

# LIFE PACIFIC COLLEGE

2011-12 ACADEMIC CATALOG



PREPARING LEADERS FOR A LIFETIME OF MINISTRY  
SINCE 1923

# TABLE OF CONTENTS

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<i>Table of Contents</i> .....	1
<i>A note about this Catalog</i> .....	3
<i>Accreditation &amp; Authorizations</i> .....	4
<i>Locations &amp; Contact Information</i> .....	4
<i>Memberships and Recognitions</i> .....	5
<i>Introduction</i> .....	6
<i>Heritage</i> .....	6
<i>Mission – Vision - Values</i> .....	7
<i>Graduation &amp; Retention Data</i> .....	9
<i>Crime Statistics</i> .....	9
<i>Campus and Facilities</i> .....	10
<i>General Admissions Requirements</i> .....	12
<i>Statement of Nondiscrimination</i> .....	12
<i>Grievance Policy</i> .....	13
<i>Academic Information</i> .....	14
<i>Career Services</i> .....	17
<i>Disclaimer</i> .....	17
<b>Traditional Studies</b> .....	<b>18</b>
<i>Traditional Application Procedure</i> .....	18
<i>Student Life</i> .....	21
<i>Academic Calendar - Traditional</i> .....	24
<i>Costs and Financial Information</i> .....	25
<i>Financial Aid</i> .....	27
<i>Academic Information</i> .....	30
<i>Academic Programs</i> .....	40
<i>General Education Core</i> .....	45
<i>Second Bachelor of Arts</i> .....	46
<i>Bachelor of Arts – Biblical Studies</i> .....	47
<i>Bachelor of Arts – Transformational Ministry</i> .....	49
<i>Associate of Arts – Biblical Studies</i> .....	51
<i>Associate of Arts – General Studies</i> .....	52
<b>Degree Completion Program</b> .....	<b>53</b>
<i>DCP Academic Policies &amp; Procedures</i> .....	53
<i>DCP Financial Information</i> .....	63
<i>Financial Aid – Degree Completion Program</i> .....	65
<i>Curriculum Components</i> .....	69
<i>Bachelor of Arts – Ministry &amp; Leadership</i> .....	71

**Master of Arts .....73**  
*Financial Information ..... 77*  
*Financial Aid & SAP Policy – Master’s Program ..... 78*  
*Program Details ..... 82*  
*Master of Arts in Strategic Leadership ..... 84*

**Distance Learning .....86**  
*Associate of Arts – Biblical Studies ..... 92*

**Course Descriptions .....94**

**Board of Trustees..... 109**

**Administration..... 110**

**Faculty..... 110**

**Index..... 115**

## President's Letter

A dream. It usually starts small, but given time, it begins to grow. Life Pacific College began as a dream in the heart of Aimee Semple McPherson. She saw a Harvest that awaited one thing, laborers. For eighty-five years Life Pacific College has been preparing leaders for that Harvest and for ministry. The impact has been amazing.

Perhaps a dream is growing in your heart. A dream of significant impact for the kingdom, a dream to reach our inner cities, a dream for people of all ages to discover the truth of God's Word and His desire to live with them forever.

Life Pacific College can help you discover and develop that dream. Our desire is to see students biblically grounded, spiritually transformed and prepared for ministry. It may happen in a thousand different contexts, but each one is so significant and valuable. If a dream is forming in your heart, I invite you to prepare at Life Pacific College. Together, we can change the world.

Agape',

Dr. Robert Flores

President,

Life Pacific College

## A NOTE ABOUT THIS CATALOG

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This catalog is intended to be a comprehensive representation of the programs offered by Life Pacific College. The first section contains general information pertinent to all programs. As you progress in the document, specific policies that pertain to each program (e.g., traditional program, degree completion program, Master of Arts program, and the Distance Learning program) are nested under their respective program heading.

## ACCREDITATION & AUTHORIZATIONS

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Life Pacific College is accredited by the Accrediting Commission for Senior Colleges and Universities of the Western Association of Schools and Colleges, 985 Atlantic Avenue, #100, Alameda, CA 94501, (510) 748-9001.

Life Pacific College is an accredited member of the Association for Biblical Higher Education (ABHE), 5850 T.G. Lee Blvd., Suite 130, Orlando, FL 32822, (407) 207-0808, exdir@abhe.org. ABHE is a United States Department of Education (USDE) recognized accrediting agency and member of the Council for Higher Education Accreditation (CHEA).

Questions or concerns regarding LPC's accreditation status may be directed to the Academic Affairs Office, Life Pacific College, 1100 W. Covina Blvd., San Dimas, CA 91773.

### Authorizations for Extension Campuses

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**VIRGINIA:** Life Pacific College is certified to operate by the State Council of Higher Education for Virginia, 101 N. 14th Street, James Monroe Building, Richmond Virginia, 23219; (804) 225-2600. The Associate of Arts in General Studies program is offered at the CrossPointe campus located at 900 Life Drive, Christiansburg, VA 24073. Any student with a complaint that cannot be resolved after exhausting the school's grievance procedure, may file a complaint with the State Council of Higher Education for Virginia. The student should submit written complaints to: State Council of Higher Education for Virginia, Private and Out-of-State Postsecondary Education, 101 N. 14<sup>th</sup> Street, 9<sup>th</sup> Floor, James Monroe Building, Richmond, VA 23219

**WASHINGTON:** Life Pacific College is authorized by the Washington Higher Education Coordinating Board (HECB) and meets the requirements and minimum educational standards established for degree-granting institutions under the Degree-Granting Institutions Act. This authorization is subject to periodic review and authorizes Life Pacific College to offer the following degree program: Bachelor of Arts in Ministry and Leadership. Authorization by the HECB does not carry with it an endorsement by the board of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the HECB at P. O. Box 43430, Olympia, WA 98504-3430.

## LOCATIONS & CONTACT INFORMATION

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Life Pacific College operates in three separate locations.

**PRIMARY CAMPUS:** Life Pacific College, 1100 W. Covina Blvd., San Dimas, CA 91773. Phone: (909) 599-5433; Fax (909) 599-6690.

**VIRGINIA EXTENSION CAMPUS:** CrossPointe, 900 Life Dr., Christiansburg, Virginia 24073-7160; Phone: (540) 382-7100; Fax: (540) 382-0592.

**WASHINGTON EXTENSION CAMPUS** is hosted at the Northwest Church campus located at 34800 21<sup>st</sup> Ave. SW, Federal Way, WA 98023; Phone: (253) 838-6321; Fax: (253) 838-7808

## MEMBERSHIPS AND RECOGNITIONS

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Life Pacific College is a member of:

- the American Association of Collegiate Registrars & Admissions Officers (AACRAO).
- the Association of Christian Distance Education Schools (Access).
- the Association of Christian Schools International (ACSI).
- the Association of Governing Boards of Universities and Colleges (AGB).
- the Council for Higher Education Accreditation (CHEA).
- the Evangelical Council for Financial Accountability (ECFA).
- EDUCAUSE is a nonprofit association whose mission is to advance higher education by promoting the intelligent use of information technology.
- the Pacific Association of Collegiate Registrars and Admissions Officers (PACRAO).
- the Statewide California Electronic Library Consortium (SCELC).
- the University Professional and Continuing Education Association (UPCEA).

LPC is also approved:

- by the California State Approving Agency for Veterans Education for training veterans.
- by the United States Department of Justice for the training of international students.
- as a Theological School, as described in the Selective Service Regulations.
- by the United States Department of Education for eligible students to receive the disbursement of Title IV funds.
- as a Collegiate Institution by the United States Health & Human Services (Social Security Administration) for the payment of Social Security benefits to students entitled to them.
- by various states for Vocational Rehabilitation programs.

Additionally, members of the college's faculty and staff hold professional or institutional memberships in associations that include: the American Alliance for Physical Education, Recreation and Dance (AAPHERD); the Institute for Management Accounting (IMA); the Association of College Administration Professionals (ACAP); the Association for Institutional Research (AIR); the American Library Association (ALA); the Association of Christian Librarians (ACL); the California Library Association (CLA); the National Association of Christian College Admissions Professionals (NACCAP); and the National Association for College and University Food Services (NACUFS).

## INTRODUCTION

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Our overall program is designed to build leaders who work from a strong foundation in the Word of God. Christians are only as effective in their efforts for God as they are enriched by their walk with God. As a result, we seek to cultivate a personal spiritual experience by providing an atmosphere of learning and interaction shaped by the principles of Scripture.

True human achievement is not gained through one's own accomplishments alone. The Spirit of God has been given to enable the believer in every aspect of life. Therefore, we seek to lead men and women into a deepened familiarity and perception of the work of the Holy Spirit.

Certainly, one of the most important decisions we will ever make, aside from our choice to follow Christ, is that of how and where we will serve Him. Our desire is to help you discover God's heart and will. LPC is the college of choice for those who want to confirm and clarify the call of God. Our goal is to equip you with the tools necessary to fulfill that call.

LPC offers diverse programs, a gifted, Spirit-filled staff and faculty, and something for everyone interested in developing as a Christian leader. The degrees available to students at LPC will allow them to apply for a variety of jobs and further educational opportunities.

As disciples of Jesus Christ, our ministry happens wherever we live and work. Whether your goal is to be a pastor, educator, counselor, missionary, business person, or is yet to be decided, LPC will help you establish a foundation. At LPC, God's will and God's Word are our first concern for you.

## HERITAGE

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Life Pacific College was born in the midst of spiritual revival. In 1923, evangelist Aimee Semple McPherson established a Christian training center to equip men and women to become the evangelists, missionaries, pastors, and teachers the world so desperately needed to bring people to Christ and to establish people in God's Word.

Because she recognized the need for men and women who would lead and nurture people in their faith, she began an interdenominational Bible institute (which became L.I.F.E. Bible College, and, later, Life Pacific College) that was dedicated to international evangelism. Life Pacific College thrives today as a testimony to her obedience to Jesus' command: "Go therefore and teach all nations..." (Matt. 28:19).

L.I.F.E. was so named with an acronym representing the Lighthouse of International Foursquare Evangelism. As such, our broad objective is the world-wide proclamation of the full gospel.

In the 1920's, the term "foursquare" was commonly employed to mean firm, straight-forward, bold, and without deception. It refers to a forthright declaration that Jesus is the world's only Savior; He is the Great Physician and Healer; He willingly baptizes believers with the Holy Spirit; and He is coming back as the reigning King.

Life Pacific College grew from a two-year institute and continues to be a strong Pentecostal/Charismatic Bible college. LPC is commitment to the Evangelical

Pentecostal message. For over 80 years LPC has offered the finest training and equipping for life-long ministry that is centered in the Word of God and empowered by the life-giving testimony of Jesus Christ.

## MISSION – VISION – VALUES

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Life Pacific College seeks to understand God's plans and purposes for each generation while it remains faithful to its foundation in the International Church of the Foursquare Gospel. The college is committed to superior instruction of the Scriptures and general studies. It seeks to stimulate students' spiritual awareness, challenge intellectual potential, and shape character and lifestyle. To this end, faculty recruitment includes consideration of Christ-like character, academic excellence, ministry experience, and a commitment to teaching.

LPC strives to provide a caring community where the necessity of the empowering work of the Holy Spirit is fully recognized. The campus is a safe environment and provides a setting that is supportive of both educational and student life opportunities. The administration facilitates processes that work both to serve the interests of the students and to advance the mission of the college.

**Mission:** Life Pacific College is an institution of biblical higher education that exists for the transformational development of students into leaders prepared to evangelize and disciple the nations and to serve and lead the Body of Christ and the Foursquare Church in particular.

### Values:

1. Affirming the Word of God as our ultimate authority and the foundation for godly living and effective ministry.
2. Developing a grace-based community, striving for excellence both personally and organizationally.
3. Teaching and modeling a transformed Christ-like character; developing connected and obedient disciples.
4. Partnering with and supporting the local church to train students for church ministry.
5. Sending well-trained leaders into ministry; educating and equipping students to creatively engage and impact the world.
6. Practicing a Spirit-empowered lifestyle of devotion, worship, and service.

**Vision:** Life Pacific College will be recognized worldwide as a partner of churches and other ministry training institutions supporting the advancement of the Kingdom of God, with a growing reputation of graduating a Spirit-empowered diverse body of students who live and teach biblically, and think and lead strategically.

We are committed to:

- Grounding students in biblical principles through sound theological instruction;
- Developing the minds of our students to view life and make decisions from a Christian worldview perspective through education;
- Partnering with the Holy Spirit in transforming students' lives through discipleship;
- Preparing students to succeed in leadership and ministry through role-modeling, mentoring, and instruction.

## **Educational Goals**

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Life Pacific College is primarily a professional ministerial training institution dedicated to serving society at large and the Foursquare Church in particular through Christian ministry. As such it places greater emphasis on instruction and the development of students' knowledge, skills, and values than on research interests. Professors demonstrate instructional qualifications through degree attainment (a master's degree is a minimum qualification, with a terminal degree expected for all full-time faculty). Previous instructional and professional experience is an important hiring consideration. All full-time professors continually develop in both scholarship and pedagogy. Involvement in public service through church or non-profit ministry is a trademark of professors, administrators, staff, and students.

The study of the Bible is central to all educational programs at LPC. Bible and theology courses are rich in scholarship while characterized by the call to experience the reality of Christ in all facets of life. Students rigorously engage in the study of biblical languages and culture, biblical interpretation, and systematic and biblical theology.

General education courses equip students to thoughtfully consider fundamental concepts in the humanities and sciences, guided by a classic Judeo-Christian world view. They are designed to help students acquire the skills necessary to achieve academic success and to successfully engage the increasingly complex global culture. These courses are developed through a faith that is grounded in the Scriptures and embraces Christ's transforming power. All students take courses in the humanities, language and culture, social and behavioral sciences, math and natural sciences, and leadership studies. Students will have opportunities in their coursework to acquire foundational skills vital to their vocational direction and service in the church. Scripture teaches that all believers have a ministry, and fulfillment of that ministry is grounded in gaining and employing wisdom as well as trusting the Lord.

## **Training Goals**

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In order that students are enriched in their walk with the Lord, LPC seeks to cultivate the roots of personal spiritual growth in an atmosphere of prayer and humility. Lives disciplined in the habit of Bible study are shaped by the precepts of Scripture. Guided by the Foursquare Gospel tradition and doctrine, LPC seeks to lead men and women into a deeper experience and understanding of the work of the Holy Spirit.

While on campus, students will progress in character growth. College, as an experientially unique time, encourages students to a fresh examination of personal behavior in light of Christ-likeness. LPC cultivates integrity, virtue, and grace. Emotional maturity and balance accompany these character qualities.

In order to complete the cycle of learning and experience ministry growth, it is necessary for students to integrate coursework with ministry, work, and service. LPC emphasizes and leads students into a meaningful program of ministry formation as a correlate of the academic program. Both on and off campus, students are challenged to become culturally and socially gracious and sensitive.

## Community Goals

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As an institution, LPC's staff and faculty strive to model a grace-filled community, treating all people with respect and kindness. The willingness to be a learning organization is evident in all departments as they strive to support student learning.

## GRADUATION & RETENTION DATA

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The college encourages students to develop a long-term approach to their education. Students beginning their time at LPC or who transfer to the college are encouraged to obtain their Bachelors degree.

### Graduation Rate

Current six-year graduation rate for the 2004 first-time, full-time degree-seeking students is 43%; for first-time full-time bachelors seeking students it is 37%.

### Retention Rate

Sixty-three percent of students who began their studies as first-time, full time bachelor's seeking students in the fall of 2009 were retained into the fall 2010 term.

## CRIME STATISTICS

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	2007	2008	2009
<b>Arrests – On Campus</b>			
Illegal weapons possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0
<b>Arrests – On-Campus Residence Halls</b>			
Illegal weapons possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0
<b>Criminal Offenses – On-Campus</b>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses – Forcible	0	0	0
Sex offenses - Non-forcible <i>(incest and statutory rape only)</i>	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	1	0	0
Motor vehicle theft	1	0	0
Arson	0	0	0
<b>Criminal Offenses – On-Campus Residence Halls</b>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses – Forcible	0	0	0
Sex offenses - Non-forcible <i>(incest and statutory rape only)</i>	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	1	0	0
Motor vehicle theft	1	0	0
Arson	0	0	0

## CAMPUS AND FACILITIES

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The primary campus of Life Pacific College is located in the beautiful suburban community of San Dimas, California. The facilities include the Simonson Center (housing the Bookstore, Chapel, Library, Admissions Office, and other administrative offices), administrative and classroom buildings, the Café, four residence halls, and the Hicks Student Center.

Nestled against the foothills of the San Gabriel mountains, the city and campus are within a reasonable driving distance of downtown Los Angeles, the beaches of the Pacific Ocean, various lakes, and the ski slopes of the nearby mountains. The campus is within walking distance of restaurants, coffee shops, shopping centers, supermarkets, dry cleaners, and many other services. A full-service hospital is also located one block west of the campus.

### Library

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Established through the LIFE Alumni Association, the college library provides information resources for academic pursuit and a comfortable place to study. There is a strong theological collection and a growing general education collection that total more than 45,000 volumes. Careful selection of new materials by staff and faculty contributes to the quality of the library's collection. In addition, technological resources continue to become available to support academic pursuits. Computer stations are available for word processing, email, and research through access to the library catalog, online databases, and other Internet resources. The library catalog and information on how a student can become library certified is accessible through the library home page at [www.lifepacific.edu/library](http://www.lifepacific.edu/library).

### Hicks Student Center

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The Hicks Student Center is the hub of student activity. In addition to housing the Office of Student Life, it houses a full-size gymnasium, weight room, The Loop (coffee shop), student lounge, science and art lab, music and drama practice areas, prayer rooms, recording studio, heritage hall, and other meeting rooms.

### Computer Technology

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Life Pacific College is committed to developing and maintaining a level of technology that prepares students to serve and lead effectively in modern society. The college's online community can be explored at [www.lifepacific.edu](http://www.lifepacific.edu). All students receive a LPC email address.

Because personal computers are a necessary tool in college life, the college recommends that all students have a personal computer for writing papers, submitting assignments, communicating by email, conducting research, and completing collaborative projects. All college residence hall rooms are wired with two high-speed Ethernet ports in addition to campus-wide wireless access. Workstations and networked printers are located in the library for student use. All computers are equipped with Microsoft Office, high-speed Internet access, and some also have graphics capabilities.

## Disability Services

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Life Pacific College understands the rigorous demands on college students. Completing a college program requires physical and mental stamina as well as maturity. Sometimes disabilities or chronic conditions can make the college experience a difficult one. LPC seeks to provide reasonable accommodations for students who may be in this situation. Students with physical or learning disabilities should contact the Academic Affairs office for an application and to learn what accommodations may be available to student participants.

A student who has been previously diagnosed with a disability, or is struggling academically and wonders what the root of the problem is can follow the steps listed below to participate in the Life Challenges program:

To Enter the Program:

- Fill out the Life Challenges application form,
- Attach a physician's and/or appropriate professional's diagnosis describing the disability along with suggestions for reasonable accommodations, OR
- Go through a diagnostic assessment with our program specialist, and
- Meet with college staff to discuss accommodation for educational provisions such as special classroom arrangements. Accommodations may include but are not limited to: providing space for an interpreter or assistant; special seating at the front of the classroom, reading/writing or test taking arrangements.

## Counseling Services

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The College understands that various circumstances arise in students' lives that can be emotionally and mentally challenging. Therefore, LPC is committed to providing resources that serve students' emotional and mental needs. Currently, this is accomplished through small groups, on-campus mentorships, and on-campus professional Christian counseling provided at low-cost to the student.

## Christiansburg, VA Campus

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Life Pacific College is pleased to partner with Foursquare Ignite to offer a limited selection of coursework in Christiansburg, Virginia. Ignite provides the discipleship training elements while Life Pacific College provides the academic training located at the CrossPointe Facility.

With a physical plant consisting of 20+ functioning classrooms, 3 housing facilities with accommodations for nearly 130 people, a full gymnasium, workout area, several student lounges, a café/dining hall, commercial kitchen, a chapel/sanctuary, a campus post office, and administration offices, The Foursquare Church at CrossPointe is ideally suited for a college program in partnership with Life Pacific College.

# GENERAL ADMISSIONS REQUIREMENTS

## Behavioral Standards

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Admissions criteria are inseparably linked with the ultimate purpose of the college. LPC desires to admit students whose character, motivation, and abilities are in accord with its program. We seek men and women whose primary aim in life is to glorify the Lord and to proclaim the Good News.

The application procedure is designed to determine an individual's readiness for academic studies. The application process is the first effort to ensure that potential students possess the skills and abilities necessary to complete the program.

## Acceptance Criteria

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Evaluation of the application focuses on the following areas in particular:

**Spiritual**—Applicants are asked to give evidence of an established Christian character and commitment to the ways of the Lord.

The application and pastor's reference form are used to assess the prospective student's testimony. It is not the purpose of LPC to be legalistic, but because of the demands placed on a student training for public ministry, an established pattern of upright living is essential.

The college is doctrinally Pentecostal. We hope that students have received (or are seeking) the baptism with the Holy Spirit. Applicants from other denominations are welcome, but should understand that LPC teaches from a Pentecostal perspective.

**Academic**—Applicants should have sufficient educational background to enable them to perform at the college level. An official high school transcript documenting graduation, a posted Associate of Arts Degree, or proof of high school equivalence is required for admission into the B.A. or A.A. program. All applicants' must submit official transcripts from all higher education institutions he or she has attended, even if the applicant deems the course(s) taken to be non-transferable. If applying to the Second Bachelor's program, an accredited college transcript with a posted B.A. or B.S. in a major other than Bible, Theology, or Religion is required. *Meeting the minimum admissions requirements does not guarantee admission to the college.*

## STATEMENT OF NONDISCRIMINATION

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In compliance with federal and state regulations, Life Pacific College admits students of any race, gender, color, national and ethnic origin, disability, status as a veteran, or any other characteristic protected by law to all rights, privileges, programs, and activities offered to students at the college.

## Statement on Diversity

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The college believes that the whole counsel of God includes an emphasis that new birth in Christ supersedes any racial, gender, or socioeconomic lines (Gal. 3:27-29). In accordance with federal law, the college subscribes to and encourages the equal

right of all people to pursue excellence in their lives without racial and ethnic prejudice or inhibition.

Additionally, believing that diversity will help build leaders of character who are able to serve in an increasingly multicultural society, the college seeks to promote a campus environment that invites, encourages, and supports multiculturalism.

As a result, the college expects all students, staff, and faculty to remove from their behavior and speech, as well as from their thinking, all indications of racial and ethnic bias. Racism in any form will not be tolerated in community life on this campus, and will be met with disciplinary measures.

## GRIEVANCE POLICY

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Students who have a grievance are encouraged to use the academic or co-curricular processes described in the following sections to seek a resolution.

### Student Classroom/Faculty Concerns

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If a student has a grievance or concern regarding a faculty member or classroom issue, the student is encouraged to first meet with the faculty member to resolve the matter.

If resolution is not made to the satisfaction of the student, the student should then contact the Assistant to the Academic Dean. The Academic Office will inform the student of how the grievance will be handled and how privacy in the matter will be protected to the extent the student desires and is possible. The student will be asked to convey the facts of the situation in writing. At the end of the meeting, options will be discussed, and a follow-up appointment will be made with the student if requested.

If the issue is minor, the Academic Office may wait to see if additional complaints are filed about the same professor. Should the issue be of a more serious nature, the Administrative Council will be notified.

In matters of dispute regarding a final grade assignment, the student is asked to put the facts in written form and/or speak with the Academic Dean. If the Academic Dean cannot resolve it with the professor, a meeting of the three parties will take place and a decision by the Academic Dean will be made based on the evidence provided.

### Co-curricular Grievance

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In the event that a student has a serious concern about a specific policy of the college, the student is encouraged to communicate with the Dean of Students. The appeal should be made in writing describing the nature of the grievance, the evidence upon which it is based, and the remedy sought. The Dean of Students will act to bring formal resolution to the stated grievance. If satisfactory action is not achieved, an appeal may be directed to the Student Life Committee for final resolution.

# ACADEMIC INFORMATION

## Grading

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The Grade Point System is used with letter grades translated to a numerical value. Grades are usually available within three weeks of the conclusion of each semester and can be accessed online via the LifeLink system. Grade point averages are not rounded.

### Grade Point System

Grade	Grade Point
A Excellent	4.00
A- .....	3.70
B+ .....	3.30
B Good .....	3.00
B- .....	2.70
C+ .....	2.30
C Average .....	2.00
C- .....	1.70
D Passing .....	1.00
F Failure .....	0.00
P Passing Grade .....	No points
WF Withdraw/Failure .....	0.00
WP Withdraw/Pass .....	No points

### Incomplete Grade

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The grade "IN" signifies incomplete but otherwise satisfactory work. It is granted by appeal and only when extenuating circumstances prevent the completion of the work on time. If the incomplete work is not made up within one month following the scheduled date of the final exam, the "IN" is changed to the grade the student earned, averaging a zero in place of the missing work.

### Academic Requirement

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A cumulative grade point average of 2.0 is required for graduation. Every student is expected to demonstrate his/her ability to progress toward a degree by achieving this minimum GPA requirement.

### Academic Transfer of Letter Grades Policy

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Transcripts from accredited colleges and universities are evaluated on a course- for-course basis and courses with a "C-" grade or higher are transferred in and calculated in the student's cumulative GPA. Courses from unaccredited colleges or institutes are evaluated for transfer possibility, and if transfer requirements are met, the course is transferred in for units only. Letter grades from unaccredited colleges or institutes are not transferred. For questions regarding transferability, please contact the Registrar's Office.

## **Failure**

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Students are permitted to repeat a course one time to make up an “F” or “WF” grade. After the second failed attempt, the student must appeal to the Academic Committee to re-enroll in the course(s).

## **Course Cancellation**

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The College attempts to avoid canceling courses; however, cancellations may occur when enrollment fails to achieve the minimum number of students. In the case of a required course cancellation, the student should contact the Registrar’s Office to develop a solution if it is required for the student to graduate during the coming year. If the course is not required for graduating during the coming year, the student should select an alternative course required in their program of study.

## **Academic Freedom and Responsibility**

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As an institution of higher education, it is the goal of this college to pursue and disseminate truth. Accordingly, trustees, administration, faculty, staff, and students are free to question assumptions and to consider alternatives in the course of their pursuits and communication in the classroom, in casual and normal conversation, and in written communication.

At the same time, as a Christian institution, this college believes the Scripture to be inspired by God and, therefore, to be the norm against which all “truth” is to be measured. Since human reasoning is fallible, all perceived “truth” is not necessarily God’s truth; only that which is consistent with the Scriptures is God’s truth.

Therefore, this college emphatically rejects indoctrination, whether it results from eliminating the Scriptures as a norm, or whether it results from restricting the free pursuit of ideas.

Thus, both the faculty and students of this college are free to pursue and disseminate truth, and have the responsibility to measure their conclusions against the Scriptures.

## **Academic Integrity**

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Each student at LPC is responsible to maintain honesty and integrity in all academic work. Any offense will carry a penalty and must be reported to the Academic Affairs Office. The penalty can range from loss of the assignment (earned “F”) to academic dismissal. Lack of integrity is evidenced by, but not limited to, cheating, plagiarism, and/or fabrication.

Anyone who assists another student in an academic integrity offense is equally responsible. The college promotes sound moral values in all areas of campus life including honesty in all academic endeavors.

## **Academic Forgiveness Policy**

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After five consecutive years of non-attendance, a student may request Academic Forgiveness based upon past academic performance. The request will be reviewed after the student has completed at least one semester. The student must complete

12 credits and earn a GPA of 2.75 for his/her request to be approved. When the student's request is approved, grades of "F", "WF", and optionally "D" for the courses from the prior attendance period will be removed from the student's Grade Point Average. However, the courses will remain on the student's official transcript designated with a special code for Academic Forgiveness. If the student requests forgiveness for a course or courses in which he/she has earned a grade of "D", the credits earned in any such course or courses will be removed from the total credits earned, and the student will receive no credit for the course.

A student who has Academic Forgiveness applied to his/her transcript will not be eligible for GPA academic honors (*cum laude*, *magna cum laude*, or *summa cum laude*). Academic Forgiveness must be applied for prior to graduation.

## Disclosure of Student Records

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With certain exceptions provided by law (listed below as directory information), Life Pacific College cannot release information concerning students to prospective employers, government agencies, credit bureaus, etc., without the student's written consent. Students and alumni applying for jobs, credit, graduate school, etc., can expedite their application by providing the college with written permission to release their records, specifying which records and to which parties the release should be made. The student's written consent is not required for the disclosure of grades, disciplinary action, or other information to parents of students who are dependents for federal income tax purposes. Students may also sign a waiver to allow parents access to their financial and academic student records.

The college has designated the following categories of information as directory information, which may at the college's discretion be released to the public without the student's consent: student's name and maiden name, address, box number, email address, telephone listing, date of birth, major field of study and courses taken, participation in officially recognized activities and sports, dates of attendance, degrees and awards received, all previous educational agencies or institutions attended by the student, current class schedule, church membership, and parent's names, addresses, and telephone listings.

It is the general policy of the college not to release directory information regarding its students unless, in the judgment of the appropriate record custodian or other official with record access, such a release either serves a legitimate educational purpose or is not adverse to the interests and privacy of the student. However, the student may request in writing that directory information not be released to the public without his/her written consent. Such requests must be submitted in writing to the Registrar's Office.

This notice is not intended to be fully explanatory of students' rights under the Family Education Rights and Privacy Act (FERPA). For additional information please see the FERPA information included in the registration packet (available online as well). Any student alleging failure of the college to comply with FERPA may file a complaint with the:

Family Education Rights & Privacy Act Office  
United States Department of Education  
600 Independence Avenue N.W.  
Washington, DC 20202-4605.

The college maintains student transcripts for courses earned at LPC in perpetuity. Contact the Registrar's Office for questions regarding the records retention schedule.

## Transcripts

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A transcript of courses completed will be mailed according to the student's written instruction. For all transcript requests, please go to the college's website at [www.lifepacific.edu](http://www.lifepacific.edu) and click on "Quick Links." Then select the drop down option for "Request Transcript" and follow the directions to request a transcript. Transcripts require 5-7 business days for processing and cost \$5.00 each. Rush transcripts, processed in less than 5 business days, may be requested and cost \$10.00. Overnight delivery is available, but will incur additional fees. Please allow additional time for weekends and holidays.

## CAREER SERVICES

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Graduates from LPC have full access to the career counseling and placement services available through the LPC Ministry Formation Office ([ministryformation@lifepacific.edu](mailto:ministryformation@lifepacific.edu)) which coordinates with graduates, pastors, institutions, and ministries to place graduates in positions of their choice. Students can submit a resume to the office for editing, and discuss ministry opportunities made available to college students and graduates.

## DISCLAIMER

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The College reserves the right to make changes in its programs or curriculum as necessary. The provisions of this catalog are to be considered directive in nature. The College reserves the right to make changes it deems advisable in the offerings, regulations, and fees stated in this catalog.

