students are expected to attend baccalaureate and commencement ceremonies. All graduating students are also required to attend all scheduled rehearsals for baccalaureate and commencement. Graduates who do not comply will not be allowed to go through commencement exercises without specific permission from the Vice President for Academic Affairs.

TRANSCRIPTS

An academic transcript of credit may be obtained from the Academic Records Office by written request in accordance with FERPA requirements. The first transcript will be issued without charge. All succeeding transcripts will cost \$3.00 each. Transcripts will not be issued if a student has any outstanding bills with any office of the college. Official transcripts cannot be issued on a fax machine.

Changing a Transcript Grade:

Changing a grade on a transcript will be allowed in only two circumstances: (1) if the student has properly applied for an "incomplete" and has finished the work, or (2) if an instructor makes an error in calculating the grade. Late papers submitted after grades are turned in, without the appropriate incomplete form being filed, will not be considered in changing a transcript grade. Changing a grade that is not due to instructor error will cost \$10.00 for each grade changed on the transcript.

Repeating an "F" Grade:

In order to graduate, the student must repeat classes with a grade of "F" whether the grade was earned at Trinity or at another college. The student is required to notify the Academic Records Office when repeating a class.

ACADEMIC FORGIVENESS

Students having interrupted their education for a period of seven years may request to have a semester or more of poor academic achievement removed from their transcript. Only complete semesters may be removed. Such courses and their grades will appear on the student's academic record, but letter grades will not be calculated for GPA purposes. Any course(s) excluded may not be used to satisfy any academic requirement.

The student must request academic forgiveness in writing to the Academic Records Office. Approval must be given by the student's academic advisor, the Director of Academic Records, and the Vice President for Academic Affairs. The request should include the semesters under consideration and evidence that the past record is inconsistent with the academic progress currently being achieved.

GRADUATE SCHOOL/SEMINARY

Students often ask about the requirements for acceptance to graduate school. Each school has its own standards and students may secure this information by contacting the graduate school of their choice.



Academic Programs

Biblical Studies Core

All Trinity Bible College students seeking a Bachelor of Arts degree must major in Biblical Studies. Biblical Studies becomes the basis of the Christian experience and knowledge with which to interpret all other disciplines.

BIBLICAL STUDIES CORE OBJECTIVES

Upon completion of the Biblical Studies Major, the student should be able to do the following:

- Demonstrate an understanding of the historical, cultural, and religious backgrounds of Biblical times
- Demonstrate a knowledge of God's revelation of Himself and His plan of salvation for humankind as they have unfolded in history and are recorded in the Bible
- Use various research methods and study tools for an ongoing study of the Bible
- Identify and adhere to orthodox doctrines and theology, including orthodox Pentecostal distinctives
- Participate in the mission of world-wide evangelism and the ministry of the church
- Apply scriptural truths to practical daily living

Other Requirements:

Upon entering Trinity, the student must take a Bible content exam which will be retaken as part of the graduation requirements.

An Outcomes Assessment package and the Senior Seminar course are required.

General Education Core

The General Education courses are the academic base upon which the programs of the college are built.

GENERAL EDUCATION OBJECTIVES

Upon completion of the General Education courses, students should be able to do the following:

- Articulate a God-centered understanding of the physical, social, and cultural world
- Understand history from a Christian perspective and expand their knowledge of international affairs
- Demonstrate a better understanding of relationships with other people
- Give evidence of a Christian worldview that encompasses and integrates all areas of knowledge and experience
- Cultivate a Christian lifestyle that demonstrates a commitment to Biblical standards
- Demonstrate critical thought processes in everyday living
- Communicate effectively in oral and written form
- Experience and appreciate physical exercise as a source of vitality in Christian life
- Develop an appreciation for science/math inquiry and application

Other Requirements:

Other requirements include earning at least a "C" in Developmental English or Fundamentals of Math (if required), English Composition I and English Composition II; displaying math proficiency at the level of college math; and taking the ACT-COMP test during the spring semester of the senior year.

OUTCOMES ASSESSMENT

Outcomes assessment requirements are established by each academic department. Students are required to meet the outcomes assessment requirements for the Biblical Studies Core, General Education Core, and their area of study, whether major or minor(s).

DEGREE OFFERINGS

Bachelor of Arts in Biblical Studies:

The Biblical Studies Major leads to a Bachelor of Arts degree with a possible double major in Ministerial, Global Missions, or Elementary Education; or a minor in Specific Ministries, Global Missions, Youth Ministry, Music, Drama, Pre-Counseling, Coaching, Children's Ministry, or Business.

Associate of Arts in Bible, Business, Music Performance, or General Studies:

The two-year Bible Program requires a minimum of 64 hours; the Business Program, 65 hours; the Music Performance Program, 66 hours; and the General Studies Program, 64 hours. The Business Program will prepare students to minister in church, para-church, or business organizations. The General Studies Program provides a broad background of traditional undergraduate courses along with Bible courses for students preparing for a specific career. At the same

time, transition later to a Bachelor of Arts Program at Trinity can be made without loss of credits.

Coaching Certificate:

A 13-hour coaching certificate is available for those who may want to be an assistant coach in a state that does not require a teaching certificate to coach.

NOTE: Student Ministries is required for all programs

Ministerial Major

The Ministerial Major, in combination with the Biblical Studies Major, is the program for students wishing to pursue a full-time pastoral ministry. The program will also adequately prepare those wishing to pursue an evangelistic ministry or further studies at the seminary level. Trinity Bible College does not grant ministerial credentials. Students desiring credentials are advised to check with an official in the district from which they wish to receive credentials to determine the specific procedure and requirements of that district. Students will receive the ministerial designation on their transcript upon successful completion of the Ministerial Outcomes Assessment procedure. Students should see their academic advisors for details.

OBJECTIVES

Upon completion of the Ministerial Program, the student should be able to do the following:

- Demonstrate in his/her personal lifestyle the character of Christ as a basis for Christian ministry
- Prepare and deliver sermons that communicate the content and teachings of the Word of God
- Demonstrate an understanding of the practices of the ministry, including the organization and administration of people, programs, ceremonies, budgets, and buildings
- Help others apply Biblical principles to the issues of life
- Share the gospel effectively on a personal level as part of the Biblical mandate for world evangelism
- Have integrated theory and practice in an internship designed to develop ministry skills in a local church setting

ADMISSION TO THE MINISTERIAL PROGRAM

Admission and acceptance into the Ministerial Program is as follows:

- The student must have a GPA of 2.0 or more to be admitted into the program.
- The student must successfully complete BIBL 154S Biblical Research Methods and THEO 150FS Christian Doctrine with a "C" or higher.
- This internship must have a "C" or higher.
- Formal admission is made through an application to, and full acceptance by, the Biblical Studies/Ministerial Committee during the spring semester of the sophomore year.
- 2.2 Professional GPA.

OUTCOMES ASSESSMENT

The outcomes assessment requirements for the Ministerial Major are described in the *Ministerial Handbook*. The handbook is distributed to interested students during the fall semester of their sophomore year. The *Ministerial Handbook* contains the details of this process.

PROGRAM REQUIREMENTS

134 credits for the B.A. degree in Biblical Studies/Ministerial

Bible: (37 Core Credits)

Old Testament: 6 credits

- BIBL 150F Old Testament History & Literature (3)
- BIBL 250F Pentateuch (3)

New Testament: 16 credits

- BIBL 151S New Testament History & Literature (3)
- BIBL 152F Life of Christ (3)
- BIBL 153F Acts (3)
- BIBL 251S Romans/Galatians (3)
- BIBL 350S Pastoral Epistles (2)
- BIBL 451S Eschatological Literature (2)

General Bible: 5 credits

- BIBL 154S Biblical Research Methods (2)*
- BIBL 253F Hermeneutics (3)*

Bible Electives: 10 credits

- (Greek Ib, Ila, Iib count as Bible electives)

Theology: 13 credits

- THEO 150X Christian Doctrine (2)
- THEO 151S Pentecostal Heritage (2)
- THEO 250S Doctrine of God and Man (3)
- THEO 350S Doctrine of Holy Spirit (3)
- THEO 451F Doctrine of Christ and the Church (3)

General Education: (41 Core Credits)

Core Skills: 15 credits

- COMM 210F Fundamentals of Speech (3)
- ENGL 111X English Composition I (3)
- ENGL 112X English Composition II (3)
- MATH 111X College Math (3) **OR**
- MATH 200S College Algebra (3)
- PSYC 111X Freshman Seminar (3)

Humanities/Fine Arts: 9 credits

- ENGL 310SM American Literature (3) **OR**
- ENGL 331FM English Literature (3)
- Literature elective (3)
- PHIL 410F Introduction to Philosophy (3)

Any of the following courses may be substituted for the literature elective:

- ENGL 330S Introduction to Fine Arts
- ENGL 332S Classical Christian Literature
- COMM 310S Writing for Publication
- LANG 331F New Testament Greek Ia
- DRAM 251F Introduction to Drama Production
- LANG 222S Spanish Ib

Natural Sciences: 4 credits

- SCIE 310F Introduction to Biology (4)

Either of the following courses may be substituted for SCIE 310F:

- SCIE 311S Introduction to Physical Science (4)
- SCIE 312S Anatomy and Physiology (4)

Social Science: 11 credits

- HIST 210F History of Western Civilization (3)
- HIST 211S Renaissance and Reformation (2)
- PSYC 210FM General Psychology (3)
- SOCI 213SM Marriage and Family (3)

Physical Education: 2 credits

Taken as four PHED courses, ½ credit each

(One semester must be Nutrition/Fitness PHED 110FS)

Ministerial Practices: (43 Core Credits)

- BIBL 452S Christian Apologetics (2)*
- BUSI 158S Business and Personal Finance (3)
- CHUR 150F Personal Evangelism (2)
- CHUR 352F Principles of Preaching (3)*
- CHUR 353S Advanced Preaching (3)*
- CHUR 354S Teaching the Bible (2)*
- CHUR 450F Ministry to Youth I (3)*
- CHUR 451S Admin. of Christian Education (2)
- CHUR 453F Church Polity (2)*
- CHUR 454S Church Administration (2)*
- CHUR 470F Senior Seminar, fall (1)*
- CHUR 471S Senior Seminar, spring (1)*
- CHUR 480X Ministerial Internship (4)**
- MISS 250F Introduction to Missions (2)*
- MUSI 350S Fundamentals of Music (2) **OR**
- MUSI 352S Music for Ministry (2)
- PSYC 313F Introduction to Counseling (3)*
- PSYC 411S Pastoral Counseling (3)*
- Practical Ministry electives (3)***

* Indicates courses used to calculate professional GPA.

** Must be taken between the junior and senior years. A minimum of one full semester of resident study is required following the internship experience.

*** CHUR 451S Ministry to Youth II (3) or MISS 352S Urban/Inner City Evangelism are strongly recommended for these electives.

Biblical Studies/Ministerial **Double Major Sequence**

Freshman Fall

BIBL 150F Old Testament History and Literature	3
BIBL 152F Life of Christ	3
CHUR 150F Personal Evangelism	2
ENGL 111X English Composition	3
PHED Physical Education	1/2
PSYC 111X Freshman Seminar	3
THEO 150X Christian Doctrine	2
Total Fall Credits = 16 1/2	

Freshman Spring

BIBL 151S New Testament History and Literature	3
BIBL 153S Acts	3
BIBL 154S Biblical Research Methods	2
ENGL 112X English Composition II	3
MATH 111X College Math OR	3
MATH 200S College Algebra	3
PHED Physical Education	1/2
THEO 151S Pentecostal Heritage	2
Total Spring Credits = 16 1/2	

Sophomore Fall

BIBL 250F Pentateuch	3
BIBL 253F Hermeneutics	3
COMM 210F Fundamentals of Speech	3
HIST 210F History of Western Civilization	3
MISS 250F Introduction to Missions	2
PHED Physical Education	1/2
PSYC 210FM General Psychology	3
Total Fall Credits = 17 1/2	

Sophomore Spring

BIBL 251S Romans and Galatians	3
HIST 211S Renaissance and Reformation	2
MUSI 352S Music for Ministry	2
PHED Physical Education	1/2
SOCI 213SM Marriage and Family	3
THEO 250S Doctrine of God and Man	3
Bible elective	3
Total Spring Credits = 16 1/2	

Junior Fall

CHUR 352F Principles of Preaching	3
CHUR 354F Teaching the Bible	2
PSYC 313F Introduction to Counseling	3
SCIE 310F Introduction to Biology	4
Bible elective	3
Total Fall Credits = 15	

Junior Spring

BIBL 350S Pastoral Epistles	2
BUSI 158S Business and Personal Finance	3
CHUR 353S Advanced Preaching	3
ENGL 310SM American Literature	3
THEO 350S Doctrine of the Holy Spirit	3
Practical Ministries elective	3
Total Spring Credits = 17	

Summer Internship

CHUR 480X Ministerial Internship	4
Admission to Internship:	
Application for admission to the Ministerial Internship should be made to the Ministerial/Christian Education Committee during the first eight weeks of the fall semester of the junior year before the summer an internship is planned. The student must have a 2.2 cumulative GPA by the time an internship assignment has begun.	

Senior Fall

CHUR 450F Ministry to Youth I	3
CHUR 453F Church Polity	2
CHUR 470F Senior Seminar	1
ENGL 331FM English Literature	3
PHIL 410F Introduction to Philosophy	3
THEO 451F Doctrine of Christ and the Church	3
Total Fall Credits = 15	

Senior Spring

BIBL 451S Eschatological Literature	2
BIBL 452S Christian Apologetics	2
CHUR 354S Teaching the Bible	2
CHUR 452S Administration of Christian Education	2
CHUR 454S Church Administration	2
CHUR 471S Senior Seminar	1
PSYC 411S Pastoral Counseling	3
Bible elective	2
Total Spring Credits = 16	

NOTE: Many required classes are offered in May term.

Global Missions Major

The Global Missions Major is combined with the Biblical Studies Major to provide the student with in-depth knowledge of the world of missionaries and the socio-cultural environment in which they live, and to acquire the practical skills which will contribute to effective missionary service, all based on a strong Biblical foundation. The focal point of the Global Missions Program is upon those who have a definite sense of divine call and commitment to cross-cultural ministry and who manifest other personal characteristics that predict a successful career in mission ministry. Every attempt is made to integrate and balance the Bible message and theoretical literature with practical application in communicating the gospel to people of other cultures.

The student will be prepared to work in International Cross-Cultural Ministries or in North American Inter-Cultural Ministries. Graduates with a Global Missions Major may choose to pursue further academic studies. Students desiring missionary appointment are advised to consult with the mission board of their choice for the specific procedures and requirements necessary.

OBJECTIVES

Upon completion of the Global Missions Program, the student should be able to do the following:

- Demonstrate in personal lifestyle the character of Christ and a servant's heart as a basis for Christian ministry
- Bring into focus the call of God essential to successful missionary work
- Share effectively on a personal level and demonstrate the basic skills necessary in preaching and teaching the Gospel
- Demonstrate a working knowledge of the missionary programs and policies of the Assemblies of God and the qualifications of missionary service
- Understand the major religions of the world and how to witness to those of other faiths
- Demonstrate an understanding of the Biblical basis, history, current concepts, strategies, theology, and dynamics of global Pentecostal missions
- Understand and demonstrate how to successfully live, relate, and work while implementing effective methods of evangelism, nurturing believers, and training national leadership in a cross-cultural setting
- Integrate theory and practice in a field experience designed to affirm the student's gifts and to develop ministry skills and an attitude of acceptance and appreciation of other cultures and peoples

ADMISSION TO THE GLOBAL MISSIONS PROGRAM

Admission and acceptance into the Global Missions program are as follows:

- The student must successfully complete the MISS 250F Introduction to Missions course with a grade of "C" or higher.
- The student must have a cumulative GPA of 2.0 or higher.
- Formal admission is made through an application to, and acceptance by, the Missions Committee.

OUTCOMES ASSESSMENT

These are described in the *Missions Handbook*. It is given to interested students at the beginning of their sophomore year.



PROGRAM REQUIREMENTS

135 credits for the B.A. Degree in Biblical Studies/Global Missions

Bible: (40 Core credits)

Old Testament: 6 credits

- BIBL 150F Old Testament History & Literature (3)
- BIBL 250F Pentateuch (3)

New Testament: 16 credits

- BIBL 151S New Testament History & Literature (3)
- BIBL 152F Life of Christ (3)
- BIBL 153S Acts (3)
- BIBL 251S Romans and Galatians (3)
- BIBL 350S Pastoral Epistles (2)
- BIBL 451S Eschatological Literature (2)

General Bible: 5 credits

- BIBL 154S Biblical Research Methods (2)
- BIBL 253F Hermeneutics (3)

Bible Elective: 2 credits

- (Greek Ib, Ila, Ilb count as Bible electives)

Theology: 11 credits

- THEO 150X Christian Doctrine (2)
- THEO 250S Doctrine of God and Man (3)
- THEO 350S Doctrine of the Holy Spirit (3)
- THEO 451F Doctrine of Christ and the Church (3)

General Education: (41 Core credits)

Core Skills: 15 credits

- COMM 210F Fundamentals of Speech (3)
- ENGL 111X English Composition I (3)
- ENGL 112X English Composition II (3)
- MATH 111X College Math (3) **OR**
- MATH 200S College Algebra (3)
- PSYC 111X Freshman Seminar (3)

Humanities/Fine Arts: 9 credits

- ENGL 310SM American Literature (3) **OR**
- ENGL 331FM English Literature (3)
- Literature elective (3)
- PHIL 410F Introduction to Philosophy (3)

Any of the following courses may be substituted for the literature elective:

- ENGL 330S Introduction to Fine Arts
- ENGL 332S Classical Christian Literature
- COMM 310S Writing for Publication
- LANG 331F New Testament Greek Ia
- DRAM 251F Introduction to Drama Production
- LANG 222S Spanish Ib

Natural Sciences: 4 credits

- SCIE 310F Introduction to Biology (4)
- Either of the following courses may be substituted for SCIE 310F:

- SCIE 311S Introduction to Physical Science (4)
- SCIE 312S Anatomy and Physiology

Social Science: 11 credits

- HIST 211S Renaissance and Reformation (2)
- PSYC 210FM General Psychology (3)
- SOCI 213SM Marriage and Family (3)
- SOCI 310F Cultural Anthropology (3)

Physical Education: 2 credits

Taken as four PHED courses, ½ credit each

(One semester must be Nutrition/Fitness PHED 110FS)

Global Missions Core Courses: (37 credits)

- MISS 250F Introduction to Missions (2)*
- MISS 251S History of Modern Missions (2)*
- MISS 350F Cross-Cultural Church Planting (3)*
- MISS 351F Signs and Wonders (2)*
- MISS 352S Urban/Inner City Evangelism (3)*
- MISS 353S Theology of Missions (3)*
- MISS 354S Cross-Cultural Communication (3)*
- MISS 355F Advanced Evangelism (2)*
- MISS 356F Missionary Preparation (2)*
- MISS 450S World Religions (3)*
- MISS 452F Area Studies (2)*
- MISS 453S Current Issues in Missions (2)*
- MISS 454F Cross-Cultural Preaching (2)*
- MISS 470S Senior Seminar-Global Missions (2)*
- MISS 481X Missions Internship (4)*

