



















## **PURPOSE**

Nazarene Bible College exists to glorify Jesus Christ as Lord by preparing adults to evangelize, disciple, and minister to the world.

## **MISSION**

Nazarene Bible College is an undergraduate, professional school of Christian ministry committed to academic and practical programs designed to educate students for service and leadership in a diverse world.

Founded and sponsored by the Church of the Nazarene, the college has a unique place among the institutions of higher learning in the denomination. The college provides ministerial preparation for a diverse community of adult learners primarily within the United States through traditional and innovative delivery systems. The college is committed to a strong program of academic excellence offering baccalaureate and associate degrees supported by appropriate student development programs and strategies.

Nazarene Bible College views truth through the Wesleyan-Holiness perspective and affirms the Bible as the cornerstone for a proper understanding of God's redemptive plan for humankind. The college especially emphasizes the biblical doctrine of entire sanctification and living a holy, Christ-like life.

## **CORE VALUES**

The following core values express our finest aspirations and serve as guiding principles in the pursuit of our mission to equip people for effective Christian ministry. We commit ourselves to reflect the following values.

### **Learning and Instruction**

We acknowledge the inspired truth of Scripture as the reference point for our educational process. We seek to develop lifelong learners with a Christian worldview. We are committed to academic and professional excellence. We desire to achieve balance in our curriculum through the integration of intellectual, spiritual, and practical studies.

### **Development of the Person**

We hold that theological education involves shaping the whole person. Therefore, we value the development of moral and ethical integrity, physical and emotional health, and spiritual maturity, all as the demonstration of character through a holy lifestyle.

### **Service and Mission**

We prepare students to engage in practical ministry. We value the demonstration of leadership and servanthood to meet the spiritual and social needs of our world. We encourage interdependence with local churches and diverse ministry contexts where our students can utilize their gifts and graces for service to the church and to the world.

## EDUCATIONAL OBJECTIVES OF THE COLLEGE

Nazarene Bible College faculty and administrators commit themselves to equipping each student to become a Christian witness and servant-leader who will demonstrate:

- effective communication skills in listening, speaking, and writing.
- critical thinking skills necessary to interact effectively in a culturally diverse and increasingly pluralistic world.
- skills in biblical exposition that accurately reflect the content and meaning of scripture.
- a biblically-formed worldview, integrating the Christian faith with general educational content.
- a pattern of lifelong learning.
- personal discipline in one's care for body, mind, and spirit.
- a devoted relationship with Christ.
- a life of Christian holiness in community.
- leadership in a variety of ministry contexts.
- effective service within the context of modern society.
- a commitment to global evangelism.

## ACCREDITATION AND RECOGNITION

Nazarene Bible College is:

- Accredited by the *Commission on Accreditation of the Association for Biblical Higher Education (ABHE)*, 1976.

*Commission on Accreditation of the Association  
for Biblical Higher Education  
5575 S. Semoran Blvd., Suite 26  
Orlando, FL 32822-1781  
407-207-0808 / [www.abhe.org](http://www.abhe.org)*

The ABHE is a member of the Council on Higher Education Accreditation (CHEA) and is approved by the United States Department of Education. Nazarene Bible College is listed in the current edition of *Accredited Institutions of Postsecondary Education*, an annual publication of the *American Council on Education*. Accreditation documents may be reviewed by contacting the office of the president.

- Chartered by the *State of Colorado* (1967) as a non-profit educational institution.
- Approved by the *Colorado Department of Education* (1969) to grant degrees.
- Approved for training veterans and authorized under federal law to enroll non-immigrant alien students.
- Approved by the *Church of the Nazarene International Board of Education* for training leaders toward ordination or commission in the ministries of the Church of the Nazarene.

- Approved by the *United States Department of Education* for federal aid to students (Title IV).
- Approved by the *Association of Christian Schools International* for teacher certification training.

## **GOVERNANCE**

Nazarene Bible College is an educational institution of the Church of the Nazarene. Its role is determined by the denomination through its official representatives, and the college is directly governed by a board of trustees elected by the General Assembly of the church for a four-year term.

The board of trustees consists of the president of the college and three members from each educational region of the Church of the Nazarene within the continental United States. Of these members, there is one district superintendent, one pastor, and one layperson from each educational region. Where no members from the Native American, Hispanic, or African-American communities have been elected by the General Assembly, the president of the college selects one member to the board from each community.

## **CAMPUS LOCATION**

The 43-acre campus is located on a hill northeast of Academy and Fountain Boulevards in Colorado Springs, Colorado. This fast growing area encompasses a population of 500,000 and is situated on the eastern slopes of the Rocky Mountains. Colorado Springs is the home of several military installations: the United States Air Force Academy, the North American Aerospace Defense Command (NORAD), Peterson Air Force Base, Schriever Air Force Base, and Fort Carson.

Over 70 Christian organizations have headquarters in Colorado Springs including Navigators, Young Life, International Students, Compassion International, Christian Booksellers Association, Focus on the Family, International Bible Society, and the Christian and Missionary Alliance Church.

Fifteen Nazarene churches serve the people of this area and provide opportunities for Christian service.

## **CAMPUS AND FACILITIES**

The Administration Building houses the administrative offices and the Trimble Library. The library is named in honor of Mr. and Mrs. Elmer Trimble.

Williamson Center, named in honor of Dr. and Mrs. G. B. Williamson, houses the Jarrette Aycock Prayer Chapel, student lounge, deli, bookstore, student government offices, and recreation room.

Leist Hall, named in honor of Dr. J. F. Leist, educator and college benefactor, houses five classrooms and four faculty offices.

Powers Hall, named in memory of Dr. Hardy C. Powers, houses a computer technology lab, four classrooms, eight faculty offices, and Office of Extension Education.

Oliver Hall, named in honor of Dr. L. S. Oliver, second president of Nazarene Bible College, houses music studios, a recital hall, classrooms, nine faculty offices, the campus technology office, and the Brand Center for Innovative Education. The Brand Center, named in honor of college benefactor, Bernice Brand, houses the Online Education offices.

Strickland Chapel and Conference Center, named in memory of Dr. Charles H. Strickland, founding president of Nazarene Bible College, was dedicated in September of 1995. Six classrooms surround the main auditorium.

The Apostles Court, the aesthetic center of the campus, is a circular amphitheater of walks, shrubbery, and lawns. At its center is a 90-foot bell tower and carillon. The tower was donated by Mr. and Mrs. David Ward, and the carillon was donated by Dr. Richard D. Urwiller.

The main levels of all classroom buildings, Strickland Chapel, Williamson Center, and the administration building are accessible to the handicapped.

## **TRIMBLE LIBRARY**

Trimble Library is a unique collection of print and non-print resources that support the curricula and objectives of the college. It houses a collection of approximately 80,000 volumes of books, journals, microforms, and audiovisual materials, as well as numerous databases of full-text publications. The library also houses the Wesley Reading Room, study areas, viewing and listening facilities, and computer stations used for research and word processing.

Three specific electronic periodical databases, *ProQuest Religion*, *ProQuest Education Journals*, and *ProQuest Wilson Education Abstracts* provide access to more than 1,500 periodicals. The library catalog may be accessed through the college website at [www.nbc.edu](http://www.nbc.edu).

# ADMISSIONS and ACADEMIC POLICY



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To facilitate advancement by students toward reasonable academic goals, Nazarene Bible College provides policies and procedures for the academic life of the institution. Persons preparing for service to God, the Church, and society may be assured that their progress is efficient and thorough by observing patterns that have been proven with time.

The following policies will guide students for entrance into the college, for academic planning and study, and to understand the conduct of classes and degree programs at Nazarene Bible College.