# TRADITIONAL STUDIES

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## TRADITIONAL APPLICATION PROCEDURE

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An application for admission may be downloaded as a PDF or completed online at [www.lifepacific.edu](http://www.lifepacific.edu). A paper copy may be requested by contacting the Admissions Office at:

Life Pacific College  
1100 W. Covina Blvd.  
San Dimas, CA 91773  
(909) 599-5433 or (877) 886-5433  
Fax: (909) 706-3070  
[admissions@lifepacific.edu](mailto:admissions@lifepacific.edu)

The application packet consists of an application, a pastor's reference form, a Residence Hall Application, and a Health form to be completed by a physician. Documentation for assessment of a student's English proficiency is also required. One of the following documents must be submitted:

- Acceptable official SAT or ACT test score (waived if out of high school over five years)
  - The SAT: Scholastic Aptitude Test (College Code 4264)
  - The ACT (College Code 0489)
- An accredited college or AP transcript indicating a C or above in an English Composition course comparable to the English Composition & Research course that is offered at LPC.
- The SAT or ACT requirement will be waived if an applicant has taken 16 or more transferable college units with at least a 2.0 GPA or if an applicant has graduated from high school 5 or more years prior to application.
- When all application components are received, the file will be reviewed to determine if the applicant is eligible for acceptance to the college. An incomplete application will not be reviewed for acceptance. Notice regarding the admittance decision can be expected from the Admissions Office within two weeks from the receipt of the complete application file. Applicants are welcome to contact the Admissions Office regarding the status of their application.

### Application Deadline

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The deadline to complete the application is October 1 for the Spring semester and May 1 for the Fall semester.

The deadline for the Residence Hall Application is November 1 for Spring and June 1 for Fall and must be accompanied by a \$200 residence hall deposit.

### Application Requirements

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For traditional on-campus students, the application is in two phases.

Phase 1 - Required items for the **acceptance portion**:

- Application
- \$35 Application Fee
- 2-3 page Essay
- Recent Photo
- Pastor's Reference
- Official High School Transcript
- Official AP and/or College Transcript(s)
- Official SAT/ACT Score

Phase 2 - Required items for the **post-acceptance** portion:

- \$100 Tuition Deposit
- Residence Hall Application
- \$200 Residence Hall Deposit
- Health Form (filled out by a doctor with TD, MMR, & Meningitis Immunization Dates)
- Online completion of Bible Knowledge Test
- Online Completion of the Criterion Assessment Test

Dates to Remember: Fall Semester

- May 1 - Application Deadline
- August 1 - Last Day for Late Applications
- June 1 - Residence Hall Application Deadline (applications received after this deadline will be considered on a first come basis)
- August 1 - Late Application Deadline (late fee may apply)
- August 1 - Tuition & Housing Deposits Are No Longer Refundable

Spring Semester

- October 1 - Application Deadline
- December 15- Last Day for Late Applications
- November 1 - Residence Hall Application Deadline (applications received after this deadline will be considered on a first come basis)
- December 1- Late Application Deadline (late fee may apply)
- December 1 - Tuition & Housing Deposits Are No Longer Refundable

Application Fees & Deposits

- \$35 Application Fee
- \$135 Late Application Fee (applicable after August 1.)
- \$100 Tuition Deposit
- \$200 Residence Hall Deposit

**Acceptance Information**

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Students who are accepted to the college will receive a formal letter of acceptance and occasionally an email communication or a phone call. Upon acceptance to the college, a \$100 Tuition Deposit is required from the student. The Tuition Deposit will be applied towards the student's tuition bill.

## International Students

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The college is authorized to enroll nonimmigrant alien students. In keeping with guidelines set by the Bureau of United States Citizenship & Immigration Services, the college requires international students to complete the same admissions process as any other student. However, a pre-application must be completed before the full application is sent. The pre-application must include documentation of English proficiency. For any applicant whose secondary preparation has been in a country where English is not the primary language, a TOEFL score (Test of English as a Foreign Language) must be submitted as documentation of English proficiency. The college code for this test is 4264. The minimum score accepted for the B.A. degree is 550 (paper-based), 213 (computer-based) or 79 (internet-based). For the Second Bachelors degree, the minimum score accepted is 600 (paper-based), 250 (computer-based) or 100 (internet-based). In those countries where English is the primary language, the applicant must submit a SAT or ACT score instead of the TOEFL as documentation of English proficiency.

International applicants who are in the United States on an R-1 visa are required to submit documentation from the organization the applicant serves. This documentation indicates that the organization is aware that the applicant will be attending college while in the U.S. Those applicants who have been granted refugee status should submit proper documentation to Life Pacific College. Upon receipt of the pre-application and documentation of English proficiency, an application will be sent. When submitting this application the international student must also submit:

- 1) Secondary school records verifying an education equivalent to that of a U.S. high school education. If the original documents are not in English, an official English translation must be furnished by the applicant.
- 2) A notarized official English translation of records from any college or university previously attended if the original transcript(s) are not in English.
- 3) The Confidential Financial Statement certifying his/her personal funds.
- 4) The Financial Certification Forms - one for each financial sponsor (if applicable).

According to U.S. law, international students may not accept off-campus employment or receive payment for services rendered. Therefore, international students must come prepared to pay full tuition, fees, and living costs. The first semester's tuition and dorm fees must be paid in advance before a SEVIS I-20 will be issued.

In some situations, international students may be required to obtain the services of an independent evaluation service. This would involve an additional cost to the applicant.

International students should allow a minimum of four months for the completion of files and subsequent review by the Admissions Committee.

When the entire file is complete, it will be reviewed by the Admissions Committee. Upon approval for acceptance into the college, and upon receipt of the first semester's tuition and dorm fees, a letter of acceptance and the SEVIS I-20 Form will be sent to the applicant. The applicant must then present these documents to the U.S. Embassy/Consulate to apply for the F-1 visa. International students must arrive at the college on the date the residence halls open as listed in the Academic Calendar

on page 24. To remain in approved status, international students must carry a minimum of 12 units each semester and a satisfactory GPA.

## **Reentrant Admission**

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Students who have been away from LPC for one semester or more must contact the Registrar's Office for readmission and complete the reentrant application. Students away three or more semesters must provide a current pastor's reference. All reentrant applicants must provide a \$100 tuition deposit and, if staying on campus, submit a new dorm application and \$200 residence hall deposit. Clearance will be required from the Office of the Registrar and/or the Office of Student Life based upon the student's history with the school. A student with an outstanding balance will not be allowed to reenter until all balances are paid. Application must be completed by August 1 for the fall semester or by December 1 for the spring semester. A \$100.00 late fee may be required if the application process is not completed by the respective deadlines.

Students who reenter after five years must complete a full application by the above deadlines and are required to attend orientation. All approved reentrants will be notified regarding registration requirements.

If a student withdraws from the college and later returns, he/she must meet the requirements in effect under the current college catalog.

Students who have shown poor academic progress over an extended period of time or who were dismissed with cause may need to complete additional requirements for reentry. These additional requirements may include counseling, group meetings, or other requirements to assist the student in the students' development.

## **STUDENT LIFE**

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The Office of Student Life is responsible for the oversight and development of student government (ASB), student activities, new student orientation, discipline and restoration, housing, athletics, and other non-academic areas.

### **Community Life**

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LPC functions to promote spiritual, social, emotional and academic growth in the individual that will motivate and equip each student to better accomplish the purposes of God in his/her life. It is an underlying presupposition of the college that each student has been called of God to be a part of this community.

It is the focus of Life Pacific College to be a model of the authentic Christian Community. While the college places a fundamental emphasis in this area, we recognize that God is also vitally concerned with the individuals who make up that community.

### **Community Standards**

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It is the expectation of the college that each student hold to a high standard of morality. While the Scriptures do not provide specific teaching regarding all social and moral practices, they do advocate self-restraint in matters that are harmful or

offensive to others. In addition, the college takes a firm and positive stance regarding the authority of Scripture concerning specific moral issues.

When enrolling at LPC, students are admitted with the understanding that they will comply with all college standards with moral and spiritual integrity and a sense of responsibility to the college community.

## Conduct Standards

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It is a violation of the student life community standard to use alcoholic beverages, tobacco, recreational drugs, to participate in occult practices, gambling, or to engage in sexual immorality (including premarital sex, adultery, homosexual activities, pornography, etc.). A student who is found to be participating in any of these practices will be required to take part in a redemptive disciplinary process. This process may include a variety of actions, from sanctions to a possible dismissal from the college. For a more in-depth description of the specific standards and redemptive procedures of the college, please refer to the Student Handbook, which can be obtained from the Office of Student Life or on LPC's website.

## Attire and Grooming

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It is not the intent of the college to deprive the student of his/her own prerogative as to style of dress. However, it is an objective of LPC to provide a unified representation of this community. As a result, students must exemplify modesty and good taste, and should be well groomed and clean. For questions regarding the implications of the policy please see the Office of Student Life.

## Spiritual Life

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Central to the LPC experience is a focus upon spiritual growth through personal devotional times, building relationships, and involvement in various worship and service opportunities —including a strong commitment to involvement at a local church.

## Devotional Life

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LPC's administration, faculty, and staff share the conviction that students must place a high priority on the development of a consistent daily walk with Jesus Christ. God's desire is that great emphasis be placed upon nurturing a consistent personal relationship with Him. The college's Disciplines of Life Seminar class, required for all incoming students (some exceptions apply), provides valuable instruction in the cultivation of a personal walk with the Lord. Group prayer sessions, Bible studies and accountability groups in the residence halls, regular chapel services, and spontaneous calls to prayer and ministry offer further spiritual encouragement.

## Chapel

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The chapel program at Life Pacific College seeks to develop and equip students to become Spirit-formed, authentic, creative, healthy ministers who extend the Kingdom of God. Chapels give students an opportunity to receive personal renewal so they can give at their local churches and to their communities. The time also serves as a vehicle for students, staff and faculty to be in community with one

another. It is our heart to train students as they earnestly seek an intimate relationship with Christ.

## Day of Prayer

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Once a year, a special day of prayer and praise is called for the purpose of spiritual reflection and renewal. All students are encouraged to participate.

## ASB Retreat

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A highlight for student fellowship and spiritual refreshment is the student body retreat held at the beginning of the fall semester each year. This is a time, led by ASB and the OSL, when the college community comes together for a fun, community building, spiritually focused time to kick off the school year.

## Social Life

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As fervently as LPC endorses spiritually focused events, the college also promotes fun social activities that are specifically designed to bring the student body into community with one another.

## College Traditions

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Among the typical year's events are New Student Orientation, the President's Reception, the Winter and Spring Socials, Spring Spa, Okakopa Luau, and the annual Christmas Chapel. There are also scheduled musical performances and student trips to various local and cultural events. Many other large and small-scale social activities occur throughout the year.

## Associated Student Body (ASB)

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The goal of ASB is to nurture a Christ-like lifestyle by leading, connecting, and serving the student body. The purpose of this organization is to: serve by encouraging, by being a voice to and for the students, and by pastoring and caring for the student body; to connect by hosting events, communicating with the student body, ministering to the student body, building strong relationships, and creating unity among the student body; and to lead by casting vision and being Christ-like examples.

## Athletic Information

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At LPC, we believe that the body's development as a vessel of God and as an instrument for His use is essential. We encourage all of our students to cultivate some program of exercise and to learn the discipline of a healthy lifestyle while studying at the college.

The college, partnering with ASB, sponsors basic intramural club team competition. These programs may include competition in volleyball, basketball, softball, soccer, dodgeball or other team sports on campus or through city leagues.

## Residence Life

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The campus has furnished residence halls, which provide comfortable accommodations. Resident students enjoy a “home away from home” atmosphere and full meal service in the Café.

All single students under the age of 21 must live on-campus. Appeals to live off campus, including those from single students living with parents or guardians, must be filed with the Office of Residence Life prior to registration. Exemptions are considered on a case-by-case basis. There are no automatic exemptions. The residence halls are under the direct supervision of the Director of Residence Life who works with Resident Assistants to care for and advise students, and to provide oversight in keeping a sense of community.

A residence hall application, with full information concerning fees and deposits, will be sent to all applicants who are eligible to live in residence housing. If desired, a resident may choose to pay in monthly installments. Semester housing fees include the cost of full Café meal privileges.

The cost of rentals in the greater Los Angeles area is high. Students who are granted approval to live off-campus should fully understand and be prepared to pay the costs of living off-campus.

## ACADEMIC CALENDAR - TRADITIONAL

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Residence Housing Application due	June 1	November 1
Re-entrant Application completed	August 1	January 2
Residence Hall & Dining Room opens	August 27	January 7
President's Reception (for new students & parents)	August 27	January 7
Orientation for all new students (Required)	August 27	January 7
Registration for continuing students	Completed during prior semester	
Tuition & Fees due for continuing students	August 1	January 2
Tuition & Fees due for new students	August 29	January 9
Classes Begin	August 29	January 9
Late registration period (\$50 late fee)	Aug. 29 - Sep. 2	January 9 - 13
Last day to add classes	September 2	January 13
Fall ASB Retreat (required for all students)	September 9-10	-----
Last day to drop classes	October 14	Feb. 24
Last day of classes	December 9	April 27
Final Examinations	December 12 - 15	April 30- May 3
Grades due to the Registrar's Office	January 2, 2011	May 21
Baccalaureate	-----	May 4
Commencement	-----	May 5
Fall 2012 application due date	-----	May 2

### Online Fall 2011 Session 1

Classes begin	August 31
Last day to drop	September 27
Classes end	October 25

### Online Fall 2011 Session 2

Classes begin	October 19
Last day to drop	November 15
Classes end	December 13

### **Holidays: Fall 2011**

Labor Day	September 5
Fall Break Day	October 21
Thanksgiving	November 24-25
Christmas Break	Dec. 16- Jan. 8

### **Jan Term 2012**

Registration	Prior to Dec. 9
Tuition and fees due	December 9
Classes begin	January 2
Classes end	January 6

### **Online Spring 2012 Session 1**

Classes begin	January 11
Last day to drop	February 7
Classes end	March 6

### **Online Spring 2012 Session 2**

Classes begin	March 7
Last day to drop	April 3
Classes end	May 1

### **Holidays: Spring 2012**

Martin Luther King Jr. Day	January 16
President's day	February 20
Spring Break	March 19-23

### **May Term 2012**

Registration	Prior to April 27
Tuition & fees due	April 27
Classes begin	May 7
Classes end	May 11

## **COSTS AND FINANCIAL INFORMATION**

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College tuition and related costs should be considered well in advance of registration. All educational expenses will be the responsibility of the student. A schedule of costs is available prior to each year. These will be distributed to students and parents so that proper preparation may be made for the upcoming year. In addition to the fee schedule that follows, students should expect to pay on average \$100 for books per enrolled course.

## Tuition & Fees

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Fees are subject to change and are refundable only through the first full week of classes.

- Block Tuition (15-18 units) ..... \$6,000.00
- Tuition per unit (1-14 units or over 18 units) ..... \$400.00
- Room & Board..... \$3,000.00
- Private Music fee ..... \$225.00
- Directed study fee (per unit)..... \$100.00 (in addition to regular tuition)
- Graduation Fee ..... \$175.00
- Lab fee..... varies by class
- Orientation Fee..... \$100.00
- Parking Fee ..... \$30.00
- Payment Plan fee ..... \$50.00  
(when paying in installments)
- CPL Fee (per unit)..... \$75.00  
(Credit for Prior Learning)
- Student Services fee ..... \$250.00  
(required for students taking more than seven units or living on-campus)
- Studio Art fee ..... \$50.00
- Transcript Fee..... \$5.00
- Late Application fee ..... \$100.00

## Required Prepayments

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- Dorm security deposit..... \$200.00
- Tuition Deposit..... \$100.00

## Tuition Payment Plans

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Students can either pay-in-full or choose the installment payment plan and make four equal payments over the course of the semester. A payment plan fee of \$50 will be assessed for students choosing this second option. For new students, the first payment is due at orientation. For continuing students, the first payment is due August 2 for the fall term and January 3 for the spring term.

## Unpaid Accounts

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A student may not register for further sessions, receive any diploma, grades, transcript, letters of recommendation, or participate in graduation ceremonies until all financial obligations have been satisfied in accordance with the college's financial policies.

## FINANCIAL AID

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All students admitted to the degree programs at LPC may apply for financial assistance. The student's financial aid will be determined and awarded by the Financial Aid Office. To begin the process, please note the following steps:

1. Apply for admission to Life Pacific College. All applicants for financial aid must be admitted to the college.
2. Complete the online Free Application for Federal Student Aid (FAFSA) form by going to [www.fafsa.ed.gov](http://www.fafsa.ed.gov). A PIN# is needed to electronically sign the application and can be requested by going to [www.pin.ed.gov](http://www.pin.ed.gov). Additionally, Life Pacific College's Title IV School Code (016029) will need to be included on the application before the College can receive the information.
3. Complete any supplemental documentation as requested by the Financial Aid Office in a timely manner.

## Types of Aid Programs

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### Endowed Scholarships

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Scholarships based on need, achievement, and student interests are available through the College. Online application process begins February 1<sup>st</sup>.

### Federal Pell Grant

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The Federal Pell Grant Program provides federal funds for students of families that qualify. To be eligible, an applicant must be a United States citizen or permanent resident, demonstrate financial need, and must not have previously received a bachelor's degree. Students may apply for the Pell Grant by filling out a Free Application for Federal Student Aid (FAFSA).

### Federal SEOG

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In addition to the Federal Pell Grant, the Federal Supplemental Education Opportunity Grant (FSEOG) is available to certain Pell Grant recipients. The application process is the same for all federal and state aid mentioned in the catalog.

### State of California Grants

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The Cal Grant program provides awards for California resident applicants who demonstrate financial need and meet GPA requirements. California resident students may apply by filling out the FAFSA and a GPA verification form. To be eligible for an award, the student must submit both the FAFSA application and the GPA verification form by March 2.

### Loans

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Life Pacific College participates in the William D. Ford Federal Direct Loan Program. Students and parents may be able to borrow up to the cost of education through

federal loans. To be eligible for a federal loan, students must fill out the Free Application for Federal Student Aid (FAFSA).

Private loans are also available to students to assist with the cost of education. For more detailed information regarding private loans please contact the Financial Aid Office.

## Disbursements

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After students have completed their financial aid paperwork in its entirety, and once the disbursement date established by the college has been reached, the student's aid will be disbursed to the students' accounts. Students attending both the fall and spring semesters will receive one disbursement after the beginning of each term. Financial aid is generally awarded for the full year and will be disbursed evenly each semester.

## Satisfactory Academic Progress Policy

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Students applying for financial aid must demonstrate satisfactory academic progress in their degree program. Each student's academic progress will be evaluated at least once each year as part of determining his/her eligibility for federal financial aid. The U.S. Department of Education has minimum requirements which Life Pacific College adheres to which include students maintaining an institutional GPA of 2.0, making progress towards completing their degree, and completing their degree within a specific timeframe.

For more information regarding the college's satisfactory academic progress policy as it pertains to receiving federal financial aid, please visit the Financial Aid homepage on the Life Pacific College website at [www.lifepacific.edu/financialaid](http://www.lifepacific.edu/financialaid) or contact the Financial Aid Office.

## Veteran Information

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Life Pacific College is approved by the California State Approving Agency for the training of veterans who are entitled to educational benefits under existing laws. Currently, the college is pursuing the ability to certify veterans who enroll in the Washington or Virginia campus locations.

A veteran wishing to use these benefits should complete an application for Veterans Administration benefits online at <http://www.gibill.va.gov/>. Students can use benefits toward an Associate, Bachelor, or Master of Arts programs.

## Refunds

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### Room & Board

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The room and board security deposit is due with the Housing Application. This deposit is refundable in full for new students who have chosen not to, or are unable to, live in the residence hall, and if written notification is given to Student Accounts by August 1 for the fall semester or December 1 for the spring semester. Once a student has moved into the residence hall, the security deposit is only refunded if established check-out procedures have been followed. Any room damages and fines

attributed to the student will be deducted from this deposit. After June 1<sup>st</sup> continuing students who participated in room draw and who desire to move off campus will forfeit their entire deposit.

### Tuition Deposit

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The \$100 tuition deposit required for those applicants that completed the application process prior to the application deadline is refundable until August 1 for the fall semester or December 1 for the spring semester. If an applicant chooses not to attend, he or she must submit a written request for a refund of their tuition deposit to the Student Accounts Office by August 1 for the Fall semester and December 1 for the Spring semester. For all applicants applying after the deadline, the Tuition Deposit is due immediately and is not refundable except in the case where the applicant is denied admission to the college.

### Course Add / Drop Deadline

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Students may add or drop a course during the first full week of classes without any penalty or withdrawal grade assigned to his/her transcript (a \$5 schedule adjustment fee may apply). Courses may be dropped after the first full week of classes, but will incur tuition penalties as described below. See the [Academic Calendar](#) for the deadline to drop a course with a withdraw pass (WP) grade.

#### Institutional Financial Penalties For Withdrawal & Classes Dropped

- Through Sep. 3 & Jan. 14 ..... Free Online
- Through the second week of class ..... 10% of total tuition
- Through the third week of class ..... 20% of total tuition
- Through the fourth week of class ..... 30% of total tuition
- Through the fifth week of class ..... 40% of total tuition
- Through the sixth week of class ..... 50% of total tuition
- Through the seventh week of class ..... 60% of total tuition
- After the seventh week of class ..... 100% of total tuition

Lab fees, applied fees, and audit units are nonrefundable after the last day to add classes. The college may override the refund policy when extenuating circumstances exist.

### Federal Refund Distribution Policy

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The government has established a statutory schedule to determine the amount of Federal Title IV funds a student has earned as of the date he/she ceases attendance. The amount of Title IV aid earned is based on the amount of time the student spent in academic attendance. Once institutional and/or student liability has been determined, the refund is distributed to the Federal programs in the following order:

- 1) Federal Direct Unsubsidized Stafford Loan;
- 2) Federal Direct Subsidized Stafford Loan;
- 3) Federal Direct PLUS Loan;
- 4) Federal Pell Grant;
- 5) Federal SEOG.

## Withdrawal from College

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Students finding it necessary to withdraw from college must contact the Registrar's Office. Those failing to follow proper withdrawal procedures will receive a withdraw fail (WF) in all their courses.

## ACADEMIC INFORMATION

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LPC seeks to foster diligent study habits within students throughout their time at college. The qualities of perseverance and discipline will prepare students for increasingly difficult course work as well as for a lifetime of Christian leadership (1 Timothy 4:15-16). Students requiring additional academic support should review the student handbook to identify other academic support services.

### Academic Advising

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New incoming students receive student testing and registration information prior to the start of each semester, detailing what classes are available to them and how they should go about planning their course load. During a new student's first registration, the Registrar Office staff work with and advise each new student via phone and/or email. New students are provided with transcript evaluations, if applicable, as well as a suggested course layout.

Lower Division students are required to meet with Academic Staff Advisors during scheduled advising sessions prior to each semester registration in order to receive their registration access code. These academic advisors review each student's academic transcript and the lower division courses still needed to complete and make course recommendations based on the suggested course completion layout.

Shortly before beginning their upper division studies, students attend a required meeting where information regarding the two majors is discussed as well as other pertinent information for upper division students. Based on the students "major declaration," a faculty advisor is assigned to the student who is required to meet with their faculty advisor prior to each semester registration in order to receive their registration access code. Faculty advisors are provided with an advising notebook which contains a degree audit for each of their advisees, as well as other helpful advising resources. Upper Division students also receive a copy of their degree audit in their personalized registration packet.

### Orientation and Registration

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Orientation is scheduled prior to the opening of each program (those enrolled in online programs have an online orientation process that must be completed) and is **required** of all new students (including transfer students). The purpose of these sessions is to acquaint the student with major aspects of the college programs, policies, and procedures. Required testing is given online or during orientation as well. Registration for classes is completed online. Tuition and all applicable fees are due during orientation. If on the payment plan, the first payment is due at orientation.

## Registration for Continuing & Re-Entering Students

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All students are expected to register on the dates set aside for registration. Before registration is complete, a schedule of classes must be arranged and all fees must be paid. (See Financial Information, page 25, for costs and payment plans.) Lower division students receive assistance in scheduling from the Registrar's Office while upper division students are assigned a faculty advisor to consult for their registration.

Continuing or reentering students who are unable to finalize their registration on these dates may complete late registration no later than the deadline to add regular classes. Late registrants run the risk of full class rosters and may need to adjust their class schedule accordingly. Class attendance is not permitted until registration is complete, which includes financial payment. Professors may begin recording attendance the first day of class and absences may impact grades.

## Coursework

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Students will follow a prescribed curriculum of core courses at the lower division level during the freshman and sophomore years.

## Transfer of Credit

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Students who have completed courses at other accredited institutions may be able to transfer courses into Life Pacific College. Transcripts from other institutions will be evaluated to determine their relationship to requirements at LPC. Official transcripts from any institution previously attended must be submitted directly to LPC. Transcripts will not be accepted unless they are received officially sealed (unopened) from the school.

- Credit is evaluated on a course-for-course basis if the course descriptions are similar to LPC's courses or as elective units.
- Only coursework with a grade of C- or better is transferable and calculated into the students GPA.
- Academic units from accredited institutions are transferable unless the coursework is focused around on-the-job training such as co-op units, work experience, military experience, or similar courses.
- The number of transferable credits is restricted by the graduation policy requiring a minimum of 32 units to be completed at LPC.
- A student cannot transfer more than 49% of the required units to earn a major at LPC.

LPC will give college credit for numerous required and elective courses if the student receives acceptable examination scores from International Baccalaureate Organization (IBO), Advanced Placement (AP), College Level Examination Program (CLEP) and/or Defense Activity for Non-Traditional Education Support (DANTES).

A transfer of credit is sometimes possible for those who have transcripts from recognized but non-accredited institutions. Based on established criteria, a provisional evaluation is made and given to the student. Letter grades are not transferred from unaccredited institutions nor are units calculated into the student's GPA. The actual transfer of credit is postponed until the student has completed a minimum of 24 units with an accredited institution and maintained a

GPA of 2.0 or above. These units will be removed from contingency should the student withdraw from college or if the student has still not met the requirements within three years of the evaluation. At that time, the student must request a new evaluation if credit is still desired. If he or she later desires to re-enroll, a new evaluation must be completed.

Transfer units are also accepted from YWAM (Youth with a Mission) and other established internship programs such as recognized affiliates of the Emerging Leader Network. An evaluation letter will be sent to the student showing those courses that have been accepted for transfer.

Students who have earned an accredited undergraduate degree (B.A. or B.S. in a major other than Bible, Theology, or Religion) should inquire concerning entrance to the second Bachelor of Arts in Biblical Studies program or to the Master of Arts in Strategic Leadership program.

## **Transfer to External Institutions**

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Students seeking to transfer coursework to other institutions need to contact the receiving institution to request a formal evaluation of the coursework completed at LPC. Institutions determine their own standards for how the curriculum taken at LPC may incorporate into the curriculum structure of the receiving institution. Since the college received regional accreditation in 2004, transferring coursework to another institution has become easier.

## **Credit for Prior Learning**

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Students who are 24 years of age or more and have the equivalent of five years of full time ministry experience are eligible to apply for Credit for Prior Learning. Students must receive permission to submit portfolios by February 1 and the completed portfolio must be submitted by May 1<sup>st</sup> of the year they plan to graduate. Credit for the units earned will be applied to the transcript after a faculty member reviews the portfolio and if they approve it for credit. There is a \$75 per unit fee for all credits attempted to cover evaluation costs. More information is available from the Academic Affairs Office.

## **Upper Division Studies**

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Students are required to complete lower division coursework before enrolling in upper division studies. Students who have completed their lower division requirements will be reviewed for approval to enroll in upper division studies. At this time, students will also declare their major.

## **Auditing Classes**

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Audit status is offered to former students, enrolled students, and their spouses. Audit students may be included in the class only if the enrollment allows space for additional persons.

LPC graduates and spouses of enrolled students may audit one course free of charge per semester with permission from the Registrar. Certain courses involving significant interaction are not available to audit.

Audit students are not considered to be participants in class. Teachers are not expected to give personal or class time to auditors. Attendance rules do not apply and no credit is given. Audit applications are available from the Admissions or Registrar's Office. The cost is \$50.00 per unit.

## **Academic Load**

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A full academic load is considered to be 12-18 units per semester. If a student finds it necessary to carry a load greater than 20 units, the student must receive permission from the Registrar.

A student has completed an academic year when 32 semester hours (units) have been successfully completed. Students should anticipate spending 1.5 to 2 hours of homework for every hour they spend in class.

## **Probation Policy – Academic & Ministry Formation**

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A student will be placed on Academic Probation if (1) the student's cumulative GPA drops below 2.0, or (2) the student's semester GPA is below 2.0 for two consecutive semesters. A student placed on Academic Probation is restricted from serving as a student employee, residence assistant, or student officer, as well as participating in choir, chapel worship team, ensembles, and is limited to twelve (12) units. In addition, a student who receives two failing ministry formation grades at any time will be subject to the stipulations of the probation policy.

Academic probation status may have implications for financial aid status, see page 28 for details, and those on academic probation are required to participate in the Principles of Christian Scholarship (PCS I or PCS II) program.

If a student leaves the college and at a later time returns, then his/her academic status will remain as it was when they separated from the institution. College work completed during the absence from LPC may be considered for re-admission purposes of academically dismissed students.

### **Continued Academic Probation**

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If a student on Academic Probation raises his/her GPA and makes satisfactory academic progress at the conclusion of the first term on probation, yet has not reached 2.0, the student may be placed on continued probation. If at the conclusion of that term the student is able to bring his/her GPA to a 2.0 or above, he/she is removed from continued probation. If a 2.0 is not reached by that time, the student faces Academic Dismissal.

A student may not be eligible to receive federal or institutional funds while on Continued Probation. The academic committee has the discretion to limit someone who has been on probation twice during their time at LPC to only 6 units.

### **Dismissal – Academic & Ministry Formation**

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If a student's GPA has not improved at the end of his/her first term on Academic Probation, or if a student has a third consecutive semester with a semester GPA below 2.0, the student will be academically dismissed and may not continue taking classes for credit. When academic dismissal occurs, a student must wait at least one

semester before applying for reentrance to the college and must meet all dismissal requirements.

A student who receives three failing grades in ministry formation at any time is subject to ministry formation dismissal. Students will receive the stipulations for reentry in a letter following their dismissal.

## Appeal

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A student who is affected by these policies, yet believes that he/she has facts unknown to the Academic or Ministry Formation Committee, may appeal to be reinstated. To make an appeal, a student must submit a written statement to the Academic Affairs Office that details: (1) the reasons for the unsatisfactory progress, (2) his/her intentions to maintain acceptable academic and ministry formation standing, and (3) identify the methods he/she anticipates to use to make progress towards his/her educational goals. If the appeal is granted, a student is eligible to return under probationary status.