Personal/Professional Practics: (16 credits)

- BIBL 452S Christian Apologetics (2)
- BUSI 158S Business and Personal Finance (3)
- CHUR 150F Personal Evangelism (2)
- CHUR 250F Introduction to Church Ministries (2)
- CHUR 352F Principles of Preaching (3)*
- CHUR 454S Church Administration (2)*
- MUSI 350S Fundamentals of Music (2) **OR**
- MUSI 352S Music for Ministry (2)

* Indicates courses used to calculate professional GPA

Biblical Studies/Global Missions Double Major Sequence

Freshman Fall

BIBL 150F Old Testament History & Literature	3
BIBL 152F Life of Christ	3
CHUR 150F Personal Evangelism	2
ENGL 111X English Composition I	3
PHED Physical Education	1/2
PSYC 111X Freshman Seminar	3
THEO 150X Christian Doctrine	2
Total Fall Credits = 16 1/2	

Freshman Spring

BIBL 151S New Testament History & Literature	3
BIBL 153S Acts	3
BIBL 154S Biblical Research Methods	2
BUSI 158S Business and Personal Finance	3
ENGL 112X English Composition II	3
MATH 111X College Math OR	3
MATH 200S College Algebra	3
PHED Physical Education	1/2
Total Spring Credits = 17 1/2	

Sophomore Fall

BIBL 250F Pentateuch	3
BIBL 253F Hermeneutics	3
CHUR 250F Introduction to Church Ministries	2
COMM 210F Fundamentals of Speech	3
MISS 250F Introduction to Missions	2
PHED Physical Education	1/2
PSYC 210FM General Psychology	3
Total Fall Credits = 16 1/2	

Sophomore Spring

BIBL 251S Romans and Galatians	3
HIST 211S Renaissance and Reformation	2
MISS 251S History of Modern Missions	2
MISS 353S Theology of Missions	3
PHED Physical Education	1/2
SOCI 213SM Marriage and Family	3
THEO 250S Doctrine of God and Man	3
Total Spring Credits = 16 1/2	

Junior Fall

BIBL 250F Pentateuch	3
CHUR 352F Principles of Preaching	3
MISS 351F Signs and Wonders	2
MISS 356F Missionary Preparation	2
PHIL 410F Introduction to Philosophy	3
SCIE 310F Introduction to Biology OR	4
SCIE 311S Introduction to Physical Science	4
Total Fall Credits = 17	

Junior Spring

BIBL 350S Pastoral Epistles	2
ENGL 310SM American Literature	3
MISS 354S Cross-Cultural Communications	3
MISS 450S World Religions	3
MUSI 350S Fundamentals of Music OR	2
MUSI 352S Music for Ministry	2
THEO 350S Doctrine of the Holy Spirit	3
Total Spring Credits = 16	

Summer Internship

MISS 481X Global Missions Internship 4

Admission to Internship:
Application for admission to the Global Missions Internship should be made to the Missions Committee during the first eight weeks of the fall semester before the summer internship is planned. The student must have a 2.0 cumulative GPA with a 2.5 cumulative GPA in all missions courses by the time an internship assignment is begun. **Students are strongly encouraged to accomplish the internship at the end of their junior year.**

Senior Fall

CHUR 453F Church Polity	2
ENGL 331FM English Literature	3
MISS 350F Cross-Cultural Church Planting	3
MISS 355F Advanced Evangelism	2
MISS 454F Cross-Cultural Preaching	2
THEO 451F Doctrine of Christ and the Church	3
Total Fall Credits = 15	

Senior Spring

BIBL 451S Eschatological Literature	2
BIBL 452S Christian Apologetics	2
MISS 352S Urban/Inner City Evangelism	3
MISS 452S Area Studies	2
MISS 453S Current Issues in Missions	2
MISS 270S Senior Seminar	2
Bible elective	2
Total Spring Credits = 15	

Elementary Education Major

The Elementary Education Major is combined with the Biblical Studies Major to prepare certified, competent elementary school teachers for public, private and Christian schools. The student is prepared in the knowledge and skills of elementary school teaching within a framework of Christian attitudes and principles. Upon successful completion of this program, the student will be eligible to receive teaching certificates from the state of North Dakota and the Association of Christian Schools International (ACSI).

OBJECTIVES

Upon completion of the Elementary Education Program, the student should be able to do the following:

- Demonstrate an understanding of the theoretical basis of education
- Give evidence of Christian character in both personal and professional life
- Demonstrate knowledge of curriculum design, teaching methodologies, and assessment procedures in specific areas of elementary education
- Demonstrate skills in presenting curricular materials for appropriate age levels
- Have demonstrated effective teaching skills in an elementary school through field experiences
- Have researched theories, technologies, practices, and issues currently related to elementary education
- Demonstrate sensitivity to culture, ethnic, and religious diversity
- Demonstrate critical thinking and effective communication skills necessary in the teaching learning process

ADMISSION TO THE ELEMENTARY EDUCATION PROGRAM

In accordance with the mission of the college and the North Dakota state guidelines and regulations, admission and acceptance into the Elementary Education Program is as follows:

- Successfully complete the Foundations of Education course with a grade of "C" or above
- Have a cumulative GPA of 2.5
- Receive an acceptable score on the Pre-Professional Skills Test (PPST) which will be taken at the student's expense
- Complete an interview and a formal application including references to be given to the Elementary Education Committee prior to the second semester of the sophomore year
- Completion of Junior Teaching Practicum and Senior Teaching Practicum with a grade of "B" or higher.
- Professional GPA of 2.7 in all preprofessional education courses.

ADMISSION TO STUDENT TEACHING (SENIOR YEAR, FALL SEMESTER)

Application submitted to the Elementary Education Committee for admission to student teaching is made at the end of the semester prior to the semester in which the student intends to student teach. The student's advisor must show that all of the professional education courses will have been completed before the student teaching begins.

PROFESSIONAL SEMESTER (SENIOR YEAR, SPRING SEMESTER)

The professional semester is usually the spring semester of the senior year. The student must have been formally admitted to student teaching before the professional semester begins. The student will take education courses in a block format the first half of the semester. During the last half of the semester, the student will do a minimum 11-week student teaching assignment, which goes beyond the closing week of school at Trinity. The student is required to provide his/her own transportation, driver's license, insurance, etc., for the student teaching experience.

OUTCOMES ASSESSMENT

The outcomes assessment requirement for the Elementary Education Program include the following: (1) senior exit interview, (2) a national standardized test (Praxis II), (3) ACT-COMP (College Outcomes Measurement Program) for general education, (4) Bible content test, and (5) teacher portfolio.

PROGRAM REQUIREMENTS

136.5 Credits for the B.A. Degree in Elementary Education/Biblical Studies

Bible: (30 Core Credits)

Bible/Theology Core: 10 credits

- BIBL 150F Old Testament History & Literature (3)
- BIBL 151S New Testament History & Literature (3)
- BIBL 154S Biblical Research Methods (2)
- THEO 150X Christian Doctrine (2)

Bible/Theology Electives: Minimum of 11 credits

- One theology course required (3)
 - Any Bible/Theology courses (minimum of 8 credits)
- The following are strongly recommended:*

- BIBL 253F Hermeneutics
- BIBL 452S Christian Apologetics

Interdisciplinary Bible-Related Courses: 9 credits

- Any courses in the area of Missions, practical ministries, and Christian Education.

For those students considering teaching overseas, the following courses are recommended:

- SOCI 310 F Cultural Anthropology (3)
- MISS 250F Introduction to Missions (2)
- MISS 354S Cross-cultural Communications (3)
- MISS 356F Missionary Preparation (2)
- MISS 450S World Religions (3)

These four Missions classes are taken as Bible-related classes.

General Education: (51 Core Credits)

Core Skills: 15 credits

- COMM 210F Fundamentals of Speech (3)
- ENGL 111X English Composition I (3)
- ENGL 112X English Composition II (3)
- MATH 111X College Math (3) **OR**
- MATH 200S College Algebra (3)
- PSYC 111X Freshman Seminar (3)

Humanities/Fine Arts: 9 credits

- ENGL 310SM American Literature (3)
- ENGL 331FM English Literature (3)

One of the following: 3 credits

- COMM 310S Writing for Publication (3)
- DRAM 251F Introduction to Drama Production (3)
- ENGL 330S Introduction to Fine Arts (3)
- ENGL 332S Classical Christian Literature (3)
- LANG 222S Spanish IB (3)
- PHIL 410F Introduction to Philosophy (3)

Natural Sciences: 8 credits

- SCIE 310F Introduction to Biology (4)
- SCIE 311S Introduction to Physical Science (4)

Social Science: 17 credits

- PSYC 210FM General Psychology (3)

- PSYC 212S Child Development (2)
- SOCI 213SM Marriage and Family (3)
- SOCI 210F Introduction to Sociology (3) **OR**
- SOCI 310F Cultural Anthropology

Two of the following: 6 credits

- HIST 210F History of Western Civilization (3)
- HIST 220F American History I (3)
- HIST 221S American History II (3)

Physical Education: 2 credits

Taken as four PHED courses, ½ credit each

(One semester must be Nutrition/Fitness PHED 110FS)

Professional Education Core Courses: (55.5 credits)**

- ELED 250F Foundations of Education (3)
- ELED 251S Intro to Curriculum and Instruction (3)
- ELED 252S Art in the Elementary School (2)
- ELED 350S Health & PE in the Elem. School (2)*
- ELED 351F Reading in the Elem. School (3)*
- ELED 352S Diagnosis & Remediation of Reading (3)*
- ELED 353F Social Studies in the Elem. School (2)*
- ELED 354S Educational Technology (2)
- ELED 355F Multicultural Education (3)
- ELED 356S Math in the Elementary School (3)*
- ELED 357F Language Arts in the Elem. School (2)*
- ELED 380S Junior Teaching Practicum (.5)*
- ELED 450S Classroom Management (2)
- ELED 451S Science in the Elementary School (3)*
- ELED 452S Children's Literature (3)
- ELED 453F Educational Psychology (3)
- ELED 454S Music in the Elementary School (2)*
- ELED 455F Psychology of the Exceptional Child (3)
- ELED 470F Senior Seminar (1)*
- ELED 471S Senior Seminar (1)*
- ELED 480X Senior Teaching Practicum (1)*
- ELED 481X Student Teaching (8)*

*These courses are designed for Elementary Education students only. Other students may take them only with the permission of the Elementary Education Committee.

**The Elementary Education Department will not accept any professional courses through correspondence.

Biblical Studies/Elementary Education Double Major Sequence:

Freshman Fall

BIBL 150F Old Testament History and Literature	3
ENGL 111X English Composition I	3
MATH 111X College Math* OR	3
MATH 200SCollege Algebra (spring)	3
PSYC 111X Freshman Seminar	3
THEO 150X Christian Doctrine	2
Physical Education	1/2
Bible elective	2
Total Fall Credits = 16 1/2	

Freshman Spring

BIBL 151S New Testament History and Literature	3
BIBL 154S Biblical Research Methods	2
ENGL 112X English Composition II	3
SOCI 213SM Marriage and Family	3
Physical Education	1/2
Bible electives	5
Total Spring Credits = 16 1/2	

Sophomore Fall

COMM 210F Fundamentals of Speech	3
ELED 250F Foundations of Education	3
PSYC 210FM General Psychology	3
SOCI 210F Introduction to Sociology OR	3
SOCI 310F Cultural Anthropology	3
Bible elective	2
History elective	3
Total Fall Credits = 17	

Sophomore Spring

ELED 251S Introduction to Curriculum and Inst.	3
ELED 252S Art in the Elementary School	2
ENGL 310SM American Literature*	3
PSYC 212S Child Development*	2
Physical Education	1/2
Bible elective*	3
History elective	3
Total Spring Credits = 16 1/2	

Junior Fall

ELED 351F Reading in the Elementary School	3
ELED 353F Social Studies in the Elem. School*	2
ELED 355F Multicultural Education	3
ELED 357F Language Arts in the Elem. School	2
SCIE 310F Introduction to Biology	4
Physical Education	1/2
Bible elective	3
Total Fall Credits = 17 1/2	

Junior Spring

ELED 350S Health and PE in the Elem. School	2
ELED 352S Diagnosis and Remediation of Reading	3
ELED 354S Educational Technology	2
ELED 356S Math in the Elementary School	3
ELED 380S Junior Teaching Practicum	5
SCIE 311S Introduction to Physical Science	4
Humanities elective	3
Total Spring Credits = 17 1/2	

Senior Fall

ELED 451F Science in the Elementary School	3
ELED 453F Educational Psychology	3
ELED 455F Psychology of the Exceptional Child*	3
ELED 470F Senior Seminar	1
ELED 480X Senior Practicum	1
ENGL 331FM English Literature*	3
Bible elective	3
Total Fall Credits = 17	

Senior Spring

ELED 450S Classroom Management**	2
ELED 452S Children's Literature**	3
ELED 454S Music in the Elementary School**	2
ELED 456S Student Teaching***	8
ELED 471S Senior Seminar	1
Total Spring Credits = 16	

*Courses so marked are frequently offered in May term and can be taken then to reduce the number of class hours taken during the regular semester.

**Offered during the first half of the semester.

***Offered during the second half of the semester.

Biblical Studies with a Minor

The Biblical Studies Major can be combined with a minor in Specific Ministries, Global Missions, Children's Ministries, Youth, Music, Drama, Pre-Counseling, or Business. A total of 128 credits are required for graduation when the student selects to major in Biblical Studies with a minor in another field listed above. Following are the program requirements and minor course sequences.

PROGRAM REQUIREMENTS 128 Credits for the BA degree in Biblical Studies with a Minor

Bible: (47 Core Credits)

Old Testament: 6 credits

- BIBL150F Old Testament History & Literature (3)
- BIBL 250F Pentateuch (3)

New Testament: 9 credits

- BIBL 151S New Testament History & Literature (3)
- BIBL 152F Life of Christ (3)
- BIBL 153S Acts (3)

General Bible: 5 credits

- BIBL 154S Biblical Research Methods (2)
- BIBL 253F Hermeneutics (3)

Bible Electives: 8 credits

Theology: 13 credits

- THEO 150X Christian Doctrine (2)
- THEO 151S Pentecostal Heritage (2)
- THEO 250S Doctrine of God and Man (3)
- THEO 350S Doctrine of the Holy Spirit (3)
- THEO 451F Doctrine of Christ and the Church (3)

Ministerial Practices: 6 credits

- CHUR 150F Personal Evangelism (2)
- CHUR 250F Introduction to Church Ministries (2)
- MUSI 350S Fundamentals of Music (2) **OR**
- MUSI 352S Music for Ministry (2)

General Education: (41 or 42 Core Credits)

Core Skills: 15 credits

- COMM 210F Fundamentals of Speech (3)
- ENGL 111X English Composition I (3)
- ENGL 112X English Composition II (3)
- MATH 111X College Math (3) **OR**
- MATH 200S College Algebra (3)
- PSYC 111X Freshman Seminar (3)

Humanities/Fine Arts: 9 credits

- ENGL 310SM American Literature (3)
- ENGL 331FM English Literature (3)
- PHIL 410F Introduction to Philosophy (3)
- Literature elective

Any of the following courses may be substituted for the literature elective:

- ENGL 330S Introduction to Fine Arts
- ENGL 332S Classical Christian Literature
- COMM 310S Writing for Publication
- LANG 331F New Testament Greek Ia
- DRAM 251F Introduction to Drama Production
- LANG 222S Spanish Ib

Natural Sciences: 4 credits

SCIE 310F Introduction to Biology (4)

Either of the following courses may be substituted for SCIE 310F:

- SCIE 311S Introduction to Physical Science (4)
- SCIE 312S Anatomy and Physiology (4)

Social Science: 8 or 9 credits

- PSYC 210FM General Psychology (3)
- History elective (2 or 3)

Two of the following:

- SOCI 210F Intro to Sociology (3)
- SOCI 310F Cultural Anthropology (3)
- SOCI 213SM Marriage and Family (3)

Physical Education: 2 credits

Taken as four PHED courses, ½ credit each

(One semester must be Nutrition/Fitness PHED 110FS)

Other:

Three additional credits are required to meet the General Education minimum. These may be designated by each academic minor following and must be in the area of the Humanities/Fine Arts and/or Social Science.

Minor Core Courses:

(Credits are specified in each minor.)

See minors on succeeding pages to determine core course requirements. In addition to these, sufficient additional electives must be taken to obtain at least 128 credits for graduation.

Biblical Studies with a Minor Sequence

Freshman Fall

BIBL 150F Old Testament History & Literature	3
BIBL 152F Life of Christ	3
ENGL 111X English Composition I	3
CHUR 150F Personal Evangelism	2
PSYC 111X Freshman Seminar	3
THEO 150X Christian Doctrine	2
PHED Physical Education	1/2
Total Fall Credits = 16 1/2	

Freshman Spring

BIBL 151S New Testament History & Literature	3
BIBL 153S Acts	3
BIBL 154S Biblical Research Methods	2
ENGL 112X English Composition II	3
THEO 151S Pentecostal Heritage	2
MATH 111X College Math OR	3
MATH 200S College Algebra	3
PHED Physical Education	1/2
Total Spring Credits = 16 1/2	

Sophomore Fall

BIBL 250F Pentateuch	3
BIBL 253F Hermeneutics	3
CHUR 250F Introduction to Church Ministries	2
COMM 210F Fundamentals of Speech	3
PSYC 210FM General Psychology	3
PHED Physical Education	1/2
History or Sociology elective*	3
Total Fall Credits = 17 1/2	

Sophomore Spring

THEO 250S Doctrine of God and Man	3
MUSI 350S Fundamentals of Music** OR	2
MUSI 352S Music for Ministry	2
Minor Core Course	2
PHED Physical Education	1/2
Bible elective	3
General elective	2
History or Sociology elective*	3
Total Spring Credits = 15 1/2	

*Credits are required in History or Sociology. See minors for any specific requirements.

**All students are required to take either MUSI 352S Music for Ministry or MUSI 350S Fundamentals of Music as determined by music placement test.

NOTE: Many required courses are offered during May term.

Junior Fall

ENGL 331FM English Literature	3
SCIE 310F Introduction to Biology OR	4
Bible elective*	3
Minor Core courses	5
General electives	4
Total Fall Credits = 15 or 16	

Junior Spring

ENGL 310SM American Literature	3
THEO 350S Doctrine of the Holy Spirit	3
SCIE 312S Anatomy and Physiology OR	4
SCIE 331S Physical Science OR	4
Bible elective*	3
Minor Core courses	4
General electives	3
Total Spring Credits = 16 or 17	

Senior Fall

PHIL 410F Introduction to Philosophy	3
THEO 451F Doctrine of Christ and the Church	3
Minor Core courses	4
History or Sociology elective**	3
General electives	3
Total Fall Credits = 16	

Senior Spring

Minor Senior Seminar	2
Minor Core courses	4
Bible elective	2
General electives	7
Electives**	3
Total Spring Credits = 18	

*During fall and spring semesters the student must take one science and one Bible elective.