## ADMISSION AND ENROLLMENT

Application materials are available from the Office of Enrollment and Student Development or on the NBC website at [www.nbc.edu](http://www.nbc.edu). The following items are required:

- 1. Application** – an application form and application processing fee of \$35 must be submitted. Submission may be made by mail or electronically at [www.nbc.edu](http://www.nbc.edu) by selecting “Apply Now.” Both should be submitted at least 30 days prior to registration. The application processing fee will be refunded to the regularly accepted student’s account upon completion of one course of work at Nazarene Bible College with a passing grade.
- 2. Testimony/Essay** – applicants will submit a written testimony/essay of 750-1000 words telling of their Christian experience and the reasons for applying to Nazarene Bible College.
- 3. Transcripts** – applicants will submit an official high school transcript from public, private, or home school or official transcripts of studies undertaken at **all** colleges or universities. It is the applicant’s responsibility to see that these are mailed directly to Nazarene Bible College by the issuing school. Applicants who have not graduated from high school must successfully complete the General Educational Development (GED) exam before admission. Special consideration will be given to high school students who have completed their sophomore year and have a letter from their high school guidance counselor indicating their ability to take courses and a letter of permission from the parents. Please contact the NBC Enrollment and Student Development Office for details.
- 4. Recommendations** – applicants will submit two recommendation forms. One must be from the applicant’s pastor, the other may be from a friend, teacher, or employer. A Nazarene applicant holding a district minister’s license will need an additional recommendation from the district superintendent of the district that issued the credential. For a senior pastor, the recommendation

from the district superintendent will replace the one from a pastor. For the dependent of a pastor, who is currently a member of his/her parent's church, the pastor's recommendation should come from another pastor or the district superintendent.

## **SPECIAL STUDENTS**

Some individuals do not wish to pursue a degree, but may wish to take classes at Nazarene Bible College for a special, specific purpose such as meeting degree requirements for another institution, completing a few classes needed to meet the educational requirements for ordination or teacher certification, or for personal development. Such persons will be considered for admission as a special student with the following criteria to be followed for admission.

1. Application – applicants for special student status will follow the same procedure as outlined in number one (1) above. The application fee is not refundable to special students.
2. Individuals qualifying for special student status are those not wanting to be considered as seeking a regular degree. They will be taking a minimum number of courses for a specific purpose.
3. Special students are not eligible for federal financial aid or institutional scholarships from NBC.
4. Special students are limited to taking no more than five (5) NBC courses (15 hours).
5. Should a student who has been admitted under special student status desire to enroll for more than a combined total of 15 semester hours at Nazarene Bible College, they will need to re-apply for admission and fulfill all of the requirements stated for regular student admission. There is no guarantee that such individuals will be accepted as a regular student.
6. Special students are not eligible to transfer credits in or to submit portfolio work. The only items to be listed on the transcript of a special student will be the class or classes taken at NBC.
7. Special students are required to pay prior to the start of classes all tuition or audit fees in full and all fees for classes taken or audited.

## **INTERNATIONAL STUDENTS**

Prospective students who are citizens of another country and who wish to pursue studies on campus at Nazarene Bible College will comply with all of the requirements for admission listed in the Admission and Enrollment section and will meet the following additional requirements.

1. The application must be sent via regular mail so an original signature is on the application.
2. Official transcripts must include all course work (classes and scores) taken at all postsecondary institutions regardless of their name or designation.
3. Issuance by Nazarene Bible College of a U.S. Department of Justice, Immigration and Naturalization Service I-20 form. Requirements for receiving the I-20 are as follows:

- a. Statement of sponsorship – written document from a legal resident of the USA stating their sponsorship of the prospective student.
- b. Proof of available funds – Nazarene Bible College must have certification from a bank, sponsor, or other agency assuring that the prospective student will have a minimum of \$20,000 per year available during the course of their planned study at NBC.
- c. Written confirmation of the applicant’s appointment with the U.S. Embassy in their country.
- d. Copy of student visa.
- e. Accepted status at NBC.

Please note: all individuals receiving an I-20 form from Nazarene Bible College **may not take more than one online class per trimester** during the period of their study. This is to ensure that NBC is able to comply with Immigration and Naturalization Service requirements of the SEVIS program.

4. Proof of payment of the SEVIS I-901 fee ([www.fmjfee.com](http://www.fmjfee.com)).
5. Copy of applicant’s current passport.
6. TOEFL test scores indicating English competency.

## **RE-ADMISSION AND ENROLLMENT**

NBC students who have not enrolled for any courses for over 12 months must re-apply for admission. The following items will be required:

1. A current application. (No fee will be required.)
2. A current Student Update form.
3. Official transcripts from any college attended since last at NBC.
4. A brief written testimony regarding the student’s activities since last at NBC.
5. A recommendation from a friend or employer.
6. A recommendation from the student’s pastor. If the student holds a district credential, a recommendation from the district superintendent will also be required. If the student is a senior pastor, the recommendation from the district superintendent will be sufficient.
7. Students must have any “holds” removed before they will be re-admitted to NBC.

## **ADMISSION STATUS**

Conditional acceptance may be available to persons with exceptional circumstances. Students will only be allowed to take classes for one trimester with a conditional acceptance. Contact the vice president for enrollment and student development for further information.

Because admission is a privilege rather than a right, the college can request that a student withdraw when reasons warrant such action. Students are responsible for observing all regulations and standards of conduct.



## TRANSFER CREDITS

Transfer credit is accepted from accredited institutions of higher learning for subjects appropriate to the curricula of the NBC programs. All applicants who have attended other colleges or universities are required to have all official transcripts mailed directly by the issuing school(s) to the vice president for enrollment and student development or the registrar. In addition to the transcript, it is sometimes necessary to provide a catalog, course descriptions, or other documentation from the former college or university to help determine the content and applicability of a class. The registrar will evaluate the transcript and award applicable transfer credit(s). *Note: Transcript evaluations will not be completed until application has been made to NBC, the appropriate application fee paid, and all transcripts received. Credit will only be considered for "C" grades or above.*

Provisional credit may be granted from certain unaccredited institutions. Provisional credit will be fully accepted after an evaluation of the unaccredited institution, evaluation of the coursework for the courses under consideration, and successful completion by the student of 32 semester hours of work at NBC with a minimum 2.0 GPA.

Transfer credit may be accepted for English requirements subject to satisfactory scores on the English Proficiency Examination. No English credit will be accepted for students with proficiency scores below NBC English department standards. Students entering the college who have already earned a baccalaureate or higher degree at an accredited institution are not required to complete the English testing requirement.

### ***Transfer Credit Acceptance for the Christian School Education Concentration***

1. ***Applicants with a bachelor degree from an accredited institution who do not want another degree:*** No transfer of credit is required. Though no degree will be granted, a certificate of completion will be awarded upon completion of the 36 hours specific to the Christian School Education concentration.
2. ***Applicants with a bachelor degree from an accredited institution who desire to earn the Bachelor of Arts in Ministry with a major in Christian Educational Ministries, Christian School Education concentration:*** Nazarene Bible College reserves the right to evaluate the substance of the degree. Students will be required to complete the 36 hours specific to the Christian School Education concentration and any of the remainder of 30 hours of Bible and theology. NBC will accept the previous degree as satisfying 45 hours of the general studies requirements and any number of other courses necessary to accomplish the minimum number of electives. Additionally, NBC will accept any Bible and theology courses toward fulfillment of the required 30 hours of Bible and theology.
3. ***Applicants with 92 hours or more from an accredited institution:*** Students will follow the policy in 2 above except that the general studies courses

taken at a previous college must be equivalent to those of Nazarene Bible College.

4. ***Applicants with less than 92 hours from an accredited institution:*** Students will transfer in as many electives, Bible and theology courses, and equivalent general studies courses as the standard Nazarene Bible College policy allows. Students would be required to complete any remainder of 30 hours of Bible and theology and complete the 36-hour Christian School Education concentration requirements.

#### ***Transfer Credit for District Programs***

Nazarene Bible College does not accept credits from the denomination's Directed Studies Program (Home Course of Study), the Modular Program, or Christian Service Training courses.