## Right of Access to Educational Record

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With a few exceptions provided by law, students at Life Pacific College may see any of their educational records that they have not waived the right of access to upon request. The request must be made in writing and specify the records that the student desires to view. Access will generally be granted immediately after or shortly after submission of the request to the Registrar, but if a delay is necessary, access must be granted no later than 45 days after the request. With some limited exceptions, students are also entitled to copies (at the student's expense) of all records to which they have access. Students further have the right, under established procedures, to challenge the factual accuracy of the records and to enter their viewpoints in the records. Students may waive their right of access to recommendations and evaluations in the cases of admissions, application for employment, and nomination for awards.

## Special Honors and Recognition

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### Dean's List

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At the conclusion of each grading period, the Academic Dean posts an honor roll called the Dean's List. Its purpose is to recognize and encourage scholastic achievement. To qualify, a student must have completed; an academic load of at least 12 units, have earned a grade point average of 3.65 or above, and successfully passed his or her ministry formation for the semester.

### Commencement Honors

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Students are selected for graduation honors according to their individual merit. In order to be considered for graduation honors, a student must:

- 1) Exemplify excellent Christian character in attitude and spirit;
- 2) Have a minimum cumulative GPA of 3.50 for courses taken at LPC;
- 3) Have completed

- 48 units for the traditional BA degree,
- 45 units for the DCP BA degree,
- 40 units for the AA degree, or
- 32 units for the second BA degree, of course work at LPC prior to their graduation.

Graduation with honors requires the following Grade Point Average (GPA):

cum laude	3.50
magna cum laude	3.70
summa cum laude	3.90

### **Election to Delta Epsilon Chi**

The faculty of the college elects a limited number of graduates each year to this Honor Society of the Association of Biblical Higher Education (ABHE) based upon individual scholastic achievement, approved Christian character, and demonstrated leadership ability.

### **Attendance Requirement**

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Students are expected to attend classes regularly. Consistent attendance and punctuality are assets in all types of formal and lay ministry.

Faculty members are authorized to develop and implement attendance policies that affect student grades and to determine if tardiness or absences are excused or unexcused. Faculty members will inform students of attendance policies, if applicable, for specific courses in the Course Outline. It is incumbent upon the student to read and follow the attendance policy established by the faculty.

In addition to individual faculty attendance policies, the following campus-wide policy applies: Faculty should withdraw any student from class who is no longer progressing in the class due to prolonged absence (three or more consecutive weeks or seven consecutive instructional days) or who has, at any time after the midpoint of the course, missed 50% of the scheduled class time to that point. Absences may, depending on the faculty, be determined by failure to submit assignments or incomplete in-class activities for the purposes of establishing the last date of attendance for financial aid purposes. The student will receive a WF (withdraw fail) grade. The Registrar's Office will send notification to students who have been withdrawn from class in this manner.

Add/Drop: Students desiring to add or drop a course must do so online via their LifeLink account or complete a Schedule Adjustment in the Registrar's Office within the published timeframe (see page 29).

### **Withdrawing from College**

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Students needing to withdraw from college must initiate the withdrawal process in the Registrar's Office within the published timeframe (see page 29). A WP (withdraw pass) grade may be recorded for any student who initiates his/her withdrawal prior to the drop deadline. If the withdrawal is completed after the drop deadline, a WF (withdraw fail) grade will be issued.

A Faculty Issued Student Withdrawal supersedes a student's ability to withdraw during the drop period with a WP (withdraw pass) grade.

## **Class Schedule**

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LPC offers a full program of study coupled with a schedule which provides considerable flexibility to the student. Class sessions begin in the morning and continue into the afternoon. Additional courses are offered online, and during the evenings.

## **Jan Term and May Term**

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Classes may be offered during the January break and immediately following the spring term. These classes are typically offered in one-week intensive formats, with pre- and/or post-course work.

## **Bible Knowledge Requirement**

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In keeping with the purposes of the college, Bible Knowledge tests are administered at selected times during the student's academic career.

The first of these tests is taken during registration for new students. The result of this test has no bearing upon the student's eligibility for studies, but simply provides a basis for evaluating the effectiveness of the college's teaching. A second test is administered prior to the student's acceptance into upper division studies. A third test is given during the student's final year of studies.

## **English Proficiency Requirement**

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Effective, clear communication must go hand-in-hand with sound doctrine. For this reason the college places a strong emphasis on a students' ability to accurately communicate to others what they learn.

Along with the numerous courses offered to enhance students' verbal communication abilities, the college also requires students to develop their writing skills.

All new students will submit an online essay during the registration process. These tests do not take the place of the SAT or ACT tests required for acceptance.

English Composition & Research is required for all students who wish to pursue their studies beyond the freshman year. Students are not advised to enroll in any subject above the 100 level until English Composition & Research is successfully completed (certain exceptions apply).

New students whose test scores indicate the need for additional skill building must take English Composition & Grammar and/or Writing Lab prior to enrolling in English Composition & Research. Successful completion of this course is the prerequisites for enrollment in the English Composition & Research class. Transfer students will be required to submit the online essay even if they are transferring in an English Composition course. A non-passing score may require enrollment in Writing Lab if an English Composition course has been completed. All students must

have completed English Composition & Research before entering upper division studies.

## **Graduation Requirements**

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A student who plans to graduate from Life Pacific College must fulfill all course requirements for his/her chosen program and the following requirements:

- At least a 2.0 cumulative GPA in work at LPC,
- A Christian testimony consistent with Scripture,
- Fulfillment of all contracts with the college,
- Completion of curriculum requirements,
- At least 32 units of course work from LPC, and
- Completion of ministry formation requirements.

Students planning to graduate must notify the Registrar by submitting a completed graduation application no later than February 1 of the academic year in which they plan to graduate. Attendance is required at the Baccalaureate and Commencement services, rehearsals, and graduate meetings.

Students who are unable to participate in the baccalaureate or commencement services may request to graduate in absentia. The potential graduate must notify the Registrar's Office by February 1 to avoid being charged the full graduation fee.

If a student withdraws from college and later returns to graduate, he/she must meet the requirements in effect under the most recent college catalog.

The College reserves the right to deny graduation to any student whose attitude or testimony is contrary to standards of the college.

Students intending to graduate must complete and have grades submitted for any Distance Learning coursework prior to the start of their final semester at LPC. All other transfer courses must be received by December 1 if graduating in December and May 1 if graduating in May.

## **Ministry Formation**

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The college places a strong emphasis upon the student's active participation in local church ministry and considers ministry involvement a necessary part of the educational program offered at LPC.

### **Requirements**

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Student requirements for ministry formation include serving in a local church, attending campus chapel services, serving at campus and local church events/outreaches/service projects, participating in a mentoring program, and completing an upper division internship. Requirements vary from year to year and each year is designed to build upon the previous year of ministry development.

### **Failure to Meet Requirements**

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Students who do not meet these requirements will earn an "F" grade on their transcripts. The consequences for failing are as follows:

**First semester** – Student is placed on alert for the remainder of their time at LPC. No initial consequences at this time.

**Second semester\*** – Student is placed on Ministry Formation Probation with the following restrictions:

1. Limited to taking 12 units
2. Ineligible for extracurricular activities such as ASB, Res-Life, Chapel Worship Teams, Fine Arts Productions, etc.

**Third semester\*** – Student is dismissed from Life Pacific College.

\*Does not indicate consecutive semesters. If a student fails a second or third time at any point during their time at LPC, they will be subject to the consequences explained above.

## Opportunities

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In addition to local church ministry experience, Life Pacific College seeks to provide a broad exposure to para-church organizations, community outreaches, missions trips, and upper-division internships.

## Career Services

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Life Pacific College\* offers career services for its graduates and alumni. The Ministry Formation Office coordinates with churches, supervisors, non-profit organizations, and businesses to advertise ministry opportunities on the Life Pacific College website. These opportunities are made available to graduates and alumni. The office continues to develop its coordination with graduate schools to be represented on-campus and to meet with students.

## Music

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Music is an important part of Life Pacific College because of the vital role worship plays in a student's life and relationship with God, as well as the local church.

### Worship Team

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The Life Pacific College worship team leads praise and worship for all weekly chapels and other special events. Participation in the worship team is by audition only but is available for a larger number of students due to the frequency of events that occur on-campus. We strongly believe that praise and worship is an essential component of LPC. Students who participate on worship team are also encouraged to participate in their local church music ministry.

### Applied Lessons

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Private lessons are an essential part of the musical training available at Life Pacific College. For students with previous musical experience, the college offers applied lessons in voice, piano, guitar, and drums, as well as other instruments upon request. All lessons are taught by qualified, professional musicians, with an emphasis on church music ministry.

## **Internship Program**

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Given the location of the college in the heart of Southern California, a well-qualified faculty, and a strong relationship with constituent churches of every size and ethnic blend, LPC is uniquely equipped to provide meaningful, practical instruction for students who are serious in their intent to move into full-time ministry upon graduation.

The Internship Program is designed to provide highly-motivated students with the opportunity for directed experience in ministry. The objective is to help the student become experienced both academically and practically so that he/she can be deployed into meaningful ministry upon graduation. The College is so committed to practical training that it has made a 2-unit Internship a requirement in both the Biblical Studies and the Transformational Ministry majors.

Although internships are required, applicants still go through a careful and thorough process of evaluation and recommendation. A student may choose to participate in a summer or in-semester internship once he/she has successfully applied to upper-division. Internships may be completed at a local church, camp, or any other ministry-centric organization.

## **Mission Team Programs**

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The summer months afford opportunities for ministry through organized Mission Teams that serve as outreaches here in the U.S. and in foreign countries. Teams raise their own support and usually travel for a period of two weeks or more.

## **Foursquare Ministerial License**

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Life Pacific College graduates are eligible to apply for a ministerial license with the International Church of the Foursquare Gospel. Since the founding of the college over 80 years ago, it has been a center for equipping men and women for ministry in the Foursquare Church.

Not all graduates of LPC enter Foursquare ministry. Many serve in other denominations, fellowships, and para-church ministries around the world. However, to the qualified LPC graduate, there is an open door of ministry internationally in the Foursquare family should that be the Lord's direction for his/her life. Students who earn an A.A. in Biblical Studies, a B.A., or a B.Th. degree are eligible to apply for a Foursquare Ministerial License if they complete the Foursquare Polity course. Additional licensing information may be obtained from the Ministry Formation Director.

## **Directed Studies**

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Directed studies are available through appeal to or by assignment from the Academic Committee and have an additional \$100 per unit fee. Directed studies are courses conducted independent of the classroom in a one-on-one or small group setting with faculty.

## ACADEMIC PROGRAMS

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The uniqueness of Life's curriculum lies in its firm commitment to the college's founding objective: to equip men and women for ministry. All degrees at Life Pacific College have a strong Biblical Studies component.

### Undergraduate Degree Programs Offered

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#### Second Bachelor's Degree

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A second degree program (39 units) for students who have completed a B.A. or B.S. from an accredited college in a field other than Bible, Theology, or Religion (see page 46).

#### Bachelor of Arts

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- Biblical Studies - A four-year degree (128 units) in Biblical Studies (see pages 47).
- Transformational Ministry – A four-year degree (128 units) in Ministry and Bible (see pages 49)
- Ministry & Leadership - A degree completion program (120 units) designed for adults with previous education (see pages 51).
- Associate of Arts
- Biblical Studies A.A. - A two-year program (64 units) in Biblical Studies (see pages 51).
- General Studies A.A. - A two-year program (64 units) consisting of the lower division program at Life Pacific College (see page 52).

### Curriculum Components

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All degree programs include extensive work in the following areas of study:

#### Bible/Theology

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Biblical studies are the heart of our curriculum and are required in every program. Even those classes not identified as "Bible" are based on the Word of God and frequently incorporate strong research in Scripture for their successful completion. The college is committed to the development of ministers who "rightly divide the word of truth". This is reflected in the requirement for all programs to include doctrinal studies. Both systematic and biblical theologies are taught (see Biblical Studies goals).

#### Bachelor of Arts – Biblical Studies Goals

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Upon the completion of a Bachelor of Arts in Biblical Studies, graduates of Life Pacific College should be able to:

##### 1. Knowledge

- 1.1 Describe the Bible's major characters and events

- 1.1.1 Students will be able to link prominent biblical characters to their specific historical era, and also be able to explain the significance of the characters within their historical era.
  - characters: Adam and Eve, Noah, Abraham, Moses, Joshua, the judges, the kings and prophets, Ezra and Nehemiah, Jesus, the twelve apostles, and Paul
  - eras: Creation and the Fall, Patriarchal, Exodus, Judges, the Monarchy, the Exile, the Post-exilic, Life of Christ, and Early Church
- 1.2 Summarize the Bible's principal theological theme
- 1.2.1 Students will be able to summarize what the Bible teaches about:
  - the nature and character of God,
  - the nature of humanity,
  - the nature of the divine-human relationship, including the fall, sin, covenant, and salvation,
  - the nature of the people of God, including the relationship, similarities, and distinctions between Israel and the Church,
  - the nature of Jesus Christ, and the significance of His life, death, resurrection and ascension,
  - the eschatological framework of salvation history and the Kingdom of God, and
  - the person and ongoing activity of the Holy Spirit.
- 1.3 Master the principles of inductive and deductive Bible study
- 1.3.1 Students will be able to describe and justify every step in "An Inductive Method for Bible Study."
- 1.3.2 Students will know hermeneutical principles relating to matters of grammar, history, culture, and theology.
- 1.3.3 Students will know the basic principles of form, source, redaction, rhetorical, and narrative criticisms.

## 2. Skills

- 2.1 Defend the Bible's authority as a guide for matters of faith and practice
- 2.1.1 Students will be able to explain the process of revelation, inspiration, transmission and canonization.
- 2.1.2 Students will know the questions skeptics ask about biblical authority and be able to answer their challenges.
- 2.2 Apply "An Inductive Method for Bible Study" guide to analyze any type of biblical text
- 2.2.1 Students will be able to customize these central methodological elements to study any kind of biblical text: lexical, genre, historical-cultural, structural analysis, literary discourse, interpretive analysis, and theological reflection.
- 2.2.2 Students will be able to apply their understanding of the following genre when they study the Bible: law, historical narrative, gospel, parables, wisdom, apocalyptic, prophecy, poetry, and letter.
- 2.2.3 Students will be able to critically evaluate secondary literature, commentaries, and theological works.
- 2.3 Master the method of theological synthesis: from the exegesis of biblical texts to systematic theology
- 2.3.1 Students will be able to develop theological concepts through this sequential process: (1) exegeting biblical texts; (2) doing biblical theology; (3) considering historical and philosophical theology; and (4) concluding with systematic theology.

## 2.4 Formulate theological positions

- 2.4.1 Students will be able to draw upon Scripture, tradition, experience, reason, and community as they formulate theological positions.
- 2.4.2 Students will be able to incorporate their theology into formal and informal teaching plans and sermon outlines.
- 2.4.3 Students will be able to distinguish the essential elements of the Christian faith from both the non-essential and matters of conscience.

## 3. Values

- 3.1 Display inquisitiveness, humility, and reverence in the pursuit and presentation of biblical truth  
Students will:
  - recognize their own biases and presuppositions,
  - gracefully acknowledge the lack of clarity with which the Bible treats some non-essential issues, and
  - be willing to understand before they seek to be understood; be willing to listen to others and appreciate different positions without becoming defensive.
- 3.2 Value the necessary connection between exegesis, theology, exposition, and application. Students will allow Scripture to transform their lives through the power of the Holy Spirit: they will be able to describe how their thinking about relating to God and others has been shaped by their Bible and theology coursework; they will also be able to depict specific behavioral changes they have implemented based upon their Bible and theology coursework.
- 3.3 Value diversity. Students will demonstrate an embracing of the college's stance on diversity:

Life Pacific College approaches diversity from a biblical perspective, affirming that diversity is an expression of God's image, love and boundless creativity. We believe that all people, without exception, bear the image of God (Genesis 1:27; 9:6; James 3:9). We define diversity in terms of race, color, national origin, gender, age, economic status or physical ability, and affirm that the college shall do all that it can to attract, affirm, and educate those representing this diversity as a way of honoring both them and God.

## Bachelor of Arts – Transformational Ministry Goals

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In addition to meeting most of the Biblical Studies goals, upon the completion of a Bachelor of Arts in Transformational Ministry, graduates of Life Pacific College should be able to:

- 1. Develop a Spirit-filled theology in order to minister in the Holy Spirit using Spiritual Gifts.
  - Articulate a Spirit-filled theology of leadership ministry, including evaluation of models for ministry and leadership.
  - Minister in the power of the Holy Spirit, including the use of Spiritual Gifts.
  - Develop a value system for relating to people biblically, including respecting diversity and demonstrating concern for the lost.

2. Practice and describe key skills a leader must have for a lifetime of personal spiritual formation and growth.
  - Communicate effectively in ministry settings through public speaking, in writing, and when leading groups.
  - Devote one's self to an intimacy with God that leads to personal and relational health.
  - Express a commitment to a lifetime of growth in ministry and leadership skills.
  - Express a value for the priority of healthy family relationships.
  - Create and implement strategies for personal and corporate spiritual formation.
  
3. Analyze leadership models/theories and develop emerging leader's skill set for leading in the corporate environment.
  - Apply relational, team-building, and networking skills in developing leaders for Christian ministry.
  - Apply an understanding of human psychology to various ministry situations.
  - Act in ways consistent with ethical biblical leadership in all areas of life
  - Employ effective, compassionate, pastoral counseling skills in various ministry settings, including conflict management.
  
4. Evaluate organizational dynamics, culture, and structure to guide the implementation of visionary strategies.
  - Identify and explain the legal and administrative issues facing those involved in leadership ministry.
  - Lead church events effectively .
  - Utilize technology, media, and the arts in ministry settings.
  - Manage a ministry, church, or organization strategically through research, assessment, and planning.
  - Implement visionary planning.
  
5. Analyze global cultural issues for the purpose of strategic planning and contextual communication of the Gospel message.
  - Design and implement innovative strategies for engaging in evangelism, outreach, and church planting in various cultures.
  - Analyze global cultural issues.
  - Describe the cultural factors of the society in which they live and the church in which they serve, and contextualize the Gospel message to both.
  - Display a commitment to the primacy of the Gospel message and to the local church as integral to its advance.

## General Education

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General Education courses equip students to thoughtfully engage fundamental concepts in the humanities and sciences from a classic Judeo-Christian world-view. Core classes underscore communication skills and cultural appreciation. The truths of past civilizations are examined afresh and embraced for a lifetime of personal, social, and civic excellence. (See page 42 for General Education Goals.)

## Philosophy of General Education

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When the world is viewed as God's creation, humans may be seen as having a responsibility to develop their gifts of mind, body, and spirit to the fullest potential and to demonstrate loving concern, respect, and service to other humans and all creation. The purpose of Life Pacific College's general education curriculum is to introduce students to the major fields of knowledge from a biblical framework and to equip them with foundational concepts and skills that will make them successful in their studies and life's endeavors. In recognition of the challenges of a rapidly changing global society, these studies give students a better understanding and appreciation of God, of themselves, and of the social, cultural, and physical world from an evangelical perspective. The general education curriculum nurtures intellectual maturity, moral integrity, physical well-being, and fosters lifelong learning.

## Bachelor of Arts - General Education Goals

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Christian leaders must have an adequate understanding of the people and environment around them. The general education curriculum is applicable to both Biblical Studies and Transformational Ministry majors and encourages the development of intellectual, social, and cultural maturity expected of college graduates.

Students who complete the general education courses should be able to:

- Acquire knowledge and appreciation of Western and other cultures
- Commit themselves to growth in relationship with God, humanity, and His creation
- Communicate effectively in writing, speaking, and the visual & performing arts
- Develop a discriminating appreciation of literature, history, and the arts
- Develop basic technological skills for writing, research, and presentation
- Display proficiency in academic research and using data
- Exhibit an ability to critically evaluate diverse problems and positions in various fields of study
- Exhibit understanding/appreciation for diversity within the world to honor God's creativity.
- Show skillful comprehension when reading and listening
- Understand basic human needs, defenses, conflicts, and motivations

# GENERAL EDUCATION CORE

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<b>Integrative Studies .....</b>	<b>6 units</b>
Ge 105 Discip. of LIFE Seminar .....	1
(Required first semester at LPC)	
Ge 401 Discip. of Leadership.....	3
Ge 451 Senior Seminar .....	2
<b>Communication &amp; Language.....</b>	<b>8 units</b>
Co 103 Eng. Comp. & Research .....	3
Co 202 Speech & Presentation .....	3
La 131 Biblical Lang. & Exegesis .....	3
<b>Humanities .....</b>	<b>11 units</b>
Ph 214 Roots of Modern Thought.....	2
Ph 300 Ethics .....	3
<i>Literature Elective .....</i>	<i>3</i>
Li 206 Intro. to Dramatic Lit. or	
Li 220 Great Books I or	
Li 230 Great Books II	
<b>Humanities Elective .....</b>	<b>3</b>
Ar 120-240 Art Courses (1) or	
Ar 220 Intro. to the Arts (3) or	
Mu 225 Music Theory I* (3) or	
Mu 226 Music Theory II (3) or	
Mu 112-36 Music Electives (1) or	
Gm 124 Drama Team Practicum or Gm 125 Ministry through Drama (2) or	
Sp201-2 Spanish I or II (3) or	
A second Literature course from above	
<b>History Units.....</b>	<b>6 Units</b>
Hi 408 Hist. of Christianity .....	3
<i>History Elective .....</i>	<i>3</i>
Hi105 Western Civ. to 1500	
<b>Social &amp; Behavioral Sciences .....</b>	<b>9 units</b>
So 131 Cultures of Ancient Civ. ....	3
So 309 Marriage & Family .....	3
<i>SBS Elective** .....</i>	<i>3</i>
So 205 Cultural Anthropology*** or	
So 200 Intro. to Psychology or	
So 250 Intro. to Sociology	
<b>Math &amp; Science .....</b>	<b>9 units</b>
<i>Lab Science Elective.....</i>	<i>4</i>
Ms 112 Integ. Life Science	
<i>Math Elective .....</i>	<i>3</i>
Ms 252 Applied Math	

\*Mu225 recommended for students interested in taking Music/Worship classes.

\*\*So200 or So250 required for students in Transformational Ministry Major.

\*\*\*So205 recommended for students interested in taking Cross-Cultural/Missions classes.

Many of these courses can be transferred from other colleges and universities by meeting specific criteria. Please contact the Registrar's Office for details.

## SECOND BACHELOR OF ARTS

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This program is only available to students who have completed an undergraduate degree (B.A. or B.S.) from an accredited college in a field other than Bible, Theology, or Religion, whose transcript indicates completion of a minimum of 45 semester units of General Education with units completed in the following categories:

- Eng. Comp. & Research           3
- Public Speaking                   3
- Humanities                        9
- Social & Behav. Sci.             9
- Math & Science                   6

**Goals:** The goals for this program are the same as those listed for the Biblical Studies major found on page 40.

*Note: Course prerequisites are applicable to Bible and Theology courses, as well as to courses specific to minor programs. Bi230 Biblical Exegesis Practicum may be taken concurrently with upper division Bible courses.*

### Requirements

- Transcript showing fulfillment of prerequisite studies as explained above.
- Minimum of 32 units completed at LPC.
- Fulfillment of all other graduation criteria, including minimum GPA (2.0), completion of Ministry Formation requirements, recommendation of faculty, fulfillment of all contracts with the college, and participation in graduation services.
- Program to include a total of 39 units in the following categories:

### **BIBLE** **21**

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Bi	101	Pentateuch.....	3
Bi	230	Bib. Exegesis Practicum.....	3
Bi	301	Romans .....	3
Bi	305	Hebrew Prophets .....	3
Bi	403	Prison Epistles .....	3
Bible Electives .....			6

### **THEOLOGY** **9**

---

Th	220	Theology I .....	3
		Choose two of the following .....	6
Th	320	Theology II or	
Th	420	Theology III or	
Th	401*	Old Testament Theo. or	
Th	403*	Theo. of Synoptic Gsples.	

### **GENERAL EDUCATION** **6**

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La	131	Biblical Lang. & Exeg.....	3
So	131	Cultures of Anc. Civ.....	3

### **MINISTRY ELECTIVES** **3**

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\* Must take Bi205 (for Th401) or Bi216 (for Th403) as Bible Elective.

# BACHELOR OF ARTS – BIBLICAL STUDIES

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## Goals

This program is designed for people who desire to be involved in one of the diverse leadership roles existing within the Christian community. It is particularly well-suited for those who see teaching the Bible as their primary ministry aim.

Upon completion of this program a student should:

- Exhibit a depth of understanding of biblical content, theological synthesis, and hermeneutical practice as spelled out in the goals for the Biblical Studies major (see page 40)
- Demonstrate understanding of the value of the major fields of knowledge from a biblical framework and possess the desire and foundation necessary to be a lifelong learner,
- Possess the skills necessary for ministry to people inside and outside of the local church, particularly pastoral care-giving and excellence in written and oral communication, and
- Integrate education, spiritual life, and life-experience into a consistent pattern of personal spiritual growth affecting character and values.

## LOWER DIVISION

<b>BIBLE/THEOLOGY</b>	<b>18</b>	<b>GENERAL EDUCATION CON'T</b>	
Bi101 Pentateuch	3	<b>Social &amp; Beh. Science Elective</b>	<b>3</b>
Bi113 Intro. to Biblical Lit.	3	<i>Recommended</i>	
Bi205 History of Ancient Israel	3	So200 Intro. to Psychology or	
Bi216 Synoptic Gospels	3	So250 Intro. to Sociology or	
Bi230 Biblical Exegesis Practicum	3	So350	
Th220 Theology I	3	<b>Literature Elective</b>	<b>3</b>
<b>MINISTRY</b>	<b>12</b>	<i>Recommended</i>	
Ev110 Multi-Cultural Evang.	3	Li220 Great Books I or	
Gm130 Foundations of Ministry	3	Li230 Great Books II or	
Ev210 Spiritual Gifts and Evang.	3	Li206 Intro. to Dramatic Lit.	
Gm230 Discip. & Spiritual Form.	3	<b>Math Elective</b>	<b>3</b>
<b>GENERAL EDUCATION</b>	<b>34</b>	<i>Recommended</i>	
Co103 Eng. Comp & Research	3	Ms252 Applied Math	
Ge105 Discip. of LIFE Seminar	1	<b>Lab Science Elective</b>	<b>4</b>
La131 Biblical Lang. & Exeg.	3	<i>Recommended</i>	
So131 Cultures of Ancient Civ.	3	Ms112 Integ. Life Science	
Co202 Speech and Presentation	3	<b>Humanities Elective</b>	<b>3</b>
Ph214 Roots of Modern Thought	2	See page 44 for options.	
<b>History Elective</b>	<b>3</b>		
<i>Recommended</i>			
Hi105 Western Civ. to 1500			

## UPPER DIVISION

<b>BIBLE/THEOLOGY</b>	<b>24</b>	Ministry Electives (choose from any other ministry course offered)	6
Bi301 Romans	3	<b>GENERAL EDUCATION</b>	<b>14</b>
Bi305 Hebrew Prophets	3	Ph300 Ethics	3
Bi403 Prison Epistles	3	So309 Marriage & Family	3
Bible Electives	6	Ge401 Disc. of Leadership	3
Th320 Theology II	3	Ge451 Senior Seminar	2
Th420 Theology III	3	Hi408 Hist. of Christianity	3
Upper Division Biblical Theology Elective	3	<b>OPEN ELECTIVES</b>	<b>18</b>
<b>MINISTRY</b>	<b>8</b>		
Gm370 Internship	2		

# BACHELOR OF ARTS – TRANSFORMATIONAL MINISTRY

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This program aims at developing leaders who are not simply effective in ministry today, but will remain effective throughout a lifetime of ministry. It is intended for those interested in gaining a broad-range of knowledge, skills, and values applicable to ministry.

## Goals

- Develop a Spirit-filled theology in order to minister in the Holy Spirit using Spiritual Gifts.
- Practice and describe key skills a leader must have for a lifetime of personal spiritual formation and growth.
- Analyze leadership models/theories and develop emerging leader's skill set for leading in the corporate environment.
- Evaluate organizational dynamics, culture, and structure to guide the implementation of visionary strategies.
- Analyze global cultural issues for the purpose of strategic planning and contextual communication of the Gospel message.

## LOWER DIVISION

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<b>BIBLE/THEOLOGY</b>	<b>18</b>	<b>GENERAL EDUCATION</b>	<b>34</b>
Bi101 Pentateuch	3	Co103 Eng. Comp & Research	3
Bi113 Intro. to Biblical Lit.	3	Ge105 Discip. of LIFE Seminar	1
Bi205 History of Ancient Israel	3	La131 Biblical Lang. & Exeg.	3
Bi216 Synoptic Gospels	3	So131 Cultures of Ancient Civ.	3
	3	Co202 Speech and Presentation	3
Bi230 Biblical Exegesis Practicum	3	Ph214 Roots of Modern Thought	2
Th220 Theology I	3		
<b>MINISTRY</b>	<b>12</b>		
Ev110 Multi-Cultural Evang.	3		
Gm130 Foundations of Ministry	3		
Ev210 Spiritual Gifts and Evang.	3		
Gm230 Discip. & Spiritual Form.	3		

**GENERAL EDUCATION CON'T**

**History Elective** 3

*Recommended*

Hi105 Western Civ. to 1500

**Social & Beh. Science Elective** 3

*Recommended*

So200 Intro. to Psychology or  
So205 Cultural Anthropology or  
So250 Intro. to Sociology

**Literature Elective** 3

*Recommended*

Li220 Great Books I or  
Li230 Great Books II or  
Li206 Intro. to Dramatic Lit.

**Math Elective** 3

*Recommended*

Ms252 Applied Math

**Lab Science Elective** 4

*Recommended*

Ms112 Integ. Life Science

**Humanities Elective** 3

See page 44 for options.

**UPPER DIVISION**

**BIBLE/THEOLOGY** 12

Bi301 Romans 3

Th320 Theology II 3

Th420 Theology III 3

*Choose 1 of the following* 3

Bi305 Hebrew Prophets

Th401 Old Testament Theology

**MINISTRY** 30

So310 Counseling 3

Os300 Church/Non-Profit Admin. 2

Gm370 Internship 2

Gm442 Ministry and Culture 3

Gm445 Ministry Practicum 3

Os400 Organizational Dynamics 3

*Choose 1 of the following  
communication courses:* 3

Co350 Practicum in Bible Teaching

Co355 Preaching Practicum I

*Choose 1 of the following  
communications courses:* 2

Co450 Teaching in Small-Groups  
Practicum

Co455 Preaching Practicum II

Co460 Counseling Communication  
Practicum

*Can take the other of the two initial  
communications courses.*

Ministry Electives (Choose from any  
other ministry course offered) 9

**GENERAL EDUCATION** 14

Ph300 Ethics 3

So309 Marriage & Family 3

Ge401 Disc. of Leadership 3

Ge451 Senior Seminar 2

Hi408 Hist. of Christianity 3

**OPEN ELECTIVES** 8

## ASSOCIATE OF ARTS – BIBLICAL STUDIES

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This program is a distinct program in biblical studies for students who: do not plan to pursue further training, or who plan to pursue a different major at another college or university, or have already had training in another field.