**These will be designated by each academic minor and must be in the area of Humanities/Fine Arts and/or Social Science. See minors for any specific requirements.

Global Missions Minor

The Global Missions Minor is for the student wishing to pursue a career in missions but who may not feel a call to full-time pulpit ministry. The minor allows for electives in other academic areas or a combination with another minor to provide for ministry specialization. Students desiring ministerial credentials should investigate requirements of an issuing organization. Students graduating with a Global Missions Minor may choose to pursue further academic study. Students desiring missions appointment are advised to consult with the mission board of their choice for the specific procedures and requirements necessary. The Global Missions Minor must be taken in conjunction with the Specific Ministries Minor or Ministerial Major in order to qualify for credentials in most districts of the Assemblies of God.

OBJECTIVES

Upon completion of the Global Missions Minor program, the student should be able to do the following:

- Demonstrate in personal lifestyle the character of Christ and a servant's heart as a basis for Christian ministry
- Bring into focus the call of God essential to successful missionary work
- Demonstrate a working knowledge of the missionary programs and policies of the Assemblies of God and the qualifications for missionary service
- Understand the major religions of the world and how to witness to those of other faiths
- Demonstrate an understanding of the Biblical basis, history, current concepts, strategies, theology, and dynamics of global Pentecostal missions
- Understand and demonstrate how to successfully live, relate, and work while implementing effective methods of evangelism, nurturing believers, and training national leadership in a non-Western culture
- Integrate theory and practice in a field experience designed to affirm the gifts of the student and to develop ministry skills and an attitude of acceptance and appreciation of other cultures and peoples

REQUIRED CORE COURSES FOR GLOBAL MISSIONS MINOR (20 CREDITS)

- MISS 250F Introduction to Missions (2)
- MISS 251S History of Modern Missions (2)
- MISS 353S Theology of Missions (3)
- MISS 354S Cross-Cultural Communications (3)
- MISS 356F Missionary Prep (2)
- MISS 450S World Religions (3)
- MISS 470S Senior Seminar (2)
- Missions elective (3)

The following are strongly recommended:

- BIBL 350S Pastoral Epistles (2)
- BIBL 452S Christian Apologetics (2)
- CHUR 353F Principles of Preaching (3)
- CHUR 454S Church Administration (3)
- MISS 480X Global Missions Practicum (2)

NOTE: Global Missions Minor students take the following instead of THEO 151S Pentecostal Heritage:

- MISS 353S Theology of Missions

The following must be taken as a Sociology elective:

- SOCI 213SM Marriage and Family

OUTCOMES ASSESSMENT

Students are required to meet the outcomes assessment requirements established by each department for their program.



Children's Ministry Minor

The Children's Ministry Minor is a program designed to prepare the student for ministry with children (nursery to sixth grade) in the local church setting. The Children's Ministry Minor must be taken in conjunction with the Specific Ministries Minor or Ministerial Major in order to qualify for credentials in most districts of the Assemblies of God.

OBJECTIVES

Upon completion of the Children's Ministry Minor Program, the student should be able to do the following:

- Explain the Biblical foundation for ministry to children
- Employ effective teaching methodologies in ministry to children
- Address parental concerns and issues
- Implement disciplinary approaches
- Demonstrate planning, organizing, and supervision of a children's ministry program
- Establish a philosophy for ministering to children

REQUIRED CORE COURSES FOR THE CHILDREN'S MINISTRY MINOR (24 CREDITS)

- CHUR 350S Ministry to Children (3)
- CHUR 454S Church Administration (2)
- CHUR 470F Senior Seminar (1)
- CHUR 471S Senior Seminar (1)

- DRAM 251F Drama Production (3) **OR**
- DRAM 352S Puppetry Workshop (1)
- DRAM 353S Clowning Workshop (1)
- ELED 251S Intro to Curriculum and Instruction (3)
- ELED 355F Multicultural Education (3)
- ELED 450S Classroom Management (2)
- ELED 454S Music in the Elementary School (2)
- MISS 352S Urban/Inner City Evangelism (3)
- PSYC 212S Child Development (2)

The following are strongly recommended:

- CHUR 452F Admin. of Christian Education (2)
- ELED 252S Art in the Elementary School (2)
- ELED 453F Educational Psychology (3)

OUTCOMES ASSESSMENT

Students are required to meet the outcomes assessment requirements established by each department for their program.



Specific Ministries Minor

The Specific Ministries Minor, in combination with the Biblical Studies Major, will provide students wishing to pursue ministry full-time specialized pastoral or evangelistic ministry (such as Youth Pastor, Children's Pastor, Evangelist, etc.). This minor is provided for students wishing to pursue one or two other minors and be eligible for ministerial credentials. Many districts require ministry candidates to complete a certain core of ministerial courses which the Biblical Studies Major alone does not satisfy. Students should check with the district officials in the district in which they wish to receive ministerial credentials for specific procedures and requirements. This minor requires that application be made to the Ministerial/Special Ministries Program during the sophomore year. Upon admission to the program, students will complete the requirements of the *Ministerial Handbook*, which will assist in them in being fully prepared for ministry.

OBJECTIVES

Upon completion of the Specific Ministries Minor program, the student should be able to do the following:

- Demonstrate in personal lifestyle the character of Christ as a basis for Christian ministry
- Prepare and deliver sermons and orally communicate the content and teachings of the Word of God
- Demonstrate an understanding of the practices of ministry, including the organization and administration of people, programs, ceremonies, budgets, and buildings
- Have been prepared in one or two other minors for a specialized ministry emphasis

REQUIRED CORE COURSES FOR SPECIFIC MINISTRIES MINOR (22/23 CREDITS)

- CHUR 352F Principles of Preaching (3)

- CHUR 353S Advanced Preaching (3)
- CHUR 354F Teaching the Bible (2)
- CHUR 453F Church Polity (2)
- CHUR 454S Church Administration (2)
- CHUR 470F Senior Seminar (1)
- CHUR 471S Senior Seminar (1)
- MISS 250F Introduction to Missions (2) **OR**
- THEO 351F Modern Religious Cults (3)
- PSYC 313F Introduction to Counseling (3)
- PSYC 411S Pastoral Counseling (3)

NOTE: BIBL 251S Romans and Galatians, and BIBL 451S Eschatological Literature are required Bible courses.

OUTCOMES ASSESSMENT

Students are required to meet the outcomes assessment requirements established by each department for their program.



Youth Minor

The Youth Minor in conjunction with the Biblical Studies Major is intended for the student wishing to pursue ministry to youth in a church or para-church setting. The Youth Minor must be taken in conjunction with the Specific Ministries Minor or Ministerial Major in order to qualify for credentials in most districts of the Assemblies of God.

OBJECTIVES

Upon completion of the Youth Minor program, the student should be able to do the following:

- Demonstrate his/her philosophy of youth ministry for productive and practical use in personal life and ministry
- Describe the characteristics, needs, and problems of today's youth and their culture
- Present a strategy for evangelism of youth in the community
- Articulate Biblical truths in a manner relevant to today's youth culture
- Demonstrate familiarity with methods for disciplining the youth of the local church
- Articulate leadership skills and character traits needed for servant leadership

REQUIRED CORE COURSES FOR THE YOUTH MINOR (22 CREDITS)

- BIBL 452S Christian Apologetics (2)
- CHUR 320F Leadership for the 21st Century (2)
- CHUR 352F Principles of Preaching (3)
- CHUR 450F Ministry to Youth I (3)
- CHUR 451S Ministry to Youth II (3)
- CHUR 454S Church Administration (2)
- CHUR 470F Senior Seminar (1)
- CHUR 471S Senior Seminar (1)
- PSYC 310F Adolescent Psychology (2)
- PSYC 313F Introduction to Counseling (3)

The following is strongly recommended:
CHUR 480X Ministerial Internship (4)

OUTCOMES ASSESSMENT

Students are required to meet the outcomes assessment requirements established by each department for their program.



Drama Minor

The Drama Minor is intended to prepare the student with fundamental performance and production skills in drama within a framework of Christian attitudes and principles. Students enrolled in this minor should expand their communication skills and enrich oral expression and presentation skills. In addition to academic course work, successful completion of the program requires the student to regularly participate in campus productions and to produce and direct a fully mounted one-act play on campus.

Combining theory and practice, the Drama Minor is designed to provide the student with the skills needed to pursue drama performance and production in professional, academic, or ministerial settings. The Drama Minor must be taken in conjunction with the Specific Ministries Minor or Ministerial Major in order to qualify for credentials in most districts of the Assemblies of God.

Entrance to this program is based on audition and interview before the drama faculty. Continuation in the program requires successful completion of DRAM 250F Acting I with a grade of "C" or better.

OBJECTIVES

Upon completion of the Drama Minor Program, the student should be able to do the following:

- Demonstrate an understanding of the theoretical basis of drama as a communication medium and the variety of applications this medium provides
- Give evidence of Christian character in both personal and professional life
- Demonstrate the skills necessary to communicate effectively to various age groups through drama
- Demonstrate the leadership qualities and abilities necessary to produce a fully-mounted drama production and to administer an on-going traveling drama team
- Have researched theories, technologies, practices, and currently relevant issues related to drama
- Demonstrate critical thinking and analytic skills in working with drama texts and production work
- Demonstrate a sensitivity to cultural, ethnic, and religious diversity
- Have enriched his/her own life through participation in production work, traveling teams, and course work

REQUIRED CORE COURSES FOR THE DRAMA MINOR (20 OR 21 CREDITS)

- DRAM 151F/153F/152S/154S Campus Production (2) (1/2 x 4 semesters required)
- DRAM 250F Acting I (3)
- DRAM 251S Acting II (3)
- DRAM 350F Stage Make-up (2)
- DRAM 351S Scriptwriting (3) **OR**
- DRAM 352S Puppetry Workshop (1) **AND**
- DRAM 353S Clowning Workshop (1)
- DRAM 452F Directing Drama (2)
- DRAM 453S Producing Drama (3)
- DRAM 470F Senior Seminar/Fine Arts (1)
- DRAM 480S Producing/Directing Practicum (2)

NOTE: Students enrolled in the Drama Minor Program are required to take DRAM 252F Introduction to Drama Production as a portion of their Humanities/Fine Arts General Education requirement.

OUTCOMES ASSESSMENT

The outcomes assessment requirements of the Drama Minor are as follows:

1. Successful written and oral defense of the final synthesis project
2. Senior exit interview
3. Bible content test

Music Minor

The Music Minor, combined with the Biblical Studies Major, will familiarize the student with the fundamentals of music necessary for personal music ministry or for ministry as a local church musician. The Music Minor seeks to enrich and expand the student's understanding and appreciation of music, which also includes developing personal performance skills. It is designed as a terminal program for those not wishing to pursue a Music Major but who have some initial skills that can be developed. The Music Minor must be taken in conjunction with the Specific Ministries Minor or Ministerial Major in order to qualify for credentials in most districts of the Assemblies of God.

Entrance to this program presumes a level of personal music skill which will be presented in an audition before the music faculty. It also involves passing a written exam.

OBJECTIVES

Upon completion of the Music Minor Program, the student should be able to do the following:

- Have an understanding of the Biblical role of music in the church
- Have developed musical proficiency and spiritual sensitivity to minister in music
- Have developed leadership qualities necessary to administer a local church music program
- Have reached a stated proficiency in at least one performance area
- Have enriched his/her life through music studies and participation in music organizations
- Be able to plan and supervise for church services, including accompanists, song leaders, sound persons, praise bands, and special music (solos and/or ensembles)

REQUIRED CORE COURSES FOR THE MUSIC MINOR (20 CREDITS)

- DRAM 470F Senior Seminar/Fine Arts (1)
- MUSI 156F/157S Applied Piano (2)
- MUSI 158F Music Skills Training I (3)
- MUSI 250S Music Skills Training II (3)
- MUSI 255F Sight Singing and Ear Training (1)
- MUSI 257F/258S Applied Voice (2)
- MUSI 351F Music Administration (2)
- MUSI 354S Advanced Conducting (2)
- MUSI 355F/356S Concert Choir (1)
- MUSI 357F/358S Wind Ensemble (1)
- MUSI 452X Exit Recital (1)
- MUSI Applied elective (1)

OUTCOMES ASSESSMENT

Students are required to meet the outcomes assessment requirements established by each department for their program.



Coaching Minor

The Coaching Minor is designed to prepare students to coach at a variety of age levels and in vocational or recreational settings. The 20-credit Coaching Minor will qualify the student to coach in many states that do not require coaches to have a teaching certificate. The program requires instruction in the coaching techniques of three of the following four sports: baseball, basketball, football, and volleyball. Students are instructed in the motivational, administrative and technical aspects of sport from a Biblically based philosophy of coaching. The Coaching Minor does not lead to a teaching certificate.

OBJECTIVES

Upon completion of the Coaching Minor Program, the student should be able to do the following:

- Demonstrate knowledge of the skills and techniques required for performance in the sports of baseball, basketball, football, and volleyball
- Demonstrate a working knowledge of the integration of faith and athletics
- Develop an understanding of organization and administration of athletic teams
- Describe age appropriate coaching methodologies

Students not desiring a minor may opt for a Coaching Certificate, a 13-credit program requiring the completion of only one of the coaching techniques courses.

REQUIRED CORE COURSES FOR THE COACHING MINOR (20 CREDITS)

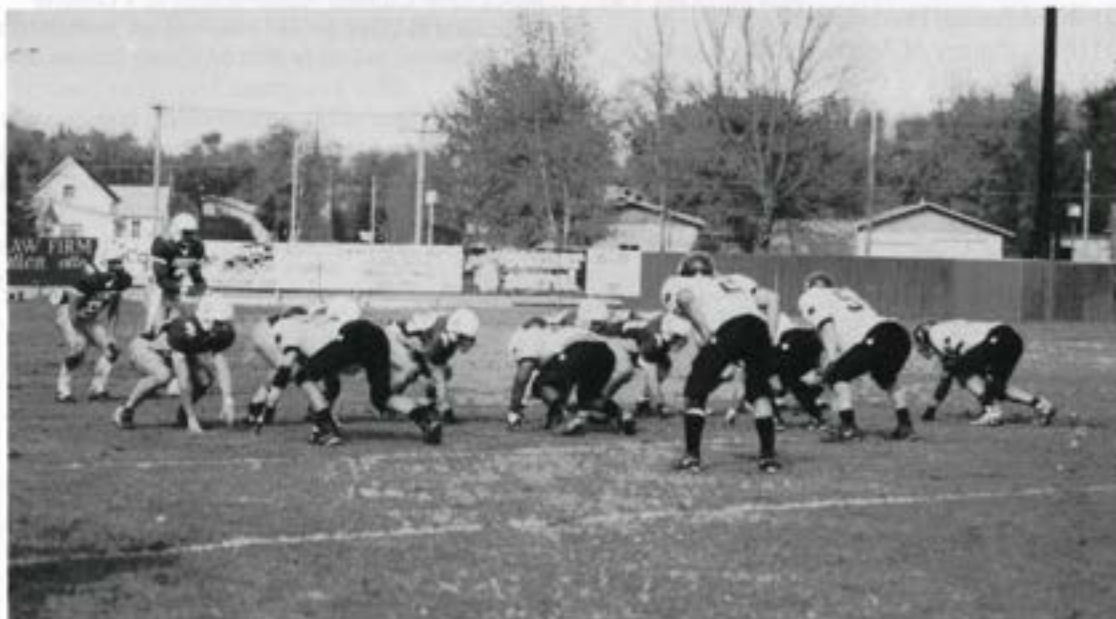
- PHED 350F Psychology of Coaching (3)

- PHED 351S Care/Prevention of Athletic Injury (3)
Three of the following four techniques courses are required:
- PHED 352F Coaching Techniques of Volleyball (3)
- PHED 353F Coaching Techniques of Football (3)
- PHED 354S Coaching Techniques of Basketball (3)
- PHED 355S Coaching Techniques of Baseball (3)
- PHED 470S Senior Seminar – Coaching (1)
- SCIE 312S Human Anatomy and Physiology (4)

It should be noted that students in the Coaching Minor or Coaching Certificate with a Biblical Studies Major cannot use Human Anatomy and Physiology to satisfy both General Education and Coaching core requirements. They are required to take with SCIE 310F Introduction to Biology or SCIE 311S Introduction to Physical Science in addition to Anatomy.

OUTCOMES ASSESSMENT

Students are required to meet the outcomes assessment requirements established by each department for their program.



Pre-Counseling Minor

The Pre-Counseling Minor will acquaint the student with the basic principles and laws of human behavior. This minor is a logical combination with the Biblical Studies Major for students wishing to pursue a counseling ministry. Opportunities for pre-counseling graduates exist in Teen Challenge centers, inner-city ministries, and para-church agencies involved in drug and alcohol rehabilitation, homes for unwed mothers, etc. This academic core also serves as an adequate undergraduate preparation for numerous graduate programs in counseling. The Pre-Counseling Minor must be taken in conjunction with the Specific Ministries Minor or Ministerial Major in order to qualify for credentials in most districts of the Assemblies of God.

OBJECTIVES

Upon completion of the Pre-Counseling Minor Program, the student should be able to do the following:

- Understand and articulate the integration of psychology and Christianity from a Biblical perspective
- Demonstrate an understanding of emotional and psychological *wholeness* for all age levels
- Demonstrate an understanding of basic emotional and psychological problems and abnormalities
- Demonstrate a knowledge and application of methods, theories, and techniques of providing care and counseling through the relationship of theology to the practice of ministry

REQUIRED CORE COURSES FOR THE PRE-COUNSELING MINOR (20 CREDITS)

PSYC 210FM General Psychology is a prerequisite for all of the following:

- PSYC 212S Child Growth & Development (2)
- PSYC 310F Adolescent Psychology (2)
- PSYC 311F Psychology of Adulthood & Aging (2)
- PSYC 313F Introduction to Counseling (3)

- PSYC 410S Abnormal Psychology (3)
 - PSYC 411S Pastoral Counseling (3)
 - PSYC 413S Advanced Counseling Techniques (3)
 - PSYC 470S Senior Seminar in Pre-Counseling (2)
- Strongly recommended are the following: PSYC 415X Pre-Counseling Practicum (2-4) and SOCI 310F Cultural Anthropology (3).
- DRAM 470F Senior Seminar/Fine Arts (1)

OUTCOMES ASSESSMENT

Students are required to meet the outcomes assessment requirements established by each department for their program.

NOTE: In the General Education block, under Natural Sciences, Pre-Counseling Minor students are required take SCIE 310F Introduction to Biology or Human Anatomy and Physiology rather than SCIE 311S Introduction to Physical Science. Under the Social Science category, students must take SOCI 213SM Marriage and Family, a 2-or 3-credit history elective, and either SOCI 210F Introduction to Sociology or SOCI 310F Cultural Anthropology as a General Education elective.