### **ADMISSION TO THE CHRISTIAN COUNSELING PROGRAM**

#### ***Acceptance to the Clinical Year***

The Bachelor of Arts in Ministry with a major in Christian Counseling includes a clinical year of 32 semester hours which culminates in a 200-clock-hour internship. Additionally, the three-hour course, Global Evangelism, is required in the major beyond the clinical year (see program requirements on page 72). Students who have completed approximately 75 semester hours of previous college work may begin an application process that includes the following requirements: a 3.0 GPA; an autobiographical/goals statement; the Minnesota Multiphasic Personality Inventory (MMPI); educational foundations that include at least 6 semester hours of Bible/theology and 3 semester hours of psychology/behavioral sciences; and, an interview with the counseling faculty. Acceptance to the clinical year is by decision of the counseling faculty. Admission to Nazarene Bible College and completion of previous college work do not imply acceptance to the clinical year.

#### ***Stop-outs and Re-acceptance***

Students accepted to the clinical year become a cohort, begin in the fall, and are expected to continue through completion of the Christian Counseling clinical program at the end of the following summer. Any student desiring to stop-out of the clinical year must ask consent of the counseling faculty in writing, giving reasons for the request. If, in the judgment of the faculty, a stop-out is granted, the faculty will advise the student of any corrective and therapeutic measures to take that will enable her or him to have an opportunity for reconsideration for acceptance to the following clinical year. In order for the student to be reconsidered for acceptance into a later cohort, he or she must petition the Academic Council and the counseling faculty in writing, addressing the issues raised by the faculty in its consent and demonstrating ability to finish the clinical year. If accepted, he or she would be expected to complete the remainder of the 32 hours. A stop-out will be for no more than one academic year, and only one stop-out will be granted per student.

### ***Acceptance to Internship Placement***

During the spring trimester of the clinical year, the counseling faculty will review each student's progress prior to approval for placement in a summer internship. Internship placements will depend upon satisfactory completion of coursework, positive contributions to group process, and personal readiness for clinical assignment. If, in the judgment of the faculty, a student has not demonstrated such readiness, he or she will be denied an internship placement. In such cases, the faculty will advise the student of any corrective and therapeutic measure to take that will enable her or him to have an opportunity for reconsideration for internship.

### ***Acceptance of Transfer Credits***

- 1. Applicants with a bachelor degree from an accredited institution who do not want another degree:*** No transfer of credit is required. Though no degree will be granted, a certificate of completion will be awarded upon completion of the 32 hours in the clinical year of the Christian Counseling major.
- 2. Applicants with a bachelor degree from an accredited institution who desire the Bachelor of Arts in Ministry with a major in Christian Counseling:*** Nazarene Bible College reserves the right to evaluate the substance of the degree. Students will be required to complete the 32 hours in the clinical year of the Christian Counseling major and any of the remainder of 28 hours of Bible and theology. NBC will accept the previous degree as satisfying 45 hours of the general studies requirements and any number of other courses necessary to accomplish the minimum number of electives. Additionally, NBC will accept any Bible/theology courses toward fulfillment of the required 30 hours of Bible and theology.
- 3. Applicants with 93 hours or more from an accredited institution:*** Students will follow the policy in 2 above except that the general studies courses taken at a previous college must be equivalent to those of Nazarene Bible College, and students must complete the 35 hours of the Christian Counseling major (32 hours in the clinical year plus the course Global Evangelism).
- 4. Applicants with less than 93 hours from an accredited institution:*** Students will transfer in as many electives, Bible and theology courses, and equivalent general studies courses as the standard Nazarene Bible College policy allows. Students will be required to complete any remainder of 30 hours of Bible and theology and complete the 35 hours in the Christian Counseling major.

## **CATALOG RIGHTS STATEMENT**

A student may graduate under the provisions of the *NBC Catalog* published for the year in which he/she graduates or any *NBC Catalog* published for the immediate three academic years prior to his/her graduation, provided he/she was a full-time student during the year of the chosen catalog. A student may not acquire the

right to graduate under provisions taken from more than one catalog except by agreement with the vice president for academic affairs.

## **COURSE DELIVERY SYSTEMS**

Nazarene Bible College provides preparation for ministry through two important delivery structures—the traditional on-campus classes and an innovative system of online courses.

### ***On-Campus Programs***

All degree programs, as well as diploma and certificate programs, are offered in the traditional classroom delivery system for students in the Colorado Springs area except the Christian Educational Ministries, Christian School Education concentration. This delivery structure has the benefits of a community of scholars, immediate use of library and learning resources, networking with denominational leadership, regular chapel services, face-to-face instructional methods, and other aspects of traditional college life. The on-campus educational experience is the primary and foundational educational structure of Nazarene Bible College.

### ***Online Programs***

All degree programs are offered through the online delivery system except Music Ministries and Christian Counseling. This delivery structure has the convenience of anytime/anywhere learning, electronic library and learning resources, the experience and academic qualifications of the Nazarene Bible College faculty, and exposure to a host of practitioner instructors. The college offers a strong schedule of courses in such a cycle that all courses necessary for these degrees are offered each year. Students must have adequate computer equipment and sufficient skills to be able to receive instruction through this medium. This program has equivalent curricula to the on-campus programs and has the benefit of convenience. When appropriate, this *Catalog* will note any differences between the programs in terms of requirements, prices, procedures, policies, etc.

All online students must complete a two-week software/policy orientation before taking any online classes. Online students will be limited to one online course in their first online session. No student may take more than two online classes in one session.

## **ATTENDANCE POLICY**

Because a Nazarene Bible College education assumes that significant learning takes place in the campus classroom and the virtual classroom, regular class attendance is required.

### ***Attendance Policy for On-Campus Courses***

Students are required to participate in the campus classroom regularly throughout the term of the course. Any absences may result in the loss of points as detailed in the class syllabus.

Typically, a three-hour class meets once each week for 11 weeks. Each weekly class is composed of two periods for a total of 22 periods per trimester. Missing more than two regularly scheduled class periods in a term will result in the reduction of one grade step (e.g., "B" to "B-"). Similarly, another half step grade reduction will occur after missing more than four periods. No credit and a grade of "F" will be given after a student misses more than six periods of a class.

### ***Attendance Policy for Online Courses***

Students are required to attend the virtual classroom at least five out of seven days each week. Any absences may result in the loss of points as detailed in the class syllabus.

Two missed required days of attendance in any given week or four missed required days of attendance during the six-week course will result in the reduction of one grade step (e.g., "B" to "B-"). No credit and a grade of "F" will be given after a student misses more than a total of nine required days of attendance in a class or if a student fails to attend in any given week.

**Failure to attend class, both on campus and online, will not constitute withdrawal. Tuition will not be refunded and grades will be recorded as "F" for a student who stops attending class without going through the formal withdrawal process.**

## **RESIDENCE REQUIREMENT**

At least 50% of the hours required by any ministries degree program must be earned in residence. Students with a baccalaureate or higher degree enrolling in the Christian Counseling major must complete 25% of the required hours for that major in residence. A minimum of 75% of non-degree programs must be completed in residence for the granting of a diploma from NBC. Residency is defined as classes taken at NBC either at the campus in Colorado Springs or through the online program.

## **REPEAT POLICY**

Students may repeat courses. When courses are taken more than once, only the highest grade is included in the calculation of the grade point average.

## GRADING SYSTEM

Numerical values (grade points) are assigned to letter grades and recorded on the student's transcript as follows:

A = 4.0	B = 3.0	C = 2.0	D = 1.0
A- = 3.7	B- = 2.7	C- = 1.7	D- = 0.7
B+ = 3.3	C+ = 2.3	D+ = 1.3	F = 0

"W" (withdraw) and "I" (incomplete) are not included in the calculation of grade point averages.

**Change of grade:** After a final grade has been submitted or an incomplete "I" has changed to a letter grade, a change of grade may be made only if it is demonstrated that a computational error was made. **Students may not dispute a grade if more than 60 days have passed since the grade was submitted to the registrar.**

## REGISTRATION

The registrar will instruct all students in registration procedures. Students will be assigned an academic advisor (online) or faculty advisor (on campus) to help plan course work and provide encouragement. Any changes in registration, including schedule changes in day or night classes, must be made through the Registrar's Office. The last day to add a campus class is one week after that class first meets. A \$15 fee will be assessed for late registration.