### Goals

Upon completion of this program, students should be able to:

- Recall the major themes, events, and characters of the Bible
- Defend the reliability of the Bible and its authority as a guide for matters of faith and practice
- Engage in inductive Bible study for the purpose of determining the original intended meaning of the text and applying the text to their lives and the lives of others
- Explain the essentials of Christian theology from a Pentecostal/ Charismatic perspective
- Adhere to strong convictions about what they believe and why they believe it
- Express a broader understanding of the world's need for the Gospel of Jesus Christ with an accompanying zeal and skill in its proclamation
- Demonstrate the ability to communicate effectively in writing and speaking
- Show an awareness of scientific concepts, language, and issues
- Demonstrate an understanding and appreciation of Western and other cultures
- Exhibit ongoing development of a consistent pattern of personal spiritual growth.

### **BIBLE/THEOLOGY 27**

Bi101 Pentateuch	3
Bi113 Intro. to Biblical Lit.	3
Bi205 History of Ancient Israel	3
Bi216 Synoptic Gospels	3
Bi230 Biblical Exegesis Practicum	3
Bi305 Hebrew Prophets	3
Bible Elective	3
Th220 Theology I	3
UD Theology Elective	3

### **MINISTRY 12**

Ev110 Multi-Cultural Evang.	3
Gm130 Foundations of Ministry	3
Ev210 Spiritual Gifts and Evang.	3
Gm230 Discip. & Spiritual Form.	3

### **GENERAL EDUCATION 25**

Co103 Eng. Comp & Research	3
Ge105 Discip. of LIFE Seminar	1
La131 Biblical Lang. & Exeg.	3
So131 Cultures of Ancient Civ.	3
Co202 Speech and Presentation	3
Ph214 Roots of Modern Thought	2

### **Social & Behv. Science Elective 3**

<i>Recommended</i>	
So200 Intro. to Psychology or	
So205 Cultural Anthropology or	
So250 Intro. to Sociology	
<b>Literature Elective</b>	<b>3</b>
<i>Recommended</i>	
Li220 Great Books I or	
Li230 Great Books II or	
Li206 Intro. to Dramatic Lit.	
<b>Lab Science Elective</b>	<b>4</b>
<i>Recommended</i>	
Ms112 Integ. Life Science	

# ASSOCIATE OF ARTS – GENERAL STUDIES

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This program aims at providing Christian leaders with a foundational understanding of the world in which they live and serve. The program is comprised of the lower division curriculum for LPC's traditional undergraduate degrees. The general education curriculum encourages the development of intellectual, social, and cultural maturity expected of college graduates.

## Goals

Upon completion of this program, students should be able to:

- Communicate effectively in writing, speaking, and the visual & performing arts
- Display proficiency in academic research and using data
- Exhibit an ability to critically evaluate diverse problems and positions in various fields of study
- Show skillful comprehension when reading and listening
- Display basic technological skills for writing, research, and presentation
- Demonstrate a discriminating appreciation of literature, history, and the arts
- Describe basic human needs, defenses, conflicts, and motivations
- Demonstrate a knowledge and appreciation of Western and other cultures
- Exhibit understanding/appreciation for diversity within the world to honor God's creativity.

## Program of Study

<b><u>BIBLE/THEOLOGY</u></b>	<b>18</b>	<b>Social &amp; Beh. Science Elective</b>	<b>3</b>
Bi101 Pentateuch	3	<i>Recommended</i>	
Bi113 Intro. to Biblical Lit.	3	So200 Intro. to Psychology or	
Bi205 History of Ancient Israel	3	So205 Cultural Anthropology or	
Bi216 Synoptic Gospels	3	So250 Intro. to Sociology	
Bi230 Biblical Exegesis Practicum	3	<b>Literature Elective</b>	<b>3</b>
Th220 Theology I	3	<i>Recommended</i>	
<b><u>MINISTRY</u></b>	<b>12</b>	Li220 Great Books I or	
Ev110 Multi-Cultural Evang.	3	Li230 Great Books II or	
Gm130 Foundations of Ministry	3	Li206 Intro. to Dramatic Lit.	
Ev210 Spiritual Gifts and Evang.	3	<b>Math Elective</b>	<b>3</b>
Gm230 Discip. & Spiritual Form.	3	<i>Recommended</i>	
<b><u>GENERAL EDUCATION</u></b>	<b>34</b>	Ms252 Applied Math	
Co103 Eng. Comp & Research	3	<b>Lab Science Elective</b>	<b>4</b>
Ge105 Discip. of LIFE Seminar	1	<i>Recommended</i>	
La131 Biblical Lang. & Exeg.	3	Ms112 Integ. Life Science	
So131 Cultures of Ancient Civ.	3	<b>Humanities Elective</b>	<b>3</b>
Co202 Speech and Presentation	3		
Ph214 Roots of Modern Thought	2		
<b>History Elective</b>	<b>3</b>		
<i>Recommended</i>			
Hi105 Western Civ. to 1500			

# DEGREE COMPLETION PROGRAM

---

Life Pacific College created the Degree Completion Program to provide the opportunity for working adults to complete their degree in an accelerated format whether or not they are able to attend courses on-campus or at the extension site in Federal Way, Washington located on the campus of Northwest Church. This innovative format allows students to earn their Bachelor's Degree in a manageable time. The Ministry and Leadership core curriculum consists of fifteen upper division courses uniquely designed for adults involved in ministry. The five-week courses are offered in sequence, building upon one another and allowing students to concentrate on one subject at a time.

Classes are held on a year-round basis with students either meeting once per week on-site or accessing their class online throughout the week. Students enter and proceed through the program with a cohort of 12 to 20 peers. The cohort structure enables students to develop encouraging relationships with one another that will support them throughout the duration of the program and beyond. Cohorts traditionally begin in the Fall and Spring, and are dependent on the number of students enrolled.

## DCP ACADEMIC POLICIES & PROCEDURES

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Upon acceptance into the program students must participate in an orientation to the program and to the college. Online students will be placed into a no credit, pass/fail online orientation class in Moodle containing helpful information and tools, with brief assignments and quizzes. Students in an on-campus cohort are also required to attend a one night orientation the week before their first class.

The orientation will acquaint the student with major aspects of the program, policies, and procedures and help the student to:

- Design a personal study plan incorporating time management and study skills
- Utilize college resources (especially the library) available to degree completion students
- Identify issues facing adult learners and the ingredients for success as a non-traditional student
- Understand the Moodle course management system and (for online students) how to succeed as an online learner
- Understand how to use the MLA writing style.
- Understand registration and financial policies and procedures
- Develop a plan to fulfill student ministry requirements
- Develop a plan to fulfill any prerequisites and/or additional credits needed to complete the program (the Prerequisites Fulfillment Worksheet).

## **Admission Requirements**

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- Applicants must be at least 24 years old.
- Applicants must have at least 60 transferable units to begin program.
- Applicants must transfer English Composition & Research (or it's equivalent) prior to the start of the program.
- Applicants must have maintained a GPA of at least 2.0 in all college work.
- Students must meet the general admissions requirements of the college.

## **Program Structure**

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The entire Degree Completion Program consists of 120 units. Students will transfer in at least 60 units upon entrance and will need to fulfill any additional units (to reach the required 75 units) through either other college work or prior learning credit. The DCP curriculum consists of 45 units offered in a semi-lockstep structure over 18 months.

The 45 unit curriculum of the B.A. in Ministry and Leadership consists of a series of fifteen courses which build upon each other to achieve the program goals. Each course is three units of credit. The cohort groups enroll in one course at a time in a predetermined sequence.

## **Registration**

---

Students enrolled in the B.A. in Ministry and Leadership are automatically registered for the entirety of the program. No additional registration procedure is required. Class schedules are available in Moodle by noon on the Monday of the new class term. If you are unable to maintain the pace of the program please refer to course adjustment policies beginning on page 56.

## **Academic Load**

---

The fifteen courses that make up the Degree Completion Program are divided into four terms. Term registration is dependent on the dates of the cohort. Students may choose to fulfill leveling work before, during, or after completing the required curriculum.

## **Course Attendance and Absence Policy**

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Due to the concentrated scheduling and the emphasis upon participatory learning, students need to be in attendance every week. Failure to access the online course or participate in online discussions for one week is considered an absence in the online format. Online students must make their first dialogue post no later than Wednesday of the first week in order to be considered present in the class. Students who do not make a timely first post, and have not contacted their instructor, are subject to academic withdrawal from the class.

Students who miss one week of on-campus class (which is 20% of the instruction time) will be required to complete make up work assigned at the discretion of the instructor. The make-up work is in addition to the normal assignments and makes

up for the missed contact hours. Students who miss two class meetings (which are 40% of the instruction time) in any given course will receive a “WF” grade in the form of a Faculty Initiated Withdrawal issued by the professor and will be required to retake the course. Exceptions may be granted with the consent of the professor and the Program Director. Financial aid may be affected if this occurs. Students should contact the Director of Degree Completion and instructor regarding absences and plan to do any assigned make up work.

## **Course Evaluations**

---

LPC continually reviews courses in order to improve them for future cohorts. Student feedback is crucial part of this review process. During the last week of each course, students are sent an e-mail requesting participation in the course evaluation. Completion of these course evaluations is paramount. *Students will not be able to begin the next class until this is completed.*

## **Online Records Access**

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Students may access current class schedule and course grades in the online services system. Students are provided an account that allows access to this information along with current billing and financial aid information.

## **GPA Calculation**

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The cumulative GPA is the total number of quality points a student has earned in all Life Pacific College coursework as well as qualifying transfer grades divided by the total number of credit hours attempted (not including courses graded WP).

## **Incomplete Policy**

---

Students are expected to complete all course requirements within the five-week duration of each course. The instructor will submit final course grades two weeks after the end of the course. If a student cannot complete all work by this deadline, they may appeal to receive an Incomplete (IN). A grade of “IN” signifies incomplete but otherwise satisfactory work. It is granted by appeal to the Registrar’s Office, in writing, and only when extenuating circumstances prevented the completion of the work on time. If the appeal is granted, the student will have 30 days to complete the remaining work. If the incomplete work is not made up by the newly scheduled completion date, the “IN” is changed to the grade the student earned averaging a zero in place of the missing work.

## **Academic Probation and Dismissal**

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### **Academic Probation**

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Students will be placed on Academic Probation if their cumulative GPA falls below a 2.0 or if the student earns a failing (F) grade in two consecutive classes.

## Academic Dismissal

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Students placed on Academic Probation are required to earn a C grade or better in their next course attempted. Students who fail to meet the minimum grade requirement will face Academic Dismissal. Students who meet the minimum grade requirement will continue to be monitored for the duration of the semester and are required to maintain a semester GPA of at least a 2.0. At the end of the semester on Academic Probation the student's academic status will be reassessed. Students whose semester and cumulative GPAs are above a 2.0 will be taken off probation. Students whose semester of cumulative GPA remains below a 2.0 may face dismissal.

Student's academic progress can affect their financial aid eligibility. Please see page 65 for further information.

Once a student has been dismissed from the Degree Completion Program they are required to take a minimum absence of one term before applying for re-admittance. Before returning to classes, students who have been academically dismissed must demonstrate that they are able to successfully complete courses. Students who have leveling work (prerequisites unfulfilled prior to beginning the program) must complete a minimum of 6 units and achieve a 2.0 or better in all courses attempted. Students without additional work are required to submit a letter of appeal detailing the reason for their previous performance and the steps they plan to take to ensure future success.

## Change of Cohort

---

Students who are unable to maintain their progress with their cohort's schedule may miss up to three courses while remaining with their original cohort. The missed courses must be completed at a later date. Students must pass the first course of the program because it is a prerequisite. Students can also choose to resume their program with a subsequent cohort. Students who are thinking about stepping out of the cohort for one course or more should contact the Financial Aid department to make sure they understand the financial implications of the decision. In order to drop out of their cohort, students need to notify the Registrar's Office in writing.

## Change of Format

---

Students initially choose which format they will participate in, either online or on-campus at the Washington extension site. Because of the cohort structure of the program, students are strongly encouraged to remain in their cohort and their initial format throughout the entire program. It is permissible, in extraordinary circumstances, for students to change from one format to another. Examples: a student moves beyond the Federal Way area commute and wants to continue as an online student; a student is not succeeding in the on-line format and is able to make the commute to the WA extension site. Change of format should not be done merely for convenience or repeatedly, and notification of the intent to change format must be given in writing to the Registrar's office as soon as the student determines it is necessary.

## **Withdrawing from a Course**

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Because of the sequenced structure of the Degree Completion Program, students are strongly encouraged to maintain the pace of their cohort. Students who encounter circumstances that necessitate withdrawal from a course must submit written notice to the Registrar's Office.

## **Repeating a Course**

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Students who withdraw from, fail, or are dropped from a course in the program will have to make up the course when it is offered to another cohort. Students may enroll in the course either online or on-site, regardless of the delivery format of the cohort in which they were originally enrolled.

## **Withdrawal and Re-Admittance**

---

Students who find it necessary to withdraw from the Degree Completion Program must submit notification in writing and complete an exit interview.

Students may rejoin the program in accordance with all other policies in this handbook. The student should notify the Registrar's Office as soon as possible of their intention to rejoin, no later than two weeks prior to the start of their next class. Students may be required to submit a Re-entrant Application, depending on the length of absence from the program. It is the student's responsibility that all necessary tuition is paid up to date, any financial aid is approved, and ensures they have books and materials in sufficient time for the upcoming classes. Students are also responsible to coordinate taking the classes they missed and work with the Program Director to do this.

## **Academic Integrity**

---

Each student at Life is responsible to maintain honesty and integrity in all academic work. All projects and papers submitted must be the student's own work; no rewording or copying of another person's work is allowed. Any violations will carry a penalty and must be reported to the Distance Learning Department. The penalty can range from loss of the assignment (earned "F") to academic dismissal. Lack of integrity is evidenced by the following:

- Cheating – using unauthorized material or information in any academic exercise. Projects or papers must be original work by the student submitting the work, and it cannot be work done for another course unless there is pre-approval by the instructor. Exam situations assume individual and unassisted work unless specified by the Faculty Representative.
- Plagiarism – representing another person's ideas or words as one's own. This includes three or more words taken directly from an author, also distinctive ideas or phrases, and paraphrased arguments or line of thought.
- Fabrication – inventing or falsifying any information or citation in academic work.

All course outlines for online courses include the following statement:

*The college requires students in online courses to submit an academic honesty statement to pass the course in response to the 2008 Higher Education Opportunity Act's requirement that institutions offering distance education establish that the student who registers for a distance education course is the same student who participates in and complete the course and receives academic credit. At the end of this course, you will be asked to verify that all work you have done for the course has been your own. Failure to sign the statement will result in failure of the course.*

Students are required to type out an honesty statement as the last assignment in each online course – this will serve as an electronic signature.

## **Academic Advising**

---

Degree Completion Students work with the Associate Registrar for Adult and Graduate Studies for individual academic advising. After a review of the student's transcript(s) has been completed, a plan for completing any pre-requisite course works is developed. The Associate Registrar works with the student throughout their DCP classes and sometimes after the program has completed to ensure the student completes the pre-requisites and finishes their degree.

## **Academic Calendar – Degree Completion**

---

Upon enrollment, students are provided with a schedule indicating the dates their cohort meets and lists the classes they to be taken over the next eighteen months. Cohort schedules vary according to the cohort's mode of learning. Any changes or updates to the schedule will be given to students. Copies of their cohort schedule can be obtained from the Degree Completion office or from the Online Student Center.

## **Transfer of Credit**

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Please see page 31 for the full college transfer policy. A maximum of 75 units can be transferred into the degree completion program. Every student must complete the 45 units required by the program.

## **Accredited Institutions**

---

Life Pacific College transfers in courses from colleges and universities that are nationally or regionally accredited. Only course work with a C- or better grade will be accepted. Upon request, an evaluation will be sent to the student showing those courses that have been accepted for transfer.

## **Non-accredited Institutions**

---

A transfer of credit is sometimes possible for those who have transcripts from recognized but non-accredited institutions. Based on established criteria, a provisional evaluation is made and given to the student. The actual transfer of credit is postponed until the student has completed 12 units in the program with a GPA of 2.00 or above. Non-accredited coursework may apply towards the student's

Credit for Prior Learning portfolio. Students may be required to provide additional documentation to the college, including a college catalog, course syllabi, faculty credentials, and other items as deemed necessary by the Transcript Evaluator.

### Credit by Examination

---

Credit may be granted to entering or enrolled undergraduate students through external examinations and approved military service schools. Credits by examination yield no grade points. Such credits may partially fulfill General Education Requirements for graduation. External examinations include but are not limited to: Advanced Placement (AP) Program examinations of the College Entrance Examinations Board; general and subject College Level Examination Program (CLEP); and Defense Activity for Traditional Education Support (DANTES). A maximum of 24 units can be earned through credit by examination.

### Advanced Placement

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Credit for the AP examinations will be granted in an amount equal to the 100-200-level course or courses in the particular discipline tested. The student must score a three or higher for a course to be transferable.

### College Level Examination Program (CLEP)

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Credit for CLEP will be granted if the examination is passed with scores at the 50th percentile or above. Not more than 6 semester hours of credit will be granted for each examination.

### Military Credit

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Credit will be granted for satisfactory completion of:

- Military service schools in the amount recommended by the American Council of Education for academic courses only.
- Dantes Credit: Elective credit for DANTES Subject Standardized Tests (DSSTs) will be granted for college-level academic subjects (non-vocational/technical courses) using the minimum score and credit amount recommendations of the American Council on Education.

### Credit for Prior Learning

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We recognize that students gain college-level learning through various life experiences. These learning experiences may be equivalent to the subject matter taught in a specific course or may be recognized as general-elective credit. Life Pacific College follows the Council of Adult and Experiential Learning (CAEL) standards in evaluating prior learning.

We award Credit for Prior Learning based on the following:

1. The student must be admitted to Life Pacific College and be in good academic standing before evaluation of credit for self-acquired competency.
2. Learning must parallel courses in the curriculum in order to be recognized as specific-course credit. Learning of college-level caliber that cannot be equated to specific course content is awarded as general-elective credit. Credit for prior learning cannot be awarded for classes in the major.
3. Credit awarded will be based upon faculty assessment of a Prior Learning Assessment Portfolio. This portfolio will be developed during the student's first class, Foundations for Leadership.
4. There will be a fee charged for assessment of a portfolio.
5. The maximum amount that can be earned through Prior Learning is 30 units.

For more details, please contact the Degree Completion Office for the Policy on Credit for Prior Learning.

## **Ministry Formation**

---

Life Pacific College places a strong emphasis upon the student's active participation in local church ministry under the supervision of a pastor / mentor, and considers this a necessary part of the total educational program offered. The Ministry Formation aspect of the program is based upon three major components:

1. A strong commitment by each student to active service in a local church body.
2. The development of character qualities necessary for ministry leadership.
3. The continuing improvement in the student's understanding and use of ministry skills, gifts, and abilities.

Ministry Formation requirements are necessary throughout the program. For each term (approximately 4 classes), students must be involved in at least five events (e.g., leading a service, an outreach team, a youth group, etc.) in which they participate in leading a group of five or more individuals. Students who, for whatever reason, are not able to participate in local church ministry should discuss with the Program Director viable options for fulfilling this requirement.

## **Graduation Requirements**

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To graduate with a Bachelor of Arts in Ministry & Leadership, a student must meet the following requirements:

- Minimum cumulative GPA of 2.0 or better for all work done with Life Pacific College
- Completed ministry requirements and submitted self-evaluations and outside assessments
- A completed senior portfolio (to be submitted in the month after the final class. See details below)
- All indebtedness to the college must be paid

- All LPC independent study classes and transcripts for pre-requisites from others schools must be complete and received by May 1<sup>st</sup> for Spring graduates, December 1<sup>st</sup> for Fall graduates. Credit for Prior Learning portfolios must be submitted 3-4 weeks before the above deadlines in order to allow sufficient time for evaluation and awarding of credit
- Submission of a graduation application and fee by September 15<sup>th</sup> and no later than February 1<sup>st</sup>.

## **Diplomas**

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Spring graduates: once a student completes all graduation requirements, their diploma will post on their transcript the last Saturday of June, and they will receive the diploma in the following two weeks.

Fall graduates: once a student completes all graduation requirements, their diploma will post on their transcript in December, and they will receive the diploma in June of the following year.

## **Participation in Ceremony**

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Life Pacific College holds one graduation ceremony at the end of the Spring semester every year. All Degree Completion graduates are encouraged to participate in the Baccalaureate and Commencement services.

All graduation requirements must be met in order to participate in graduation ceremonies. If a student still has work pending from other schools / transcripts outstanding, they may appeal to participate to the Academic Dean's Office.

## **Senior Portfolio**

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The Senior Portfolio is essentially a collection of some of the student's best work, along with other documentation of the student's journey over the previous 18 months. The student may begin the portfolio process during the course of the program by collecting major projects from the best courses. Part of this will also be a reflection on ministry formation.

## **Foursquare Ministerial License**

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Life Pacific College Graduates are eligible to apply for a ministerial license with the International Church of the Foursquare Gospel. Since the founding of the college over 85 years ago, it has been a center for equipping men and women for ministry in the Foursquare church.

Not all LPC graduates enter Foursquare ministry. Many serve in other denominations, fellowships, and para-church ministries around the world. However, to the qualified LPC graduate, there is an open door of ministry internationally in the Foursquare family should that be the Lord's direction for your life. Students who earn a Bachelor of Arts in Ministry and Leadership and complete the Foursquare Polity course are eligible to apply for the Foursquare Ministerial License. Additional information may be obtained from the Director of Ministry Formation.

## English Requirement

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Students who do not have an English Composition Course will take the Criterion test or have the option of submitting a three -page paper in place of Criterion test. Students are required to take the Criterion test or submit the alternative paper if:

- The transferring course does not specify a research component
- The transferring course is a Basic Grammar course
- The student has at least 60 units and a 2.5 GPA.

Students who score a 5 or 6 on the Criterion test or whose paper submission meets the standard will have the English Composition requirement waived. The student does not need to transfer in an English Composition course at any point in the program.

Students who score a 4 or lower on the Criterion Test or whose paper submission does not meet the minimum standard must complete ECR before being allowed to begin DCP classes.

- A different essay will be used for DCP students than the traditional students as it is expected that DCP students have writing experience and higher-level writing skills.

If it is determined that writing assistance is necessary, students will complete one unit of Writing Lab as an online course. Student will be required to complete the Writing Lab course by the end of the third DCP class.

## Cohort Cancellation or Postponement

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The College attempts to avoid canceling or postponing cohorts. Students will be notified in advance if the cohort fails to have sufficient enrollment to begin according to the scheduled start date. If this occurs, students will be provided an option to join the online degree completion cohort or postpone their enrollment to a future launch date.

## DCP Faculty

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All faculty members who teach in the Degree Completion Program, whether online or on-site, are full-time or adjunct Life Pacific College faculty who meet the college's standards for academic excellence, professional experience, and upright character.

Faculty members are required to post office hours on their course outlines designating when they are available to students outside of class either in person or by telephone.

## Modes of Instruction

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Life Pacific College offers the B.A. in Ministry and Leadership through two different modes of instruction; on-site for students who live near the Northwest Foursquare Church in Federal Way, WA, and whose schedule allows them to attend the four hour class once a week, and online for students who are unable to attend class on campus because of distance or schedule. The student will choose which

instructional mode he/she prefers before enrolling. Students will be expected to continue with their cohort in the same instructional mode through the entire program.

### On-campus – Federal Way, WA

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Students will attend five-week classes, once a week for four hours. Students should expect to put at least 12 hours a week outside of the class into their coursework. The date and time the cohort meets will be determined by the college and will remain consistent for the length of the program. (Note: on occasion it is necessary to adjust the class schedule to accommodate holiday breaks, etc. Students will be notified well in advance in order to plan on attending any make-up classes). The seminar structure of degree completion courses, emphasizing discussion rather than lecture, naturally lends itself to valuable interaction in the classroom. Due to the concentrated scheduling and the emphasis upon participatory learning, students must attend every week. Some on-campus instructors may utilize Moodle to augment their course; using threaded discussions, course materials, and grade book functions.

### DCP Online

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Students will access their class online for five weeks and should expect to put in between 12 and 16 hours a week into their coursework. Meaningful interaction between the instructor and the students, and among students, is an essential element of the online classes. The professor interacts with students through email, faculty-led discussions, feedback on student work, and occasional telephone contact. Students interact with one another through email, threaded discussions, and group projects. Due to the concentrated scheduling and the emphasis upon participatory learning, students need to be in attendance every week. Failure to access the online course or participate in online discussions for one week is considered an absence. There are no residency requirements for students in the online program.

## DCP FINANCIAL INFORMATION

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### Tuition

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The current tuition rate is \$400 per unit for the 2011/2012 academic year. Tuition may increase in subsequent years, and students will be notified of any tuition rate changes.

### Fees and costs (all fees are non-refundable)

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Application Fee	\$35
Payment Plan Fee (per term)	\$50
Credit for Prior Learning Assessment Fee	\$75 (per unit applied for)
Graduation fee (participating in Commencement)	\$175
Graduation fee (in absentia)	\$75
Books and materials (approximately)	\$75-100 (per class)

Intervarsity Bible Software (required for entire program)                      \$125  
(approximately)

## Payment Due Dates

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Tuition for each class is due one week prior to the start the class. *Students applying for financial aid must complete their documentation and be fully admitted into the DCP program **prior** to the start of the program if they wish their financial aid to cover their payments.*

## Unpaid Accounts

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Student accounts which are delinquent will have a hold placed on a student's registration for future courses and the student will not be able to receive transcripts, grades, diplomas, letters of recommendation or participate in graduation ceremonies until all financial obligations have been satisfied in accordance with the financial policies of the college. In extreme cases, unpaid accounts may be submitted to an outside collection agency.

## Withdrawals and Refund Policy

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If a student decides to withdraw from a course they must first notify the Registrar's and Financial Aid offices. Whether or not a refund is given, and the amount, will be determined by the e-mail notification date, or postmark for standard mail. If a student does not *officially* cancel a course they will receive a grade of "F."

When withdrawing from or dropping a course, regardless of the reason, the possible effect on financial aid should be considered. For students receiving any form of aid, please contact the Financial Aid Office before dropping a course(s).

Institutional Financial Penalties For Withdrawal & Classes Dropped:

<b><u>Withdrawal Date</u></b>	<b><u>Tuition Penalty</u></b>	<b><u>Grade</u></b>
Before the start of the first class	0%	W/P
Before the start of the second week	25%	W/P
Before the start of the third week	50%	W/P
Before the start of the fourth week	75%	W/P
After the start of the fourth week	100%	W/F

*For students dropping their first DCP class in the first week of the program they will receive a full tuition refund. Withdrawals after the first week will follow the schedule listed above.*

## Federal Refund Policy

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The government has established a statutory schedule to determine the amount of Federal Title IV funds a student has earned as of the date he/she ceases attendance. The amount of Title IV aid earned is based on the amount of time the student spent in academic attendance. Once institutional and/or student liability has been

determined, the refund is distributed to the Federal programs in the following order:

1. Federal Direct Unsubsidized Stafford Loan;
2. Federal Direct Subsidized Stafford Loan;
3. Federal Direct PLUS Loan;
4. Federal Pell Grant;
5. Federal Academic Competitiveness Grant;
6. Federal SEOG.

## **Refund of Credit Balances**

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Refunds occur when payments applied to a student's account, including financial aid, exceed charges. When a student's account has a credit balance a refund check is automatically processed. Refund checks are normally mailed within 14 days from the date the credit balance first appeared on the student's account.

## **FINANCIAL AID – DEGREE COMPLETION PROGRAM**

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### **Federal Pell Grant**

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The Federal Pell Grant Program provides federal funds for students of families that qualify. To be eligible, an applicant must be a United States citizen or permanent resident, demonstrate financial need, and must not have previously received a bachelor's degree. Students may apply for the Pell Grant by filling out a Free Application for Federal Student Aid (FAFSA).

### **Federal SEOG**

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In addition to the Federal Pell Grant, the Federal Supplemental Education Opportunity Grant (FSEOG) is available to certain Pell Grant recipients. The application process is the same for all federal and state aid mentioned in the catalog.

### **State of California Grants**

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The Cal Grant program provides awards for California resident applicants who demonstrate financial need and meet GPA requirements. California resident students may apply by filling out the FAFSA and a GPA verification form. To be eligible for an award, the student must submit both the FAFSA application and the GPA verification form by March 2.

## **Satisfactory Academic Progress Policy – DCP**

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Students applying for financial aid must demonstrate satisfactory academic progress (SAP) in their degree program. Academic progress is measured by Qualitative (grade based) and Quantitative (Time-related) Standards set forth by the federal government and shall be used to determine eligibility for participation in student financial aid programs at Life Pacific College. Students' academic progress will be evaluated at the end of every payment period as part of determining their eligibility for financial aid. Because the Degree Completion Program is a non-term

program consisting of 15 five-week classes taken back to back in modules, satisfactory academic progress must be checked after each class once grades become available. The federal government mandates that students must be making SAP toward a degree in order to maintain financial aid eligibility.

### Qualitative Standards

In order to receive financial aid, students must maintain a minimum cumulative grade point average (GPA) of 2.0 in progressing towards the Bachelor of Arts degree in Ministry and Leadership offered by the College.

At the time of review, a student's official cumulative GPA is evaluated to determine whether qualitative standards are being met.

### Quantitative Standards

To quantify academic progress students must not exceed the maximum time frame in which to finish their educational program.

#### *Percentage completion*

The maximum time frame for completion is 150% of the published length of the program. For instance, the published length of the degree completion program is 120 units, 150% of 120 units is 180 units. The student must complete his or her program by the time he or she reaches 180 attempted units. Therefore, in order for students to complete their program within the maximum time frame students must complete a minimum of 67% of all units attempted.

#### *Units Completed and Attempted*

All units transferred in from another college must be counted as hours toward completion of the student's program as both hours attempted and hours completed.

Completed units are enrolled units for which credit is received. Courses in which a student receives a grade of F, IN, WP or WF will not be counted as completed units for satisfactory academic progress purposes, but will be counted as attempted units.

Furthermore, if a student completes the academic requirements for a program but has not yet received a degree, the student is no longer eligible for aid.

#### *Repeated Courses*

Students may receive financial aid for repeated courses taken to improve a grade and raise the cumulative GPA; however, all prior attempts will still be considered as attempted units for financial aid purposes.

### Financial Aid Disbursement Rules for Non-Term Programs

The Degree Completion Program is a non-term program consisting of 15 five-week, 3-unit classes taken back to back in modules over an 18-month period of time. Students who start in the fall cohort will take 24 units during their first academic/financial aid award year, and their final 21 units in the 2<sup>nd</sup> academic/financial aid award year. Students who start in the spring cohort will take 9 units during their first academic/financial aid award period, 24 units during their

2<sup>nd</sup> academic/financial aid award period and will take their final 12 units during their 3<sup>rd</sup> academic/financial aid award period.