Office Administration Minor

The Office Administration Minor is designed to familiarize the student with basic clerical and computer skills necessary to obtain employment in church or business organizations.

OBJECTIVES

Upon completion of the Office Administration Minor Program, the student should be able to do the following:

- Have attained entry-level secretarial office, computer, and communication skills sufficient for gainful employment
- Have attained basic understanding of the potential for an effective Christian witness within the office environment

REQUIRED CORE COURSES (22 CREDITS)

- BUSI 151F Intermediate Keyboarding (3)
- BUSI 154S Records Administration (3)
- BUSI 155F Principles of Accounting I (3)
- BUSI 159F Word Processing (3)
- BUSI 254F Office Procedures (4)
- BUSI 270S Business Comm./Sr. Seminar (4)
- Computer elective (2)

OUTCOMES ASSESSMENT

Students are required to meet the outcomes assessment requirements established by each department for their program.

Business Management Minor

The Business Management Minor is designed to familiarize the student with basic managerial skills for entry-level management positions in church or business organizations.

OBJECTIVES

Upon completion of the Business Management Minor Program, the student should be able to do the following:

- Have attained entry-level managerial skills including general administrative skills, analytical abilities, communication skills, personal-social skills, and decision-making skills
- Have attained a basic understanding of the potential for an effective Christian witness within the business environment

REQUIRED CORE COURSES (21 CREDITS)

- BUSI 155F Principles of Accounting I (3)
- BUSI 156S Principles of Accounting II (3)
- BUSI 158S Business and Personal Finance (3)
- BUSI 250S Principles of Management (3)
- BUSI 255S Business Law (3)
- BUSI 270S Business Comm./Sr. Seminar (4)
- Computer elective (2)

OUTCOMES ASSESSMENT

Students are required to meet the outcomes assessment requirements established by each department for their program.

Associate of Arts Degrees

A.A. in General Studies

The Associate of Arts Degree in General Studies is a two-year program for the student who wants a broader background in the major traditional fields of scholarship rather than a specific career preparation. In addition, this degree offers courses in Biblical studies. Students later deciding to continue their education can make the transition to a Bachelor of Arts degree program without a loss of credits.

OBJECTIVES

Upon completion of the Associate of Arts Degree Program, the student should be able to do the following:

- Demonstrate a fundamental knowledge of Biblical truth

- Demonstrate critical thought processes in everyday living
- Communicate effectively in oral and written form
- Develop an appreciation for science and math inquiry and application

PROGRAM REQUIREMENTS 64 credits for the Associate of Arts Degree in General Education

Bible, Theology, Ministerial Practices: (14 credits)

- BIBL 150F Old Testament History & Literature (3)
- BIBL 151S New Testament History & Literature (3)
- BIBL 154S Biblical Research Methods (2)
- CHUR 150F Personal Evangelism (2)
- THEO 150X Christian Doctrine (2)
- Bible elective (2)

General Education: (32/33 credits)

Core Skills: 15 credits

- COMM 210F Fundamentals of Speech (3)
- ENGL 111X English Composition I (3)
- ENGL 112X English Composition II (3)

- MATH 111X College Math (3) **OR**
- MATH 200S College Algebra (3)
- PSYC 111X Freshman Seminar (3)

Humanities/Fine Arts: 3 credits

- ENGL 330S Introduction to Fine Arts (3) **OR**
- Literature course (3)

Natural Sciences: 4 credits

- SCIE 310F Introduction to Biology (4)

Either of the following may be substituted for SCIE 310F:

- SCIE 311S Introduction to Physical Science (4)
- SCIE 312S Human Anatomy and Physiology (4)

Social Science: 8/9 credits

- PSYC 210FM General Psychology (3)
- History elective (2/3)
- SOCI 210F Intro to Sociology (3) **OR**
- SOCI 213SM Marriage and Family (3) **OR**
- SOCI 310F Cultural Anthropology (3)
- Physical Education: 2 credits

General Electives:

(17/18 semester credits)

Associate of Arts Degree in General Studies Sequence

Freshman Fall

BIBL 150F Old Testament History & Literature	3
CHUR 150F Personal Evangelism	2
PSYC 111X Freshman Seminar	3
ENGL 111X English Composition I	3
PHED Physical Education	1/2
General electives	3
Total Fall Credits = 14 1/2	

Freshman Spring

BIBL 151S New Testament History & Literature	3
BIBL 154S Biblical Research Methods	2
ENGL 112X English Composition II	3
MATH 111X College Math OR	3
MATH 200S College Algebra	3
THEO 150X Christian Doctrine	2
PHED Physical Education	1/2
General elective	2
Total Spring Credits = 15 1/2	

Sophomore Fall

COMM 210F Fundamentals of Speech	3
PSYC 210FM General Psychology	3
SCIE 310F Introduction to Biology OR	4
SCIE 311S Introduction to Physical Science (spring)	4
PHED Physical Education	1/2
Bible elective OR	2
Literature elective	3
History elective OR	3
Sociology elective	2
Total Fall Credits = 17 1/2 to 18 1/2	

Sophomore Spring

SCIE 311S Introduction to Physical Science OR	4
SCIE 312S Human Anatomy and Physiology	4
PHED Physical Education	1/2
Bible elective OR	2
Literature elective	3
History elective OR	3
Sociology elective	3
General electives	6
Total Spring Credits = 15 1/2 to 16 1/2	

AA in Office Administration

The Associate of Arts Degree in Office Administration is designed to provide the graduate with the skills necessary for employment and/or a broad base for continuing education. This program is intended for students desiring entry-level administrative positions (secretaries, receptionists, data-entry specialists) in business, government, church, or para-church organizations.

OBJECTIVES

Upon completion of the Associate of Arts Degree Program in Office Administration, the student should be able to do the following:

- Have attained entry-level secretarial, office, computer, and communication skills sufficient for gainful employment
- Have attained a basic understanding of the potential for an effective Christian witness within the office environment

PROGRAM REQUIREMENTS

65 credits for the Associate of Arts Degree in Office Administration

Bible, Theology, Ministerial Practices: (14 semester credits)

- BIBL 150F Old Testament History & Lit. (3)
- BIBL 151S New Testament History & Lit. (3)
- BIBL 154S Biblical Research Methods (2)
- CHUR 150F Personal Evangelism (2)
- THEO 150X Christian Doctrine (2)
- Bible elective (2)

General Education: (18 semester credits)

- COMM 210F Fundamentals of Speech (3)
- ENGL 111X English Composition I (3)
- MATH 111X College Math (3)
- PSYC 111X Freshman Seminar (3)

- PSYC 210FM General Psychology (3)
- SOCI 213SM Marriage and Family (3)

Required Core Courses: (33 semester credits)

Two of the following courses:

- BUSI 150F Beginning Keyboarding (3)
- BUSI 151F Intermediate Keyboarding (3)
- BUSI 152S Advanced Keyboarding (3)
- BUSI 154S Records Administration (2)
- BUSI 155F Principles of Accounting I (3)
- BUSI 159F Word Processing (3)
- BUSI 253F Desktop Publishing (2)
- BUSI 254F Office Procedures (4)
- BUSI 256F Database Applications (2)
- BUSI 257S Human Relations (3)
- BUSI 258S Spreadsheets (2)
- BUSI 270S Business Comm./Sr. Seminar (4)
- Business elective (2)

Associate of Arts Degree in Office Administration Sequence

Freshman Fall

BIBL 150F Old Testament History & Literature	3
BUSI 150F Beginning Keyboarding OR	3
BUSI 151F Intermediate Keyboarding	3
BUSI 155F Principles of Accounting I	3
ENGL 111X English Composition I	3
CHUR 150F Personal Evangelism	2
PSYC 111X Freshman Seminar	3
Total Fall Credits = 17	

Freshman Spring

BIBL 151S New Testament History & Literature	3
BIBL 154S Biblical Research Methods	2
BUSI 151S Intermediate Keyboarding OR	3
BUSI 152S Advanced Keyboarding	3
BUSI 154S Records Administration	2
THEO 150X Christian Doctrine	2
Bible elective	2
Business elective	2
Total Spring Credits = 16	

Sophomore Fall

BUSI 159F Word Processing	3
BUSI 254F Office Procedures	4
BUSI 256F Database Applications	2
COMM 210F Fundamentals of Speech	3
MATH 111X College Math	3
PSYC 210FM General Psychology	3
Total Fall Credits = 18	

Sophomore Spring

BUSI 270S Business Comm./Sr. Seminar	4
BUSI 253F Desktop Publishing	2
BUSI 257S Human Relations	3
BUSI 258S Spreadsheets	2
SOCI 213SM Marriage and Family	3
Total Spring Credits = 14	

AA in Business Management

The Associate of Arts Degree in Business Management is designed to provide the graduate with the skills necessary for employment and/or a broad base for continuing education. This program is intended for students desiring positions as entry-level business managers in retail, wholesale, manufacturing and service industries.

OBJECTIVES

Upon completion of the Associate of Arts Degree Program in Business Management, the student should be able to do the following:

- Have attained entry-level managerial skills including general administrative skills, analytical

abilities, communication skills, personal-social skills, and decision-making skills

- Have attained a basic understanding of the potential for an effective Christian witness within the business environment

PROGRAM REQUIREMENTS 65 credits for the Associate of Arts Degree in Business Management

Bible, Theology, Ministerial Practices: (14 semester credits)

- BIBL 150F Old Testament History & Literature (3)
- BIBL 151S New Testament History & Literature (3)
- BIBL 154S Biblical Research Methods (2)
- CHUR 150F Personal Evangelism (2)
- THEO 150X Christian Doctrine (2)
- Bible elective (2)

General Education: (18 semester credits)

- COMM 210F Fundamentals of Speech (3)
- ENGL 111X English Composition I (3)
- MATH 111X College Math (3)

- PSYC111X Freshman Seminar (3)
- PSYC 210FM General Psychology (3)
- SOCI 213SM Marriage and Family (3)

Required Core Courses: (33 semester credits)

- BUSI 155F Principles of Accounting I (3)
- BUSI 156S Principles of Accounting II (3)
- BUSI 157F Introduction to Business (3)
- BUSI 158S Business and Personal Finance (3)
- BUSI 250S Principles of Management (3)
- BUSI 251F Principles of Marketing (3)
- BUSI 252F Computerized Accounting (3)
- BUSI 255S Business Law (3)
- BUSI 257S Human Relations (3)
- BUSI 258S Spreadsheets (2)
- BUSI 270S Business Comm./Sr. Seminar (4)

NOTE: Business Management students with no previous keyboarding training must take BUSI 150F Beginning Keyboarding during the fall semester of their freshman year.

Associate of Arts Degree in Business Management Sequence

Freshman Fall

BIBL 150F Old Testament History & Literature	3
BUSI 155F Principles of Accounting I	3
BUSI 157F Introduction to Business	3
ENGL 111X English Composition I	3
CHUR 150F Personal Evangelism	2
PSYC 111X Freshman Seminar	3
Total Fall Credits = 17	

Freshman Spring

BIBL 151S New Testament History & Literature	3
BIBL 154S Biblical Research Methods	2
BUSI 156S Principles of Accounting II	3
BUSI 158S Business and Personal Finance	3
BUSI 258S Spreadsheets	2
THEO 150X Christian Doctrine	2
Total Spring Credits = 15	

Sophomore Fall

BUSI 251F Principles of Marketing	3
BUSI 252F Computerized Accounting	3
COMM 210F Fundamentals of Speech	3
MATH 111X College Math	3
PSYC 210FM General Psychology	3
Bible elective	2
Total Fall Credits = 17	

Sophomore Spring

BUSI 250S Principles of Management	3
BUSI 255S Business Law	3
BUSI 257S Human Relations	3
BUSI 270S Business Comm./Sr. Seminar	4
SOCI 213SM Marriage and Family	3
Total Spring Credits = 16	

NOTE: Many required courses are offered during May term.

AA in Music Performance

Associate of Arts Degrees are offered in music for vocal and piano performance. Both programs will raise the personal performance skill level needed for employment in the music field or for continuing education. The programs also seek to expand the student's understanding and appreciation for musical arts.

OBJECTIVES

Upon completion of the Associate of Arts Degree in Music Performance, the student should be able to do the following:

- Have reached an acceptable level of proficiency, determined by the music faculty, on his/her chosen instrument

- Have received a complete musical experience in performance and the classroom
- Have developed leadership qualities to successfully administrate a church or community-oriented music program
- Have developed a spiritual sensitivity to minister and develop an understanding of the Biblical role of music in the church

PROGRAM REQUIREMENTS

66 credits for the Associate of Arts Degree in Music Performance.

Bible, Theology, Ministerial Practices:

(14 semester credits)

- BIBL 150F Old Testament History & Literature (3)
- BIBL 151S New Testament History & Literature (3)
- BIBL 154S Biblical Research Methods (2)
- CHUR 150F Personal Evangelism (2)
- THEO 150X Christian Doctrine (2)
- Bible elective (2)

General Education:

(18 semester credits)

- COMM 210F Fundamentals of Speech (3)
- ENGL 111X English Composition I (3)
- ENGL 112X English Composition II (3)
- MATH 111X College Math (3) **OR**
- MATH 200S College Algebra (3)
- PSYC 111FS Freshman Seminar (3)
- PSYC 210FM General Psychology (3)

Required Core Courses for Music Performance:

(34 semester credits)

- MUSI 158F Music Skills Training I (3)
- MUSI 250S Music Skills Training II (3)
- MUSI 253F Music History & Literature I (3)
- MUSI 254S Music History & Literature II (3)
- MUSI 255F Sight Singing and Ear Training (1)
- MUSI 351F Music Administration (2)
- MUSI 354S Advanced Conducting (2)
- MUSI 360F Music Skills Training III (3)
- MUSI 361S Music Skills Training IV (3)
- MUSI 362S Orchestration & Instrumentation (2)
- MUSI 452FS Exit Recital (1)
- Applied Music (4)*
- Performing Ensemble (2)**
- Music elective (2)

*Applied Music courses are MUSI 156F/157S Applied Piano and MUSI 257F/258S Applied Voice.

**The following courses may be taken to satisfy the Performing Ensemble credits: MUSI 355F/356F Concert Choir; MUSI 357F/358S Wind Ensemble; or MUSI 450F/451S Trinity Singers.

Associate of Arts Degree in Music Performance Sequence

Freshman Fall

BIBL 150F Old Testament History & Literature	3
MUSI 158F Music Skills Training I	3
MUSI 255F Sight Singing and Ear Training	1
CHUR 150F Personal Evangelism	2
PSYC 111X Freshman Seminar	3
MUSI 156F Applied Piano OR	1
MUSI 257F Applied Voice	1
ENGL 111X English Composition I	3
Performing Ensemble	½

Total Fall Credits = 16 ½

Freshman Spring

BIBL 151S New Testament History & Literature	3
ENGL 112X English Composition II	3
MUSI 250S Music Skills Training II	3
MUSI 362S Orchestration and Instrumentation	2
MUSI 157S Applied Piano OR	1
MUSI 258S Applied Voice	1
THEO 150X Christian Doctrine	2
Bible elective	2
Performing Ensemble	½

Total Spring Credits = 16 ½

Sophomore Fall

COMM 210F Fundamentals of Speech	3
MUSI 156F Applied Piano OR	1
MUSI 257S Applied Voice	1
MUSI 253F Music History and Literature I	3
MUSI 351F Music Administration	2
MUSI 360F Music Skills Training III	3
PSYC 210FM General Psychology	3
Performing Ensemble	½
Music elective	1

Total Fall Credits = 16 ½

Sophomore Spring

BIBL 154S Biblical Research Methods	2
MATH 111X College Math OR	3
MATH 200S College Algebra	3
MUSI 157F Applied Piano OR	1
MUSI 258S Applied Voice	1
MUSI 254S Music History and Literature II	3
MUSI 354S Advanced Conducting	2
MUSI 361S Music Skills Training IV	3
MUSI 452X Exit Recital	1
Performing Ensemble	½
Music elective	1

Total Spring Credits = 16 ½

AA in Bible

The Associate of Arts Degree in Bible is designed for students desiring background in Biblical and ministerial studies. While this program does not meet the requirements of most ministerial credentialing bodies, it provides students with fundamental Biblical understanding to undertake lay ministries in the church. When completed, and upon the desire of the student to obtain a four-year degree, this program readily converts.

PROGRAM REQUIREMENTS **66/67 credits for the Associate of Arts** **Degree in Bible**

Biblical Studies Core:

(41 or 42 credits)

- BIBL 150F Old Testament History & Literature (3)
- BIBL 151S New Testament History & Literature (3)
- BIBL 152F Life of Christ (3)
- BIBL 154S Biblical Research Methods (2)
- BIBL 253F Hermeneutics (3)
- BUSI 158S Business and Personal Finance (3)
- CHUR 150F Personal Evangelism (2)
- CHUR 250F Intro. to Church Ministries (2)
- MUSI 350S Fundamentals of Music (2) **OR**
- MUSI 352S Music for Ministry (2)
- THEO 150X Christian Doctrine (2)

- THEO 151S Pentecostal Heritage (2)
- THEO 250S Doctrine of God and Man (3)
- THEO 350S Doctrine of the Holy Spirit (3)
- Bible electives (8/9)

General Studies Core:

(24 or 25 credits)

- COMM 210F Fundamentals of Speech (3)
- ENGL 111X English Composition I (3)
- ENGL 112X English Composition II (3)
- MATH 111X College Math (3) **OR**
- MATH 200S College Algebra (3)
- PHED Physical Education (1)
- PSYC 111X Freshman Seminar (3)
- PSYC 210FM General Psychology (3)
- SOCI 213SM Marriage and Family (3)
- History elective (2/3)

Associate of Arts Degree in Bible Sequence

Freshman Fall

BIBL 150F Old Testament History & Literature	3
BIBL 152F Life of Christ	3
ENGL 111X English Composition I	3
CHUR 150F Personal Evangelism	2
PSYC 111X Freshman Seminar	3
THEO 150X Christian Doctrine	2
PHED Physical Education	1/2
Total Fall Credits = 16 1/2	

Freshman Spring

BIBL 151S New Testament History & Literature	3
BIBL 154S Biblical Research Methods	2
ENGL 112X English Composition II	3
THEO 151S Pentecostal Heritage	2
THEO 250S Doctrine of God and Man	3
PHED Physical Education	1/2
Bible elective	3
Total Spring Credits = 16 1/2	

Sophomore Fall

BIBL 253F Hermeneutics	3
COMM 210F Fundamentals of Speech	3
MATH 111X College Math OR	3
History Elective	3
PSYC 210FM General Psychology	3
CHUR 250F Intro. to Church Ministries OR	2
MUSI 352S Music for Ministry (spring)	2
Bible elective	2 or 3
Total Fall Credits = 16 or 17	

Sophomore Spring

BUSI 158S Business and Personal Finance	3
SOCI 213SM Marriage and Family	3
THEO 350S Doctrine of the Holy Spirit	3
MUSI 352S Music for Ministry OR	2
CHUR 250F Intro. to Church Ministries (fall)	2
Bible elective	3
History elective OR	2/3
MATH 200S College Algebra	3
Total Spring Credits = 16 or 17	

Course Descriptions

Bible Courses

BIBL 130S Biblical Studies in Prayer

2 credits **Spring, odd years**

This course is a study of the theological formulation of prayer. Course requirements are designed to help the student formulate a personal theology of prayer which will enrich his/her life and enable the student to help others in the life of prayer.