Online classes may not be added after the third day of online classes.

## NON-DISCRIMINATION POLICY (TITLE IX)

Nazarene Bible College subscribes to the principles and laws of the State of Colorado and the federal government pertaining to civil rights and equal opportunity, including Title IX of the Education Amendment of 1972. Nazarene Bible College policy prohibits discrimination on the basis of race, sex, religion, age, color, national or ethnic origin, marital status, or handicap in recruitment and admission of students, scholarship and loan programs, and in the operation of all college-administered programs, activities, and services.

The college has designated the vice president for finance as the Title IX coordinator. Evidence of practices inconsistent with the college's non-discrimination policy should be reported in writing to the Title IX coordinator who will evaluate the inconsistencies and take appropriate action. Should the complainant be dissatisfied with the resolution of the matter as determined by the Title IX coordinator, the complainant may submit a written report to the president of the college. The decision of the president in the matter shall be final.

## **SEXUAL HARRASSMENT POLICY**

The college prohibits any form of sexual harassment. Sexual harassment is a form of sexual discrimination and is prohibited by federal laws, including Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendment of 1972. Any practices inconsistent with this policy should be reported in writing to the Title IX coordinator.

## **SPECIAL NEEDS ACCOMMODATION**

An enrolled student who wishes to make Nazarene Bible College aware of any accommodation concerns should notify the Office of Enrollment and Student Development. Any information provided is strictly voluntary and will be kept confidential, except as agreed upon by the student for the sake of providing any accommodations. The information would be used for the student's immediate benefit.

## **NEW STUDENT TESTING**

New students are required to take standardized placement tests in English usage and reading skills. In addition, a Bible knowledge and content test is administered as a baseline for assessment of subsequent learning.

An intensive personality and self-concept inventory is required for all on-campus students and is available for online students. This test is scored, evaluated, and shared individually with students for affirmation. The results of these tests are used for counseling and individual assessment purposes only.

## **CUSTOMIZED AND SPECIALIZED STUDIES**

Customized studies may be taken either as a directed study or an independent study. No more than one such customized study will be allowed in an associate of arts degree program and no more than three in a baccalaureate degree program. For approved customized studies, there will be an additional fee of one-half the regular tuition rate. Application forms are available in the registrar's office.

**Directed Study:** a course listed in the catalog that a student may apply to take when schedule conflicts and/or other circumstances prevent the student from taking the course during the scheduled class time. Course requirements for directed studies will be equivalent to those of the regular course plus time normally required outside the classroom. Application to and approval by the vice president for academic affairs is required.

**Independent Study:** a course specially designed to relate to a student's needs, interest, and anticipated ministry that may be undertaken by qualified students. The approval of the vice president for academic affairs and a supervisory faculty

member is required. In exceptional circumstances, approval by the Academic Council may be required.

Specialized studies are taken under the direction of faculty for academic credit outside the campus or online classroom. Such studies are Senior Ministry Integration, Clinical Pastoral Education, and Residency.

**Senior Ministry Integration:** During the senior year, each student is required to take Senior Ministry Integration or an equivalent field education study. This course is designed to integrate classroom learning with ministry experience. The class includes a demonstration of a significant ministry experience of at least 100 hours during the course and an understanding for each student of ways his or her education will support ministry. This course also requires a pastor-mentor supervisor relationship with someone who has had at least five years experience in the area of ministry the student is pursuing.

**Clinical Pastoral Education:** In the fourth year, a student who has been admitted to an accredited Clinical Pastoral Education (CPE) center may apply to the Academic Council for permission to earn CPE credit at NBC. This program provides advanced, supervised training in counseling and interpersonal relationships with patients and families.

**Residency:** In the fourth year, a student may apply to the Academic Council for permission to serve as a staff member in an approved local church. This program is intended to be an in-depth, actual ministry experience and is different from the directed ministry experience, which deals primarily with issues of integration of theory and practice of ministry.

## **EXAMINATION, MILITARY, AND PORTFOLIO CREDIT**

Credit may be awarded for learning demonstrated by examination for subjects appropriate to the curricula of the NBC programs. The Academic Council may approve national standardized examination programs, such as the College Level Examination Program (CLEP) or the Advanced Placement Program (AP).

Credit for learning demonstrated by departmental examinations may be approved by the Academic Council. The department will determine whether the student's examination results merit the awarding of credit.

Credit may be awarded for military education and training programs for subjects appropriate to the curricula of the NBC programs. Evaluation will be based on the recommendations of the American Council of Education *Guide to the Evaluation of Educational Experiences in the Armed Services*.

Credit may be awarded for college-level studies validated by evaluation of a Student Academic Portfolio. Such a portfolio is typically used to substantiate the transferability of work done at non-accredited institutions. For credit to be awarded through a Student Academic Portfolio, a student should present his/her portfolio for evaluation at the time of his/her application to the college. Credit may be awarded after one trimester of successful enrollment at Nazarene Bible College.



A maximum of 72 semester hours may be posted from a student's academic portfolio completed at a District Training Center (see pages 121-125), otherwise, the maximum number of hours which may be awarded for examination, military, and other portfolio credit in any baccalaureate degree program is 24 semester hours. The maximum in any two-year associate degree program is 12 semester hours.

There will be a fee for posting examination, military, and portfolio credit on the college transcript. See the Financial Information section for amounts.

For more information, contact the registrar's office.

## **VETERANS ADMINISTRATION REQUIREMENTS**

To maintain certification for Veterans Administration benefits, a student must earn a grade point average of 2.0 or better. Failure to do so will result in VA benefit probation the following trimester. If the student does not meet minimum requirements for three successive trimesters, loss of certification for VA benefits will result.

A student may receive benefits for repeating a course if that course is required in the program of study. The law prohibits payment of benefits for courses not included in a student's program of study or courses from which the student withdraws. Payment of tuition and fees is allowed for courses taken by directed study.

## **ENGLISH PROFICIENCY**

Proficient use of the English language is essential for ministers in English-speaking assignments; therefore, Nazarene Bible College requires two courses in English composition. An English proficiency examination is used for placement. Students whose proficiency examination scores suggest a deficiency must begin their English sequence with Basic English Skills. Credit for Basic English is not included in the minimum credit hours required for any degree. Successful completion will enable a student to take English Composition I for credit.

Transfer credit may be accepted for English requirements subject to satisfactory scores on the English proficiency examination. No English credit will be accepted for students with proficiency scores below NBC English department standards.

Students entering Nazarene Bible College who have already earned a baccalaureate or higher degree at an accredited institution are not required to complete the English testing requirement. Transfer credit for English composition will be accepted under normal NBC transfer policies.

For admission to the college, any student who has not graduated from an English-speaking high school is required to pass the Test of English as Foreign Language (TOEFL) with a score of at least 500 on the paper-based test and 173 on the computer-based test. This test is given in most world population centers. A student

at Nazarene Bible College must show a proficiency in understanding and using correct English to be able to satisfactorily complete the basic curriculum in English. Such students are still subject to English placement requirements.

## **COURSE LOAD**

A full course load is 8 to 12 hours per trimester. A student desiring to take more than 12.5 hours must have at least a 3.5 grade point average for two consecutive trimesters and obtain the approval of the vice president for academic affairs. Online students may not take more than two courses per online session.

The college reserves the right to limit a student's course load when outside employment becomes excessive. All students are required to report their employment workload each trimester.

## **CLASS SCHEDULES**

Nazarene Bible College offers both day and night classes to accommodate student needs. Printed schedules are available for student planning. Each week special times are reserved for chapel services. Please see current schedule for details.

## **ACADEMIC ADVISING**

Academic advising is the process and system by which students plan their academic programs with the help of an assigned faculty member or academic advisor. The registrar gives initial advising to new, on-campus students. Each on-campus student is then assigned a faculty advisor who meets with the student at least three times each year to give aid in academic planning, career direction, and personal progress in a degree program.

Online students are advised by special online advisors. These advisors provide direction to online students for program planning and scheduling of classes, and provide support in enrollment and college business needs.