The first financial aid disbursement will be made at the beginning of the 2<sup>nd</sup> class. In order to receive a 2<sup>nd</sup> disbursement of financial aid the student must successfully complete one half of the units in that academic/financial aid award year/period. For example, the fall cohort will be 24 units in the academic/financial aid year; the school groups the modules into two payment periods of 12 unit and 20 weeks. The 1<sup>st</sup> financial aid disbursement will be made when the student starts the second class in the first payment period. In order for the student to receive a 2<sup>nd</sup> financial aid disbursement they must successfully complete 12 units and 20 weeks. If the student fails one of the four classes in the first payment period they will not be eligible for a 2<sup>nd</sup> disbursement until they successfully complete 12 units and 20 weeks. Once the student successfully completes 12 units and 20 weeks they will be eligible to receive a 2<sup>nd</sup> disbursement, however, the 2<sup>nd</sup> disbursement will be prorated and paid for the remaining 9 units in that academic/financial aid award year.

Those starting in the spring cohort will receive their 1<sup>st</sup> disbursement for 9 units at the start of the 2<sup>nd</sup> class. Even though the following 24 units will be paid from a different (FAFSA) academic/financial aid award year the 2<sup>nd</sup> disbursement will not be made until the student successfully completes the first 9 units and 15 weeks.

## Failure to Maintain Standards

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The academic progress of aid applicants is reviewed at the end of each payment period. Students failing to meet the minimum qualitative or quantitative standards required for maintaining satisfactory academic progress will be placed on Financial Aid Warning and will continue to receive Title IV aid for one payment period. The student must make SAP at the next payment period or he or she will be placed on Financial Aid Probation for one more payment period after an appeal. The student will be notified of this status and requirements necessary to meet SAP by the end of the next semester/payment period. If at the end of the next payment period (time of review) the student has not met SAP standards the student will no longer be eligible to receive financial aid.

## The Appeal Process

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Appeals for re-establishing eligibility may be based on extenuating circumstances that prohibited the student from meeting SAP standards during the warning period.

Examples of extenuating circumstances:

- Death of an immediate family member
- Documented Illness
- Major accident or injury (self, spouse, child, or parent)
- Victim of a crime or unexpected disaster

The student must submit an appeal letter to the Financial Aid Office and it must include the following:

- Why the student failed to make SAP standards

- What has changed that will allow the student to make SAP at the next evaluation

A committee will review the appeal and contact the student once a decision has been made.

- If it is determined that the student will be able to make SAP standards by the end of the next semester/payment period, financial aid will be reinstated, OR
- The student will be required to meet with a representative of the Academic Office or the Registrar's Office in order to come up with an academic plan that will ensure the student is able to meet SAP standards by a specific point in time. Financial aid will be reinstated as long as the student is meeting the requirements of the academic plan, OR
- The appeal will be denied and the student will no longer be eligible for financial aid until the student has successfully completed enough units to prove SAP standards can be met.

## **Return to Title IV Funds & Programs Offered in Modules**

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The Degree Completion Program is a non-term program consisting of 15 five-week, 3-unit classes taken back to back in modules over an 18-month period of time. The program itself is 45 credit-hours; for Title IV federal financial aid purposes the program is broken up into 2-periods of enrollment, and 4-payment periods. The school has defined the first academic year/period of enrollment as 24 credits and 40 weeks of instructional time and the second academic year/period of enrollment as 21 credits and 35 weeks of instructional time. The first payment period is for 12 credits and 20 weeks of instructional time; in order for a student to progress to the second payment period he or she must successfully complete the first 12 credits within 20 weeks.

Under the new Return to Title IV (R2T4) regulations a student is considered to be withdrawn from the program if:

- The student does not complete all the days scheduled to complete within a payment period.
- The student is not scheduled to begin another class in the period of enrollment more than 45 calendar days from the end of the class he or she ceased attending.
- The student drops a class during a payment period without written notice of intent to start the next class.

When a student is considered to be withdrawn from the program the Financial Aid Office is required to complete R2T4 calculations for the payment period and return all unearned federal aid to the Department of Education.

Under the new R2T4 regulations a student in a modular program is not considered a withdrawal if:

- The student provides written confirmation of intent to attend a future class in the period of enrollment at the time of withdrawal.

- Future class must begin within 45 calendar days from the end of the class he or she ceased attending.

### Return after Withdrawal

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- A withdrawn student may return to the same program prior to the end of the payment period or period of enrollment. The student will be eligible for any Title IV funds for which they were eligible prior to the withdrawal. NOTE: The financial aid will be pro-rated to include only the credits completed within the period of enrollment.
- A withdrawn student may return to the same program within 180 calendar days.

## CURRICULUM COMPONENTS

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Life Pacific College designed this program to provide adult learners with the opportunity to complete their degree in an accelerated format whether or not they are able to attend the resident campus. The program acknowledges previous college work, and takes into consideration church-based institute work and non-formal learning through life experience. It is designed for persons who currently are, or hope to be, involved in one of the diverse leadership roles existing within the Christian community such as senior pastor, church planter, worship leader, associate pastor, etc. The program stresses the biblical, theological, cultural, and ministerial background necessary to lead people within a Christian community.

### Program Goals and Objectives

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The college has designed this program to provide students with knowledge, skills, and values in the areas of Bible/Theology, Ministry, Leadership, and Personal Formation that are necessary to lead others in a Christian setting.

#### Bible/Theology

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The student will exhibit a depth of understanding of biblical content, theological synthesis and hermeneutical practice.

##### *Knowledge*

- Describe select major characters, events and themes of the Bible,
- Summarize the various views on vital theological issues,

##### *Skills*

- Apply exegetical methodology and hermeneutical principles to any genre of biblical literature,
- Develop his or her own theological perspectives,

##### *Values*

- Defend the primacy of scriptural revelation,
- Commit to a lifestyle of spiritual growth based upon biblical principles,

## Ministry

---

The student will possess the skills necessary for ministry to people inside and outside of the local church, particularly pastoral care-giving.

### *Knowledge*

- Describe how the gospel addresses the various needs, defenses, and motivations common to this generation,
- Explain how the Church carries out the ministry of Jesus Christ today,

### *Skills*

- Display compassion and care toward people from all backgrounds,
- Apply principles of organizational behavior to ministry situations,

### *Values*

- Uphold the belief in the intrinsic worth of every human being,
- Advocate the gospel as the only solution to the world's condition,

## Leadership

---

The student will demonstrate leadership skills, especially applicable to the local church, with an understanding of how to acquire God-given vision and encourage others toward that vision, and possess fundamental resources and tools necessary to identify, guide, and develop potential leaders.

### *Knowledge*

- Differentiate between various styles and approaches to leadership.
- Identify his or her personal strengths and weaknesses,

### *Skills*

- Discern the will of God with a group of people and lead them accordingly,
- Exhibit the ability to identify and mentor other leaders.

### *Values*

- Exemplify ethical leadership in his or her decision making and actions,

## Personal Formation

---

The student will integrate education, spiritual life, and life-experience into a consistent pattern of personal spiritual growth affecting character and values, and possess the desire and foundation necessary to be a lifelong learner.

### *Knowledge*

- Identify valuable resources for the pursuit of lifelong learning and development,

### *Skill*

- Think critically about vital theological, ministerial and leadership issues.
- Communicate effectively,
- Utilize technological skills for research, writing, and presentation,

### *Values*

- Devote himself or herself to personal growth and growth in relationships with others and with God throughout the stages of life.

# BACHELOR OF ARTS – MINISTRY & LEADERSHIP

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## **Goals: The student will...**

- Exhibit a depth of understanding of biblical content, theological synthesis and hermeneutical practice.
- Possess the skills necessary for ministry to people inside and outside of the local church, particularly pastoral care-giving.
- Demonstrate leadership skills, especially applicable to the local church, with an understanding of how to acquire God-given vision and encourage others toward that vision, and possess fundamental resources and tools necessary to identify, guide, and develop potential leaders.
- Integrate education, spiritual life, and life-experience into a consistent pattern of personal spiritual growth affecting character and values, and possess the desire and foundation necessary to be a lifelong learner.

## Program Pre-requisites

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### **BIBLE/THEOLOGY** **12**

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### **GENERAL EDUCATION** **30**

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English Composition & Research or equivalent must be completed upon entrance. At least 30 of the student's 60 transferable units must be General Education units and each of the following categories must be satisfied:

- |                         |   |                        |   |
|-------------------------|---|------------------------|---|
| • Eng. Comp. & Research | 3 | • Social & Behav. Sci. | 9 |
| • Public Speaking       | 3 | • Math & Science       | 6 |
| • Humanities            | 9 |                        |   |

### **OPEN ELECTIVES** **33**

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Students can complete 15 of the pre-requisite units at any time before, during, or up to two years following the completion of the Degree Completion curriculum.

## Program Required Courses

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### **BIBLE/THEOLOGY** **12**

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Bi 328	Biblical Interpretation.....	3
Bi 329	Old Testament Found. ....	3
Bi 331	Jesus & the Kingdom .....	3
Bi 429	Reconcl. in Romans .....	3
Th 405	A Biblical Theo. of Lead.....	3
Th 412	Theo. & Christian Life .....	3

### **MINISTRY** **15**

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Gm 309	Church Dynamics.....	3
Gm 403	Intercultural Ministry .....	3
Gm 404	Mentoring & Team Bldg.....	3
Gm 417	Emerg. Models of Min. ....	3
So 411	Christian Counseling.....	3

### **LEADERSHIP** **12**

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Co 312	Conflict Management.....	3
Ge 310	Foundations for Lead.....	3
Ph 303	Leadership Ethics .....	3
Ge 410	Cont. Approaches Lead.....	3

# MASTER OF ARTS

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The M.A. in Strategic Leadership (MASL) is designed to provide field-based ministers with additional skills to increase their effectiveness in their current and prospective roles in Christian ministry and leadership. The program serves ministers and leaders who have a Bachelor's degree and desire to pursue further specialized education and develop additional skills in leadership and Christian ministry. Ideal students are those who have demonstrated a significant commitment to ministry.

## Admission Requirements

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Entering students must have a Bachelor's degree from a school accredited by a CHEA recognized accrediting organization (graduates from LIFE East and Mount Vernon are eligible to apply) with an undergraduate GPA of 2.5 and a minimum of three years of significant ministry involvement. Applicants will also submit an essay describing their personal and ministerial goals and how the degree will help them attain those goals. The College is able to consider applications from a very limited number of students without a Bachelor's degree based upon criteria such as age (minimum 35 years old), significant high-level ministry experience (minimum 10 years), and demonstrated academic ability to succeed in graduate-level coursework.

## Registration

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Once a student enrolls in the MASL, they are automatically registered for the entirety of the program. No additional registration procedure is required. You will see your new class available in Moodle by noon of the first day of the new class. Please refer to your cohort schedule to review the date each course starts. It is essential that any student who decides to withdraw from a class contact the Registrar as soon as possible in order to avoid financial or academic penalties.

## Academic Load

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The twelve courses that make up the MASL are divided into four six-month modules. Each module consists of three classes each for a total of 9 units per module. Thus students enrolled in 9 units but are considered to be taking a full time academic load for each module.

## Attendance and Absence Policy

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Due to the concentrated scheduling and the emphasis upon participatory learning, students need to be in attendance every week. Failure to access the online course and participate in online discussions for one week is considered an absence. Students must make their first dialogue post no later than Wednesday of the first week in order to be considered present in the class. Students who do not make a timely first post, and have not contacted their instructor, are subject to academic withdrawal from the class.

Students who are inactive for two consecutive weeks or 50% of the weeks in any given course will receive a “WF” grade in the form of a Faculty Initiated Withdrawal issued by the professor and will be required to retake the course. Financial aid may be affected if this occurs. Exceptions may be granted with the consent of the professor and the Program Director due to extreme circumstances. Students should contact the Director and instructor regarding absences.

## **Course Evaluations**

---

LPC is continually reviewing courses in order to improve them for future students. Student feedback is an invaluable part of this review process. During the last week of each course, students are sent an e-mail message requesting their participation in the course evaluation. *Students are not able to begin the next class until this is completed.*

## **Incomplete Policy**

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Students are expected to complete all course requirements within the eight week span of the course. The instructor will submit final course grades two weeks after the end of the course. If a student cannot complete all work by this deadline, they may appeal to receive an Incomplete (IN). A grade of “IN” signifies incomplete but otherwise satisfactory work. It is granted by appeal to the Registrar’s office, in writing, and only when serious extenuating circumstances prevented the completion of the work on time. If the appeal is granted, the student will have 30 days to complete the remaining work. If the incomplete work is not made up by the newly scheduled completion date, the “IN” is changed to the grade the student earned averaging a zero in place of the missing work.

## **Withdrawing from a Course**

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Because of the sequenced structure of the MASL, students are strongly encouraged to maintain the pace of their cohort. Students who encounter circumstances that necessitate withdrawal from a course must submit written notice to the Registrar.

## **Repeating a Course**

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Students who withdraw from, fail, or are dropped from a course in the program will have to make up the course when it is offered to another cohort.

## **GPA Calculation**

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The cumulative GPA is the total number of quality points a student has earned in all Life Pacific College coursework as well as qualifying transfer grades divided by the total number of credit hours attempted (not including courses graded WP).

## **Academic Probation**

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Students will be placed on Academic Probation if their cumulative GPA falls below a 2.5 or if they fail two consecutive courses.

## **Academic Dismissal**

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Students placed on Academic Probation are required to earn a B grade or better in their next course attempted. Students who fail to meet the minimum grade requirement will face Academic Dismissal. Students who meet the minimum grade requirement will continue to be monitored until their cumulative GPA rises to a 2.5 or higher. Note that a GPA of 3.0 is required for graduation.

A student's academic progress can affect their financial aid eligibility. Please see the Satisfactory Academic Progress section under Financial Aid for further information.

If a student has been dismissed from the MASL they are required to take a minimum of six months off before applying for re-admittance. Before returning to classes, students who have been academically dismissed are required to demonstrate that they are able to successfully complete courses. Students are required to submit a letter of appeal detailing their situation including the reason for their previous performance and the steps they will take to ensure future success.

## **Change of Cohort**

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Students who are unable to maintain their cohort's schedule are allowed to miss up to three courses while remaining with their original cohort. The missed courses must be completed at a later date. Or, students can resume their program with a subsequent cohort. Note: the first, fourth, seventh, and tenth classes are tied to the Capstone Project – taking these courses out of sequence may seriously affect completion of the Capstone. Students who are thinking about stepping out of the cohort for one course or more should contact the Financial Aid department to make sure they understand the financial implications of the decision. In order to drop out of their cohort, students need to notify the Registrar's Office in writing.

## **Withdrawing and Re-Admittance to the Program**

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Students who find it necessary to withdraw from the MASL must submit notification in writing to the Registrar and complete an exit interview.

Students may rejoin the program in accordance with all other policies in this handbook. The student should notify the Program Director as soon as possible of their intention to rejoin, no later than two weeks prior to start of their next class. Students may be required to submit a Re-entrant Application if absent from the program for over one year. It is the student's responsibility that all tuition is paid, any financial aid is approved, and they have books and materials in sufficient time for the upcoming classes. Students are also responsible to coordinate taking the classes they missed and work with the Registrar's Office to do this.

## **Academic Calendar**

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Each master's cohort has a unique cohort schedule to guide students through the entire sequence of curriculum. Students receive a schedule for their cohort upon acceptance to the program. Any adjustments to the schedule are provided to students in advance.

## **Transfer of Credit**

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Graduate-level courses taken at other colleges and universities may be transferred into the MASL program if they meet at least two-thirds of the content of a course in the program. Life Pacific College transfers in courses from colleges and universities that are nationally or regionally accredited. Only course work with a B- or better grade will be accepted. Upon request, an evaluation will be sent to the student showing those courses that have been accepted for transfer. A maximum of nine units can be transferred into the program.

## **Graduation Requirements**

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To graduate with a Master of Arts in Strategic Leadership, a student must meet the following requirements:

- Minimum cumulative GPA of 3.0 in the MASL program.
- Completed mentorship requirements.
- Approved Capstone Project.
- All indebtedness to the college must be paid.
- Submission of a graduation application to the Registrar's Office.

## **Diplomas**

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Diplomas are only printed once a year, following the May graduation ceremony and are mailed to students who have fulfilled their degree requirements.

## **Participation in Graduation**

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Life Pacific College holds one graduation ceremony in May of every year. All MASL graduates are encouraged to participate in the Baccalaureate and Commencement services. You will receive information about these events once you complete the graduation application.

All graduation requirements must be met in order to participate in graduation ceremonies.

## **Code of Conduct**

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Life Pacific College has chosen to set itself apart for the purpose of training and equipping Christian servant leaders. It is crucial, therefore, that student' attitudes and behaviors reflect the character of Jesus Christ at all times. Students, by their voluntary membership in this Christian community, assume responsibility to: 1) abide by all the regulations of the college, and 2) use personal discretion involving any activities which may be morally or spiritually destructive or reflect poorly on the campus community.

In particular, Life expects students to refrain from:

- Being under the influence of intoxicants,
- Using or possessing illegal drugs, and

- Inappropriate sexual behavior, including any conduct of sexual harassment.

All students represent Christ and Life Pacific College wherever they are, and are expected to exhibit a distinctive Christian lifestyle in all their activities, both on and off campus. Community standards and codes of conduct are in place for the express purpose of moving students towards Christian maturity and service and creating an environment that is conducive to academic learning and personal growth and development.

## FINANCIAL INFORMATION

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### Tuition

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The current tuition rate is \$400 per unit for the 2011/2012 academic year. Tuition may increase in subsequent years, and students will be notified of any tuition rate changes.

### Fees and costs

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Application Fee	\$35
Residence Fees	\$100
Graduation fee (participating in Commencement)	\$175
Graduation fee (in absentia)	\$75
Books and materials (approximately)	\$75-100 (per class)
All fees are non-refundable	

### Payment Due Dates

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Tuition for each class is due one week prior to the start of the class. Students applying for financial aid must complete their documentation and be fully admitted into the MASL program **prior** to the start of the module if they wish their financial aid to cover their payments.

### Unpaid Accounts

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Student accounts which are delinquent will have a hold placed on the student's registration for future courses and the student will not be able to receive transcripts, grades, diplomas, letters of recommendation or participate in graduation ceremonies until all financial obligations are satisfied in accordance with the financial policies of the college. In extreme cases, unpaid accounts may be submitted to an outside collection agency.

### Withdrawal and Refund Policy

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If a student decides to withdraw from a course they must first notify the Registrar who will in turn notify the Financial Aid office. Whether or not a refund is given, and the amount, as well as academic penalties, will be determined by the e-mail

notification date, or postmark for standard mail. If a student does not *officially* withdraw from a course they will receive a failing grade.

When withdrawing from or dropping a course, regardless of the reason, the possible effect on financial aid should be considered. For students receiving any form of aid, please contact the Financial Aid Office before dropping a course.

### Institutional Financial Penalties For Withdrawal & Classes Dropped:

#### ***MA 8 week Classes***

<b><u>Withdrawal Date</u></b>	<b><u>Tuition Penalty</u></b>	<b><u>Grade</u></b>
Before the start of 2 <sup>nd</sup> week	0%	WP
Before the start of 3 <sup>rd</sup> week	25%	WP
Before the start of 4 <sup>th</sup> week	50%	WP
Before the start of 5 <sup>th</sup> week	75%	WP
AFTER the start of the 5 <sup>th</sup> week	100%	WF

#### ***MA 5 week Classes***

<b><u>Withdrawal Date</u></b>	<b><u>Tuition Penalty</u></b>	<b><u>Grade</u></b>
Before the start of the first class	0%	WP
Before the start of the second	25%	WP
Before the start of the third	50%	WP
Before the start of the fourth	75%	WP
After the start of the fourth	100%	WF

Refunds occur when payments applied to a student's account, including financial aid, exceed charges. When a student's account has a credit balance a refund check is automatically processed. Refund checks are normally mailed out within 14 days from the date the credit balance first appeared on the student's account.

### **Refund of Credit Balances**

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Refunds occur when payments applied to a student's account, including financial aid, exceed charges. When a student's account has a credit balance a refund check is automatically processed. Refund checks are normally mailed within 14 days from the date the credit balance first appeared on the student's account.

### **FINANCIAL AID & SAP POLICY – MASTER'S PROGRAM**

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Students applying for financial aid must demonstrate satisfactory academic progress (SAP) in their degree program. Academic progress is measured by Qualitative (grade based) and Quantitative (Time-related) Standards set forth by the federal government and shall be used to determine eligibility for participation in student financial aid programs at Life Pacific College. Student's academic progress is evaluated at the end of every payment period as part of determining their eligibility for financial aid. Because the Master of Arts Program is a non-standard term program consisting of 12, 3-unit classes taken back to back in modules, satisfactory academic progress must be checked after each payment period once

grades become available. The federal government mandates that students must be making SAP toward a degree in order to maintain financial aid eligibility.

### Qualitative Standards

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In order to receive financial aid, students must maintain a minimum cumulative grade point average (GPA) of 2.5 in progressing towards the Master of Arts in Strategic Leadership offered by the College.

At the time of review, a student's official cumulative GPA is evaluated to determine whether qualitative standards are being met.

### Quantitative Standards

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To quantify academic progress students must not exceed the maximum time frame in which to finish their educational program.

#### *Percentage completion*

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The maximum time frame for completion is 150% of the published length of the program. For instance, the published length of the master's program is 36 units, 150% of 36 units is 54 units. The student must complete his or her program by the time he or she reaches 54 attempted units. Therefore, in order for students to complete their program within the maximum time frame students must complete a minimum of 67% of all units attempted.

#### *Units Completed and Attempted*

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Completed units are enrolled units for which credit is received. Courses in which a student receives a grade of F, D, IN, WP or WF will not be counted as completed units for satisfactory academic progress purposes, but will be counted as attempted units.

Furthermore, if a student completes the academic requirements for a program but has not yet received a degree, the student is no longer eligible for aid.

#### *Repeated Courses*

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Students may receive financial aid for repeated courses taken to improve a grade and raise the cumulative GPA; however, all prior attempts will still be considered as attempted units for financial aid purposes.

### Financial Aid Disbursement Rules for Non-Standard Term Programs

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The Master of Arts Program is a non-standard term program consisting of 12, 3-unit classes taken back to back in modules over a two year period of time. Students who start in the fall cohort will take 18 units during their first academic/financial aid award year, and their final 18 units in the 2<sup>nd</sup> academic/financial aid award year. Students who start in the spring cohort will take 9 units during their first academic/financial aid award period, 18 units during their 2<sup>nd</sup> academic/financial aid award period and will take their final 9 units during their 3<sup>rd</sup> academic/financial aid award period.

The first financial aid disbursement will be made at the beginning of the 2<sup>nd</sup> class. In order to receive a 2<sup>nd</sup> disbursement of financial aid the student must successfully complete one half of the units in that academic/financial aid award year/period. For example, the fall cohort will be 18 units in the academic/financial aid year; the school groups the modules into two payment periods of 9 units. The 1<sup>st</sup> financial aid disbursement will be made when the student starts the second class in the first payment period. In order for the student to receive a 2<sup>nd</sup> financial aid disbursement they must successfully complete 9 units. If the student fails one of the three classes in the first payment period they will not be eligible for a 2<sup>nd</sup> disbursement until they successfully complete 9 units. Once the student successfully completes 9 units they will be eligible to receive a 2<sup>nd</sup> disbursement.

Those starting in the spring cohort will receive their 1<sup>st</sup> disbursement for 9 units at the start of the 2<sup>nd</sup> class. Even though the following 18 units will be paid from a different (FAFSA) academic/financial aid award year the 2<sup>nd</sup> disbursement will not be made until the student successfully completes the first 9 units.

### Failure to Maintain Standards

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The academic progress of aid applicants is reviewed at the end of each payment period. Students failing to meet the minimum qualitative or quantitative standards required for maintaining satisfactory academic progress will be placed on Financial Aid Warning and will continue to receive Title IV aid for one payment period. The student must make SAP at the next payment period or he or she will be placed on Financial Aid Probation for one more payment period after an appeal. The student will be notified of this status and requirements necessary to meet SAP by the end of the next payment period. If at the end of the next payment period (time of review) the student has not met SAP standards the student will no longer be eligible to receive financial aid.

### The Appeal Process

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Appeals for re-establishing eligibility may be based on extenuating circumstances that prohibited the student from meeting SAP standards during the warning period.

Examples of extenuating circumstances:

- Death of an immediate family member
- Documented Illness
- Major accident or injury (self, spouse, child, or parent)
- Victim of a crime or unexpected disaster.

The student must submit an appeal letter to the Financial Aid Office and it must include the following:

- Why the student failed to make SAP standards
- What has changed that will allow the student to make SAP at the next evaluation.

A committee will review the appeal and contact the student once a decision has been made.

If it is determined that the student will be able to make SAP standards by the end of the next payment period, financial aid will be reinstated, OR

The student will be required to meet with a representative of the Academic Office or the Registrar's Office in order to come up with an academic plan that will ensure the student is able to meet SAP standards by a specific point in time. Financial aid will be reinstated as long as the student is meeting the requirements of the academic plan, OR

The appeal will be denied and the student will no longer be eligible for financial aid until the student has successfully completed enough units to prove SAP standards can be met.

## **Return to Title IV Funds & Programs Offered in Modules**

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The Master of Arts Program is a nonstandard term program consisting of 12, 3-unit classes taken back to back in modules over a two year period of time. The program itself is 36 credits; for Title IV federal financial aid purposes the program is broken up into 2-periods of enrollment, and 4-payment periods. The school has defined both academic years/periods of enrollment as 18 credits and 45weeks of instructional time. There are two payment periods per year, with each payment period being for 9 credits. In order to progress to the second payment period the student must successfully complete all 9 credits in the first payment period.

Under the new Return to Title IV (R2T4) regulations a student is considered to be withdrawn from the program if:

- The student does not complete all the days scheduled to complete within a payment period.
- The student is not scheduled to begin another class in the period of enrollment more than 45 calendar days from the end of the class he or she ceased attending.
- The student drops a class during a payment period without written notice of intent to start the next class.

When a student is considered to be withdrawn from the program the Financial Aid Office is required to complete R2T4 calculations for the payment period and return all unearned federal aid to the Department of Education.

Because this program is structured with the majority of classes being 8 weeks in length it would not be possible to begin a future class within the 45 calendar day rule, therefore, if a student drops a class at any time they will be considered withdrawn from the program, R2T4 calculations will be performed and all unearned federal aid will be returned to the Department of Education.

## **Return after Withdrawal**

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- A withdrawn student may return to the same program prior to the end of the payment period or period of enrollment. The student will be eligible for any Title IV funds for which they were eligible prior to the withdrawal. NOTE: The financial aid will be pro-rated to include only the credits completed within the period of enrollment.

- A withdrawn student may return to the same program within 180 calendar days.

## PROGRAM DETAILS

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Students complete the program with a cohort group, enrolling in sequenced courses one at a time and completing the 36 unit curriculum over a two year period. In order to meet adult learners' need for convenience and flexibility, the program consists of ten eight-week online courses and two one-week residencies followed by four weeks of online work. Students should schedule at least ten hours a week for their coursework.

Though at a distance, the student will be able to maintain vital peer relationships begun during residency, and develop ongoing collaboration and mutual student support. The online courses will incorporate text, audio, and video content delivery as well as required interaction through asynchronous discussion boards. The structure of LPC's on-line classes includes substantial interaction between instructor and student and among students through online discussion and timely feedback.

## Schedule

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Cohorts begin in January and July. The cohort will begin with a one-week residency followed up by four weeks of online work. Students will then take five eight-week online courses through the remainder of the year, with a four-week break in the Summer (mostly June) and another four-week break over Christmas and New Year's. Cohorts which begin in July will operate by a similar structure with their residencies taking place in July.

With field-based ministers in mind, the program is offered in a blended format with a one-week visit at the beginning of the program for orientation, connection, and to begin the first class; followed by another visit at the beginning of the second year. Each of these one-week residencies is followed up with four weeks of online coursework. The other ten courses are eight weeks long and fully online. Students should expect to put in between 10 to 12 hours a week into their coursework. Meaningful interaction between the instructor and the students, and among students, is an essential element of the online classes. The professor interacts with students through email, faculty-led discussions, and feedback on student work. Students interact with one another through email, threaded discussions, and group projects. Due to the concentrated scheduling and the emphasis upon participatory learning, students need to be in attendance every week as measured by participation in the discussions. Failure to access the online course or participate in online discussions for one week is considered an absence.

## Program Goals and Objectives

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The college has designed this program to provide students with knowledge, skills, and values in the areas of Bible/Theology, Ministry, Leadership, and Personal Formation.

Goal 1: Apply a biblical and theological perspective to leadership and ministry.

1. Summarize the theological and historical foundations for leadership in a ministry context
2. Apply sound biblical hermeneutic to ministry practice
3. Act in ways consistent with biblical ethical leadership and followership

Goal 2: Relate research to ministry contexts.

4. Evaluate contemporary approaches, issues, and trends in ministry
5. Analyze the impact of globalization on the church and society
6. Assess various cultural settings in order to effectively contextualize ministry
7. Practice compassionate ministry toward those in need

Goal 3: Evaluate organizational dynamics in order to effectively lead others toward the achievement of strategic organizational and ministry objectives.

8. Explain organizational behavior and leadership theory
9. Manage personal and organizational conflict in a productive manner
10. Manage an organization's resources
11. Exhibit effective interpersonal and organizational communication skills
12. Implement a strategic planning process in a Spirit-filled environment
13. Build a leadership team

Goal 4: Display growth as an individual and help others grow toward their potential.

14. Mentor and release future leaders
15. Devote oneself to personal spiritual growth and lifelong learning
16. Express a value for living a life of excellence that balances personal, family, and professional commitments

# MASTER OF ARTS IN STRATEGIC LEADERSHIP

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The 36 unit curriculum of the M.A. in Strategic Leadership consists of a series of twelve courses which build upon each other to achieve the program goals. Each course is three units of credit. The first and seventh courses run for five weeks and include a one-week residency. The other ten courses are fully online and eight weeks long.

## **BIBLE/THEOLOGY** **12**

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Bi 600	Contextualized Ministry and the Book of Acts.....	3
Bi 610	Leadership Ethics in the Old Testament.....	3
Th 500	Leadership Theology.....	3
Th 600	Theology and Worldview.....	3

## **GENERAL AND ORGANIZATIONAL STUDIES** **12**

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Co 500	Communication for Leaders.....	3
Os 500	Human Behavior in Organizations.....	3
Os 600	Organizational Management and Decision Making.....	3
So 500	Cultural Trends and Ministry.....	3

## **LEADERSHIP** **12**

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Ld 500	The Personal Life of the Leader.....	3
Ld 510	Leadership Theory and Praxis.....	3
Ld 600	Mentoring Skills for Leaders.....	3
Ld 610	Strategic Leadership, Innovation, and Change.....	3

This biblically grounded, professional, practical curriculum is designed to help students master advanced concepts of leadership and organizations. Students will become conversant in best organizational practices, understand how to do applied research, and implement strategic thinking to impact their own ministry context. The program includes an integral field-based component that will provide students with an opportunity to develop or create bold new leadership endeavors that will have practical impact on their ministry. Through coursework, students will develop a major leadership project (capstone) which will involve a deep exploration of their own calling, an understanding of the context of their chosen field of leadership, and the development of a strategic initiative for renewal of an existing ministry or the creation of a new endeavor.