BIBL 150F Old Testament History and Literature

3 credits **Fall**

This course surveys the history and literature of the Old Testament. Attention is given to the individual books (Genesis through Malachi) and their main features, including main events, major persons, chief messages, and theological themes. The history of the Old Testament is examined from creation to the return of the exiles, taking the geography and culture into consideration.

BIBL 151S New Testament History and Literature

3 credits **Spring**

This is a general background course which surveys the history and literature of the New Testament. Attention is given to the individual books (Matthew through Revelation) and their main features. Main events, major persons, chief messages, and theological themes are also dealt with. The history of the New Testament is examined from the inter-testamental period through the birth as well as the expansion of the Church to the close of the first century, taking the geography and culture of the first century into consideration.

BIBL 152F Life of Christ

3 credits **Fall**

This course studies the life of Jesus Christ, as revealed in the four gospels, with special focus on the setting of the accounts of His life, practical lessons, and doctrinal truths.

BIBL 153S Acts

3 credits **Spring**

Acts includes a study of the apostolic age from Christ's ascension to Paul's first imprisonment, with an emphasis on the work of the Holy Spirit in the establishment and growth of the Church. The basis of Pentecostal distinctives is presented.

BIBL 154S Biblical Research Methods

2 credits **Spring**

Students are introduced to basic and advanced Biblical research tools available in the library for personal use in course work and in ministry. The course includes a preliminary introduction to Biblical languages and how they assist in understanding the Bible.

BIBL 250F Pentateuch

3 credits **Fall**

This course is an analysis of the five books of Moses in light of their cultural, political, and geographical backgrounds. Their theological message and relation to the divine plan are also explained. Critical questions of authorship and dating of events are introduced.

Prerequisite: BIBL 150F

BIBL 251S Romans / Galatians

3 credits **Spring**

This course is an intensive expository study of these two Pauline epistles, with special attention given to the great New Testament doctrines.

Prerequisite: BIBL 151S

BIBL 253F Hermeneutics

3 credits **Fall**

This class includes the art and science of Biblical interpretation, giving special emphasis to building bridges across the linguistic, cultural, and historical gaps between the Biblical revelation and present day believer. Attention is given to the exegetical work necessary for sound Biblical preaching.

Prerequisite: BIBL 154S

BIBL 330F Isaiah / Jeremiah

3 credits **Fall, even years**

This course gives an overview of the Old Testament books Isaiah and Jeremiah in order to develop an awareness of the richness and application of their messages to their contemporaries and to us. Prominent passages and themes are examined in order to understand their meanings and to seek to internalize their messages. Limited reference is made to the historical setting and authorship issues.

Prerequisites: BIBL 150F, BIBL 154S

BIBL 331S Hebrew Poetry and Wisdom Literature

3 credits **Spring, odd years**

This course studies the poetical books of the Old Testament including Job, Psalms, Proverbs, Ecclesiastes, Song of Solomon, and Lamentations. It explains the nature and styles of Hebrew poetry, the use of their literature in the national life of early Israel, the theological emphasis of these books, and their practical value in Christian ministry.

Prerequisites: BIBL 150F, BIBL 154S

BIBL 332F Corinthians**3 credits****Fall**

This course is an analysis and exposition of both Corinthian letters stressing the historic background, problems of the early Church, devotional and doctrinal matters, and Paul's personal life.

Prerequisites: BIBL 154S, BIBL 151S

BIBL 333S Bible Geography**2 credits****Spring, even years**

This is a thorough study of the Biblical geography of the Holy Land as it relates to the various periods in Israel's history from the time of the patriarchs through the period of the gospels. Particular attention is given to archaeological findings.

BIBL 334S Ethics**2 credits****Fall, even years**

This is a designed survey of current ethical problems. It provides a methodological approach to the analysis of ethical issues.

Emphasis is given to historical development of issues and to an inductive, interpretive approach to the scriptures which address them.

BIBL 335S Minor Prophets**2 credits****Spring, even years**

The prophetic calling of each of the minor prophets is considered through exposition of the message, study of time and place of ministry, and occasion of writing. A principal focus is on the impact of the prophet's message on the people of his day and application of that ancient but timeless message in our present day.

Prerequisites: BIBL 150F, BIBL 154S

BIBL 350S Pastoral Epistles**2 credits****Spring**

A careful study is given to the epistles of 1 and 2 Timothy and Titus, with emphasis upon the instructions given by Paul concerning the work of the ministry and the government of the Church.

Prerequisites: BIBL 154S, BIBL 151S

BIBL 430F Johannine Literature**2 credits****Fall, even years**

This course studies the distinctive contributions of the Gospel and epistles of John to the New Testament theology. An intense study of concepts such as logos, faith, unbelief, signs, eternal life, and love is included.

Prerequisites: BIBL 154S, BIBL 151S

BIBL 431S Hebrews**2 credits****Spring, odd years**

The interpretations of the fulfillment of Old Testament types and shadows in Christ are given in this great doctrinal epistle. The supremacy of Christ and the new covenant studies are given in detail.

Prerequisites: BIBL 154S, BIBL 151S

BIBL 432F Prison Epistles**2 credits****Fall, even years**

This course is a systematic analysis of Paul's epistles to the Ephesians, Philippians, Colossians, and Philemon, with emphasis upon the historical background, doctrinal development, and practical application of each epistle.

Prerequisites: BIBL 154S, BIBL 151S

BIBL 433F General Epistles**2 credits****Fall, odd years**

This course is a systematic analysis of the epistles of James, 1 and 2 Peter, and Jude. Emphasis is placed upon the historical background, doctrinal development, and practical application of each epistle.

Prerequisites: BIBL 154S, BIBL 151S

BIBL 434F Old Testament Theology**2 credits****Fall, odd years**

This course studies the key theological concepts and important doctrines of the Old Testament, such as covenant, holiness, Messiah, faith, clean/unclean, sacrifice, life after death, promise, restoration of Israel, judgment, and prophecy.

Prerequisites: BIBL 150F, BIBL 154S

BIBL 435S New Testament Theology**2 credits****Spring, even years**

This course studies the key theological concepts and important doctrines of the New Testament as presented by the synoptic gospels, Pauline epistles, and Johannine literature. Included are such themes as the kingdom of God, Son of Man, eternal life, world, Law, Church, rebirth, old man/new man, and the final age.

Prerequisites: BIBL 154S, BIBL 151S

BIBL 438X Independent Study**1,2,3 credits**

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

BIBL 439X Special Topics**1-6 credits**

These courses will be offered by TBC professors as need arises for various topics in the Bible Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

BIBL 452S Christian Apologetics**2 credits****Spring**

The Church is admonished in 1 Peter 3:15 to "be ready always to give an answer" for "the hope that is in you." Avoiding the pitfalls of frontal attacks on the Christian faith through a systematic, evidential defense of the Gospel is the design of this course. The student is trained to address our pluralistic culture with a legal-historical apologetic of the Christian faith.

Prerequisites: PHIL 410F, MATH 111X, one science course

Business Courses

BUSI 150F Beginning Keyboarding

3 credits

Fall

This course is designed for students with no practical experience in computer keyboarding and for those who want to improve their speed and accuracy. Computers and MSOffice 97 software are utilized. Instruction includes touch mastery of the keyboard, basic speed and accuracy drills, and practice formatting primary business documents.

BUSI 151FS Intermediate Keyboarding

3 credits

Fall

This course is a continuation of BU10 Beginning Keyboarding using computers and MSOffice 97 software. This course is designed to develop basic computer keyboarding and document formatting skills on the vocational level.

Prerequisite: BUSI 150F

BUSI 152S Advanced Keyboarding

3 credits

Spring

In this course increased emphasis is placed on problem solving relative production work. Computers and MSOffice 97 software continue to be utilized. This course is designed to develop basic keyboarding and document formatting skills on the vocational level.

Prerequisite: BUSI 151FS

BUSI 153X Introduction to Computers

2 credits

Fall, Spring

This is an introductory course designed to familiarize the student with the various uses of personal computers. Emphasis is placed on basic computer concepts and terminology as well as basic application software for word processing, spreadsheets, database management, and presentations. Microsoft Office Professional software is utilized for this course. No prior computer knowledge or experience is required for this course.

BUSI 154S Records Administration

2 credits

Spring

This course is an introduction to the various aspects of records organization and management. Emphasis is placed on filing system equipment, supplies, and the completion of the record cycle—from creation to disposal. It also provides extensive practice in applying the generally accepted indexing rules that are utilized in storing all types of records.

BUSI 155F Principles of Accounting I

3 credits

Fall

This course introduces the fundamentals of accounting. Emphasis is placed on the journalizing and posting of transactions, preparing financial statements, and using other components of the accounting cycle.

BUSI 156S Principles of Accounting II

3 credits

Spring

This course concludes the accounting principles sequence. Topics covered include accounting systems and controls, payroll systems, inventories, plant assets, promissory notes, partnership accounting and corporate accounting.

BUSI 157F Introduction to Business

3 credits

Fall

This is an introductory course that acquaints the student with the American free enterprise system. It surveys the fundamentals of modern business which include the formation of a firm's mission, objectives, strategies, types of business ownership, business ethics, social responsibility, and environmental concerns.

BUSI 158S Business and Personal Finance

3 credits

Spring

This course is a study of business and consumer financial matters. Topics covered include financial planning, preparing budgets, managing liquid and plant assets, developing investment portfolios, insurance planning, retirement and estate planning, and consumer credit.

BUSI 159F Word Processing

3 credits

Fall

This course provides the student with hands-on experience in creating, editing, formatting, saving, and printing documents using Microsoft Word. Students are also provided with hands-on experience in business simulation projects and job-based tasks and applications.

Prerequisites: BUSI 150F, BUSI 153X or instructor's consent

BUSI 250S Principles of Management

3 credits

Spring

This course is a study of management and organizational theory with special attention given to the primary functions of planning, organizing, staffing, directing, and controlling.

BUSI 251F Principles of Marketing

3 credits

Fall

This course covers the fundamental principles concerning the logic of marketing management. Key topics covered include market analysis, market strategy, and the basic functions of the manufacturer, wholesaler, retailer, and ultimate consumer.

BUSI 252F Computerized Accounting

3 credits

Fall

This course introduces the student to automated accounting practices and procedures. Special emphasis is placed on the principles used for journal entries, payroll, and report production.

Prerequisites: BUSI 156S BUSI 258S

BUSI 253F Desktop Publishing**2 credits****Spring**

This course is designed to give the student an overall exposure to desktop publishing techniques and possibilities. Emphasis is placed on designing layouts, using graphics creatively, and creating style sheets and templates. Microsoft Publisher is the application software for this course.

Prerequisite: BUSI 159F

BUSI 254F Office Procedures**4 credits****Fall**

This course is designed to develop the skills and knowledge necessary to function as an administrative support person in today's office.

BUSI 255S Business Law**3 credits****Spring**

This is an introductory study of business law tracing the development from Roman law and English law to contemporary applications of law commonly encountered in business today. Special emphasis is placed on contracts, sales, consumer laws, bailments, and agency relationships.

BUSI 256F Database Applications**2 credits****Fall**

This is an introductory course in database systems management using Microsoft Access software. Emphasis is placed on hands-on experiences in creating, developing, and refining databases. Students will learn how to create and print reports, sort and query data within a database, maintain mailing lists, and use form letters.

Prerequisite: BUSI 153X or instructor's consent

BUSI 257S Human Relations**3 credits****Spring**

This course is the study of relationships among people in an organization. Emphasis is placed on how an individual's behavior can affect the attainment of the organization's goals in a positive/negative manner. Primary emphasis is placed on the development of the following skills through experiential

exercises: technical, conceptual, analytical, communication, and human relations.

BUSI 258S Spreadsheets**2 credits****Spring**

This course provides hands-on experience in electronic spreadsheets using Microsoft Excel. Students will create, format, edit, and print spreadsheets and charts. Particular emphasis is placed on different strategies for using electronic spreadsheets in an office environment.

Prerequisite: BUSI 153X or instructor's consent

BUSI 270S Business Communications-Senior Seminar**4 credits****Spring**

This course focuses on developing skills in business English, proofreading, and composing business letters and reports for an office. Special consideration will be given to resume writing, interview techniques, and preparing students to enter the professional world.

BUSI 438X Independent Study**1,2,3 credits**

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

BUSI 439X Special Topics**1-6 credits**

These courses will be offered by TBC professors as need arises for various topics in the Business Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

Church-Related Ministries Courses

CHUR 100FS Chapel**0 credits****Fall, Spring**

All students are required to attend chapel each semester. Graduates must satisfactorily complete the two semesters of chapel attendance immediately preceding graduation.

CHUR 101FS Student Ministries**0 credits****Fall, Spring**

Students are required to be involved in Student Ministries every semester. Specific requirements are contained in the *Student Ministries Handbook*.

CHUR 150F Personal Evangelism**2 credits****Fall**

This course will lay a foundation for the need for evangelism by a study of the theology of personal evangelism. Biblical and extra-Biblical models will acquaint the student with various methods to use. Difficulties encountered while evangelizing will be considered. The student will be exposed to a variety of materials for personal evangelism and will be given opportunity to participate in evangelistic efforts. The process and materials for the disciplining of new believers will also be a part of this course.

CHUR 250F Introduction to Church Ministries**2 credits****Fall**

This course is designed to introduce the student to the educational ministries of the church in the areas of children, youth, and adults.

Theology, developmental approaches from psychology, and educational learning theory are investigated to ascertain approaches to spiritual growth and strategies to facilitate growth. A study of the Master Teacher is made to analyze the components of the teaching-learning process.

CHUR 320X Leadership for the 21st Century

2 credits **Fall, Spring**

This course presents foundations for strong leadership development and resources available for servant leadership. Emphasis is given to the development of character and leadership skills. Principles of leadership will be drawn from a variety of recognized leaders.

CHUR 331S Small-Town-Church and Rural Ministries

2 credits **Spring**

This course will provide participants with the opportunities to engage in and reflect on the particular issues of ministry in the small-town-church and rural settings, and to develop the knowledge, skills, and attitudes necessary for effective ministry to persons in these areas.

CHUR 350S Ministry to Children

3 credits **Spring, even years**

This is a study of the characteristics and developmental needs and problems of children. Emphasis is placed upon development of adequate church, club, and playground programs, including Sunday school, children's church, Royal Rangers, Missionettes, and vacation Bible school.

CHUR 351S Ministry to Adults

3 credits **Spring, odd years**

This is a study of the physical, psychological, and social needs and problems of adulthood and the responsibility of the local church to minister effectively to single and married adults and senior citizens.

CHUR 352F Principles of Preaching

3 credits **Fall**

Building on fundamentals of speech, this is a course in sermon-topic selection, research, outlining, writing, and delivery. Analysis of sermon outlines will be emphasized.

Prerequisite: COMM 210F

CHUR 353S Advanced Preaching

3 credits **Spring**

This is a continuation of CHUR 352F. The student is expected to advance in skill and effectiveness of sermon construction and delivery. Part of the course is devoted to expository preaching.

Prerequisite: CHUR 352F

CHUR 354F Teaching the Bible

2 credits **Fall**

This course develops the individual teaching skills of the student in conformity with Scriptural educational principles of teaching and learning the Bible by providing guidance in lesson preparation, lesson objectives, methods, learning activities,

published curricula and assessments. The students will be actively involved by teaching Bible lessons and evaluating themselves and fellow students.

CHUR 380X Ministerial Practicum (Harvest 2000)

1-2 credits **Fall, Spring**

This is a foundational course in the memorization and use of scripture in witnessing to individuals. With Harvest 2000 materials, students learn questionnaire evangelism and the follow-up discipleship process in ways that enable them to present the gospel and train others in similar techniques.

CHUR 438X Independent Study

1,2,3 credits

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

CHUR 439X Special Topics

1-6 credits

These courses will be offered by TBC professors as need arises for various topics in the Bible Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

CHUR 450F Ministry to Youth I

3 credits **Fall**

This is a study of the characteristics and developmental needs and problems of adolescent youth that emphasizes the foundation of a philosophy of ministry, the role and relationships of the youth minister, and structures and programs for youth evangelism and discipleship in the local church and community.

CHUR 451S Ministry to Youth II

3 credits **Spring**

This is a continuation of Ministry to Youth I. It is a practical course for developing a balanced strategy for youth ministry by involving youth in worship, fellowship, discipleship, and evangelism.

CHUR 452S Administration of Christian Education

2 credits **Spring**

This is a comprehensive study of the organization and administration of the educational arm of the church, including curricula, denominational programs, enlistment and training of staff, and a study of leadership techniques and development.

CHUR 453F Church Polity

2 credits **Fall**

This course gives an introduction to the organization and structure of the church in general and the Assemblies of God in particular. Special focus is on development of the minister as servant-leader. It gives information concerning the denomination's credentialing process. Topics to discuss include business meetings, church

constitution, conflict management, communication, planning, church culture, and denominational affiliation.

CHUR 454S Church Administration

2 credits **Spring**

This course deals with areas related to the organizational life of the church such as oversight of the church office, clergy and church taxes, management of buildings and grounds, ushering, new member assimilation, public relations, and para-church groups. Lab practice is given in conducting weddings, funerals, water baptisms, communion, and dedication of children.

CHUR 456F Practical Living for Ladies I

2 credits **Fall**

This course deals with the issues of being a Christian woman. It is based on Proverbs 31 and deals with health, beauty, spirit, husband/wife relationship, and making a house a home. It also covers introduction to the ministry and pastorate, relationships with district, fellowship, and the pastor's wife.

CHUR 457S Practical Living for Ladies II

2 credits **Spring**

This course studies the family unit and its variables, money matters, babies, and children. Such topics as finding your ministry in the church, understanding various church ministries,

pastor's kids, and continuing relationship with pastorates are also covered.

CHUR 470F Senior Seminar

1 credit **Fall**

This course is a personal assessment of ministerial readiness and accountability issues. It reflects upon the summer internship program and experience. It utilizes the results of such instruments as the Taylor-Johnson Temperament Analysis.

CHUR 471S Senior Seminar

1 credit **Spring**

This course is viewed as a final preparation for entering vocational ministry. It includes instructions for writing resumes, responding to a call to a ministry position, interviewing, and transitioning between ministry positions. A synthesis paper on the practice of ministry is an integral part of the course.