## **INCOMPLETE WORK**

Incomplete "I" indicates unfinished work at the end of a course due to extenuating circumstances. A student must request the "I" from the professor, justifying the reason for that request. When granted, "I" grades must be removed by the end of the following trimester. The final grade will be submitted based on the work completed by the student in the class to that point. An incomplete incurred during the spring trimester must be removed by the beginning of the fall trimester.

Online classes: an incomplete may only be given if the professor believes the missing work does not require the interaction of other students in the class.

## CHANGE OF ENROLLMENT

A student who desires to add a course, withdraw from a course, or in any way change his/her class schedule, must complete a Change of Enrollment form available from the registrar's office. The change will not become official until all required signatures are obtained and the form is submitted to the registrar's office. The deadlines for making schedule changes are published in the academic calendar.

A student desiring to **withdraw from a course** should consult the course instructor and his/her faculty or online advisor. A grade of "W" will be assigned when courses are dropped prior to the deadline published in the academic calendar. The tuition refund, if any, will be credited. Failure to attend class will not constitute an official withdrawal. Tuition will not be refunded, and grades will be recorded as "F" for a student who stops attending class without going through the formal withdrawal process.

An online student desiring to withdraw from a course should contact his/her online advisor. That office will process the withdrawal and obtain all necessary signatures. The advisor will confirm the withdrawal with the online student, at which point the withdrawal becomes official.

**Withdrawing from a course is only permitted prior to the 7<sup>th</sup> week of classes for on-campus students and prior to the 4<sup>th</sup> week of classes for online students. A student may not withdraw from a course after this point and will receive a grade of "F" for the class if he/she fails to attend.**

## WITHDRAWAL FROM THE COLLEGE

Any on-campus student desiring to **withdraw completely** for the trimester must secure the withdrawal forms from the registrar's office, have them approved by the vice president for academic affairs and the vice president for enrollment and student development, and obtain all other required signatures. An online student should contact his/her online advisor. That office will process the withdrawal and obtain all necessary signatures. The advisor will confirm the withdrawal with the online student, at which point the withdrawal becomes official.

Failure to attend classes will not constitute an official withdrawal. Tuition will not be refunded, and grades will be recorded as "F" for a student who stops attending classes without going through the formal withdrawal process.

**Official withdrawal is only permitted prior to the 7<sup>th</sup> week of class for on-campus students and prior to the 4<sup>th</sup> week of classes for online students. A student may not withdraw after this point and will receive a grade of "F" for all classes if he/she fails to attend.**

## **ACADEMIC HONESTY**

Honesty in all academic endeavors is vital as an expression of the Christian life. It is required that students at Nazarene Bible College will not participate in cheating, plagiarism,\* or other forms of academic dishonesty nor encourage and condone such behavior by permitting it and/or allowing it to go unreported. All assignments must be the student's original work for the course in which the material is submitted. When the work is not the student's own, proper credit must be given to the source of the information.

Academic dishonesty is a serious violation of morality and of academic integrity. The minimum penalty for academic dishonesty will be failure of the assignment. More stringent measures may include failure of the course, disciplinary probation, or disciplinary suspension.

\*Plagiarism is using another's words or ideas as one's own without properly crediting the original source.

## **ACADEMIC HONORS**

Academic honors are announced by the vice president for academic affairs each trimester. Honor students must carry at least 8 hours per trimester and achieve the following grade point average: Dean's List - 3.70 to 4.00; Honor Roll - 3.30 to 3.69.

## **ANNUAL AWARDS**

### **Delta Epsilon Chi**

Each year the faculty of NBC may elect five graduating seniors to the distinction of membership in Delta Epsilon Chi. These students must have achieved a cumulative grade point average of 3.3 and exhibit Christian character and leadership ability. Delta Epsilon Chi is the Honor Society of The Association for Biblical Higher Education.

### **Oke Bible Reading Award**

This award was established in 1969 by Dr. Norman R. Oke, former academic dean and professor of theology at Nazarene Bible College. Participants, chosen by their fellow students from the junior speech class in Oral Interpretation, present a program of Scripture readings in chapel each spring. Certificates and awards are given as recognition for excellence in public reading of the Scripture.

### **Russell V. DeLong Sermon Award**

This annual sermon series was established in 1975 through the generosity of the Russell V. DeLong family. Dr. DeLong served as a pastor, college president, evangelist, writer, and radio voice in the Church of the Nazarene.

Students nominated by their Christian Preaching II professors are invited to participate in the event by submitting a sermon manuscript. A faculty committee selects the finalists who deliver their sermons in chapel. The preachers are given certificates and awards in recognition of their outstanding achievement in preaching.

### **Who's Who Among Students in American Universities and Colleges**

Each year the faculty nominates a limited number of students to be listed in *Who's Who Among Students in American Universities and Colleges*. This national program honors students based on academic performance, leadership, service, and collegiate accomplishments.

## **ACADEMIC PROBATION**

In order to assure that students at Nazarene Bible College are making satisfactory progress toward their academic goals, the college has instituted a system of academic probation. The following categories will apply to students who experience academic difficulties:

### **1. Academic Warning**

A student whose term or cumulative grade point average falls below "C" (2.0) for a trimester will be placed on academic warning for the next trimester of enrollment. Appropriate counseling will be initiated.

### **2. Academic Probation**

A student whose term grade point average is below 2.0 for any trimester while on academic warning will be placed on academic probation. Counseling will be provided to improve the quality of the student's work. A student on academic probation is not permitted to hold student office.

### **3. Academic Probation with Restriction**

A student on academic probation whose term grade point average falls below 2.0 during the probationary term will be placed on academic probation with restriction. The student will be restricted to a reduced course enrollment that will include only those courses approved by the student's advisor and the vice president for academic affairs. A student on academic probation with restriction is not permitted to hold student office.

### **4. Academic Suspension**

A student on academic probation with restriction and whose term grade point average falls below 2.0 in the next trimester will be placed on academic suspension and will be ineligible to enroll the next trimester. Re-admission requires that a signed request be submitted to the Academic Council through the Office of Academic Affairs, in which case the student, if re-admitted, will be placed under probation with restriction status for the next trimester of enrollment.

Academic probation status and academic suspension status will be noted on the applicable students' transcripts. Student financial aid could be affected by academic probation and/or academic suspension status. The student must consult with the Office of Financial Aid.

Additionally, a special review of student academic progress is made at the end of a student's second year at NBC. Students with less than a "C" (2.0) average at the end of the second year may be in danger of losing federal financial aid privileges. Students must check with the Office of Financial Aid to determine continuation of their eligibility.

## **CLASSIFICATION OF STUDENTS**

- A freshman is a student who has met admission requirements.
- A sophomore is a student who has completed 32-63 semester hours.
- A junior is a student who has completed 64-95 semester hours.
- A senior is a student who has completed at least 96 semester hours.

A student is considered full time when enrolled for 8 or more semester hours. A student taking less than 8 hours is not eligible to hold student office without special permission from the administration.

## **AUDITING**

A student who does not wish to receive college credit for a course may register to audit the course. No class assignments are required for an auditing student. The tuition fee is one-half the regular tuition for that course. AU is entered on the transcript for a completed audit course.

Private music lessons and online courses may not be audited.

## **INTERVENTIONS FOR SUCCESS**

A student is required to participate in three interventions to improve the likelihood of success as a student and in ministry: NBC Experience, Ministry Progress Review Interview, and Graduating Colloquium.

**NBC Experience:** an orientation to the NBC culture required during the first fall trimester of enrollment. The purpose of this course is to integrate new students and their families into the life of the college, to initiate spiritual formation principles and activities, to help students and advisors become better acquainted, and to prepare students for college life.

**Ministry Progress Reviews:** interviews conducted during the winter trimester of the sophomore year in which a student's progress in the preparation for ministry is reviewed. Faculty interview teams provide advice, correction, and encouragement in this intervention.