## **Program Length**

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Students progressing according to their cohort schedule can earn their MA in less than two years, enrolled part-time.

## **Technology Requirements**

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Students will be required to have access to a computer with a reliable Internet connection (preferably high speed) and common computer home/office software for completing written assignments. The program assumes basic technological skills including how to (1) create, attach, and send a document electronically (2) use a

web browser including viewing video files, (3) download and open various files such as .pdf, MS Word, PowerPoint, and (3) send and receive email. The first residency will include an Orientation that will provide students with training in any areas they are deficient.

## **Academic Advising**

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Graduate students work with the Associate Registrar for Adult and Graduate Studies for individual academic advising as needed.

## **Library Resources**

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LPC provides distance students with all the vital library services available to on-campus students. The library staff is available to assist patrons in the practical use of its resources.

# DISTANCE LEARNING

## Introduction

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Distance Learning through Life Pacific College was established in 1924 by Aimee Semple McPherson. It was her belief that every dedicated person should have the opportunity to study God's Word even if separated from the college by great distances. Because of this vision, people throughout the world continue to be equipped for Christian service through the study of God's Word.

## Mission

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Life Pacific College is an institution of biblical higher education that exists for the transformational development of students into leaders prepared to evangelize and disciple the nations and to serve and lead the Body of Christ and the Foursquare Church in particular.

The Distance Learning Department extends the reach of the college by providing accessible education to students while allowing them to maintain commitments to family, community, ministry, and vocation.

In order to accomplish this mission, the Distance Learning Department:

- provides students with flexible ways to achieve their educational goals,
- provides an excellent academic experience,
- provides quality student support services.

Students can pursue an Associate of Arts Degree in Biblical Studies (see page 92) and a Bachelor of Arts Degree in Ministry & Leadership (see page 51) through distance learning.

Life Pacific College offers distance learning courses in two formats:

- Independent Study courses.
- Interactive Online courses.

## Independent Study Courses

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Life Pacific College offers courses for independent study in traditional print format. Upon ordering a course, the student will receive all materials and textbooks needed to complete it. The course materials contain instructions to guide the student through the assignments.

All courses consist of exams, an Individual Study Assignment, and an Action Project. The student is carefully directed through a series of study guides covering the textbooks and biblical material to prepare for the examinations. Exams are monitored by a licensed member of the church staff. The Individual Study Assignment examines certain aspects of the subject in-depth. The Action Project helps students apply their learning to their own life, local church, or community. The Individual Study Assignment and Action Project may require interaction with a pastor or small group.

A faculty representative is available for each course to provide guidance and counsel. Lessons should be submitted regularly to complete the course in the allotted time (see Length of Courses below). It is recommended that the student take no more than two courses at one time. The maximum number of units a student can be enrolled in at one time is 12 units. Students should anticipate putting a minimum of forty hours of work per unit into a course (most courses are three units). Work submitted for grading will normally be returned to the student within two to three weeks after it is received. When the course is completed, a letter is sent indicating the grade earned.

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## Length of Courses

Students are given six months to complete a course.

If the student is unable to complete the course by the deadline, the opportunity will be given to extend the course deadline for another six months for a \$25 dollar processing fee. This is a one-time extension only.

If the course is not completed, the student will receive an F grade. A course in which an F grade is earned may be repeated by purchasing the course again, minus the cost of books. Students who are unable to complete a course because of extreme circumstances can appeal to have their course put on hold until they are able to renew their studies. This appeal must be made while the course is still active.

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## Tuition and Fees

Tuition for each course is \$150.00 per unit. Students enrolled must pay all costs in advance by check, money order, cash, Visa, MasterCard, Discover or American Express. (There is a \$15.00 fee for any returned checks.) Materials are sent upon receipt of payment. An additional fee for postage is charged to those whose materials must be shipped outside the continental United States. All fees must be paid in US currency.

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## Refund Policy

Payment is due when a student enrolls for the course. Course costs will be refunded (less a \$20.00 handling fee) to any student who cancels his/her enrollment in the course within 30 days of ordering it. In order to cancel the course, the student must send a written request for cancellation of the course by mail or e-mail. The Distance Learning Department will mail a refund within 30 days after receipt of the request for cancellation and the returned materials. Books and course materials must be returned in re-salable condition to receive the refund. Students who cancel a course between 30 and 90 days of enrollment will receive a withdraw pass (WP) grade for the course. No refund will be given for a course that is cancelled after 30 days.

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## LIFE Launch

High school students who have completed their sophomore year may apply to take Independent Study courses. Units earned will apply toward Life Pacific College degree programs. Along with the application, the student must include a letter of reference from a school principal or guidance counselor (or parent if home

schooled). The student must have a minimum 3.0 grade point average. A high school student may only enroll in 100 level courses, one course at a time. A course grade of C or better is required for the student to take additional courses before earning a high school diploma. A maximum of 12 units may be taken before graduation from high school. Completion of a distance learning course does not guarantee acceptance into a degree program.

## **Church-Based Institutes**

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Life Pacific College views Church-based institutes as partners in the education and training of ministers. The College is committed to supporting institutes by providing numerous services including consultation on academic and instructional matters, curriculum, and transfer of credit toward LPC degree programs.

### **Consultation**

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LPC professors and support staff are available to assist institute leaders and instructors with questions concerning academic policy, student support, and approaches to instruction. Institute instructors can access Life Pacific College course outlines, allowing them to draw upon LPC professors' experience and expertise.

### **Curriculum**

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Institutes can use LPC's independent study courses to offer college-level courses for credit from LPC to their students.

Individuals can benefit from the challenge of college-level course work within a classroom setting of mutually committed friends. The church is able to offer a pre-designed and regulated program through Life Pacific College which enhances the spiritual and academic life of its students.

The Distance Learning Department handles all grading of assignments, easing administration. The institute instructor serves as a catalyst to the students' collective study and also acts as a coordinator for scheduled meetings and exam. The leader can supplement the material with lectures and discussion.

Life Pacific College also provides Institute Study Manuals for church-based institutes that want to use curriculum created by LPC faculty, but are not concerned about offering college credit to their congregation. The Institute Study Manuals contain much of the same information that is in the Independent Study course but the institute has complete freedom to use the material in any way they wish. Student work is not sent to the Distance Learning Department for grading, and completion of the manual does not qualify a student to receive college credit.

Note that institutes can use Independent Study Courses and Institute Study Manuals side-by-side. To discover how your church can enroll in this program please contact the Distance Learning Department for more information by calling toll free (877) 851-0900 or by emailing [distance@lifepacific.edu](mailto:distance@lifepacific.edu).

## Emerging Leader Network

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Life Pacific College offers a scholarship program to students from schools of ministry that are certified with the Foursquare Institute Office as an affiliate of the Emerging Leader Network. Students can receive a scholarship for up to 32 units of independent study courses. Please contact the Distance Learning Department for more details about this program.

## Interactive Online Courses

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Life Pacific College offers two eight-week sessions of online interactive classes concurrent with the fall and spring semesters on-campus and one session during the summer. The classes take place in a "virtual classroom" on the internet. Unlike Independent Study courses, they have registration deadlines and specific start and finish dates. Once enrolled, students can enter their class at anytime and anywhere they can access a computer with an internet connection. The classes are taught by Life Pacific College professors and feature a high degree of interaction between the student and instructor and among fellow students. One week before the class begins, the student will receive an email with a login name and password giving access to the online classroom. New students must complete a short orientation before entering their class. Students connect to the classroom four or five days a week. The instructor will post brief lectures and assignments to help students understand the material and to stimulate discussion. Students submit responses and research, receive feedback from the instructor, and discuss what they are learning with fellow students.

## Minimum Computer Requirements

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In order to enroll in a course online, a student must have general familiarity with computers as well as access to a computer with internet connection and an email account. A student should also have Internet Explorer 8.0 or higher (or a similar current browser). Microsoft Office 2007 or higher is highly recommended.

## Online Course Schedule & Tuition

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A variety of courses will be offered online each semester. For information on the course schedule for the upcoming semester, please visit our website at [www.lifepacific.edu/distance](http://www.lifepacific.edu/distance) or contact the Distance Learning Department. Tuition for Interactive Online courses is the same as on-campus, \$400 per unit.

## General Information

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### How to Apply

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In order to enroll in distance learning courses, contact the Distance Learning Department for an application or download one from the website. Applicants must have earned a high school diploma or GED and give evidence of genuine Christian faith.

## Credits

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All credits are semester-hour credits designed to be the equivalent of courses based upon a semester of 15 weeks and a class hour of 50 minutes. Courses are designed to take an average student 35 to 40 hours per unit of credit to complete.

All credits earned through the Distance Learning Department can be applied toward an LPC undergrad degree. In content, credits, work, and quality, all courses are designed to be equivalent to courses taught in residence at Life Pacific College. All courses are prepared in cooperation with the Academic Planning and Curriculum Review Committee and professors of Life Pacific College.

## V.A. Benefits

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Veterans may apply for benefits for independent studies when enrolled in the Associate of Arts Degree program. The student must provide a copy of his/her discharge papers (DD214) and Certificate of Eligibility (22-0557). For further information regarding this benefit, call 1 (800) 827-1000 or visit [www.gibill.va.gov](http://www.gibill.va.gov).

Students receiving Veterans Benefits cannot apply for the six-month extension. All courses must be completed within the initial six-month deadline.

## Available Courses

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The following pages list the Independent Study courses that are available through the Distance Learning Department. The total cost listed includes tuition, textbooks, course materials, shipping and handling, and all applicable taxes. For students who prefer to work with an electronic text, a CD containing the course materials is available for most courses for an additional \$5. Prices and rates are subject to change without notice. All Independent Study courses can apply toward an LPC undergraduate degree.

## Price List

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### ***Bible and Theology Courses***

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Bi 101	Pentateuch (3) .....	\$535.00
Bi 107	Introduction to Biblical Exegesis (3) .....	\$555.00
Bi 113	Introduction to Biblical Literature (3) .....	\$515.00
Bi 203	Acts □ Δ (3) .....	\$525.00
Bi 205	History of Ancient Israel □ (3) .....	\$555.00
Bi 216	Synoptic Gospels □ (3) .....	\$550.00
Bi 230	Biblical Exegesis Practicum* (3) .....	\$550.00
Bi 305	Hebrew Prophets**† (3) .....	\$540.00
Th 121	Systematic Theology IΔ (3) .....	\$525.00
Th 215	Systematic Theology IIIΔ (3) .....	\$535.00
Th 220	Theology I (3) .....	\$595.00

\* Course has prerequisites of Bi107, Gk101 and So131.

\*\* Course has a prerequisite of Bi230

□ Course has prerequisite of So131

*Δ Courses available through independent study but no longer part of the required LPC B.A. curriculum*

*Foundations of Pentecostal Theology* is a required textbook for Systematic Theology I and III and Theology I. Please deduct \$25.00 from the total cost listed if you already own this textbook.

Bible and Theology courses have been accepted by the Association of Christian Schools International (ACSI) for fulfilling teacher certification requirements.

### *Ministry Courses*

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Gm 130	Foundations of Ministry (3).....	\$535.00
Ev 110	Multi-cultural Evangelism (3).....	\$545.00
Ev 210	Spiritual Gifts and Evangelism (3) .....	TBD
Gm 230	Discipleship & Spiritual Formation (3).....	TBD

### *General Education Courses*

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Co 103	English Composition & Research† (3).....	\$615.00
Gk 101	Intro. to Greek and Hebrew (2).....	\$440.00
Hi 105	Western Civilization to 1500† (3).....	\$555.00
Li 220	Great Books I† (3) .....	\$545.00
Ph 202	Readings in Scientific Thought (1).....	\$225.00
Ph 214	Roots of Modern Thought (2).....	\$380.00
Ph 300	Ethics† (3) .....	\$540.00
So 131	Cultures of Ancient Civilizations (3) .....	\$545.00

*†Verification of English Proficiency*

## **DL Course Descriptions**

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The majority of the course descriptions can be found beginning on page 94 of this catalog. The following are course descriptions that are specific to courses offered solely through distance learning.

### **Bi 107 Introduction to Biblical Exegesis (3)**

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This course includes the study of (1) the general hermeneutical approach of grammatical-historical interpretation, and (2) the study of the Bible inductively, including application of biblical truth to the student's personal life and ministry.

### **Gk 101 Introduction to Greek and Hebrew (2)**

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This course introduces the student to the basic elements of the biblical languages, Greek and Hebrew, and how to use that knowledge to develop simple word studies with the help of a concordance and other research tools.

### **Th 121 Systematic Theology I (3)**

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- **Theology**—A general overview of theology and theology proper including the revelation of God, His nature, His character, and His works with emphasis on the Trinity.
- **Christology**—A study of the person of Jesus Christ including His pre-existence, His promise, His incarnation and ramifications, and His resurrection.
- **Anthropology**—A study of humanity as God's creation, human beings as sinners alienated from God by voluntary disobedience and as the objects of God's redeeming grace.
- **Hamartiology**—A discussion of sin, its origin, reality, extent, result, and penalty.

### **Th 215 Systematic Theology III (3)**

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- **Soteriology**—The doctrine of salvation; its plan by the Godhead; its provision through the mediatorial work of Christ; and application through the Holy Spirit.
- **Ecclesiology**—The doctrine detailing the origin, nature, and constitution of the Church; its local organization, ministry, ordinances, and destiny.

## ASSOCIATE OF ARTS – BIBLICAL STUDIES

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For those interested in pursuing a degree without attending resident classes, Life Pacific College offers an Associate of Arts Degree in Biblical Studies through distance learning. This program is primarily comprised of the Lower Division curriculum for the resident Bachelor's Degree in Biblical Studies. It is designed for students who:

- 1) are ready to take their first step into higher education, or
- 2) plan to pursue a different major at another college, or
- 3) already have training in another field and desire a foundation in biblical studies.

### Goals

Upon completion of this program, students should be able to:

- recall the major themes, events, and characters of the Bible,
- defend the reliability of the Bible and its authority as a guide for matters of faith and practice,
- engage in inductive Bible study for the purpose of determining the original intended meaning of the text and applying the text to their lives and the lives of others,
- explain foundational Christian theology, particularly the study of God and the study of humanity, from a Pentecostal/Charismatic perspective,
- integrate an understanding of ancient cultures with the biblical text,
- express a broader understanding of the world's need for the gospel of Jesus Christ with an accompanying zeal and skill in its proclamation,
- demonstrate the ability to communicate effectively in writing and speaking,
- demonstrate an understanding and appreciation of various philosophies and cultures,
- exhibit ongoing development of a consistent pattern of personal spiritual growth.

### Cost

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The price list on the previous page gives the current total cost of each course. Financial aid is available to students enrolled in the A.A. degree program within certain limitations. Contact the Distance Learning Department for details. There is also a \$35.00 application fee due upon submission of the A.A. Degree application (please call and ask for this application or access it at [www.lifepacific.edu/distance](http://www.lifepacific.edu/distance)).

### Academic Requirements

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A minimum of 32 units of the 64 total units must be completed through Life Pacific College to receive the Associate of Arts Degree. Resident courses and independent study courses apply towards this unit requirement.

Students enrolled in the A.A. Degree program should be continuously enrolled in at least one course with the Distance Learning Department. If a student is not enrolled

in a course for six months or more, they must meet the requirements in effect under the latest college catalog.

## Graduation Requirements

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- 2.0 GPA
- Christian testimony consistent with Scripture
- Fulfillment of all contracts with the college
- Completion of curriculum requirements

Students planning to graduate must file an application to graduate no later than January 15th and complete all course work by May 1st in the year in which they plan to graduate. Distance learning students are welcome to participate in the graduation ceremonies held each May.

## Course of Study

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<b>BIBLE/THEOLOGY</b>	<b>30</b>
Bi101 Pentateuch.....	3
Bi107 Intro. to Bib. Exegesis .....	3
Bi113 Intro. to Biblical Lit.....	3
Bi205 History of Ancient Israel .....	3
Bi216 Synoptic Gospels.....	3
Bi230 Biblical Exegesis Practicum .....	3
Bi305 Hebrew Prophets .....	3
Bible Elective .....	3
Th220 Theology I.....	3
Theology Elective.....	3
<b>MINISTRY</b>	<b>12</b>
Ev110 Multi-Cultural Evang. ....	3
Gm130 Foundations of Ministry .....	3
Ev210 Spiritual Gifts and Evang.....	3
Gm230 Discipleship & Spiritual Form. ....	3
<b>GENERAL EDUCATION</b>	<b>22</b>
Co103 Eng. Comp & Research .....	3
Gk101 Intro. to Greek & Heb.....	2
So131 Cultures of Ancient Civ. ....	3
Ph202 Read. in Sci. Thought.....	1
Ph214 Roots of Modern Thought.....	2
Public Speaking.....	2*
Integ. Science/Lab .....	3*
Social & Behavioral Science or History Elective .....	3
Recommended Hi105 Western Civ. to 1500	
Literature Elective.....	3
Recommended Li220 Great Books I	

*\*These courses must be transferred in from an accredited college or university. See page 31 for Transfer of Credit Policies.*

# COURSE DESCRIPTIONS

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## ART

### †Ar 105 Introduction to the Arts (3)

This course encompasses an overview of contemporary art by exploring what art is, how the arts may be used or misused, and how art communicates who God is and who we are as humans. God is seen as the master artist, Creator of the universe. The history, practical techniques, and aesthetic valuing of drama, music, literature, crafts, dance, movement, mime, and filmmaking will be examined. Students experiment with various media as well as hear from professional artists. (Lab fee)

### †Ar 120 Graphic Design I (2)

This course is an introduction to the fundamentals of graphic design. Graphic design is presented as a key element in communication. Various skills including the principles and elements of design, the structure and usage of typography, page layout, color basics, and photo editing are taught. (May Repeat; Lab fee)

### †Ar 121 Graphic Design II (2)

Prerequisite: Ar 120

This course is designed for students with graphics experience. Students will become proficient with Adobe Illustrator and Photoshop software programs. Skills in product design and print design will be the focus of the class as well as basic marketing techniques involved in creating functional designs. This class focuses on the creation and design of church brochures, CD covers, posters, T-shirts, and many other projects useful to today's pastor. (Lab fee; May Repeat)

### †Ar 140 Fundamentals of Acting I (1)

A study of acting involving the development of acting techniques, styles, and disciplines. Students are provided with practical experiences of acting techniques including scene study. Individual acting skills necessary to the acting craft are emphasized. This class prepares students to participate on drama ministry teams. (Lab fee)

### †Ar 150 Beginning Studio Art (1)

Group instruction is offered to teach a broad range of drawing techniques while incorporating mixed media application. In addition to tuition. (May repeat; Lab Fee)

### †Ar 155 Directing

This course prepares students with the skills needed to direct a play. The stagecraft skills of lighting, sound and set design as well as blocking, budgeting and costume design are

taught and applied by the students as they culminate their semester by directing their own scene. (May Repeat)

### †Ar 151 Studio Filmmaking (1)

This course is an introduction to the basics of video storyboarding, lighting, and editing techniques. Students will be given a "hands-on" opportunity to learn to operate filmmaking equipment. This training course is required for all students wishing to use the college filmmaking equipment. In addition to tuition. (May repeat; Lab Fee)

### †Ar 152 Studio Photography (1)

This is an introductory course that includes basic camera skills, black and white processing, black and white printing techniques, lighting skills, and composition. In addition to tuition. (May repeat; Lab Fee)

### †Ar 240 Acting II (1)

In this continuation of Fundamentals of Acting I, students will further develop their acting skills and dramatic technique through character and scene study. (May repeat; Lab fee)

## Bible

### Bi 101 Pentateuch (3)

A study of the first five books of the Old Testament. This course focuses on the Pentateuch's literary and structural nature, its historical and cultural settings, and its content and theology. Special attention is given to understanding the God of Israel, creation, humanity, Israel, salvation, covenant, and law. The course will also examine the various theories of the Pentateuch's origin and development.

### Bi 113 Intro. to Biblical Literature (3)

An overview of the Old and New Testaments upon which a solid understanding of God's Word can be built. Emphasis is given to the unfolding story of God's plan of salvation for mankind as the relationship of people, events, and locations are studied in their biblical and historical context.

### Bi 203 Acts (3)

Prerequisite: So 131

A consideration of the journeys of Paul and the development of the early churches, with emphasis upon the principles which are applicable to our church life today. The ministry of the Holy Spirit is emphasized.

### Bi 205 History of Ancient Israel (3)

Prerequisite: So 131

An analytical survey of the dynamics of Hebrew national history from Joshua to Nehemiah. This course covers the material in the books of Joshua through Esther. Notable biblical characters are highlighted, and special emphasis is given to the typology of Jesus Christ.

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### Bi 216 Synoptic Gospels (3)

Prerequisite: So 131

An expository and historical study of the life of Christ as revealed in the first three Gospels. Jesus' life and teaching are analyzed and studied against the backdrop of the contemporary human situation in which He lived.

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### Bi 230 Biblical Exegesis Practicum (3)

Prerequisite: La 131 and So 131

Through the deductive and inductive study of biblical passages, students will refine the methodological skills acquired in Biblical Languages and Exegesis. Students will also learn the principles necessary to interpret Old and New Testament texts in light of their literary genre.

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### Bi 301 Romans (3)

Prerequisite: Bi 230 Grade C or better

An expository, exegetical study of the book of Romans. Special attention is given to Paul's development of major theological themes and his application of them to the lives of believers.

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### Bi 302 Old Testament Worship Literature (2)

Prerequisite: Bi 230 Grade C or better

An introduction to the Hebrew poetry of the Old Testament, including exegesis of selected Psalms. Attention is given to principles applicable to practical worship experience.

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### Bi 304 Pastoral Epistles (2)

Prerequisite: Bi 230 Grade C or better

An introductory and exegetical treatment of First and Second Timothy and Titus, with attention given to their bearing upon present-day pastoral problems and the functions and development of the New Testament church.

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### Bi 305 Hebrew Prophets (3)

Prerequisite: Bi 230 Grade C or better

An introduction to the prophetic literature of the Old Testament, including a study of the role of the prophet in ancient Israel and a survey of the books of the sixteen writing prophets. Also included is a study of the unifying themes found in the prophets.

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### Bi 306 The Gospel of John (3)

Prerequisite: Bi 230 Grade C or better

An expository study of John's Gospel. This course traces the development of major themes

within the Gospel, places them in a theological context and delineates their application to the life of the believer.

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### Bi 309 Old Testament Wisdom Literature (2)

Prerequisite: Bi 230 Grade C or better

An analysis of the important themes of the biblical wisdom literature of Job, Proverbs, and Ecclesiastes.

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### Bi 320 Gospel of Mark (2)

Prerequisite: Bi 230 Grade C or better

An expository and exegetical study of Mark's Gospel. This course traces the development of several themes with an emphasis on the miraculous work of Jesus.

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### Bi 326/7 Revelation (2/3)

Prerequisite: Bi 230 Grade C or better

A quick overview of the book of Daniel will precede a direct and in-depth view of the book of Revelation. Theological themes with an emphasis on eschatology will be discovered and examined.

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### Bi 328 Biblical Interpretation (3)

This course centers on the comprehension and utilization of sound hermeneutical principles for studying the Bible, especially their application to its different genres. Attention is given to the revelatory, historical, cultural, literary, and canonical dimensions of the Bible. Assignments engage the student in a general interpretive process while introducing and employing some of the manifold resources for Bible study. (Degree Completion Course)

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### Bi 329 Old Testament Foundations (3)

This course explores the major themes of the Old Testament. Particular attention will be given to the themes of creation, calling, covenant, redemption, holiness, theocracy, testing, exile, and return. (Degree Completion Course)

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### Bi 331 Jesus and the Kingdom (3)

This course will compare the three Synoptic Gospel accounts of Jesus' life and ministry. An emphasis will be placed upon his proclamation and demonstration of the Kingdom of God and the importance of his message for today. (Degree Completion Course)

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### Bi 332 Study Tour of Israel (3)

This course is a study tour of Israel comprised of an eight day trip visiting various sites in the Holy Land. Students will discover the ancient sites of Israel and the religious and social impact of Jewish history. Particular emphasis will be on the study of the different ethnic influences challenging the Middle East today.

### Bi 344/345 Genesis (2/3)

**Prerequisite:** BI 230 Grade C or better  
A survey of the book of Genesis with an emphasis on its narrative character and composition. Genesis' primary position within the Pentateuch will be considered along with the Pentateuch's importance hermeneutically in the context of a Hebrew/biblical worldview. Special focus will be given to the creation accounts and to the historicity of the primeval and patriarchal narratives. New Testament perspectives on the book of Genesis will be studied as well as Genesis' importance in biblical and systematic theology.

### Bi 351 Reconciliation in the NT (3)

**Prerequisite:** BI 230 Grade C or better  
A study of the theme of reconciliation in the New Testament, and particularly in the life and teaching of Paul. Using II Corinthians as a test case, the biblical dimensions of reconciliation will be explored as they pertain to God and man, Paul and the church, Jew and Gentile, etc. Through both exegetical and thematic study, the student will be given opportunity to formulate a personal model of ministry.

### Bi 360 Using Greek in Exegesis (3)

**Prerequisite:** BI 230 Grade C or better  
This course is an introduction to the grammatical structure of New Testament Greek. Not only does a knowledge of the structure of Greek provide access to a wide range of exegetical tools (lexicons, Bible dictionaries, concordances, grammars, and critical commentaries), but it enables the pastor to evaluate independently the arguments used by others to support various exegetical points of view.

### Bi 362 Using Hebrew in Exegesis (3)

**Prerequisite:** BI 230 Grade C or better  
This course is an introduction to the language and grammatical structure of Classical Hebrew, providing further assistance in the use of exegetical tools (lexicons, Bible dictionaries, theological dictionaries) and access to more specialized studies (grammars, syntax analyses, critical commentaries). The course also focuses on equipping students to utilize the results of their study in preaching and teaching.

### Bi 401 Epistle to the Hebrews (2)

**Prerequisite:** BI 230 Grade C or better  
An introduction to and exegetical study of the Epistle to the Hebrews with special emphasis on its Christological themes in the light of its Old Testament background.

### Bi 403 Prison Epistles (3)

**Prerequisite:** BI 230 Grade C or better

A general study of Ephesians, Philippians, Colossians, and Philemon. The focus of this study is to provide the student with an overview of the setting, purpose, and general content of these books. The great truths of doctrine are considered and strong emphasis is placed upon the outworking of these in the life of the believer.

### Bi 404 General Epistles (3)

**Prerequisite:** BI 230 Grade C or better  
A study of James, First and Second Peter, First, Second, and Third John, and Jude. Through analysis and exegesis, the teachings of this section of the New Testament are set forth with doctrinal interpretation and historical background.

### Bi 405 Corinthian Epistles (3)

**Prerequisite:** BI 230 Grade C or better  
An overview of Paul's first and second letters to the Corinthians. The background and relationship of the two letters are explored as well as their primary teachings and applications. Special attention is given to the portions that pertain to our Pentecostal heritage.

### Bi412 Greek Exegesis of 1 Peter (3)

**Prerequisite:** BI 360  
Students in this course examine Peter's first epistle. As they investigate the Greek text, students will give careful attention to the discovery, analysis, and practical value of historical-cultural, lexical, and syntactical issues. Students will also explore some of the most important homiletic opportunities that arise from their study. May be taken as an English Bible course (prerequisite: BI230 Grade C or better).

### Bi 418 Gospel of Matthew (3)

**Prerequisite:** BI 230 Grade C or better  
An expository and exegetical study of Matthew's Gospel. This course gives special attention to the concept of the Kingdom of God as well as other major theological themes within Matthew. Application to believers and the church today is emphasized.

### Bi 420 Early Pauline Epistles (2)

**Prerequisite:** BI 230 Grade C or better  
An exegetical study of Paul's letters to the Galatians and the Thessalonians. The study focuses on the historical background of the letters and on the application of their content to believers and the church today.

### Bi 426 Gospel of Luke (3)

**Prerequisite:** BI 230 Grade C or better  
An expository, exegetical study of the Gospel of Luke. This course traces the development of

major themes within the Gospel, places them in a theological context, and delineates the application to the life of the believer.

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#### Bi 429 Reconciliation in Romans (3)

Coupling their inductive study of Romans 1 through 5 to other pertinent Pauline texts, students in this course will explore dimensions of reconciliation relevant to their relationship with God and other believers. (Degree Completion Course)

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#### Bi 440 Song of Solomon (2)

Prerequisite: Bi 230 Grade C or better  
A study of the Song of Solomon as a part of the biblical wisdom literature. The course will explore the art of loving as taught by the wisdom of God.

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#### Bi 445 Isaiah (3)

Prerequisite: Bi 230 Grade C or better  
This course is an exploration of the contents and nature of the Book of Isaiah. Exegesis is performed on significant passages within the various sections of the book with attention given to their historical, cultural, literary, and canonical settings. The course further considers major theological themes and motifs running throughout the book. The various interpretive studies will be all conducted in view of their implications for humanity, Israel, and the Church today.

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#### Bi 455 Ezra and Nehemiah (3)

Prerequisite: Bi 230 Grade C or better  
A special expository study covering the books of Ezra and Nehemiah, emphasizing God's providential care for His people during the post-exilic period, and the qualities of the leaders He used to affect the return of His people and the rebuilding of Jerusalem.

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#### Bi 458 Greek Exegesis of Romans (3)

Prerequisite: Bi 360  
This course is an analysis of Paul's epistle to the Romans. Working directly from the Greek text, students will give careful attention to the practical application of historical, lexical, and syntactical data.

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#### Bi 459 Greek Exegesis of John's Letters (3)

Prerequisite: Bi 360  
This course is an analysis of John's letters. Working directly from the Greek text, students will give careful attention to the practical application of historical, lexical, and syntactical data. Valuable homiletical opportunities will also be highlighted. May be taken as an English Bible course (prerequisite: BI230 Grade C or better).

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#### Bi 460 Greek Exegesis of Galatians (3)

Prerequisite: Bi 360

This course is an analysis of Paul's epistle to the Galatians. Working directly from the Greek text, students will give careful attention to the practical application of historical, lexical, and syntactical data. May be taken as an English Bible course (prerequisite: BI230 Grade C or better).

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#### Bi 461 Greek Exegesis of James (3)

Prerequisite: Bi 360  
Students in this course examine James' epistle. As they investigate the Greek text, students will give careful attention to the discovery, analysis, and practical value of historical, lexical, and syntactical issues. Students will also explore some of the most important homiletic opportunities that arise from their study. May be taken as an English Bible course (prerequisite: BI230 Grade C or better).