CHUR 480X Ministerial Internship

4 credits **Summer (between junior and senior year)**

This course is open to juniors or seniors who will spend a minimum of ten weeks in a church working in a variety of situations under the supervision of an experienced pastor. It requires readings, reports, and evaluations.

Prerequisite: Junior year standing

Communications Courses

COMM 210F Fundamentals of Speech

3 credits **Fall**

This is a course that introduces the student to the principles of speech, including research, analysis, organization, writing, and delivery. It includes two lectures and one lab per week.

COMM 310S Writing for Publication

3 credits **Spring, odd years**

This is an introductory course to journalism including news and feature writing. It also emphasizes basic principles in writing poetry, fiction, devotionals, and children's stories.

COMM 438X Independent Study

1,2,3 credits

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department

Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

COMM 439X Special Topics

1-6 credits

These courses will be offered by TBC professors as need arises for various topics in the General Education Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

Drama Courses

DRAM 151F/153F/152S/154S Campus Production

1/2 credit **Fall, Spring**

Credit is earned by rehearsal, production and performance work on major campus productions. Students will develop individual contracts with instructor for each semester's requirements. Four semesters successful of enrollment is required for drama minor. *Permission of instructor is required for enrollment.*

DRAM 250F Acting I

3 credits **Fall**

This course provides a basic foundation to the acting process. Skills are developed through individual technique, improvisation, monologue, and scene study.

DRAM 251S Acting II

3 credits **Spring**

Building on the foundation laid in DRAM 250F, this course continues development of skills through advanced individual

technique and scene study. Characterization work is studied in depth.

Prerequisite: DRAM 250F

DRAM 252F Introduction to Drama Production

3 credits

Fall

This is an introductory and integrated study of the basic skills needed for successful drama production. The course includes introductory level instruction in the basics of drama directing, costuming, set design and construction. The course addresses the special requirements of producing drama with various age groups—children, youth, adults, and seniors. It includes an overview of the history of drama.

DRAM 350F Stage Make-up

3 credits

Fall

Styles, techniques, and application of stage makeup for street drama, skits, and fully lighted productions will be studied.

Prerequisite: DRAM 250F or concurrent enrollment

DRAM 351S Scriptwriting

3 credits

Spring

The course explores the principles and methods for writing dramatic scripts. Attention will be given to dramatic theory as a support to the primary emphasis on the practical mastery of the essential elements for construction of dramatic scripts. In addition, the course will examine the playwright's technical and business concerns, from proper formatting to producing and publishing a script.

DRAM 352S Puppetry Workshop

1 credit

Spring, even years

This is a workshop approach to the art and craft of puppetry as a performance and communication medium. Includes instruction in performance techniques and in the design and construction of hand puppets.

DRAM 353S Clowning Workshop

1 credit

Spring, odd years

This is a workshop approach to the art and craft of clowning as a performance and communication medium. It includes instruction in performance techniques, developing characterization, makeup and costuming, and character interaction in improvisational and impromptu settings.

DRAM 438X Independent Study

1,2,3 credits

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

DRAM 439X Special Topics

1-6 credits

These courses will be offered by TBC professors as need arises for various topics in the Fine Arts Department. The title of the course will be determined by the content of the syllabus.

Approval by the Department Chair and the Vice President of Academic Affairs is needed.

DRAM 450F/451S Traveling Drama Team

1/2 credit

Fall, Spring

Credit is earned by participation in a traveling drama team which travels throughout the school year, including fall and spring breaks and May term. May substitute for DRAM 151F/153F/152S/154S. May be repeated for credit. *Permission by instructor is required for enrollment.*

DRAM 452F Directing Drama

2 credits

Fall

Techniques of rehearsal and principles of staging are studied. Students prepare to direct a fully-mounted, one-act play or a cutting from a full-length play for public performance. To earn credit, the student must also successfully complete DRAM 453S and DRAM 480S.

Prerequisites: DRAM 250F, DRAM 251S, DRAM 251F

DRAM 453S Producing Drama

2 credits

Spring

The course provides training in the elements of budgeting, promotions, media and public relations, designing sets, props, costumes and lighting.

Prerequisites: DRAM 452F and requires concurrent enrollment in DRAM 480S

DRAM 470F Senior Seminar--Fine Arts

1 credit

Fall

Includes information on graduate schools, job search strategies and skills, and preparation of an audition tape. Students develop a formalized personal philosophy on the role of the artist and the place of fine arts in contemporary society.

DRAM 480S Producing / Directing Practicum

2 credits

Spring

Under direct faculty supervision, the student will produce and direct a fully-mounted production utilizing sets, props, lighting, costumes, and makeup. With faculty guidance, the student is responsible for developing the project budget, promotions, administration and supervision of all aspects of the production.

Prerequisites: DRAM 452F and requires concurrent enrollment in DRAM 453S

Elementary Education Courses

ELED 250F Foundations of Education

3 credits

Fall

This is the introductory course for all education majors. This course discusses professional aspects of teaching and the role of schools in American society, and it surveys the history of education, philosophies of education, the financing of public education, current problems and trends, and curriculum development. Classroom observations are included.

ELED 251S Introduction to Curriculum and Instruction

3 credits

Spring

The student will be introduced to various types of curriculum planning and design. Furthermore, the student will be introduced to the fundamentals of lesson planning which includes writing instructional objectives, presenting types of subject matter and evaluating a lesson.

ELED 252S Art in the Elementary School

2 credits

Spring

This course is a practical application of art materials and activities for the elementary grades together with adequate art and teaching techniques for presentation in the classroom. Students develop and teach an art lesson to peers that demonstrates effective communication skills. The presentation is video taped and critiqued by the student. Students also teach a lesson to a child and evaluate it, and they also develop nine holiday art activity lessons.

ELED 350S Health and PE in the Elementary School

2 credits

Spring

Suitable concepts for health plus physical education activities for elementary age children are studied. Materials on drug education, safety, and first aid/CPR are also presented.

ELED 351F Reading in the Elementary School

3 credits

Fall

This course involves a study of various approaches to teaching reading including basal method, whole language philosophy, phonics, comprehension, readiness, auditory-visual discrimination, reading group management, and read aloud practice.

ELED 352S Diagnosis and Remediation of Reading

3 credits

Spring

This is a continuation of Reading in the Elementary School. Emphasis is placed on determining a child's reading potential, interpreting standardized test scores, and identifying and remediating children with dyslexia and other reading difficulties. Comprehension of reading materials is reinforced through learning about and teaching various strategies to aid children in comprehension.

ELED 353F Social Studies in the Elementary School

2 credits

Fall

This course provides the background and processes integral to teaching elementary school social studies. Emphasis is placed upon curriculum models, social science disciplines, learning theories, approaches and strategies, assessment techniques, and the roles of values, morals and citizenship in a social studies classroom. The integration of literature, technology, and other areas of the curriculum is also explored.

ELED 354S Educational Technology

2 credits

Spring

This course is designed to aid teachers in becoming better acquainted with the broad range and interrelated uses of instructional media, materials, and techniques. Emphasis is on selecting, using, and producing instructional material. Computers and the internet are used as research tools, a means of lesson preparation, and for student application within a lesson. Ways to integrate current technology into the curriculum are explored through CD-ROMS, laser disks, scanners, digital cameras, and various projection devices.

ELED 355 F Multicultural Education

3 credits

Fall

This course is an analysis of the racial and cultural minorities in the United States and is designed to prepare students to teach in a pluralistic society. Particular emphasis will be given to the Native Americans of North Dakota, their culture from prehistoric times to the present and their economic, social, and educational needs.

ELED 356S Mathematics in the Elementary School

3 credits

Spring

This course covers the math curriculum, content, materials, and skills integral to teaching elementary school mathematics. Content includes basic operations, problem solving, measurement, geometric concepts, and computing devices. Concrete, hands-on methods of abstract concepts, diagnosis and individualization for difficulties, cooperative learning, and alternative methods of drill and instruction are emphasized. The identification of frequent error patterns made when learning math processes and how to integrate technology into the math curriculum are also studied.

ELED 357F Language Arts in the Elementary School

2 credits

Fall

This is a course dealing with methods of teaching spelling, handwriting, oral and written compositions, and creative expression in the elementary school.

ELED 380S Junior Teaching Practicum

1/2 credits

Spring

This experience is to be completed in the junior year. A minimum of 24 clock hours of teacher aide experience in the elementary classroom is required. A certified teacher supervises the student.

ELED 438X Independent Study**1,2,3 credits**

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

ELED 439X Special Topics**1-6 credits**

These courses will be offered by TBC professors as need arises for various topics in the Elementary Education Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

ELED 450S Classroom Management**2 credits****Spring**

This course covers classroom management techniques, offering practical ideas for creating a positive climate and dealing with classroom discipline problems. Topics also include organizing the physical arrangement of the classroom, developing a schedule for instruction, managing student work, managing special groups for instruction and preparation at the beginning of the year.

ELED 451F Science in the Elementary School**3 credits****Fall**

This course provides the content and processes requisite to teaching elementary school science. Emphasis is placed upon the nature of science, how children learn science, objectives of school science programs, science education reform and national standards, methods of instruction, assessment practices, cross-curricular integration, experimental programs, and content in the physical, life, and earth sciences. The use of technology and literature in an elementary science class is also explored.

ELED 452S Children's Literature**3 credits****Spring**

This is a survey of the best literature for children from preschool to early adolescence.

ELED 453F Educational Psychology**3 credits****Fall**

This course examines the theories of learning and motivation and their application to the classroom. It includes classroom management techniques and tests and measurement concepts.

ELED 454S Music in the Elementary School**2 credits****Fall**

This is a survey of appropriate music materials for elementary grades together with adequate techniques in presenting the materials in the classroom.

ELED 455F Psychology of the Exceptional Child**3 credits****Fall**

This is an introductory course to assist in preparing to meet the needs of exceptional children. It provides basic information about the physical, social, mental, and emotional characteristics and distinctive problems of exceptional learners in the home, at school, and in the community.

ELED 470F/471S Seniors Seminar—Elementary Education**1 credit each****Spring**

This course offers activities and discussions concerning the student teaching experience. One credit is taken in the fall and the other in the spring.

ELED 480X Senior Teaching Practicum**1 credit****Fall/Spring**

This one credit experience is to be completed during the senior year. A minimum of 50 clock hours of teacher aide experience in the elementary classroom is required. The student is supervised by a certified teacher.

ELED 481X Student Teaching**8 credits****Fall/ Spring**

Student teachers are supervised by a certified teacher for 11 weeks of full-time teaching in a formal school setting. This course is limited to those who have completed the professional studies sequence.

English Courses

ENGL 031F Developmental English**3 credits****Fall**

This course is for students who need a review of English fundamentals as indicated by freshman placement testing. Attention is given to basic grammar, sentence structure, punctuation, usage, and mechanics. This course is taken as a prerequisite for ENGL 111X.

ENGL 111X English Composition I**3 credits****Fall, Spring**

This course teaches the development of writing as a process of thinking and communication which involves stages of generating, drafting, and revising. Students learn how to write a variety of

essays giving attention to different purposes and audiences. Basic paragraph, sentence, and spelling skills are reviewed, and students benefit from personalized discussion of their writing.

ENGL 112X English Composition II**3 credits****Fall, Spring**

This course is designed to enable a student to learn the proper style and procedure for writing essays, term papers, business letters, and critical reviews.

ENGL 113F Honors Composition I**3 credits****Fall**

This is an honors course in college writing designed for freshman with strong preparation and aptitude. Emphasis is placed on the

principles of rhetoric as applied to the college essay. It is open only to those who qualify through placement testing.

ENGL 114S Honors Composition II

3 credits **Spring**
This is an honor's course in college writing open to those who have successfully completed ENGL 113F or who have been selected by the department. The student learns proper procedure and style for writing term papers. Projects in creative and journalistic forms of writing are also emphasized.

ENGL 310SM American Literature

3 credits **Spring**
This is a survey of prose and poetry from the Colonial Period to the Twentieth Century, with attention to the social and political backgrounds of American thought as expressed through selected authors.

ENGL 330S Introduction to Fine Arts

3 credits **Spring**
This is an introductory and integrated study of the visual arts and classical music. Emphasis will be on the forms, styles, and techniques representative of the various historical eras from antiquity to the present and their relationships to Western civilization.

ENGL 331FM English Literature

3 credits **Fall**
This course includes reading and discussion of selected writings from Anglo-Saxon to the Twentieth Century, with emphasis on major literary characteristics, historical periods, and predominant ideas.

ENGL 332S Classical Christian Literature

3 credits **Spring, even years**
This is a study of selected major classical Christian authors from the early church age to the Twentieth Century. The course is organized around four genres of Christian literature: devotional, poetry, biography, and fiction.

ENGL 438X Independent Study

1,2,3 credits
This course involves special research or directed studies on topics not covered in organized courses. Course content and credits must be approved by the instructor, the Department Chair, and the Vice President of Academic Affairs. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

ENGL 439X Special Topics

1-6 credits
These courses will be offered by TBC professors as need arises for various topics in the General Education Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

Global Missions Courses

MISS 250F Introduction to Missions

2 credits **Fall**
This is an overview study of the global missions enterprise of the Church. There are several perspective areas that will include Biblical, historical, cultural, and strategy. Questions regarding the call and qualifications for missionary work will be considered. There will be an overview of both the National Home and Foreign Mission Divisions of the Assemblies of God in regards to how they operate and strategize. There will be consideration given as to the involvement of the local church in missions.

MISS 251S History of Modern Missions

2 credits **Spring**
In-depth attention will be given to great mission movements and leaders beginning with the New Testament Church. Observation will be studied in the development and spread of the Assemblies of God missions. There will be biographical reviews of significant mission persons. A significant part of this survey will be given to the expansion of the Pentecostal Movement.

MISS 350F Cross-Cultural Church Planting

3 credits **Fall**
Strategies for establishing the church in cross-cultural contexts both at home and abroad are studied. Missionary policies and

practices of the Assemblies of God will be considered. Current church growth theories and practices are observed and studied in depth. In both overseas ministries and home mission ministries, administrative distinctives are examined along with different methods of training.

Prerequisite: MISS 250F

MISS 351S Signs and Wonders: Pentecostal Distinctives

2 credits **Fall**
A study of both doctrinal and practical aspects of the dynamics of the Holy Spirit in Pentecostal ministry. Attention will be given to fasting, prayer, divine healing, power encounters, Biblical exorcism, and how the supernatural realities relate to church growth today. There will be numerous examples drawn from apostolic, historical, and contemporary contexts where signs and wonders are linked to Pentecostal revival.

Prerequisite: THEO 151S

MISS 352S Urban / Inner City Evangelism

3 credits **Spring**
This course will discuss urban strategy and inner-city evangelism methodologies as well as current church planting programs of existing inner-city ministries. The socio-cultural milieu of the

urban audience, along with issues involved in inner-city ministries, are examined to better equip the student to effectively communicate the gospel in this context.

MISS 353S Theology of Missions

3 credits

Spring

An analysis of the theological undergirding for a Biblical missions outreach and church planting. This course examines the unique Pentecostal contribution to the evangelical church in praxis theology and the dynamics of the Holy Spirit. There will be the identification of Western ethnocentric aspects of the Assemblies of God's theology in order to properly explain theology cross-culturally without compromising the Biblical and apostolic message.

Prerequisite: MISS 251S

MISS 354S Cross-Cultural Communications

3 credits

Spring

This is an introductory study of the implications of the world views of different cultures and their unique patterns of communication, both verbal and nonverbal. It deals with inherent problems encountered by a communicator oriented in Western culture attempting to communicate the gospel meaningfully to another culture.

Prerequisite: SOCI 310F

MISS 355F Advanced Evangelism

2 credits

Fall

This course is an analysis of the theological base, strategy, and methodology that is employed in successful evangelism. The preparation, execution, follow-up, and discipleship of various types of evangelism will be discussed. This will be studied and related to different audiences and socio-cultural milieus at home or abroad. Both contemporary and historic examples are examined regarding their effectiveness in church growth.

MISS 356F Missionary Preparation

2 credits

Fall

This course is designed to acquaint the prospective missionary with the requirements, qualifications, adjustments, and problems encountered in preparing for mission service whether it would be home missions or foreign missions. Emphasis will be given to domestic, interpersonal, organizational, and ecclesiastical issues relating to leadership, colleagues, sending churches, the national church, and host government.

Prerequisite: MISS 250F

MISS 438X Independent Study

1,2,3 credits

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

MISS 439X Special Topics

1-6 credits

These courses will be offered by TBC professors as need arises for various topics in the Global Missions Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

MISS 450F World Religions

3 credits

Fall

This is an introductory study of the major religions of the world: pre-literary religions, Judaism, Islam, Hinduism, Buddhism, Taoism, Catholicism, Shinto, Confucianism, etc. Particular attention is given to their histories, basic beliefs, geopolitical influences, and responses to Christian apologetics.

MISS 452F Area Studies /Current Issues in Missions

2 credits

Fall

This course includes specialized studies of significant issues related to political, ideological, and educational trends, theological drifts, and sociological pressures affecting modern missionary outreach. Each issue will focus on a critical question in contemporary missiology.

MISS 454F Cross-Cultural Preaching

2 credits

Fall

Building on the fundamentals of speech and the principles of preaching, this course is designed to take knowledge from many of the mission core courses and help the student in preparation for preaching cross-culturally. There will be an emphasis upon Pentecostal preaching, signs, wonders, skills, and effectiveness of cross-cultural sermon construction and delivery.

Prerequisites: COMM 210F, CHUR 352F

MISS 470S Senior Seminar - Global Missions

2 credits

Spring

This is a capstone course designed to prepare senior missions students to enter a career as missionaries. Consideration is given to future professional training, job placement, and issues and trends in missions. Guest lecturers, field trips, and the writing of a synthesis paper are a part of this course.

MISS 480X Global Missions Practicum

2 credits

Summer

This practicum is a four-week field experience in mission ministry. It is designed to acquaint the student with mission work. It may be completed as a foreign or as a home mission experience. The Foreign Missions Practicum will be led by a faculty member and planned in cooperation with DFM MAPS. The Home Missions Practicum will be planned in cooperation with DHM MAPS.

MISS 481X Global Missions Internship

4 credits

Summer

This course is open to juniors who will spend an eight-week internship in a full-time cross-cultural ministry setting. Students are strongly encouraged to accomplish this at the end of their junior year. This internship will require readings, reports, and

evaluations. The intern will work, by faculty approval, in a variety of situations under the supervision of a home or foreign

missionary. The interns will be responsible for their own expenses.

Prerequisites: SOCI 310F, MISS 354S, MISS 450F

History Courses

HIST 210F History of Western Civilization

3 credits

Fall

This course is a study of world civilization with emphasis on the development of Western cultural traditions from the ancient to early modern times. Attention is given to the impact of the Church as it correlates with secular development from the Apostolic period to the time of the crusades.

HIST 211S Renaissance and Reformation

2 credits

Spring

This is a course that studies the major developments in the structure, thought, and relation of church and secular history during the periods of the Renaissance and Reformation.