**Graduating Colloquium:** a capstone experience designed to address the initial ministry assignment needs of the graduating student, synthesize the academic and practical facets of the student's education in anticipation of future placement in ministry, and bring closure to the student's time at Nazarene Bible College.

## GRADUATION

Students are responsible to assure that their records are complete and all requirements for graduation have been met.

Nazarene Bible College will **post degrees** four times each academic year: the Monday following the last day of class for each of the fall, winter, and summer terms, and the day of scheduled commencement.

There is both an application to **complete and post a degree** and an application to **participate in commencement**. A student is required to make application no later than December 15 of the academic year for participation in commencement exercises. A \$50 graduation fee is required (see page 37) and must be submitted along with the application. It may be paid by check or credit card. A graduation application form will not be considered complete without appropriate payment.

It is possible to participate in **commencement exercises** if no more than six credit hours remain to be completed for the associate of arts degree, or if no more than nine credit hours remain for the baccalaureate degree, and if the student makes a commitment to complete those hours with an approved plan. The degree will not be granted until all requirements are met.

## TRANSCRIPTS

Official transcripts are released only if all financial obligations are satisfied and the student has signed a written request authorizing the release of the transcript. Requests should be addressed to the registrar's office. Faxed requests may be accepted if signed by the student. There is no charge for issuing transcripts.

## SUMMER SCHOOL

On campus, one five-week summer session is offered during June and July in which six credit hours may be earned. Because courses are accelerated and class periods lengthened, students are advised not to enroll for more than 6 hours in the five-week period. Summer school courses may be canceled when enrollment is insufficient to cover institutional costs.

Online, one six-week summer session is offered in which six credit hours may be earned.

## **GENERAL EDUCATION**

Nazarene Bible College is an undergraduate, professional school of ministry; therefore, programs concentrate especially on preparation for ministry. However, each degree program also recognizes the importance of breadth in the educational experience and requires courses of a more general nature.

The associate of arts degree programs require specific general education courses in English, history, communication, and psychology. In addition to these requirements, the baccalaureate degree programs require courses in sociology, science, mathematics, ethics, and religious culture and offer students the opportunity to select, or transfer in, courses from a broader cluster of general education fields.

This core of general education courses may include Interpersonal Communication, Intercultural Communication, Hebrew I, II, III, New Testament Greek I, II, III, Marriage and Family, Leadership, Critical Thinking, and other general education courses when these courses are not designated as a required course for the student's chosen major. In addition, designated independent study and seminars in advanced applications may be acceptable elective general studies credits.

Many of the students at Nazarene Bible College come with prior education. The college recognizes the strength of the prior experience and schooling and intends to build on it. Transfer credit for the general education core is encouraged in areas that would enhance ministerial preparation. The policy for general studies core transfer credit may be obtained from the registrar.

## **COURSE NUMBERING SYSTEM**

Nazarene Bible College uses a closely structured schedule of courses that most students will follow. The course numbering system may inform decisions about elective courses and help in the interpretation of transcripts. Course numbers include a three-letter prefix which identifies the subject field and a four-digit number which indicates the level, sequence, and credit hours of the course. The first digit indicates the level of the course. Courses in the 1000 range are generally entry level courses most often taken during the freshman year; 2000 courses are normally sophomore level; 3000 courses are usually junior level; and 4000 courses are the most advanced courses offered, usually reserved for juniors and seniors. A limited number of graduate level courses are offered; these are numbered 5000 or higher. The second and third digits distinguish between courses within a subject field and generally suggest the sequence in which courses in that field would be taken. The fourth digit indicates the number of credit hours for the course.

## **COMPLETION AND GRADUATION RATES**

Students at Nazarene Bible College seek degrees to prepare for ministry assignments, whether those assignments are for clergy or lay service. Graduation and earning a degree is the normal goal of college enrollment.



One measurement for institutions of higher learning is a report referred to as the graduation rate. Below are two different graduation rates for the most recent five years. The first is the rate at which persons graduated from Nazarene Bible College who enrolled originally as first-time, full-time freshmen. The second is the rate of graduation for all persons who enrolled at the college.

<u>First-Time, Full-Time Freshmen</u>		<u>All Students</u>	
2000	33%	2000	54%
2001	86%	2001	50%
2002	45%	2002	39%
2003	50%	2003	59%
2004	25%	2004	60%
Five-year average - 47%		Five-year average - 52%	

## **GRADUATE PLACEMENT**

Of the 72 graduates receiving credentials in 2004, 37 were placed in assignments or are continuing their education.





# FINANCIAL INFORMATION



# FINANCIAL INFORMATION

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Inasmuch as Nazarene Bible College is a ministerial education institution of the Church of the Nazarene, a large portion of its operating budget is provided by the denomination, districts, and local churches. Consequently, tuition and fees are significantly lower than those charged by similar colleges. This is especially helpful to the adult student with family financial responsibilities.

## TUITION AND FEES

The tuition and fees for each trimester are due in full at the time of registration. There are three trimesters per year. Eight (8) hours per trimester is considered a full load for financial aid purposes. The following fees and charges are current but are subject to change between printings of the catalog.

1. Tuition per Credit Hour .....	\$235.00
Auditing Fee per Credit Hour .....	\$117.50
(for those who attend classes without receiving credit)	
2. Registration Fee per Trimester .....	\$10.00
Three credit hours or less .....	\$5.00
Late Registration Fee .....	\$15.00
3. Library Fee per Trimester .....	\$15.00
4. Student Activity Fee per Trimester .....	\$75.00
(Required of all students taking four or more hours; this covers the cost of Associated Student Government activities) <i>This fee is waived for online students.</i>	

## LABORATORY AND SPECIAL FEES

### Applied Music Fees per Trimester:

Private piano, voice, organ lessons (40 minutes per week)	
Fee is in addition to tuition .....	\$150.00
Preparatory Department (children & youth)	
One-half hour private lesson each week .....	\$225.00

### Christian Counseling Cohort Fees (in addition to tuition):

Application Fee .....	\$35.00
Practicum Fee .....	\$635.00
Personal Therapy Fee (ten sessions @ \$75.00 each) .....	\$750.00
American Association of Christian Counselors Membership .....	\$40.00

### Directed and Independent Study:

An additional one-half the tuition charge for the regular course.

Senior Ministry Experience (per credit hour in addition to tuition) .....	\$30.00
Residency Fee (per credit hour in addition to tuition) .....	\$30.00
Graduation Fee .....	\$50.00
(payable at time of graduation application; see page 31 for further details)	
Online Education Technology Fee per Course .....	\$50.00
(covers online resources and registration fee)	
Posting and Evaluation Fees:	
Examination, military, and portfolio credit (per credit hour) .....	\$20.00
Evaluation of research paper for transfer of English	
Composition II (per credit hour) .....	\$10.00

## REFUND POLICY

Nazarene Bible College follows the federal return of Title IV funds provisions for federal aid recipients. Under these provisions, when a recipient of federal Student Financial Aid (SFA) funds withdraws from the college, the college must determine the amount of SFA funds earned as of the student's last date of class attendance. If the total amount of funds earned is less than the amount disbursed, funds will be returned to the appropriate SFA programs. If the total amount of SFA funds earned is greater than the total amount of funds disbursed, the difference between these amounts may be treated as a post-withdrawal disbursement.

The term "refund" relates to any money applied to the student's account for institutional charges. If a student withdraws from all classes for a payment period, or drops below half-time status, the financial aid and business offices will determine if any refund is due and what portion of such refund is due to the Title IV Financial Aid programs if applicable. If there is a remaining balance owed on a student's account, a statement will be mailed.

Nazarene Bible College refunds tuition according to the following schedule:

<u>On-Campus</u>	<u>Online</u>	<u>Refund</u>
1st week of classes	Days 1 - 3 of class	100%
2nd week of classes	Days 4 - 6 of class	75%
3rd week of classes	Days 7 - 9 of class	50%
4th week of classes	Days 10 - 12 of class	25%
5th week of classes	Days 13 - 42 of class	None

Fees and other charges are non-refundable.