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#### Bi 462 Hebrew Exegesis of Amos (3)

Prerequisite: Bi 362  
Students in this course examine the prophetic book of Amos. As they investigate the Hebrew text, students will give careful attention to the discovery, analysis, and practical value of historical-cultural, lexical, and syntactical issues. Students will also explore some of the most important homiletic opportunities that arise from their study.

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#### Bi 600 Contextualized Ministry & the Book of Acts (3)

The course examines the Book of Acts with an emphasis on its missional directive. Consideration is given to the interpretive task of contextualizing the socio-historical content of this ancient text and identifying their relevance for missiological practice in various ministry contexts today. Particular attention is paid to the integration of the principles found in Acts, including, but not limited to, the Kingdom of God, early church and mission history, church multiplication, and foundational missiology.

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#### Bi 610 Leadership Ethics in the Old Testament (3)

This course examines various passages within the Old Testament that both describe and prescribe what constitutes godly leadership and followership. The course involves engaging in the interpretation and application of biblical texts with the goal of developing a philosophy of ethical leadership as envisioned by the Old Testament compared and contrasted with contemporary ethical theories.

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### Communication

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#### Co 091 Writing Lab (1)

This course is designed to provide students with individualized instruction in writing that

supplements their learning and writing assignments in their other courses. Students will receive instruction in specific concepts that they have trouble with, and will practice their skills by writing sample essays and receiving feedback. This course is for students who need assistance in writing, as determined by placement testing their writing. Units do not count toward graduation.  
(May Repeat)

#### †Co 101 English Composition & Grammar (3)

English Composition & Grammar emphasizes a variety of genre formats, grammar, and the mechanics of good writing, with an aim at building confident, competent writers with strong analysis skills and creativity. Students learn to write for a variety of situations, purposes, and audiences. Technical support of web-based research and assistance with MLA formatting in Microsoft Word is provided.

#### †Co 103 English Composition & Research (3)

Prerequisite: Verification of English Proficiency  
This course focuses on sharpening general writing and research skills within the context of the production of research-based essays. Attention is given to skill development in areas of locating relevant materials in both print and electronic media, formatting papers according to the appropriate guidelines (MLA), and constructing logical, evidence-based arguments. The course culminates in a formal research project.

#### †Co 202 Speech & Presentation (3)

In this course, students study and practice the essential elements of expository and persuasive communication. Attention is given not only to the traditional forms of public expression, but also to the use of multimedia tools to enhance public presentations.

#### Co 312 Conflict Management (3)

This course is an examination of the nature and causes of conflict in the local church and religious settings and principles of effective intervention strategies for dysfunctional conflict situations. An emphasis is placed on practical conflict management skills that will empower students to mediate disputes in their local congregations and ministries. (Degree Completion Course)

#### Co 350 Practicum in Bible Teaching (3)

Prerequisite: Co202 Speech and Presentation  
This course is designed to help the student learn to teach by practice. The student will concentrate on his or her teaching experiences for three different age groups and special occasions using structured lesson plans, effective teaching methods, and evaluation.

Attention is given to the preparation, delivery, and constructive critique of lessons.

#### Co 355 Preaching Practicum I (3)

Prerequisite: Co202 Speech and Presentation  
A preaching course which explores effective forms of communication. Students will be introduced to the philosophical and practical understanding of sermon preparation and delivery. The student will preach sermons and receive peer and professor feedback.

#### Co 450 Teaching in Small-Groups Pract (2)

Prerequisite: Co350 Practicum in Bible Teaching  
This course continues on from Practicum in Bible Teaching, giving students further practice in preparing and delivering lessons, with a focus on small-group settings (i.e., Bible-Study, Sunday School, Church Institutes). Constructive peer and professor feedback on lessons plans, teaching methods, and delivery will be given.

#### Co 455 Preaching Practicum II (2)

Prerequisite: Co355 Preaching Practicum I  
This course continues on from Preaching Practicum I, giving students further practice in preaching sermons in order to develop their communications skills. Professor and peer feedback will be given.

#### Co 460 Counseling Comm. Practicum (2)

Prerequisites: So310 Counseling and Co 355 Preaching Practicum I or Co350 Practicum in Bible Teaching  
This course focuses on the communication skills needed for personal and group counseling. Listening skills, along with techniques for facilitating counseling sessions, are developed through practice. Peer and professor feedback is given.

#### Co 500 Communication for Leaders

This course is designed to provide students with an overview and understanding of communication theory and its applications. The course examines large group, small group, and interpersonal communication. The primary focus of the course is to assist students in developing multiple communication skills necessary for effective leadership. The course will also address the value and practice of technological communication important to ministers and leaders. Cross-Cultural

### +\*CC 215 Comparative Religions (3)

Prerequisite: Co103

A course which introduces the major non-Christian religions and modern cults from an evangelical standpoint. The student will be provided with a better understanding of the challenges and opportunities for evangelism and church planting throughout the world.

### **Education**

*Courses in the Education Section are temporarily available while the College teaches out the minor.*

### Ed 345 Methods of Teaching the Social Sciences in the Elementary School (3)

Corequisite: Ed 357

A study of the application of the Social Sciences framework in the elementary school setting. Curriculum development is considered and supervised elementary classroom work is required.

### Ed 347 Methods of Teaching Science in the Elementary School (3)

Corequisite: Ed 357

A study of the instructional procedures, curriculum material and learning aids used in teaching Science in conjunction with the Science framework. Supervised elementary classroom work will be required. (Lab Fee)

### Ed 357 Foundations of Education (3)

An exploration of issues related to elementary education. Topics considered will include educational philosophy, lesson planning, ethical, legal and social issues in the classroom, and leadership. Emphasis will be given to developing a truly biblical model of the compassionate teacher-educator.

### Ed 363 Teacher's Assistant Internship (1)

Must be approved by Academic Office  
Student TAs assist faculty in the classroom through tutoring, small group work, occasional lecturing, and grading. (May repeat.)

### Ed 402 Methods of Teaching Math in the Elementary School (3)

Corequisite: Ed 357

A study of the instructional procedures, curriculum materials, and learning aids used in the teaching of mathematics. Supervised elementary classroom work will be required.

### Ed 440 Methods of Teaching Reading / Language Arts in the Elementary School (3)

Corequisite: Ed 357

An examination of the scope and sequence of the Language Arts framework, with an emphasis on the development of a comprehensive reading program. A variety of

teaching strategies and management techniques will be explored, including those specific to emergent readers, language learners, and children with developmental difficulties. Supervised elementary classroom work will be required.

### Ed 442 Methods of Teaching Visual and Performing Arts in the Elementary School (3)

Corequisite: Ed 357

A study of the materials and procedures used in teaching classroom art, music, and drama in compliance with the Visual and Performing Arts framework. Emphasis is placed on the skills and concepts required to successfully teach the visual and performing arts. Supervised elementary classroom work will be required. (Lab fee)

### Ed 450 Student Teaching (6)

Prerequisite: Within 30 Units of Graduation

This class is designed to give pre-service education students first hand experiences in teaching children. Students teach in a private, Christian school classroom for 6 weeks. Students receive on-site evaluation of their teaching and abilities and reflect on their own perceptions and growth in becoming professional educators. This course is required for the ACSI Standard Teaching Certificate.

### **Evangelism**

### \*Ev 110 Multi-Cultural Evangelism (3)

A study of the practical basis for evangelism as a lifestyle for the believer in various environments. The principles and perspectives learned will enable the student to communicate the central tenets of the Gospel, contextualize the message to meet varied contexts, and guide the student in establishing relationships with the unconverted. The biblical basis for worldwide evangelism, its historical development and current status are studied along with an analysis of contemporary religions.

### Ev210 Spiritual Gifts and Evangelism (3)

A practical course in which the student is encouraged to participate in the ministry of the Holy Spirit, to understand the purpose of each spiritual gift, and operate in his/her "gifting." The effective working of the gifts will be examined from the individual to the assembled church.

Personal involvement in ministry will be encouraged both within and beyond the classroom setting with a view toward the development of ongoing ministry wherein God confirms His Word with signs and wonders.

†\*Ev 304 Spain Mission Team: Islam & Cultural Study (3)

Prerequisite: Co103

Two weeks of on-site classroom training and field experience/learning in Madrid, Spain as well as a one-week "blessing" and prayer tour around Spain and in Morocco or Tunisia. The course is designed to be a face to face introduction-from a missiological perspective-to three challenging realities presently transforming our world:

- Islam - study and experience a portion of the Muslim world; explore ways to reach out to this foreign "world" that many consider the greatest present challenge to the Gospel.
- Immigration - gain first-hand knowledge of how western civilization is being transformed by waves of immigrants, providing great opportunities for the extension of the Gospel.
- Ideological Interaction - analyze and experience clashes of worldviews, communication barriers, personal challenges of living and serving in culturally distant contexts.

\*Ev 322 Language and Cultural Learning (3)

A course which includes the development of skills and techniques in language learning and phonetics. The principles and perspectives learned will enable the student to learn a language more rapidly and with greater thoroughness. Local field opportunities will test the skills acquired.

\*Ev 333 Healthy Church Development (3)

An introductory study of the characteristics and principles underlying the qualitative and quantitative growth of a healthy local church from both a biblical and sociological perspective. Particular attention is given to identifying and applying characteristics of effective development.

\*Ev 334 Church Multiplication (3)

Church Multiplication consists of a study of biblical and theological foundations, tested principles, models, and methods for effectively developing a healthy church in a variety of cultures from the planting stage through the multiplication stage. The practical emphasis prepares the student to lead or participate in a church planting team that launches a multiplying church.

\*Ev 415 Missionary Life: Princ. & Practice (3)

This course is an introduction to the unique aspects of living and ministering in another culture as experienced by missionaries. Emphasis is placed on necessary adjustments with regard to culture shock, family relationships, spiritual life, financial management, and health. Guidance is also provided concerning the missionary's attitude

toward national and church officials, fellow-missionaries, and national Christians.

\*Ev 434-6 Cross-Cultural Study Program (1-3)

A course designed to integrate practical cross-cultural experience in another country or another culture with reading and research. In conjunction with either a short-term missions team or missions-assist type program, the student will do preliminary reading, and on site study and research upon which the student will write a paper. (May repeat; limited number may apply towards degree)

**General Ministries**

Gm 090 Principles of Christian Schol. I (1)

The goal of the Principles of Christian Scholarship I (PCS I) program is to help underachieving student take responsibility for their actions and inspire them to do better. During this course, the student will be able to: Develop patterns of organization/time management for academic, personal, and ministry life; learn to set appropriate academic and personal goals; understand the impact emotions have on academic success; learn how motivation impacts their success; and learn how to interact with professors to maximize learning potential. In addition, students will demonstrate proficiency in writing skills and test taking as well as working with an academic mentor. Units do not count toward graduation.

Gm 091 Principles of Christian Scholarship II

If the probationary student does not pass PCS I, he or she will be placed on PCS II in the following semester. In addition to the above mentioned objectives, PCS II students will receive educational and /or psychological testing; regular one-on-one meetings with the PCS professor; and mandatory participation in a small accountability group. Units do not count toward graduation.

Gm 095 Ministry Formation (No Credit)

Each semester students complete ministry requirements based on their degree of choice. The program begins by assisting students in locating a local church that is well-suited to their ministry goals. Progression through the program requires the student to: (1) consistently attend church services, (2) become involved in a primary ministry, (3) participate in one outreach per semester, (4) be mentored by someone in leadership at their church, and (5) attend the minimum required on campus chapel services.

Gm 130 Foundations of Ministry (3)

Defines the nature and function of the church from a Spirit-filled perspective. The course introduces ministry models and healthy church

development concepts and includes an examination of biblical passages concerning the church, its ministers and ministries.

#### †Gm 124 Drama Team Practicum (1)

This is a ministry practicum in which students use the dramatic arts to communicate the Gospel message to believers and unbelievers. Team members are selected by audition or approval of the director. In order to audition and/or remain on the team, students must maintain a minimum cumulative GPA of 2.0. (May repeat; Lab fee)

#### †Gm 125 Ministry through Drama (2)

The course studies and executes the practical application of dramatic production including all of the elements that go into planning and executing a play. The goal is to produce live performances utilizing those studies. This course explores the philosophy of drama from a Christian world-view. Students must maintain a minimum cumulative GPA of 2.0. (May repeat; Lab fee)

#### Gm 223/4 Ministry Internship (2/3)

Practical internship in a local church under the direction of a supervising professor. Students must qualify for acceptance into this program and must devote a minimum of 75 hours to an assigned ministry experience in addition to normal church attendance. At least one semester of internship is strongly recommended for the Pastoral Ministry Program. Does not fulfill the requirement for GM370 Internships. (May repeat; limited number may apply towards degree)

#### Gm230 Discipleship & Spiritual Formation (3)

A study of the biblical principles that Christ employed in training His disciples. Practical guidelines are offered to identify Christ-like character and accomplish personal discipleship, including an introduction to spiritual direction as an art and discipline for spiritual growth and mentoring others; group participation is required of students.

#### Gm 309 Church Dynamics (3)

This course is an introduction to the general concepts of church and organizational dynamics, including organizational structure, behavior, culture, metaphors, systems theory, communication, and organizational development practices. Students will gain a working knowledge of organizational principles that can be applied in their particular leadership setting and thus enhance their ability to lead effectively, with a particular focus on ministry and church applications. (Degree Completion Course)

#### Gm 316 Foundations of Youth Ministry (3)

Prerequisite: Co103

A study of the various theological, historical, and philosophical foundations for youth ministry along with strategic plans for implementation.

#### Gm370 Internship (2)

Internship in a local church or field location under the direction of a supervising professor. Coursework includes reflective work in addition to ministry requirements. Student must apply and be accepted into internship program in order to enroll. (May repeat; limited number may apply towards degree)

#### Gm 402 Conflict Resolution in the Church (1)

This course explores the role of the leader in transforming a congregation and dealing with the conflict that arises. Topics to be covered include: recognizing personal conflict style, understanding the nature of conflict, healthy means of conflict resolution, and utilizing conflict as a means of growth.

#### Gm 403 Intercultural Ministry (3)

This course will introduce the biblical and theological scope of God's love for people "from every nation, tribe, people and language." In order to equip the student for cross cultural ministry, this course will provide the student with training in understanding people of different cultures, with their accompanying worldviews. Furthermore, this course will challenge the student to think through various strategies for reaching peoples of other cultures. This is accomplished especially with respect to people who are culturally different in an urban or rural region in a foreign country, as well as in the United States. (Degree Completion Course)

#### Gm 404 Mentoring and Team Building (3)

This course is designed to present basic theological, spiritual and pragmatic foundations for skillfully leading the Christian community into God's will for them as His people. Students will learn how to identify, train and motivate other leaders in ministry. This includes a theological basis for and practical application of methods used in assessing and assisting people in the use of their spiritual gifts and potential. Team-based approaches are also examined as a means for allowing fruitful ministry. (Degree Completion Course)

#### Gm 409 Foursquare Polity (2)

Prerequisite: Within 30 units of graduating.

This course takes students through the required elements of Foursquare Licensing Coaching and prepares them for the interview required with

local Foursquare pastors in order to obtain International Ministerial Credentials.

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#### Gm 417 Emerging Models of Ministry (3)

This course serves as a capstone to the Ministry and Leadership degree. It is an analysis of the current cultural paradigms found in a postmodern milieu, including aspects of philosophy, theology, media and technology, art, community, leadership, and communication. Special attention is given to the integration of cultural paradigms with Christian ministry. Drawing on the previous fourteen courses, the biblical principles of leadership and ministry are explored in the context of contemporary culture. (Degree Completion Course)

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#### Gm 442 Ministry and Cultures (3)

This class will examine and develop pragmatic skills for analysis and engagement of cultural trends. This class will seek to evaluate the implications of cultural and diversity trends on ministry. Sub-topics related to this class include: contemporary ministry paradigms, social justice, creative communications, and the role, impact, and use of media, technology, and the arts in ministry.

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#### Gm445 Ministry Practicum (3)

Prerequisite: Co103

This course will give practical experience in leading church events and ministries. Topics include: leading events, legal issues, marriages, funerals, organizing sermon/teaching series, service coordination, and management of church staff.

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#### Gm 460 The Children's Pastor (3)

Prerequisite: Co103

This course examines the many roles of the children's pastor and explores various approaches that make the children's pastor more effective.

#### History

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#### †Hi 105 Western Civilization to 1500 (3)

Co-requisite: Co103

A study of the social, economic, and political contributions of the ancient people of Mesopotamia, Egypt, Greece, and Rome, and the contributions of the Middle Ages and the Renaissance to Western culture. Study will include the development of the Christian Church before the Reformation.

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#### †Hi 315 History of Pentecostal and Charismatic Movements (3)

A survey history of the Pentecostal and Charismatic movements. This course will be concerned with the distinctive development teachings and personalities of both movements.

The study will consider their theological and historical relationships.

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#### †Hi 408 Hist. Christianity 1500 to Present (3)

Prerequisite: Co103

A survey of historical figures, movements, and doctrines from the time of the Reformation to Christianity in America today. The course traces the Evangelical, Pentecostal, and Charismatic movements within the framework of church history. The course enables the student to view the Church as it is today and to avoid the errors of the past while profiting from its successes.

#### Integrative Studies

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#### Ge 105 Disciplines of LIFE Seminar (1)

This course introduces the new student to Life Pacific College. It will cover the importance of spiritual growth in the life of the believer as well as the role of community in the life of the believer. It will also assist the students in the process of choosing and being a part of community in a local church. (Required first semester of studies)

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#### Ge 310 Foundations for Leadership (3)

This course introduces the degree completion student to the dynamics of the program including active learning, accessing learning resources, and working as a cohort. Students will examine their strengths and weaknesses, personality traits, learning and leadership styles. Students will also begin to create a portfolio of past learning experiences which they will be able to submit to request credit for prior learning. (Degree Completion Course)

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#### \*Ge 320 Student Leadership Lab I (1)

Prerequisite: ASB Member or RA

This is a hands-on course which helps student leaders to integrate essential leadership principles into their daily affairs and responsibilities as college students and ASB and RA representatives. This is primarily accomplished through participation in mentoring group discussions on leadership development with particular emphasis on implementing and evaluating the leadership process. (May repeat)

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#### \*Ge 321 Student Leadership Lab II (1)

Prerequisite: ASB Member or RA

This course is a continuation of the material studied in Student Leadership Lab I. (May repeat)

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#### Ge 401 Disciplines of Leadership (3)

Prerequisite: Co103

This course is the study of personal disciplines focusing particularly upon disciplines essential to leadership. The biblical principles of leadership are explored in the context of

contemporary church life and/or market place ministry. Emphasis is placed upon the character of the Christian leader as well as associated leadership development principles.

#### Ge 410 Contemp. Approaches to Lead. (3)

This course serves as an introduction to the broader field of leadership studies. The objective is to expose students to the various contemporary theoretical foundations of effective leadership and relate these to a biblical understanding of leadership. Students will also reflect upon and develop their own philosophy of leadership. Emphasis will be placed on the character of the Christian leader as well as leadership development principles. (Degree Completion Course)

#### Ge 451 Senior Seminar (2)

Prerequisite: Within 30 Units of Graduation  
This course is designed to be the student's capstone educational experience; an integration of the student's experiences at LPC including his/her coursework, ministry formation, and personal and spiritual experiences. The focus of the course will be the senior thesis, a thoughtful expression of the student's view of how the gospel meets the profound challenges faced by people in the world today.

### **Languages**

#### †La 131 Biblical Languages and Exegesis (3)

This course includes the study of (1) the basic elements of Hebrew and Greek for developing simple word studies; (2) the general hermeneutical approach of grammatical-historical interpretation; and (3) the inductive Bible study method, including practical assignments and application of biblical truth to the student's personal life and ministry.

### **Leadership**

#### Ld 500 The Personal Life of the Leader (3)

This course addresses the spiritual formation of the leader. Students will study and apply spiritual disciplines for personal, spiritual, character, and skill development. Emphasis is placed on working toward a healthy balance of personal, family, and professional commitments.

#### Ld 510 Leadership Theory and Praxis (3)

This course will introduce students to the broad and emerging field of leadership studies, with a particular focus on the application to contemporary ministry and non-profit settings. It will include an overview of leadership and management theories from 1900 to present, the societal emergence of leadership, and will look at the complex issues involved in the leader/follower/context interaction. The goal is to help students understand and practice the

principles of transformational, authentic, servant, and strategic leadership.

#### Ld 600 Mentoring Skills for Leaders (3)

This course focuses on the process and practice of personal and leadership development both for individuals and groups of people. Students will be exposed to mentoring in a variety of ministry contexts and distill the most important processes of mentoring for ministry. Mentoring and empowerment concepts lead to real-life applications of these skills.

#### Ld 610 Strategic Leadership, Innovation, and Change (3)

This course expands students' understanding of the key leadership competencies of strategy, innovation, and change. Specifically, the course will focus on understanding changes in the environment and change drivers, sources of innovation, individual and group creativity, understanding their organization's core competencies including the benefits and drawbacks, discernment and development of vision, models for strategy, entrepreneurial ministry, strategic alliances, strategic alignment and organizational "fit," basic strategic analysis and planning, barriers to organizational change and change management. This course also requires students to develop a capstone project that integrates personal, theological, cultural, and strategic concepts.

### **Literature**

#### †Li 200 Introduction to Western Literature (3)

Prerequisite: Co103

A course whereby students are introduced to the context and content of selected works from Western work literature. Selections span time from ancient to modern and either have influenced Western civilization or shed light on it. Works will include poetry, drama, essay, and fiction.

#### †Li 206 Intro. to Dramatic Literature (3)

Prerequisite: Co103

This is an introduction to the nature of interpretation within the dramatic literature of the theatre. Focusing on a central group of scripts of various periods and styles ranging from classical Greek through the modern era, students will study the relationship between literary investigation and theatrical enactment. Such topics as "the hero" in literature are examined by studying a diverse array of authors and playwrights. Understanding is developed both through extensive reading, class discussion, and play performance attendance. (Lab Fee)

### †Li 220 Great Books I (3)

Prerequisite: Co103

Students will read and critically analyze major works that have influenced Western Civilization prior to the 1500s. Authors from the Greek philosophers up to the Reformation will be studied. Students will read these books with a view towards gaining an understanding of the "Great Conversation" that has intellectually shaped our day.

### †Li 230 Great Books II (3)

Prerequisite: Co103

This course continues the tradition of Great Books I. Students will study selections from books written since the Reformation that have significantly influenced 21st century culture and thought. The course seeks to help the student gain an understanding of and appreciation for the present state of intellectual discourse.

## **Math & Science**

### †Ms 102 Technology Seminar (1)

This course is an introduction to the field of technology as it relates to academic research, analysis, communication, publishing, and multi-media presentation. Also addressed in the class will be issues of privacy, "netiquette," and copyright law. This class will form the basis for technology use in future classes at the college.

### †Ms 112 Integrated Life Science/Lab (4)

Students will define what constitutes life and how the Christian and secular scientific communities view life and life processes. Students will study how plants and animals complement each other, how energy flows through an ecosystem, environmental factors, the complexity and variety of organisms, and the structural and functional units of life. Students will study life in controlled laboratory situations and out in the field. (Lab fee)

### †Ms 252 Applied Math (3)

This course offers a personal and practical approach to applied mathematics. The course is case-study driven and includes topics such as: personal finance, saving and investing, debt and debt reduction strategies, small business reporting, loans, and responding to economic trends. Additionally, students will learn the basic components of accounting software.

## **Music**

### Applied Instrument or Voice (1)

Private instruction is offered for all skill levels in voice, piano, guitar, drums, bass, woodwinds, brass, strings, and other instruments (on request). In addition to tuition, there is an additional applied music fee. (May repeat)

\*†Mu 131 Private Piano

\*†Mu 132 Private Voice

\*†Mu 133 Private Guitar

\*†Mu 134 Private Instrument

\*†Mu 135 Private Bass

\*†Mu 136 Private Drums

### †Mu 112 Beginning Guitar (1)

This course offers an introductory group study of the guitar for the development of basic performance skills, including sight reading, tablature, and accompanying in folk and popular styles. (Students must provide their own instruments.)

### †Mu 115 Beginning Piano (1)

This course offers an introductory group study of the piano, including keyboard harmony, technique, transposition, sight-reading, improvisation, and ensemble playing.

### †Mu 117 Beginning Voice (1)

This class serves as an introduction to basic vocal techniques as well as their application and development through practical vocal exercises and group and solo singing of appropriate vocal literature.

### \*†Mu 122 College Choir (1)

(Open by audition)

The Life Pacific College Choir, New LIFE Singers, performs throughout the academic year at churches and special events. This group ministers with various styles of music ranging from Contemporary Christian and Gospel to Sacred Hymns and Classics. A minimum cumulative GPA of 2.0 is required. (May repeat; Lab fee)

### \*†Mu 127 Chapel Worship Teams (1)

The Worship Team leads worship for all campus chapels and other special events. As a member of the Worship Team, students gain instrumental, vocal, and worship leading experience through rehearsal and public performance of contemporary worship songs, choruses, and hymns. A minimum cumulative GPA of 2.0 is required. (May repeat)

### \*†Mu 225 Music Theory I (3)

This course will include the study of notation, scales, tonality, key, modes, intervals and transposition, chords, cadences, non-harmonic tones, and melodic organization.

### \*†Mu 226 Music Theory II (3)

Prerequisite: Mu 225

This course will include the study of texture, voice leading in two and four voices, harmonic progression and rhythm, the dominant seventh chord, the leading-tone seventh chords, nondominant seventh chords, modulation,

secondary dominants and leading-tone chords, two-part and three part form.

**\*Mu 252 Music and Worship Leadership (2)**

Prerequisite: Co103

This class will focus on the practical and spiritual role and expectations of a Worship Leader. This course is specifically designed for the worshiper who desires to learn more about leading, whether in evangelism or within the local church. The main focus is the hands-on side of Music and Worship Ministry: leadership, administration, team building, organization, presentation, etc.

**\*Mu 322 Principles of Music Technology (2)**

This class will focus on the fundamental principles of the use of technology in music ministry, including the application of technology in both live and recording environments as well as the foundational concepts of analog and digital audio signals. Students will learn the basic functions of sound consoles (design, application, and signal flow), fundamental principles of signal processing (reverberation, equalization, compression, and other effects), application techniques for microphones and loudspeakers, and multi-track recording. This study will also include a brief overview of MIDI as well as software applications for recording, sequencing, and music notation.

**Organizational Studies**

**Os 300 Church/Non-Profit Administration (2)**

Prerequisite: Co103

Introduction to a broad range of business practices related to ministry and non-profit organizations, including management, marketing, and finance. Special attention is given to common legal and administrative issues.

**Os 400 Organizational Dynamics (3)**

Prerequisite: Co103

This course studies organizational theory, organizational culture, formal and informal networks, message management, crisis management, personnel motivation and satisfaction, and the role of the leader in transforming a congregation and dealing with conflict.

**Os 500 Human Behavior in Organizations (3)**

This course introduces concepts, theories and current research in the effective management of organizational behavior. Topics include organizational structure, culture, politics, human resources, communication, team and group dynamics, perception and motivation, and organizational development practices. Students will gain a working knowledge of

organizational principles that can be applied in their particular leadership setting and thus enhance their ability to lead effectively, with a particular focus on ministry and non-profit applications.

**Os 600 Organizational Management and Decision Making (3)**

In this course students develop the capability to appreciate and carry out decision-making processes involved in identifying, evaluating, selecting, planning, and implementing decision-making in an organization. This is achieved by requiring students to practice setting goals and developing complex plans in an open systems model, analyze and manage organizational problems and conflict, and develop a framework for making decisions to reach the organizational goals. This includes the topics of general systems theory, knowledge management, social capital and emotional intelligence, trust and collaboration, organizational learning, and networks and community.

**Philosophy**

**†Ph 202 Readings in Scientific Thought (1)**

Relationships between key scientific disciplines and biblical revelation will be explored, especially as they pertain to the creation/evolution controversy and the intelligent design theory. This will assist the student with previous science classes to develop a general understanding and philosophy of science that will be compatible with his/her Christian faith.

**†Ph 214 Roots of Modern Thought (2)**

An examination of the foundations of modern and postmodern thought in an effort to discover why contemporary persons think as they do. Beginning with the Greek philosophers, lines of philosophical thought are examined to assist the student in thoughtfully, respectfully, and biblically joining the "great conversations" of our time.

**†Ph 300 Ethics (3)**

Prerequisite: Co103

This course offers a study of the Christian basis for personal and public morality. Secular approaches are contrasted with biblical ethics. The practical application of the principles in one's conduct is considered.

**†Ph 303 Leadership Ethics (3)**

This course introduces students to Biblical principles and ethical theories that drive Christian ethics. Special attention is given to the practical application of these principles and theories in Christian Leadership. Secondly, the course seeks to assist students in

developing moral convictions in their personal lives. (Degree Completion Course)

### **Physical Education & Health**

#### **\*†Pe 133 Worship Dance (1)**

Students will participate in technique idioms ranging from ballet, modern dance, jazz, and tap. Students will incorporate a variety of these techniques in a class that focuses on a skill based examination and practice of Christian worship and praise dance. (May repeat)

### **Social and Behavioral Science**

#### **†So 131 Cultures of Ancient Civilizations (3)**

This course analyzes the cultures of the Ancient Near East from c. 3000 BC up to and including the Greco-Roman period. Included in the course is a study of the social structure, religion, philosophy, art, economics, law, and politics of the various cultures. Special attention is given to the integration of this cultural understanding with the biblical text.

#### **†So 200 Introduction to Psychology (3)**

Prerequisite: Co103

An introductory study of the basic principles of human behavior in the light of psychological insights and personal dynamics. It seeks to understand the fundamental human needs, defenses, conflicts, motivations, etc. The course has the practical aim of helping the individual student to develop healthier attitudes and better personal and social adjustment. It is an important background study for the course in counseling and preparation of communication with our psychologically oriented world.

#### **†\*So205 Cultural Anthropology (3)**

Prerequisite: Co103

A Christian approach to the most important and fundamental concepts of cultural anthropology. This course deals with the different but valid perspectives of various cultures, cultural substructures, and the way in which change is affected.

#### **So220 Social Justice & the Ministry of Christ (3)**

This is an introductory course that provides students with a foundational understanding of social justice including its theories, practices, and integration with Christian theology and ministry. Several topics related to social justice will be introduced including poverty, HIV/AIDS, human trafficking (modern-day slavery), gender perceptions, child labor, clean water, war and peace, power and oppression, political activism, and fair trade. In addition to interactive presentations by the professor, practitioners from various non-profit organizations and agencies will facilitate guest lectureships, dialogues, resources, and opportunities for student involvement.

#### **†So 250 Introduction to Sociology (3)**

Prerequisite: Co103

An introductory study of groups, group dynamics, and group relationships. The focus is on the relationship of groups to the individual and the individual to the group, as well as the relationship of one group to another. A special emphasis is placed on the relationship of group behavior to the Christian life, the Christian church, and the Christian ministry.