HIST 220F American History I

3 credits

Fall

This course looks at United States history from the pre-colonial period to 1865 with the following topics emphasized: the American Colonies, the Early National Period, the Jeffersonian Era, the Age of Jackson, and the Civil War. Political, social, economic, and cultural aspects of these topics are accentuated.

HIST 221S American History II

3 credits

Spring

This is a course in United States history that studies the close of the Civil War to recent times. Topics include Reconstruction, the

American West, the Industrial Age, populism and progressivism, World War I, the Roaring Twenties, the Great Depression, World War II, the Cold War Era, and Post-Cold War America. Political, social, economic, and cultural aspects of these topics are accentuated.

HIST 438X Independent Study

1,2,3 credits

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

HIST 439X Special Topics

1-6 credits

These courses will be offered by TBC professors as need arises for various topics in the General Education Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

Language Courses

LANG 221F Spanish Ia

3 credits

Fall

This is a basic course in the essentials of Spanish pronunciation, vocabulary, common idioms, and functional grammar. The communicative approach is stressed with emphasis on hearing and speaking, reinforced by knowledge of basic grammar.

LANG 222S Spanish Ib

3 credits

Spring

This is a continuation of Spanish Ia reviewing the essentials of Spanish pronunciation, basic vocabulary, common idioms, and functional grammar. Emphasis is placed on hearing and speaking, reinforcing knowledge of basic grammar. Attention is given to reading skills in addition to dialogue.

Prerequisite: LANG 221F or its equivalent

LANG 231F Sign Language Ia

2 credits

Fall

This is a practical study of American Sign Language, developing skills in both finger spelling and sign vocabulary. It includes an introduction to deaf culture and deaf ministry.

LANG 232S Sign Language Ib

2 credits

Spring

This course is the continuation of LANG 231F Beginning Sign Language with emphasis on further development of signing skills required for interpreting in the church setting through actual practice.

LANG 330S Introduction to Studies in Hebrew

2 credits

Spring

This is an introductory course in the Hebrew language that provides a cursory study of essentials of Hebrew linguistics and grammar. The primary focus of the course is to introduce students to the wealth of currently available resources and study helps to Biblical Hebrew. The course culminates in an exegetical

paper from a selected Old Testament book. This course may serve as a Bible elective.

LANG 331F New Testament Greek Ia

3 credits

Fall

This course provides an introduction to the Greek alphabet and essentials of the Greek language including nouns (masculine, neuter, and feminine), verbs (various voices and tenses), prepositions, and pronouns. The student will begin building a basic vocabulary of Greek words and will complete translation assignments. Since this course work is an introduction to ancient written literature, it may serve as a substitute for either ENGL 310SM or ENGL 311FM, or it may serve as a general elective except in the Elementary Education Program.

LANG 332S New Testament Greek Ib

3 credits

Spring

As a continuation of Greek Ia, this course introduces irregular noun and verb forms, participles, the imperative and subjunctive moods, and the infinitive. The student will continue to build a basic Greek vocabulary and complete translation assignments. The second half of the semester will require translation work from the gospel of John from the Greek New Testament and includes discussion of various theological points. This class may serve as a Bible or general elective.

LANG 433F New Testament Greek IIA

3 credits

Fall, even years

This course provides advanced grammatical study and extensive vocabulary building. The students will be required to translate selections from the synoptic gospels, from which various theological nuances will be examined. This class may serve as a Bible elective or general elective.

LANG 434S New Testament Greek IIB

3 credits

Spring, odd years

This course is a continuation of New Testament Greek IIA. It includes an introduction to textual criticism and principles of Greek exegesis. The course is designed as a practicum which culminates in two major papers—one in textual criticism and one in Greek exegesis. The papers will be taken from the Pauline epistles. This class may serve as a Bible or general elective.

LANG 438X Independent Study

1,2,3 credits

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

LANG 439X Special Topics

1-6 credits

These courses will be offered by TBC professors as need arises for various topics in the General Education Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.



Math Courses

MATH 030S Fundamentals of Math

3 credits

Spring

This study of arithmetic and algebra of counting numbers, integers, rational numbers, and applications is designed for students who need a review of math fundamentals as indicated by ACT scores. This course is a prerequisite for MA 111X.

MATH 111X College Math

3 credits

Fall, Spring

This is a general education course emphasizing the ideas and concepts of mathematics: logic, number theory, algebra, geometry, graphing, probability, statistics, and the application of these concepts to everyday life.

MATH 200S College Algebra

3 credits

Spring

This course is a study of sets and real numbers, linear equations and inequalities, polynomials, functions, graphing linear and polynomial functions, exponential and logarithmic functions, systems of equations, matrices and determinants, sequences and

series. Either ACT score or completion of MATH 111X determines placement into the course.

MATH 438X Independent Study

1,2,3 credits

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

MATH 439X Special Topics

1-6 credits

These courses will be offered by TBC professors as need arises for various topics in the General Education Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

Music Courses

MUSI 150F/151S Class Piano I

1 credit

Fall, Spring

This is a practical approach to keyboard study for the beginning student. Basic concepts are explored, including sight reading, harmonizing melodies, playing by ear, and improvising. Groups of six study using electric pianos.

MUSI 152F/153S Class Piano II

1 credit

Fall, Spring

This is a practical approach to keyboard study for the intermediate student. Emphasis is given to harmonization, how to build and use chords, and their particular application to church music.

MUSI 154F/155S Class Voice

1 credit

Fall, Spring

Students are placed in groups of eight or fewer to learn basic fundamentals of voice production.

MUSI 156F/157S Applied Piano

1 credit

Fall, Spring

Private lessons, by audition only, are offered for students who have reached a level of proficiency in the requirements of MUSI 150F/151S and MUSI 152F/153S. Studies include both classical repertoire from each music era and sacred compositions of various styles. Emphasis is on technical expertise, improvisation, and performance. Recital is required.

MUSI 158F Music Skills Training I

3 credits

Fall

This course identifies the basic skills needed in music. Scales, key signatures, sight-singing, and ear training are emphasized.

MUSI 250S Music Skills Training II

3 credits

Spring

This is a continuation of the study of basic music skills. Harmony, modern chord identification and progression, modulation, transposition, and four-part voice leading will be emphasized.

Prerequisites: MUSI 158F, MUSI 255F

MUSI 253F Music History and Literature I

3 credits

Fall

This is a study of the development of music from the Renaissance period to the end of the Classic period. Representative works and styles are emphasized as related to the musical concepts of the time.

MUSI 254S Music History and Literature II

3 credits

Spring

This is a study of the Romantic and Twentieth Century periods. Representative works and styles are emphasized as related to the musical concepts of the time.

MUSI 255F Introduction to Sight Singing and Ear Training

1 credit

Fall

This is the study and use of sight singing and ear training skills. It includes the development and training of the ear to hear and identify intervals and rhythmic patterns and transcribe in a written form.

MUSI 257F/258S Applied Voice

1 credit

Fall, Spring

This is a study of the principles of voice production. Lessons are designed to meet the individual needs of each student. Classical and sacred compositions will be studied. Entrance is by audition only and recital is required.

MUSI 350S Fundamentals of Music for Praise and Worship

2 credits

Spring

This course is designed to give students a foundation in the basics of music including clef signatures, note reading, rhythm, key signatures, and major scales. The philosophy and skills of praise and worship are developed.

MUSI 351F Music Administration

2 credits

Fall

This course is designed to prepare the prospective vocal/instrumental conductor to develop an effective music program and to learn to work with personnel and administration. It also gives guidance in the running of sound and lighting equipment as well as its procurement and maintenance.

MUSI 352S Music for Ministry

2 credits

Spring

This is a study of the musical and practical aspects of leading a worship service, including reading music and directing singing. Students are guided in developing a Biblical philosophy of praise and worship.

MUSI 353F Worship Leading

1 credit

Fall

This is the study and development of worship-leading skills; organizational, time and people management; and the performance of the above.

Prerequisite: MUSI 352S

MUSI 354S Advanced Conducting

2 credits

Spring

This is a study of the principles of conducting vocal and instrumental ensembles. The practical use of the techniques of conducting are stressed along with the organization and development of good rehearsal practices.

MUSI 355F/356S Concert Choir**½ credit****Fall, Spring**

This course includes the study of the great masters, performance of anthems, gospel songs, hymn arrangements, and spirituals.

MUSI 357F/358S Wind Ensemble**½ credit****Fall, Spring**

This ensemble is comprised of wind and percussion instruments and performs in chapel and for concert. The repertoire features sacred and secular compositions and arrangements. This ensemble is open to all students with prior instrumental experience.

MUSI 360F Music Skills Training III**3 credits****Fall**

This is a more advanced continuation of Music Skills Training I and II with similar objectives and organization. A study of the use of sixth chords and applying appropriate use of borrowed chords will accompany a continuation of vocal/instrumental arranging and composition.

Prerequisite: MUSI 250S

MUSI 361S Music Skills Training IV**3 credits****Spring**

This is a course designed to develop the skill level of the student in the use of composite chord groups and contemporary composition and arranging.

Prerequisites: MUSI 360F, MUSI 362S

MUSI 362S Orchestration and Instrumentation**2 credits****Spring**

This is a study of the ranges, transpositions, and performance characteristics of the various instrumental families. It includes arranging and orchestration assignments.

Prerequisites: MUSI 360F

MUSI 438X Independent Study**1,2,3 credits**

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

MUSI 439X Special Topics**1-6 credits**

These courses will be offered by TBC professors as need arises for various topics in the Fine Arts Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

MUSI 450F/451S Trinity Singers**½ credit****Fall, Spring**

This course consists of various groups of selected voices, chosen by audition only, performing and ministering contemporary music in a variety of styles. These groups travel to area churches throughout the school year, during fall and spring breaks, and during the month of May. All members of Trinity Singers groups are also required to be in the Concert Choir.

MUSI 452X Exit Recital**1 credit****Fall, Spring**

This is a ½-hour recital involving the student's principal instrument and any other aspect of music he/she would like to incorporate into the program such as conducting, arranging, or writing a musical selection.

Philosophy Courses

PHIL 410F Introduction to Philosophy**3 credits****Fall**

Philosophical terminology, how we gather knowledge (e.g., revelation, rationalism, empiricism, idealism, etc.), epistemology, metaphysics, and morals are examined in this course. A special focus emphasizes both the importance of philosophy and, conversely, the influence of "vital philosophies" upon major portions of contemporary theology. The student is introduced to critical thinking within the context of the Judeo-Christian world view.

PHIL 438X Independent Study**1,2,3 credits**

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and

the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

PHIL 439X Special Topics**1-6 credits**

These courses will be offered by TBC professors as need arises for various topics in the General Education Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

Physical Education Courses

Every student is required to have four semesters (2 credit hours) of Physical Education (PHED) of which one must be Nutrition and Fitness. An individual varsity sport or aerobics may be applied toward the requirement one time only. A student could take three different varsity sports, along with Nutrition and Fitness, and meet the requirement. If a student has been in the military, PHED involvement may be waived if the proper form is completed.

PHED 110FS Nutrition and Fitness

½ credit **Fall, Spring**
This course is a study of proper nutrition and its effects on human body performance.

PHED 111F Women's Softball and Volleyball

½ credit **Fall, even years**
The first eight weeks of the course are committed to the development of skills of softball, including the learning of the rules, tactics and strategies. The remaining eight weeks are focusing on volleyball, including the learning of the rules, tactics and strategies.

PHED 112S Women's Basketball and Bowling

½ credit **Spring, odd years**
The first eight weeks of the course are committed to the development of skills of basketball, including the learning of the rules, tactics and strategies. The remaining eight weeks are focusing on bowling, including the learning of the rules, tactics and strategies.

PHED 113F Women's Racquet Sports

½ credit **Fall, odd years**
The course is designed to allow development of skills, learning of the rules, tactics and strategies of the following racquet sports: tennis, badminton, racquetball, and ping-pong.

PHED 114S Women's Bowling and Golf

½ credit **Spring, even years**
The first eight weeks of the course are committed to the development of skills in bowling, including the learning of the rules, tactics and strategies. The remaining eight weeks are focused on golf, including the learning of the rules, tactics and strategies.

PHED 116F Men's Softball and Volleyball

½ credit **Fall, even years**
The first eight weeks of the course are committed to the development of skills in softball, including the learning of the rules, tactics and strategies. The remaining eight weeks are focused on volleyball, including the learning of the rules, tactics and strategies.

PHED 117S Men's Basketball and Bowling

½ credit **Spring, odd years**
The first eight weeks of the course are committed to the development of skills in basketball, including the learning of the rules, tactics and strategies. The remaining eight weeks are focused on bowling, including the learning of the rules, tactics and strategies.

PHED 115FS Women's Aerobics

½ credit **Fall, Spring**
The students are introduced to the basics of group aerobics.

PHED 118F Men's Racquet Sports

½ credit **Fall, odd years**
The course is designed to allow development of skills, learning of rules, tactics and strategies of the following racquet sports: tennis, badminton, racquetball, and ping-pong.

PHED 119S Men's Bowling and Golf

½ credit **Spring, even years**
The first eight weeks of the course are committed to the development of skills in bowling, including the learning of the rules, tactics and strategies. The remaining eight weeks are focused on golf, including the learning of the rules, tactics and strategies.

PHED 210S Men's Volleyball

½ credit **Spring**
The purpose is to develop skills in volleyball, including the learning of its rules, tactics and strategies, while representing the institution on the club level of competition. The Athletic Department and Academic Records Office determine eligibility.

PHED 211FS Cheerleading

½ credit **Fall, Spring**
The purpose is to develop skills in cheerleading and provide support for varsity athletic teams. The Athletic Department and Academic Records Office determine eligibility.

PHED 212S Men's Weightlifting

½ credit **Spring**
The course provides an introduction to basic programs for proper weight training and conditioning.

PHED 213FS Women's Weightlifting

½ credit **Fall, Spring**
The course provides an introduction to basic programs for proper weight training and conditioning.

PHED 350F Psychology of Coaching

3 credits **Fall**
The course presents the four main areas of coaching, sports psychology, bio-mechanics, exercise physiology, and the "Total Release" Christian philosophy of coaching.

PHED 351S Care and Prevention of Athletic Injuries**3 credits****Spring, even years**

The course gives the future coach an understanding of safety, the prevention of injuries in sports, emergency care and taping of injuries. This course also includes rehabilitation and recovery.

PHED 352F Coaching Techniques of Volleyball**3 credits****Fall, odd years**

The course prepares the student in specific skills and strategies, as well as the organization and management skills necessary to coach and administer volleyball. The student will also provide assistance within the intercollegiate varsity women's volleyball program.

PHED 353F Coaching Techniques of Football**3 credits****Fall, even years**

The course prepares the student in specific skills and strategies, as well as the organization and management skills necessary to coach and administer football. The student will also provide assistance within the intercollegiate varsity football program.

PHED 354S Coaching Techniques of Basketball**3 credits****Spring, odd years**

This course prepares the student in specific skills and strategies, as well as the organization and management skills necessary to coach and administer basketball. The student will also provide assistance within the intercollegiate varsity women's volleyball program.

PHED 355S Coaching Techniques of Baseball**3 credits****Spring**

This course prepares the student in specific skills and techniques needed to participate in baseball. It includes the organization and management skills necessary to coach and administrate baseball.

Varsity sports may be taken for credit more than one semester but will only be credited as a PHED requirement for graduation once.

PHED 410F/411S Varsity Basketball—Men**½ credit****Fall, Spring**

The purpose is to develop skills in basketball, including the learning of its rules, tactics and strategies, while representing the institution on the varsity level of competition. The Athletic Department, Academic Records Office, Conference and National affiliations determine eligibility.

PHED 412F/413S Varsity Basketball—Women**½ credit****Fall, Spring**

The purpose is to develop skills in basketball, including the learning of its rules, tactics and strategies, while representing the institution on the varsity level of competition. The Athletic Department, Academic Records Office, Conference and National affiliations determine eligibility.

PHED 414F Varsity Football—Men**½ credit****Fall**

The purpose is to develop skills in football, including the learning of its rules, tactics and strategies, while representing the Institution on the varsity level of competition. The Athletic Department, Academic Records Office, Conference and National affiliations determine eligibility.

PHED 415S Varsity Volleyball—Women**½ credit****Fall**

The purpose is to develop skills in volleyball, including the learning of its rules, tactics and strategies, while representing the institution on the varsity level of competition. The Athletic Department, Academic Records Office, Conference and National affiliations determine eligibility.

PHED 416FS Individualized PE**½ credit****Fall, Spring**

For students with a documented physical disability which prevents a mainstream experience or seniors unable to fit a PHED course into their academic load. Each student must complete thirty hours of pre-approved activity.

HPED 438X Independent Study**1,2,3 credits**

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

HPED 439X Special Topics**1-6 credits**

These courses will be offered by TBC professors as need arises for various topics in the General Education Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

Psychology Courses

PSYC 111X Freshman Seminar**3 credits****Fall, Spring**

This is an orientation course designed to prepare the student for victorious Christian living, academic success, and

personal and social growth. Topics studied include prayer, methods of Bible study, library research skills, personal study habits, time management, ethics, etiquette, and vocational selection.

PSYC 210FM General Psychology**3 credits**

This is an introductory course in psychology. This study of human behavior includes heredity, environment,

development, personality, emotions, perceptions, motivation, psychotherapy, and the learning process all within the context of scriptural principles. It is a prerequisite for other psychology courses.

Fall**PSYC 212S Child Growth and Development****2 credits**

This is a study of a child's life from conception to adolescence with emphasis upon the stages of development and upon responsible adult control and relevant phases of nurture.

Prerequisite: PSYC 210FM**Spring****PSYC 310F Adolescent Psychology****3 credits**

This is a study of the psychological and emotional characteristics of the adolescent and adult years. Personality, vocational choices, and the aging process are also considered.

Prerequisite: PSYC 210FM**Fall****PSYC 311S Adult and Aging****2 credits**

This course studies the characteristics, needs, problems, and concerns of adults with emphasis on the middle and later years of life. It includes an awareness of the changes in psychological, vocational, and avocational aspects of these age groups.

Prerequisites: PSYC 210FM**Fall****PSYC 313F Introduction to Counseling****3 credits**

This course provides an introduction to various counseling roles, both in the church and in society. It familiarizes the student with the major theoretical approaches to counseling and psychotherapy. The therapy process is examined in terms of the roles of the counselor and the counselee, some of the techniques employed, and the ethical issues related to counseling.

Prerequisite: PSYC 210FM**Fall****PSYC 410S Abnormal Psychology****3 credits**

This course examines personality maladjustment and behavior disorders. Appropriate treatments are discussed, all from an integrated perspective of psychology and the Bible.

Prerequisite: PSYC 210FM**Spring, odd years****PSYC 411S Pastoral Counseling****3 credits**

This is a continuation of PSYC 313F. Additional counseling techniques are presented with case studies. Students counsel in role play situations. Premarital, marriage and family, bereavement, and other pastoral counseling situations are discussed. **Prerequisite:** PSYC 313F.