### Summer Term Refund Schedule

For on-campus summer term, no refund will be given after the fourth day of classes. If a class is dropped by the fourth day, a 100% refund will be given.

## **FINANCIAL AID**

Nazarene Bible College offers financial aid in the form of grants, scholarships, loans, and employment. Federal aid includes the Pell Grant, Supplemental Educational Opportunity Grant (SEOG), and Work-Study, as well as the Perkins Loan and Stafford Loan programs, which provide long-term, low interest loans. In addition, there is a limited amount of institutional aid through the college. An individual student's financial aid package may be comprised of one or more of these types of aid. Applications for all forms of financial aid are available in the Financial Aid Office. Consumer information related to the financial aid programs of Nazarene Bible College, its policies and procedures, and student eligibility may be obtained by contacting the director of financial aid.

Generally, financial aid is tailored to help meet the needs of the student, but both the student and the college must recognize that the primary responsibility for paying college expenses rests with the student.

Eligibility for the various types of aid is determined by analyzing the information provided on the student financial aid application. The student may apply for one or more types of aid depending upon qualifications and the funds available. The student must be enrolled for at least four hours and be in good academic standing to be eligible for federal aid. However, the student may, in certain cases, be eligible for a Federal Pell Grant for enrollment of less than four hours. Students must be enrolled in and attend at least four credit hours to receive loans. All financial aid is disbursed by crediting one-third of the total award to the student's account each trimester.

*A student must reapply each year for federal aid and institutional aid. The director of financial aid is responsible for the administration of all financial aid funds.*

Federal financial aid is available to online students. Qualifications for such aid should be discussed with a financial aid counselor or an admissions counselor. Students are encouraged to visit the Federal Financial Aid website at <http://www.fafsa.ed.gov>. The NBC code is 013007.

### **Limitation**

A student not officially pursuing a degree or certificate is not eligible for federal aid. A student not finally accepted to the college is not eligible for financial aid.

### **Forfeiture**

A student placed on probation because of disciplinary or academic reasons may forfeit all rights to financial assistance. If a student drops below four hours, institutional aid is forfeited at the rate of refund listed in Policy on Refunds section.

### **Nazarene Bible College Alumni Matching Grant**

A special one-time matching grant is available to new or transfer students according to the following policy:

- A. Funds given by the student's home Church of the Nazarene will be matched by the Alumni Association. The maximum amount per student will be established each year. Currently, the Alumni Association will match up to \$150.00 from the student's home Church of the Nazarene.
- B. The student must be enrolled for 8 credit hours or more.
- C. The student should present a letter from the pastor of the church making the grant, indicating the student(s) to receive the grant.

### **Veterans Benefits**

Nazarene Bible College is approved for the training of veterans. At the present time, the specific approved programs for which the veteran may receive educational benefits are the Bachelor of Arts in Ministry (B.A.Min.) and the Associate of Arts in Lay Ministries (A.A.L.M.).

Advisory assistance and VA forms and applications can be obtained from the financial aid office.

## **SPECIAL ASSISTANCE FUNDS**

Various individuals and groups have established scholarships at NBC. Scholarship applications may be obtained from the Financial Aid Office and must be submitted no later than April 15 of each school year. A scholarship committee reviews the applications and makes awards for the next school year based upon academic merit, financial need, and the fact that the student will be enrolled at least three-quarter time. Awards are announced in May and are credited to student accounts at the beginning of each trimester of the following school year.

### **Lyle Potter Loan Fund**

Evangelist Lyle Potter established an emergency loan fund to assist on-campus students through times of crisis on a short-term basis. Requests should be submitted to the vice president for finance.

### **Samaritan Fund**

The Associated Student Government has established a fund to assist on-campus students and their families in emergencies. Requests should be channeled through the vice president for enrollment and student development.

## **SCHOLARSHIPS**

Various individuals and groups have established scholarship funds as follows:

**Rev. & Mrs. Allen Bennett Endowment:** An endowed scholarship given in honor of Rev. & Mrs. Allen Bennett.

**Mark Bondurant Memorial Scholarship:** An annual award is made to an upper-class, Pastoral Ministries major with at least a 3.0 GPA from this endowed fund.

**Burton Scholarship:** The children of Mr. and Mrs. Dexter Burton have established an endowed scholarship fund in honor of their parents to assist needy students.

**Gladys Cooper Scholarship:** The estate of Gladys Cooper, a song evangelist in the Church of the Nazarene, provides scholarship assistance to needy male students studying for parish ministry.

**Emerald Scholarship:** This endowed scholarship, made possible through the estate of Bernice Brand, assists women students taking Women's Studies classes.

**Ethnic Ministerial Loan/Scholarship:** The Mission Strategy Office of the Church of the Nazarene administers a scholarship fund for ethnic American students who intend to enter pastoral ministry in the Church of the Nazarene.

**Ruby Fisher Scholarship:** The estate of Ruby Fisher provides an annual contribution to NBC to aid those preparing for pastoral ministry and missionary service.

**General Superintendents Scholarship:** The NBC administration selects students who qualify academically and have financial need to receive this distinguished annual scholarship.

**Gunter Memorial Scholarship:** Established in remembrance of Ewell Gunter and in honor of Rev. Odie Gunter, this endowed scholarship is for students preparing for full-time ministry with a call to foreign missions.

**Gary Haines Scholarship:** Rev. Gary Haines has established an endowed scholarship to assist ministerial students.

**Holten Scholarship:** This endowed scholarship assists needy black students.

**International Board of Education Scholarships:** Administered through the headquarters of the Church of the Nazarene, various scholarship applications are sent annually in the spring to NBC's financial aid office for students to apply.

**Jackson Scholarship:** This is an unendowed scholarship fund to assist needy students.

**Alma C. Jordan Scholarship:** This endowed scholarship is to provide tuition assistance to foreign students unable to obtain work permits in the United States.



**Katie Davis Keller Scholarship:** Katie Davis Keller of Greeley, Colorado, established an endowed scholarship fund to assist needy ministerial students.

**Irene and William Lee Endowment:** An endowed scholarship given in honor of William Lee to students preparing for full-time ministry in any area.

**Paul Lewis Scholarship:** The estate of Paul Lewis, father of NBC professor, Richard Lewis, provides an endowed scholarship for needy students.

**Norman and Beatric Meyer Shcolarship:** An endowed scholarship to provide assistance to needy ministerial students.

**Evonne Neuenschwander Church Piano Endowment:** Established in honor of Evonne Neuenschwander, former NBC professor, to provide tuitional assistance to church piano students.

**Harold E. Olsen Estate:** The estate of Harold E. Olsen has established scholarship assistance for students preparing for foreign missions service.

**President's Scholarship:** This is an annual scholarship to aid new, incoming students.

**Rustin Scholarship:** The estate of H. C. and Arlene Rustin provides an endowed scholarship to aid needy students.

**Audrey L. Schlamb Scholarship:** The estate of Audrey L. Schlamb provides an endowed scholarship, from which the interest assists students preparing for ministry in the Church of the Nazarene.

**Seaman Scholarship:** This endowed scholarship assists needy students.

**Dr. and Mrs. William T. Slonecker Scholarship:** This is an endowed scholarship fund to assist needy students.

**Smith Scholarship:** Mr. & Mrs. Darrell Smith provide funds to assist needy students.

**The Rev. Mark F. Smith Memorial Scholarship:** An endowed scholarship fund has been established by friends for needy ministerial students.

**Willingham Scholarship:** This is an endowed scholarship fund to assist needy students.

*For more information on scholarships, contact the Financial Aid Office.*



# STUDENT DEVELOPMENT



# STUDENT DEVELOPMENT

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Nazarene Bible College was founded for the specific purpose of training persons for Christian ministries in the Church of the Nazarene. Special emphasis is given to spiritual values, theological and critical thinking, spiritual formation, and ministerial skill development.

Regarding the ministry and the minister, the *Manual* of the Church of the Nazarene states:

The Church of the Nazarene recognizes and insists that all believers have committed to them a dispensation of the gospel that they are to minister to all people. We also recognize and hold that the Head of the Church calls some men and women to the more official and public work of the ministry....