#### **\*†So 306 Human Sexuality (3)**

Prerequisite: So200 or So250

A concise study of the historical and cultural perspectives of human sexuality. Subsequent biblical perspectives will be considered in view of the topics found in each section of study. The principal topics include: human anatomy and physiology; sexual identity and gender issues; sexual addictions; sexual deviancy, sexual coercion and victimization; sexually transmitted diseases; and sex and the law. Special emphasis will be on the sexual problems in marriages today.

#### **†So 309 Marriage and Family (3)**

A study of the biblical principles of family life with emphasis on the role of husband/wife and parent/child relationships. Students will review their own families of origin in an attempt to learn what it takes to develop a healthy family in today's society. Analysis of marital relationships and the variables influencing communication, human intimacy and interpersonal dysfunction will be explored. Emphasis is on strategies for strengthening the healthy marriage and stabilizing the family unit.

#### **\*So 310 Counseling (3)**

Prerequisite: So 200 or 250

An introduction to the principles of Bible based, Spirit-led counseling. A study is made of human behavior from the biblical viewpoint with emphasis given to common problems individuals and families face. Special emphasis is placed on the student's own personality and potential as a pastoral counselor, operating in the dynamics of spiritual gifts.

#### **So 325 Abnormal Psychology (3)**

Prerequisite: So 200

Abnormal Psychology is a study of the symptoms, causes, and treatment of deviant behaviors, and examines the basis for labeling behavior "abnormal." Elaboration is given on the various combinations of life experiences and constitutional factors that influence behavioral disorders. Areas to be discussed will include subjects such as personality disorders, addictions, anxiety and mood disorders, and childhood disorders.

### \*†So 350 Child & Adolescent Development (3)

This course is an examination of the individual from prenatal stages through adolescence. Attention is given to the individual's mental, physical, emotional, and spiritual growth, through an investigation of the major theories and theorists in the field of human development, with special attention given to present-day situations.

### †So 411 Christian Counseling (3)

A study is made of human behavior from the biblical viewpoint with emphasis on common problems individuals and families face. This course will provide approaches to pastoral counseling, and help students identify the roots of problems typically faced in the counseling setting. Attention will also be given to legal and ethical concerns counselors face in the church context. (Degree Completion Course)

### \*So 430 Advanced Counseling (3)

Prerequisite: So 310

As a continuation of Counseling, this course will provide approaches to marriage and family counseling as well as to the roots of most problems. Counseling sessions will be an integral part of this course. Focus will be given to legal and ethical concerns, and included will be a study of family problems. Students will be given the tools to explore psychologically important issues such as rejection, unforgiveness, pride, rebellion, abuse, self-esteem, guilt, and shame which will enable the student to guide the healing process.

### So 460 Counseling Practicum (3)

Prerequisite: So 310

This practicum will give practical experience at a designated site such as a Women's Shelter (for battered women), Pregnancy Crisis Center, Children's Home, etc. This will consist of 60 hours of volunteer work, compiling 50 files on counseling subjects, examining ethical concerns, and writing an autobiography for personal reflection.

### So500 Cultural Trends and Ministry

This course lays a theoretical foundation to identify and examine the effect of sociological and technological trends upon society and to minister to people impacted by those trends. The course provides an understanding of a Christian worldview, cultural context, and implications for ministry. It focuses on how to apply biblical truth with sensitivity to various cultural contexts and gives attention to strategizing contextually for Christian organizations to impact culture.

## **Spanish**

### †Sp 201 Spanish I (3)

Spanish I teaches students the Spanish language using the natural approach such that they perform at a novice-mid level in all four components of language (reading, writing, speaking, and listening).

### †Sp 202 Spanish II (3)

Prerequisite: Sp 201 or exemption by test

Spanish II teaches students the Spanish language using the natural approach such that they perform at a novice-high level in all four components of language (reading, writing, speaking, and listening). Past-tense and future-tense verb forms in all modes will be studied and vocabulary units taught will begin to cover academic language.

## **Theology**

### Th 220 Theology I (3)

In the first of three sequential courses, students in Theology I will use Scripture to formulate theological positions. As they come to know God and live in the world he created, students will also discover how tradition, community, and reason can inform their viewpoints.

- Prolegomena—Explores preliminary questions that set the foundation for studying theology, including how we know what we know, the doctrines of revelation and Scripture, and theological method.
- Doctrine of God—Explores the triune nature of God, his character, and his works.
- Anthropology—Explores humanity as God's creation, sinners alienated from God by voluntary disobedience, and objects of his redeeming grace.

### Th 320 Theology II (3)

Prerequisite: Bi 230 (C grade or higher) and Th 220

Harmartiology - Examines the origin, nature, and consequences of sin and the sinful nature of humanity.

- Christology—Examines the person and work of Jesus Christ including his incarnation, ministry, death, resurrection, and ascension.
- Soteriology—Analyzes the doctrine of salvation: repentance, faith, justification through the mediatorial work of Christ, and sanctification.

### Th 401 Old Testament Theology (3)

Prerequisite: Bi 101, 205, 230 (C grade or higher), and Co103

A direct study of biblical passages in order to understand and appreciate the key teaching and emphases of the Old Testament in light of their historical settings. (Fulfills upper division theology requirement.)

### Th 402 New Testament Theology (3)

Prerequisite: BI 230 Grade C or better and Co103

A direct study of biblical passages in order to understand and appreciate the key teachings and emphases of the various New Testament authors in light of their historical settings. (Fulfills upper division theology requirement.)

### Th 403 Theology of the Synoptic Gospels (3)

Prerequisite: BI 216, 230 (C grade or higher), and Co103

The New Testament contains three accounts of the life of Jesus, all bearing striking similarities in their general contours, yet each presenting a distinct portrait of Jesus. The aim of this course will be to meet the challenge of interpretation that this phenomenon presents, exploring these Gospels as witnesses to the faith of the early church that confessed Jesus as its Lord. (Fulfills upper division theology requirement.)

### Th 405 A Biblical Theology of Leadership (3)

This course helps students to understand leadership from a biblical perspective and to develop a theology of leadership. Selected biblical characters and passages are examined in order to understand and appreciate the key biblical teachings on godly, effective, and ethical leadership. (Degree Completion Course)

### Th 412 Theology and the Christian Life (3)

This course will explore the theological foundations for ministry and leadership and the broad themes of Christian thought. Particular attention will be given to understanding the nature and character of God, the person of Christ, the person and work of the Holy Spirit, the nature of humanity, and the nature and purpose of the church. Foursquare doctrine will also be examined within the greater context of Pentecostal Christian thought. (Degree Completion Course)

### Th 420 Theology III: (3)

Prerequisite: BI 230 (C grade or higher) and Th 220

- Pneumatology—Examines the person and work of the Holy Spirit, including his work in making Christ real in the hearts of believers. The baptism, gifts, and ministry of the Spirit, especially divine healing, are emphasized as aspects of his continuing activity in the Church today.
- Ecclesiology—Analyzes the origin, nature, and constitution of the Church; its local organization, ministry, ordinances, and worship.
- Eschatology—Examines the last things: final judgment, heaven and hell, and the second coming of Christ.

### Th 500 Leadership Theology (3)

This course explores key theological positions that undergird ministry leadership and will help students build a biblical foundation for strategic, transformational, and ethical leadership. Attention is given to how biblical truth and well-developed theology can guide the character, agenda, and motive of the leader. Students will learn to do theology in order to develop a consistent understanding of leadership and apply sound principles from this study to their own lives and ministry settings.

### Th 600 Theology and Worldview (3)

This course explores Christian theology as it interacts with the diversity and complexity of various worldviews. Attention is given to defining, identifying, and critiquing various aspects of and contributing factors in the development of a worldview, as well as the significance worldviews have for theology and ministry practice. A special emphasis is placed upon examining the historical relationship between theology and culture(s) and applying theology to one's immediate, personal and corporate cultural context.

# BOARD OF TRUSTEES

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The Board is responsible for, and is the ultimate authority for, all aspects of College operations, including the College's financial health and welfare. The Board exercises this authority through its general, academic, and financial policymaking functions. The Board of Trustees is responsible for presidential selection and terminations; trustee and board-officer election; changes in institutional mission and purposes; changes to the articles of incorporation; incurring of corporate indebtedness; sale of real property; and adoption of the annual budget. They also oversee the College's planning process and the progress on planning goals, the Board's responsibility to support the President and assess his or her performance, and review annually the President's compensation and terms of employment. The Board of Trustees meets semi-annually, every May and November. The President leads the College as the chief executive officer and serves at the pleasure of the Board of Trustees. Board members do not receive financial compensation and do not own any controlling interest in the college.

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# ADMINISTRATION

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Ken Miller.....	Director of Information Technology
Rev. Elizabeth Ingram.....	Director of Ministry Formation
Rev. Mike Stipech.....	Director of Facilities

## VIRGINIA PERSONNEL

Dr. Rev. Mike Larkin, Ph.D.....	Director of Virginia Extension
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## WASHINGTON PERSONNEL

Amber Coffey.....	Washington Extension Staff
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# FACULTY

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## FULL TIME

### Jim W. Adams, Professor (1996)

Education: B.A., Life Pacific College, 1995; M.A., Azusa Pacific University, 1998; Ph.D., Fuller Seminary 2004; Ministry Experience: Pastoral Ministry

### Keith Dawson, Librarian (1997) – Adjunct Professor (2005)

Education: B.A., California State College, Los Angeles, 1969; MLIS, San Jose State University, 2001; Ministry Experience: Wycliff Bible Translator

### Mark Duzik, Associate Professor – Chair, Biblical Studies (1989)

Education: B.A., Life Pacific College, 1981; M.A., Azusa Pacific University, 1997; Ministry Experience: Pastoral Ministry

### Frank Markow, Associate Professor – Director of Adult and Graduate Education (2005)

Education: A.A., El Comino College, 1984; B.A., Patten University, 1997; M.A., Church of God Theological Seminary, 2000; Ph.D., Regent University, 2007; Ministry Experience: Pastoral Ministry; Faculty, Patten University

### Michael Salmeier, Associate Professor (2005) - Academic Dean 2009

Education: B.S., University of Idaho, 1991; B.Th., Life Pacific College, 1995; M.A., Talbot School of Theology, 1999; M.St., University of Oxford, 2003; D. Phil, University of Oxford, 2006; Ministry Experience: Pastoral Ministry

**Terry Samples, Professor (1997)**

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Education: B.Th., Life Pacific College, 1976; M.A., Azusa Pacific University, 1990; Ph.D., University of Southern California, 1997; Ministry Experience: Pastoral Ministry, Youth Ministry; V.P. of Academic Affairs (2003-2009)

**Mark Schwartz, Assistant Professor (2003)**

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Education: B.A., Vanguard University, 1994; M.A., Long Beach State, 2003; Ph.D., Walden University, in process; Experience: Faculty, Vanguard University

**Carol Shelton, Assistant Professor – Director, Fine Arts. (1998)**

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Education: B.A., Occidental College, 1968; M.A., Pacific Oaks College, 1998; Ministry Experience: Worship/Arts Ministry, Cross Cultural Ministry

**Dan Stewart, Professor (1988)**

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Education: B.A., Southern California College, 1976; M.A., Azusa Pacific University, 1984; M.M., Azusa Pacific University, 1986; M.Div., Azusa Pacific University, 1988; D.Min., Haggard School of Theology, 2010; Ministry Experience: Pastoral Ministry, President of Life Pacific College, 2003-2008

**Brian Tomhave, Assistant Professor – Associate Academic Dean of Non-Traditional Studies. (1999)**

---

Education: B.A., Life Pacific College, 1990; M.A., Fuller Theological Seminary, 1994; Ed.D., Nova Southeastern University, in process; Ministry Experience: Pastoral Ministry

**Karen Tremper, Associate Professor (2004)**

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Education: B.A., California State University Fresno, 1977; M.A. Fuller Theological Seminary, 2004; Ph. D., Fuller Theological Seminary, in process; Ministry Experience: YWAM DTS Director

## **ADJUNCT AND GUEST PROFESSORS**

**Robert Brocco, Adjunct Instructor (2008)**

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Education: B.S. University of South Wales. 1988; Post-Graduate Diploma, University of Southern Queensland; M.A. The Financial Services Institute of Australia, in process; Experience: Pastoral Ministry, Marriage and Family Counseling, High School Science Teacher

**Doug Bursch, Adjunct Professor (2009)**

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Education: A.A. Green Rover Community College, 1992; B.A. University of Washington, 1994; M.Div. Assemblies of God Theological Seminary, 1998; D.Min. The King's Seminary, in process; Ministry Experience: Pastoral Ministry, Professor at Life Ministry Institute.

**Sonya Cameron, Adjunct Instructor (2009)**

---

Education: B.A., Emmanuel Bible College, 1997; M.A., Trinity Western University, 1999; Ministry Experience: Counseling, Student Life Staff (Emmanuel Bible College)

**Tim Clark, Adjunct Professor (2006)**

---

Education: Diploma, Life Pacific College, 1991; B.A., Fresno Pacific University, 1992; M.A., Vanguard Seminary, 2010; Ministry Experience: Pastoral Ministry; Dean of Students (2005-2009)

**Pat Crowder, Adjunct Professor (2004)**

---

Education: B.B.A., Angelo St. University, 1981; M.Div., Regent University, 1995; M.A., Regent University, 1995; Ministry Experience: Coordinator of Ministries, Director of Student Affairs (LEBC and LPC), Pastoral Ministry

**Stan Doland, Adjunct Instructor (2007)**

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B.Th. Life Bible College, 1972; Experience: Pastoral Ministry, Missions, Cross Cultural Ministry, Instructor in Bible Institutes in Chile and Spain.

**Kristin Flores, Adjunct Professor (2011) – Assistant Dean of Students**

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Education: B.A., Oregon State University, 2004; M.Div., Fuller Theological Seminary, 2009; Ministry Experience: Pastoral Ministry. College Ministry, Prayer Team, Children's Ministry, Discipleship/Mentoring, Missions, and Administration

**Robert Flores, Adjunct Professor - President (2009)**

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Education: B.A., Life Pacific College, 1979; M.Div., Asbury Theological Seminary, 1985; D.Min. Fuller Theological Seminary, 2002; Ministry Experience: Pastoral Ministry; Board of Directors, Audit Committee Chair, Compensation Committee Chair, Finance Committee, Investment Committee, Divisional Superintendent (ICFG); Conference Speaker

**Edward Funk, Adjunct Professor (2007)**

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Education: B.A., Bethany University, 1998; M.A., Simpson University, 2000; Ph.D., Regent University, 2004; Ministry Experience: Pastoral Ministry; Faculty, Simpson University

**Frank Greer, Adjunct Professor (1997)**

---

Education: B.A., Life Pacific College, 1979; M.A., Fuller Theological Seminary, 1999; D. Min., Oral Roberts University, ABD; Ministry Experience: Pastoral Ministry, Missions Ministry

**Kathleen Greer, Adjunct Professor (1995)**

---

Education: B.A., Life Pacific College, 1970; M.A., Azusa Pacific University, 1995; D.Min., Oral Roberts University, in process; Ministry Experience: Pastoral Ministry, Missions Ministry

**Jim Hayford, Adjunct Professor (1975-1976, 2007, 2011)**

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Education: B.Th. Life Pacific College, 1966; M.T.S. (Equivalent), Northwest Graduate School Ministry, 2000; D.Min. (Jointly) Northwest Graduate School of Theology and Asia Graduate School of Theology, 2004; Experience: Youth Ministry, National Youth Direction for ICFG (1974), Pastoral Ministry, Church Planting, Guest Speaker, Author, Director of Church Planting for ICFG (1995), Ministry Institute Founder; Executive Council Member, Divisional Superintendent, Cabinet Member, BOT Member, Board of Director Member (ICFG)

**Raymond Houk, Adjunct Professor (2011)**

---

Education: B.A. Life Pacific College, 1989; M.Div. Fuller Theological Seminary, 1992; D.Min. Regent University, 2005; Ministry Experience: U.S. Navy Chaplain, Pastoral Ministry, Worship Leadership, Youth Ministry, Children's Ministry

**Ruth Hetzendorfer, Adjunct Professor (1997)**

---

Education: B.A., Life Pacific College, 1972; B.A., Azusa Pacific University, 1973; M.A., University of South Florida, 1990; Ed.D., University of Sarasota, 1994; Ministry Experience: Pastoral Counseling

**Kelly Hilderbrand, Adjunct Professor (2002)**

---

Education: B.A. University of Oregon, 1985; M.Div. Fuller Theological Seminary, 1985; D.Min. International Graduate School; Ministry Experience: Pastoral Ministry, Missions, Church Planting, Founder of LIFEline Bible Institute in Oahu and of World Base Bangkok.

**Elizabeth Ingram, Adjunct Professor – Director of Ministry Formation (2010)**

---

Education: B.A., LIFE Pacific College, 2005; M.A., Lincoln Christian University, 2007; Ministry Experience: Pastoral Ministry, NextGen Ministry, Missions.

**Sean Kilmurray, Adjunct Professor (2010)**

---

Education: B.A. Cal Poly Pomona, 2001; M.A. University of La Verne, 2003; Experience: Elementary School Teacher

**Johnny Johnson, Adjunct Professor (2006)**

---

Education: A.A., College of the Redwoods, 1988; B.A., University of California, Davis, 1991; M.A., Simpson Bible College, 2001; Ph.D., Capella University, 2007; Ministry Experience: Pastoral Ministry

**Mike Larkin, Adjunct Professor (2005) – Director, Virginia Extension**

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Education: B.Th., International Reform University, 1991; B.S., Pacific Christian College, 1997; MBA, Hope International University, 1999; Ph. D., Asia LIFE University, 2009; Ministry Experience: Pastoral Ministry, Director Foursquare Missions International, Director of Ignite.

**Dan Lawrie, Adjunct Professor (2007, 2011)**

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Education: B.A. Life Pacific College, 2000; M.A.R. Azusa Pacific University, 2002; Ministry Experience: Pastoral Ministry, Youth Ministry, Campus Evangelism

**Mark Lebsack, Adjunct Professor (1993-2004; 2010)**

Education and Experience: Th.B. Pacific Coast Bible, 1986; Th.M. Pacific Coast Bible, 1988; M.A. Azusa Pacific University, 1993; Pacific Coast Bible, 1988; Pastoral Ministry, 1995- present; Adjunct Faculty, Life Pacific College, 1993-2004, Part Time Professor, Bethany University, 2002-2009; 2010- current.

**Rod Light, Adjunct Professor (2006)**

Education: B.A., Christian Heritage College, 1980; M.A., Azusa Pacific University 2007.; Ministry Experience: Pastoral Ministry; Principle, Escondido Christian School; Children's Ministry; Foursquare Christian Education; National Church Communications Facilitator

**Glenn Llorente, Adjunct Instructor (2010)**

Education: B.A. Life Pacific College, 2005; M.M. Cal State Fullerton, 2011; Ministry Experience: Music and Worship Ministry

**John Long, Adjunct Instructor (2001-2006, 2011)**

Education: B.A., Life Pacific College, 1991; M. Div., Azusa Pacific University, 2001; Ministry Experience: Pastoral Ministry, District Superintendent, District Supervisor (1988-2008), Board of Directors (ICFG)

**Linna Martz, Adjunct Professor (2005)**

Education and Experience: Life Pacific College, B.A., 2002; Azusa Pacific University, M.A., 2004; Ministry Experience: Children's Ministry, Resident Director (1999-2011)

**Scott Martz, Adjunct Professor (2010) – Director of Campus Operations (2010)**

Education: B.A. Life Pacific College, 2003; M.A. Azusa Pacific University, 2009; Experience: Director of Student Life (2010-11) and Director of Operations (LPC)

**Dave Metsker, Adjunct Professor (1994)**

Education and Experience: B.A., Oral Roberts University, 1979; M.Div., Fuller Theological Seminary, 1982; Administrator (FMI); Director of Bible College (Nigeria); Ministry Experience: Pastoral Ministry, Missions Ministry

**Ken Miller, Adjunct Professor (2007)**

Education: B.S., California State Polytechnic University, Pomona, 2006; M.S., California State University, Fullerton, 2009; Ministry Experience: Resident Director

**Erica Monge, Adjunct Professor (2011)**

Education: B.A., Vanguard University, 2000; M.A. Fuller Theological Seminary, 2008; M.A. Fuller Theological Seminary, in process; Experience: Editor and Writing Coach, Adjunct Professor (Vanguard University)

**David Moore, Adjunct Professor (1997)**

Education: Th.B., Pacific Coast Bible College, 1989; M.A., Oral Roberts University, 1996; D.Min., Regent University, 1999; Ph.D., Regent University, 2008; Ministry Experience: Pastoral Ministry

**Lori Nicholson, Adjunct Professor (2006)**

Education: B.A., Hope International University, 1993; M.A., Fuller Theological Seminary, 2003; Ph.D., Fuller Theological Seminary, in process; Ministry Experience: Missions Ministry

**Bruce Norquist, Guest Professor (2001)**

Education: B.A., University of Puget Sound, 1972; M.Div., Fuller Theological Seminary, 1979; Ph.D., University of Aberdeen (King's Seminary, Scotland), 1992; Ministry Experience: Pastoral Ministry

**Reid Powell, Adjunct Professor (2007)**

Education: B.A. Life Pacific College, 2006; M.A. Azusa Pacific University, 2009; Experience: Youth Ministry, Graphic Design

**Angie Richey, Adjunct Professor (2000) – Director of College Relations (2008)**

Education: B.A., Life Pacific College, 1997; M.Ed., Hope International University, 2003; M.A. MFT, Hope International University, 2009; Ministry Experience: Pastoral Ministry, Children's Ministry, Education

Clayton Robinson, Adjunct Professor (2006)

Education: B.A., Vanguard University, 1975; M.A., Azusa Pacific University, 1976; M.Div., Fuller Theological Seminary, 1978; D.Min., Fuller Theological Seminary, 1986; Ph.D., Fuller Theological Seminary, 2008; Ministry Experience: Pastoral Ministry, Divisional Superintendent, Regional Superintendent (The Foursquare Church)

Gayle Samples, Adjunct Professor (2003)

Education: B.A., Life Pacific College, 1977; M.A., Trinity College of Graduate Studies, 2000; Ph.D., Regent University, 2009; Ministry Experience: Pastoral Ministry, Counseling, Director of Emmaus Road Counseling

Heather Schwartz, Adjunct Professor (2011)

Education: B.S., Vanguard University, 2000; M.S. Vanguard University, 2005; Ministry Experience: Worship Ministry, Women's Ministry

Jan Spencer, Adjunct Professor (1997)

Education: B.A., Life Pacific College, 1977; M.A., Azusa Pacific University, 1983; Ph. D., Regent University, 2010; Ministry Experience: Pastoral Ministry

AJ Swoboda, Adjunct Professor (2010)

Education and Experience: B.A. Eugene Bible College, 2003; M.A. George Fox Seminary, 2006; Ph.D. University of Birmingham, in process; Pastoral Ministry, 2001- present; Adjunct Faculty, George Fox University and Eugene Bible College.

David Turner, Adjunct Professor (2007)

Education: B.A., Life Pacific College, 2001; M.A., Azusa Pacific University, 2006; Ministry Experience: Pastoral Ministry

Jeremy Wallace, Adjunct Professor (2008)

Education and Experience: B.A., Oral Roberts University, 1998; Certificate, Jerusalem University College, 2000; M.Div., Oral Roberts University, 2000; D.Min. Western Seminary, 2009; Dean and Instructor (Canby Bible College); Ministry Experience: Pastoral Ministry, Worship Ministry

Jim Walz, Adjunct Professor (2010)

Education and Experience: B.A. University of Hawaii, 1979; M.B.A. Chaminade University, 1988; Ph.D. Regent University, 2000; Pastoral ministry; President, Life Bible College East; Dean, Palm Beach Atlantic University; Associate Dean, Regent University

Joe Volpi, Adjunct Professor (2011)

Education: B.S., University of Nevada, Las Vegas, 1988; M.A. University of Nevada, Las Vegas, 1991; M.F.A. University of California, Los Angeles, 1991; Ministry Experience: Faculty Member, Kings College and Seminary; Pastoral Ministry, Teaching, Regional Administrator (ICFG Regional Office)

David Winfrey, Adjunct Professor (2007)

Education: A.A., College of the Redwoods, 1997; B.A. Life Pacific College, 2001; M.A., Biola University, 2005; Second M.A., Biola University, 2007; Ministry Experience: Spiritual Formation and Small Group ministry

Sande Woodson, Adjunct Professor (2011)

Education: B.S., University of Southern California, 1972; M.Div., The Kings Seminary, 2003; Ph.D. Capella University, 2010; Ministry Experience: Pastoral Ministry; Professor (Trinity Bible College); Founder and Professor (Light on the Hill Bible Institute)

# INDEX

Academic Advising.....	85	Board Members.....	109
Academic Calendar.....	24, 75, 76	Board of Trustees.....	109
Academic Calendar – Degree Completion.....	58	Campus and Facilities Christiansburg.....	11
Academic Forgiveness Policy.....	15	Career Services.....	17, 38
Academic Freedom and Responsibility.....	15	Change of Format.....	56
Academic Information.....	30	Chapel.....	22
Academic Integrity.....	15, 57	Church-Based Institutes.....	88
Academic Load.....	33, 54, 55, 57, 73	Class Schedule.....	36
Academic Programs.....	40	Code of Conduct.....	76, 77
Academic Requirement.....	14	College Traditions.....	23
Acceptance Criteria.....	12	Commencement Honors.....	34
Acceptance Information.....	19	Communication.....	98
Accreditation & Authorizations.....	4	Community Goals.....	9
Adjunct and Guest Professors.....	111	Community Life.....	21
Administration.....	110	Community Standards.....	21
Admission Requirements.....	54, 73	Computer Technology.....	10
Appeal.....	34	Continued Academic Probation.....	33
Application Deadline.....	18	Counseling Services.....	11
Application Procedure.....	18	Course Add / Drop Deadline.....	29
Application Requirements.....	18	Course Descriptions.....	94
Applied Lessons.....	38	Course Evaluations.....	74
Art.....	94	Coursework.....	31
ASB.....	23	Credit for Prior Learning.....	32
ASB Retreat.....	23	Crime Statistics.....	9
Associate of Arts – Biblical Studies	51	Cross-Cultural.....	98
Associate of Arts – General Studies	52	Curriculum Components.....	69
Associated Student Body.....	23	Day of Prayer.....	23
Athletic Information.....	23	DCP Academic Policies & Procedures .....	53
Attendance and Absence Policy.....	73	Dean’s List.....	34
Attendance Requirement.....	35	Degree Completion Program.....	53
Attire and Grooming.....	22	Devotional Life.....	22
Auditing Classes.....	32	Distance Learning Price List.....	90
Authorizations for Extension Campuses.....	4	Diplomas.....	61, 64
Bachelor of Arts Biblical Studies.....	47	Directed Studies.....	39, 40
Bachelor of Arts – Ministry & Leadership DCP.....	71	Disability Services.....	11
Bachelor of Arts – Transformational Ministry.....	49	Disbursements.....	28
Behavioral Standards.....	12	Disclaimer.....	17
Bible.....	94	Disclosure of Student Records.....	16
Bible & Theology.....	40	Dismissal.....	33
Bible Knowledge Requirement.....	36	Distance Learning.....	86
		Associate of Arts.....	92

General Information .....	89	Graduation Requirements .....	93
DL Course Descriptions.....	91	Independent Study Courses.....	86
Education .....	99	Integrative Studies.....	102
Educational Goals .....	8	Intensives.....	36
Election to Delta Epsilon Chi.....	35	Interactive Online Courses.....	89
Emerging Leader Network .....	89	International Students .....	20
Endowed Scholarships .....	27	Internship Program.....	39
English Proficiency Requirement ...	36	Introduction.....	6
Evangelism.....	99	Languages.....	103
Faculty .....	110	Leadership.....	103
Failure.....	15	Library Resources.....	85
Federal Pell Grant.....	27, 65	Literature.....	103
Federal Refund Distribution Policy	29	Loans.....	27
Federal SEOG .....	27, 65	Location.....	10
Fees and costs .....	77	Locations & Contact Information .....	4
Financial Aid – Degree Completion		Master of Arts .....	73
Program .....	65	Master of Arts in Strategic	
Financial Aid & SAP Policy – Master’s		Leadership.....	84
Program .....	78	Math & Science .....	104
Financial Information .....	25	Memberships and Recognitions.....	5
Foursquare Ministerial License.....	39	Ministry Formation .....	37, 60
Full Time Professors.....	110	Requirements.....	37
General Admissions Requirements	12	Mission.....	7
General Disclosures .....	9	Mission Team Programs.....	39
General Education .....	44	Music.....	38, 104
General Education Core .....	45	Online Records Access .....	55
General Ministries .....	100	Organizational Studies.....	105
Goals		Orientation and Registration .....	30
Biblical Studies.....	40	Payment Due Dates .....	64, 77
General Education .....	44	Personnel	
Transformational Ministry .....	42	California.....	110
GPA Calculation .....	74, 75	Washington .....	110
Grade Point System.....	14	Personnel	
Grading.....	14	Virginia.....	110
Graduation Requirements.....	37, 76	Philosophy.....	105
Grievance Policy.....	13	Philosophy of General Education ..	44
Heritage.....	6	Physical Education & Health .....	106
Hicks Student Center.....	10	President’s Letter .....	3
Honors and Recognition .....	34	Probation Policy.....	33
Incomplete.....	14	Program Details .....	82
Independent Study		Program Goals and Objectives.....	83
Academic Requirements.....	92	Program Structure .....	54
Cost.....	92	Reentrant Admission.....	21
Independent Study		Refund of Credit Balances .....	65, 78
		Refunds.....	28

Registration.....	54, 73	Theology.....	107
Registration for Continuing & Re-		Training Goals.....	8
Entering Students.....	31	Transfer of Credit... 31, 58, 60, 61, 62,	
Repeating a Course .....	57, 74	64	
Required Prepayments.....	26	Tuition.....	63
Residence Life .....	24	Tuition & Fees.....	26
Right of Access to Educational		Tuition Deposit.....	29
Record.....	34	Tuition Payment Plans.....	26
Room & Board .....	28	Unpaid Accounts.....	26
Satisfactory Academic Progress		Upper Division.....	32
Policy.....	28	Veteran Information .....	28
Satisfactory Academic Progress		Withdrawal and Re-Admittance ... 57,	
Policy – DCP .....	65	58	
Second Bachelor of Arts.....	46	Withdrawal and Refund Policy.....	77
Social and Behavioral Science .....	106	Withdrawal From College.....	30
Social Life .....	23	Withdrawals and Refund Policy .....	64
Specific College Standards .....	22	Withdrawing and Re-Admittance to	
Spiritual Life.....	22	the Program.....	75
State of California Grants.....	27, 65	Withdrawing from a Course .....	74
Statement of Nondiscrimination.....	12	Withdrawing from College .....	35
Statement on Diversity.....	12	Worship Team .....	38