Spring**PSYC 413S Advanced Counseling Techniques****3 credits**

This is an advanced counseling course emphasizing crisis intervention, psychological testing, group counseling, and addiction counseling.

Prerequisites: PSYC 313F.**Spring****PSYC 470S Senior Seminar in Pre-Counseling****2 credits**

This is a seminar designed to prepare senior pre-counseling students to enter the professional world. Consideration is given to job opportunities, graduate training in counseling, issues and trends in counseling, and professional organizations. Guest lecturers, field trips to counseling agencies, and the writing of a synthesis paper are also part of the course.

Spring**PSYC 480X Pre-Counseling Practicum****2-4 credits**

Elective field experience is open to juniors and seniors in the Pre-Counseling Minor. Students work under professional supervision in either a public or para-church counseling agency. The time required is 200 hours of service during an academic year or four weeks full-time service during the summer. It requires readings, reports, and evaluations and it may be repeated once for academic credit. Students are responsible for their own expenses.

Prerequisites: Junior or senior status and departmental approval**Fall, Spring****PSYC 438X Independent Study****1,2,3 credits**

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

PSYC 439X Special Topics**1-6 credits**

These courses will be offered by TBC professors as need arises for various topics in the General Education Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

Science Courses

SCIE 310F Introduction to Biology

4 credits

Fall

This is an introductory course in the biological sciences involving concepts concerning the cell, genetics, and development, structure, function, Evolution and Scientific Creationism, behavior and ecological adaptation in plants and animals. Relevance of biology to current issues and scripture will be considered. Lecture 4 hours. Lab 1 hour.

SCIE 311S Introduction to Physical Science

4 credits

Spring

This is an introductory course in physical science involving the concepts and principles of astronomy, geology, physics, meteorology and geography, Evolution and Scientific Creationism, and the need for ecology in our changing world. Relevance of physical science to current issues and scripture will be considered. Lecture 4 hours. Lab 1 hour.

SCIE 312S Anatomy and Physiology

4 credits

Spring

This is an introductory course in the study of human anatomy and physiology. Lectures, laboratory work and demonstrations of

human anatomy and physiological processes both normal and abnormal are included. It is designed for students wishing a coaching certificate or a more human-centered science. Lecture 4 hours. Lab 1 hour.

SCIE 438X Independent Study

1,2,3 credits

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

SCIE 439X Special Topics

1-6 credits

These courses will be offered by TBC professors as need arises for various topics in the General Education Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

Sociology Courses

SOCI 210F Introduction to Sociology

3 credits

Fall

This is a study of the social organization, institutions, and social forces of our society. The nature of humankind and its culture, the development of institutions, and the problems of social change are also addressed.

SOCI 213SM Marriage and Family

3 credits

Spring

This is a study of the history, purpose, and problems of the family. Special attention is given to social conditions influencing courtship, marriage, divorce, and family life, all from a Christian perspective.

SOCI 310F Cultural Anthropology

3 credits

Fall

This course provides a basis for understanding and appreciating the primary aspects of human societies and their varied cultural

expressions. Emphasis is given to the relevance of inter-cultural studies as a means of dealing with world problems and adjusting more readily to living and working in cross-cultural settings.

SOCI 438X Independent Study

1,2,3 credits

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

SOCI 439X Special Topics

1-6 credits

These courses will be offered by TBC professors as need arises for various topics in the General Education Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.

Theology Courses

THEO 150X Christian Doctrine

2 credits

Fall, Spring

This is an introduction to the major doctrines of the Christian faith with concentration on the plenary inspiration and inerrancy of Holy Scripture as the sole source of Christian doctrine. Assemblies of God doctrine, with regard to the Statement of Fundamental Truths of the Assemblies of God, is both articulated and defended.

THEO 151S Pentecostal Heritage

3 credits

Spring

This is a historical survey of Pentecostal phenomena from the first century to the advent of the modern Pentecostal movement. It traces the history of the Assemblies of God explaining the doctrinal divergences responsible for the rise of various Pentecostal/charismatic movements. Attention is given to isolating the devotional dynamics that contributed to and accompanied the various outpourings of the Holy Spirit.

THEO 250S Doctrine of God and Man

3 credits

Spring

The doctrine of God is presented with special emphasis on His existence, providence, attributes (both communicable and incommunicable), and the significance of divine names. Man, as to his special creation in the image of God, his resultant physical-moral-spiritual constitution, the fall, and sin, is the focus of the second part of this course. The doctrine of sin (its nature, transmission to the human race, and final consequences), and the angels (their nature, fall, classification, works and destiny) conclude the final phase of this course.

Prerequisite: THEO 150FS

THEO 350S Doctrine of the Holy Spirit

3 credits

Spring

This course is a systematic study of the Holy Spirit as revealed throughout Scripture in His person, names, nature, advent, fruit, and gifts. Emphasis is placed upon the working of the Holy Spirit from a New Testament perspective in such areas as divine healing, baptism in the Holy Spirit, His leading, and the administration, operation, and manifestation of His gifts.

Prerequisites: THEO 150FS, THEO 151S

THEO 351F Modern Religious Cults

3 credits

Fall, even years

This course is designed to expose the theological errors of the cults, to study the evangelizing techniques of the cults and the brainwashing methods of extremist cults.

THEO 438X Independent Study

1,2,3 credits

This course involves special research or directed studies on topics not covered in organized courses. The instructor, the Department Chair, and the Vice President of Academic Affairs must approve course content and credits. Students are allowed to complete a total of six credits through Independent Study. Courses fall under the same academic calendar as the regular semester.

THEO 439X Special Topics

1-6 credits

These courses will be offered by TBC professors as need arises for various topics in the Bible Department. The title of the course will be determined by the content of the syllabus. Approval by the Department Chair and the Vice President of Academic Affairs is needed.



Administrative Council

DR. HOWARD YOUNG (TBC-1994)

President

- B.S. in Pastoral Studies, North Central Bible College, Minneapolis, MN
- M.A. in Education, Western Evangelical Seminary, Portland, OR
- M. Div., Western Evangelical Seminary, Portland, OR
- D. Min., Luther Rice Seminary, Atlanta, GA
- Ph.D. studies, Higher Education Administration, University of Minnesota, Minneapolis, MN
- Ordained minister, General Council of the Assemblies of God
- Pastoral experience, 17 years
- Instructor, Pastoral Studies Department, North Central Bible College, 5 years
- Dean of Christian day school
- Overseas ministry
- Author

REV. DENNIS D. NILES (TBC-1995)

Executive Vice President

- B.S., Journalism, Iowa State University, Ames, IA
- B.A., Bible/Theology, Central Bible College, Springfield, MO
- Ordained minister, General Council of the Assemblies of God
- Pastoral experience, 20 years
- Sectional Presbyter, 4 years
- Commissioned Officer, U.S. Army, 22 years
- Adjunct faculty member, Bible and English

DR. STEVEN DECKARD (TBC-1998)

Vice President for Academic Affairs

- B.A. in Biology Education, Mckendree College, Lebanon, IL

- M.S. in Biology Education, University of Illinois, Champaign, IL
- Ed. D. in Curriculum and Supervision, University of Sarasota, Sarasota, CA
- Licensed minister, General Council of the Assemblies of God
- Professor, ICR, 7 years
- Professor, The Kings College, 3 years
- 24 years experience in education and coaching
- Author/Researcher

REV. DAN KUNO (TBC-1987)

Dean of Students

- A.A., Theology, Trinity Bible College, Ellendale, ND
- B.A., Ministerial, Trinity Bible College, Ellendale, ND
- Graduate studies, Assemblies of God Theological Seminary, Springfield, MO
- Ordained minister, General Council of the Assemblies of God
- Wyoming Youth Director, Assemblies of God, 6 years
- Youth pastor experience, 8.5 years
- Pastoral experience, 4 years
- Youth camp/seminar speaker

REV. DON FLAHERTY (TBC-1996)

Business Administrator

- B.A., Pastoral Studies, North Central Bible College, Minneapolis, MN
- Undergraduate studies, University of Wisconsin, Milwaukee, WI
- Ordained minister, General Council of the Assemblies of God
- Church business administrator experience, 9 years

Faculty

FULL-TIME FACULTY

BAKER, Rev. Carolyn D. (TBC-1998)

Professor in Bible/Ministerial Studies

- B. Div., Luther Rice Seminary, Lithonia, GA
- M. Div., Assemblies of God Theological Seminary, Springfield, MO
- D. Min., Western Conservative Baptist Seminary, Portland, OR
- Ordained minister, General Council of the Assemblies of God
- MAPS-Appointed and Nationally Appointed Home Missionary with the Assemblies of God to Native Americans
- Associate pastor/evangelist
- Graduate Assistant/Professor in Biblical Studies at 4 other AG colleges
- Author of over 100 articles
- Excavator with the Hebrew University, Jerusalem, Israel at Ein Gedi

BENNETT, Rev. David (TBC-1995)

Student Ministries Director

Assistant Professor in Bible and Church-Related Ministries

- A.A., Bible/Ministerial, Trinity Bible College, Ellendale, ND
- B.A., Bible/Ministerial, Trinity Bible College, Ellendale, ND
- M.A., Biblical Literature, Assemblies of God Theological Seminary, Springfield, MO
- Ordained minister, General Council of the Assemblies of God
- Pastoral experience, 18 years

DAMSTROM, Dr. Ken (TBC-1998)

Assistant Professor in General Education

- B.A., English/Bible/Psychology, Barrington College, Barrington, RI
- M. Div., Theology/Ministry, Gordon-Conwell Theological Seminary, S. Hamilton, MA
- D. Min., Counseling/Psychology, Newton Centre, Newton Centre, MA
- Ordained minister, General Council of the Assemblies of God
- Senior pastor, 30 years
- Adjunct faculty, 5 years
- Senior counselor, Department of Juvenile Justice

EVENSON, Terry (TBC-1998)

Assistant Professor in Fine Arts

- B.A., Music, University of North Dakota, Grand Forks, ND
- M. Ed., Music, North Dakota State University, Fargo, ND
- Music director, public and private schools, 6 years
- Church youth and music, 5 years
- Pastor/music director, 12 years

FLEDDERJOHANN, Dr. Dennis (TBC-1993)

Chairman, Elementary Education Department

Associate Professor in Church Related Ministries

- B.A., Biblical Studies from Toccoa Falls College, Toccoa, GA
- M.A., Christian Education from Trinity Evangelical Divinity School, Deerfield, IL
- M. Div., McCormick Theological Seminary, Chicago, IL
- Ph.D., Loyola University of Chicago
- Ordained minister with the Christian and Missionary Alliance
- Pastoral experience, 20 years
- Writer/teacher/director of Inductive Bible Studies with Leadership Resources, Palos Heights, IL, 8 years
- Adjunct faculty, Toccoa Falls College, Truett-McConnell College, Brenau College, Moody Bible Institute, 13 years

GODDING, Jesse (TBC-1992)

Athletic Director

Head Football Coach

Instructor in General Education

- B.A., Social Sciences/Secondary Education/Coaching Certificate
- B.A., Biblical Studies, Crown College, St. Bonafacius, MN
- M.A. (Candidate), Health, Physical Education, and Recreation, Northern State University, Aberdeen, SD
- Aide to Athletic Director, 2 years

GONNERMAN, Dennis (TBC-1999)

Instructor in General Education

Head Men's Basketball Coach

Head Baseball Coach

- B.A., Education, Westmar College, LeMars, IA

- Graduate studies, University of Iowa, Ames, IA
- Private school teacher, 4 years
- Public school teacher, 16 years
- High school coach, 16 years

GUNTHER, Larry (TBC-1996)

Assistant Professor in Bible/Ministerial Studies

- B.A., Bible and Pastoral studies, North Central Bible College, Minneapolis, MN
- B.A., Bible and Christian Education, North Central Bible College, Minneapolis, MN
- M.A., Biblical Literature, Assemblies of God Theological Seminary, Springfield, MO
- Ordained minister, General Council of the Assemblies of God
- Pastoral experience, 20 years
- Assistant pastor experience, 3 years

KATTER, Dr. John (TBC-1997)

Chairman, Bible/Ministerial Studies
Professor in Bible/Ministerial Studies

- Undergraduate Studies, Wheaton College, Wheaton, IL
- B.A., University of Minnesota, Minneapolis, MN
- B.A., North Central Bible College, Minneapolis, MN
- M. Div., Fuller Theological Seminary, Pasadena, CA
- Certificate in Clinical Pastoral Education, Hillcrest Medical Center, Tulsa, OK
- D. Min., Midwestern Baptist Theological Seminary, Kansas City, MO
- Ordained minister, General Council of the Assemblies of God
- Interim pastor and assistant pastor, 4 years
- College/seminary teaching experience, 29 years
- Author
- Music/Evangelism Ministry, 6 years

KIRSCHENMANN, LeRoy (TBC-1974)

Chairman, Business Department
Associate Professor in Business

- B.S., Education, Valley City State College, Valley City, ND
- M.S., Education, University of North Dakota, Grand Forks, ND
- High school teacher, 4 years
- Secretary, 1973, North Dakota Legislative Session

KUNO, Phyllis (TBC-1987)

Library Director

- B.A., Biblical Studies, Trinity Bible College, Ellendale, ND

- M.A., Library Science in progress, University of Arizona, Tucson, AZ
- Purchasing, 2 years
- Resident Director, 3 years
- Student accounts, 2 years
- Library related work, 4 years
- Pastor's wife, 12 years

LARSON, Lavonne (TBC-1981)

Chairperson, General Education Department
Professor in General Education and Elementary Education

- A.A., Bible, Trinity Bible College, Ellendale, ND
- B.A., Bible, North Central Bible College, Minneapolis, MN
- B.S., Education, Greenville College, Greenville, IL
- M.S., Counseling and College Student Personnel, North Dakota State University, Fargo, ND
- Ed. D., Education and English, University of North Dakota, Grand Forks, ND
- High school teacher, 7 years
- Overseas ministry in evangelism and education

OLSON, Diane (TBC-1998)

Instructor in Elementary Education and Business

- B.S., Business Administration, Oregon State University, Corvallis, OR
- B.A., Bible/Elementary Education, Trinity Bible College, Ellendale, ND
- M.A., (Candidate), Elementary Education, Northern State University, Aberdeen, SD
- ND Dept. of Public Instruction Teaching Certificate
- Elementary education Teacher, 7 years
- Business management experience, 7 years

PELLETIER, R. Daniel (TBC-1992)

Assistant Professor in General Education

- A.A., Cape Cod Community College, Cape Cod, MA
- B.A., Political Science/Art History, Amherst College, Amherst, MA
- M.A., English Literature, University of Ottawa, Ottawa, CAN.
- Diploma, Zion Bible Institute
- Licensed minister, General Council of the Assemblies of God
- College English instructor, 18 years

PRETTYMAN, Carolyn R. (TBC-1993)

Assistant Professor in Elementary Education

- B.A., Humanities with emphasis in Elementary Education, minor in Vocal Performance, Southern California College, Costa Mesa, CA
- M.S., Classroom Teaching, Northern State University, Aberdeen, SD
- Elementary substitute teacher, California public schools, 1 year
- Elementary public school teacher, California, 6.5 years
- California State Professional Clear Teaching Credential

PRETTYMAN, Kenneth R. (TBC-1992)

Chairman, Fine Arts Department

Assistant Professor in Music

- B.A., Fine Arts/Music Performance, California State University, Bakersfield, CA
- M.A., Choral Conducting and Choral Literature, California State University, Fresno, CA
- Ordained minister, General Council of the Assemblies of God
- Gentle Witness Ministries concerts and clinics, 21 years
- Music minister/choral conductor, 13 years
- Public school teacher, 2 years

SCHLECT, Warren (TBC - 1998)

Instructor in General Education

- B.A., English, Jamestown College, Jamestown, ND
- M.A., (Candidate) English, North Dakota State University, Fargo, ND
- College instructor, 6 years

ADJUNCT FACULTY

KUSLER, Susan (TBC-1998)

Adjunct in Spanish

- B.A., Spanish, Wartburg College, Waverly, IA
- High school teacher, 6 years

FLEDDERJOHANN, Elizabeth (TBC-1998)

Adjunct in General Education

- B.S., Christian Education, Toccoa Falls College, Toccoa, GA
- Graduate work in Elementary Education from the University of Georgia, Athens, GA and Northern Illinois University, DeKalb, IL
- Private tutor - elementary through college levels, 8 years
- Editor, Leadership Resources International, 8 years

VETTEL, Luke (TBC-1998)

Adjunct in music

- Currently pursuing B.S. in Biblical Studies, with a double minor in Specific Ministries and Music, Trinity Bible College, Ellendale, ND

WARING, Jennifer (TBC - 1998)

Adjunct in General Studies

- B.A., Corporate recreation Health and Wellness, Northwest Missouri State University, Maryville, MO
- Assistant aquatics director, 1 year
- After school program director, 1 year
- Personal trainer, 1 year



Staff Directors

GERLING, Laura L. (TBC-1994)

Director of Academic Records

Adjunct in Business/General Education

- B.A., Elementary Education/Bible, Trinity Bible College, Ellendale, ND
- Records administration experience, 5 years
- College teaching experience, 4 years
- Elementary school teaching experience, 8 years
- Coordinator of talented and gifted program, 2 years

GRIMSHAW, Jerry (TBC-1996)

Director of Admissions

Assistant Football Coach

Adjunct in General Studies and Business

- B.A., Biblical Studies, Office Administration Minor, Trinity Bible College, Ellendale, ND
- Graduate studies, Trinity International University, Deerfield, IL
- M.A. (Candidate), Teaching Social Studies, Northern State University, Aberdeen, SD
- Administrative NCO, U.S. Army, 10 years
- Pastoral experience, 3 years

MIDDLESTEAD, Rebekah (TBC - 1995)

Director, Financial Aid

- B.A., Biblical Studies/Elementary Education, Trinity Bible College, Ellendale, ND
- Financial Aid secretary, 3 years
- Bank teller, 1 year

VENNARD, Michael (TBC - 1998)

Assistant Director of Admissions

Assistant Football Coach

- B.A., Biblical Studies/Ministerial, Trinity Bible College, Ellendale, ND
- Undergraduate studies in Bible, William Tyndale Bible College, Farmington Hills, MI
- Undergraduate studies, Macomb Community College, Clinton Township, MI
- High school football coach, 2 years

WILLIAMS, Gene (TBC-1994)

Director of Environmental Services

- Undergraduate studies, Trinity Bible College, Ellendale, ND
- Professional carpenter, 4 years
- Route sale/service manager, 7 years
- District manager, convenience stores, 7 years
- Auto service line technician, 7 years

YOUNG, Barbara (TBC - 1994)

Director of Accounting

- Undergraduate studies, Accounting, Anoka Ramsey Community College, Anoka, MN
- Undergraduate studies, Accounting, Northeast Wisconsin Tech, Green Bay WI
- University internal auditor, 5 years
- Accounting assistant, 4 years
- Manager, credit union, 2 years
- Pastoral leadership, 18 years





Trinity
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