When the church discovers this divine call, the proper steps should be taken for its recognition and endorsement, and all suitable help should be given to open the way for the candidate to enter the ministry....

The perpetuity and the efficiency of the Church of the Nazarene depend largely upon the spiritual qualifications, the character, and the manner of life of its ministers.

The minister of Christ is to be in all things a pattern to the flock....

The minister of the gospel in the Church of the Nazarene must have peace with God through our Lord Jesus Christ, and be sanctified wholly by the baptism with the Holy Spirit. The minister must have a deep sense of the fact that souls for whom Christ died are perishing, and that he or she is called of God to proclaim or make known to them the glad tidings of salvation.

The minister must likewise have a deep sense of the necessity of believers going on to perfection and developing the Christian graces in practical living . . . must have a strong appreciation of both salvation and Christian ethics.

The minister must have gifts, as well as graces, for the work. He or she will have a thirst for knowledge, especially of the Word of God, and must have sound judgment, good understanding, and clear views concerning the plan of redemption and salvation as revealed in the Scriptures (Par. 400-401.4, pp. 168-169, 2001-2005).

All persons desiring to serve the Church of the Nazarene as ordained ministers, ministers of Christian education, or ministers of music, must be examined by the District Ministerial Credentials Board. This board

will carefully inquire of each candidate as to his or her personal experience of salvation, experience of entire sanctification by the baptism of the Holy Spirit, knowledge of biblical doctrines, intellectual, moral, and spiritual qualifications, and general fitness for the ministry to which the candidate feels called. The college seeks through various means to guide students in the achievement of these goals.

## **STUDENT SPIRITUAL DEVELOPMENT**

There are various spiritual development components of biblical knowledge, faith formation, and mentoring offered through chapel, classroom experience, and faculty interaction. In addition, the college and Christian community provide many other opportunities for the student to develop his or her inner life.

### **Chapel**

The chapel services of the college are planned for worship, inspiration, and instruction. Throughout the academic year, chapel speakers, chosen as Christian ministry models, include church leaders, pastors, community resource persons, faculty members, students, and college administrative leaders. This common experience of worship shared by students, faculty, and administration forms one of the abiding strengths of the Nazarene Bible College experience. Chapel services are held each week in both the day and night sessions.

### **Local Churches**

Fifteen Churches of the Nazarene in Colorado Springs minister to students and their families. The pastors serve as shepherds, spiritual advisors, and ministerial models to students. These churches, varying in size from beginning church plants to a worship attendance of more than 1,000, offer the student many opportunities for service and fellowship. Long, happy relationships exist among the local churches, the college, graduates, and present students. Every student at Nazarene Bible College can find a church home among the Nazarene congregations in the Pikes Peak area.

### **Nursing and Retirement Home Ministry**

Nazarene Bible College offers students significant opportunities to share their faith and offer care in regular ministries for people in nursing and retirement homes. This ministry is overseen by the Associated Student Government and provides practical, on-the-job-training for students to preach, teach, and extend worship to the community. This compassionate ministry enriches the lives of both the residents and students.

### **Church Planting**

Students and faculty are regularly involved in planting Nazarene churches in the Colorado Springs area. Since 1984, in partnership with the Colorado District and local pastors, ten churches have been planted. This effort continues as students express a call to begin new works and as opportunities become available.

## **ADMINISTRATIVE SERVICES**

Faculty members and administrators have an open-door policy toward all students for encouragement, prayer, and guidance.

- The president of the college is readily available to students.
- The vice president for academic affairs advises students regarding their general educational plans, choice of programs, vocational planning, curricular problems, difficulties with study, or withdrawals from college.
- The student development office, under the direction of the vice president for enrollment and student development, assists students in enrollment and acceptance to the college and with practical matters after arriving on campus, and serves as the first contact for personal and spiritual concerns.
- The vice president for online education and associate academic dean assists online students regarding enrollment and advises them regarding their online academic programs.
- The vice president for finance advises students regarding tuition, expenses, and emergency assistance.
- The director of financial aid gives guidance relating to veterans assistance, student aid programs, and scholarships.
- The registrar assists students with class scheduling, credit transfer, and attendance policies.
- The director of the library works with students to help build the life-long learning skills in locating and learning how to use the various print and electronic resources available.

### **Counseling Services**

Counseling resources are provided to students in a variety of ways. Faculty members, administrators, and staff seek to be models of Christian care to all students and try to be alert to student needs. The student academic advising program provides both an academic and pastoral contact between each student and his or her faculty advisor.

Appointments to counsel with the vice president for enrollment and student development are made through the student development office. Placement, diagnostic, and psychological testing are available to students and their families. The college maintains a referral commitment with Colorado Springs Christian Counseling Services (CSCC). Students, or members of their immediate families, who are referred to CSCC may receive professional counseling services at minimal cost to the student. Arrangements may also be made for referrals to other approved clinics.

### **Food Service**

A deli is available in the bookstore in Williamson Center. Light meal items, drinks, and snacks are available during breaks and between classes.

## **Housing Services**

Although the college does not provide dormitories or on-campus housing, a wide variety of housing is available in Colorado Springs. The enrollment and student development office works with community apartment managers and homeowners in assisting students to secure housing. This office provides students a list of currently available housing in the area. Housing opportunities listed in *The Gazette* of Colorado Springs can be accessed on the Internet at [www.gazette.com](http://www.gazette.com).

## **Bookstore**

A full-service bookstore is located in Williamson Center. Bookstore hours are scheduled to serve the needs of the learning community. Also, books may be ordered online at [www.nbc.edu](http://www.nbc.edu).

## **Employment Services**

The Office of Enrollment and Student Development maintains a regularly updated list of job openings and principal employers of Nazarene Bible College students. Employment opportunities listed in the classified section of *The Gazette* of Colorado Springs can be accessed on the Internet at [www.gazette.com](http://www.gazette.com).

Since the securing of both housing and employment is usually dependent upon the student's presence in the city, prospective students are urged to arrive at least two months before the school term begins. If possible, persons licensed in specialized fields such as plumbing, nursing, and teaching should secure Colorado certification before arrival.

## **Sponsorship Program**

The Office of Enrollment and Student Development administers a sponsorship program to assist incoming local students in their transition to Colorado Springs. Current students volunteer housing for a temporary period of time for incoming students. Additionally, these volunteer students assist the incoming student and his/her family in locating shopping areas, doctors, dentists, as well as potential housing and jobs.

# **STUDENT ORGANIZATIONS**

## **Associated Student Government**

The Associated Student Government (ASG), annually elected by the student body, leads and sponsors a variety of activities. The ASG officers are: president; secretary; treasurer; vice presidents for religious life, social life, recreational life, and student organizations; and representatives from day and night students in the freshman, sophomore, junior, and senior classes.

### **Christian Education Fellowship**

The Christian Education Fellowship provides informational opportunities for students who plan to enter staff/associate ministry. Meetings are scheduled throughout the school year.

### **Christian Singles Fellowship**

The Christian Singles Fellowship provides an organized means to meet the social, emotional, and spiritual needs of single students through planned activities. Membership is open to any unmarried student.

### **Missions in Action**

Missions in Action is comprised of students who feel called into world missionary service, as well as students interested in promoting the work of world missions. Meetings are held throughout the school year. Missions in Action sponsors various missionary activities including Work and Witness projects.

### **NBC Clergywomen's Fellowship**

Membership in this fellowship is open to any woman who feels set apart by God for ministry, whether already serving or still attempting to define her call. The fellowship endeavors to lead women to share common goals and interests and to learn together through planned meetings with the professionals in their field.

### **NBC Women**

Women students, wives of students, women faculty and administrators, wives of faculty and administrators, women staff and wives of staff will find fellowship, fun, and inspiration when they attend the social events sponsored by NBC Women. The events are planned by the NBC Women's Council. These times provide opportunities for NBC women to get acquainted with each other. Information announcing an event is mailed to each woman and posted on bulletin boards throughout the campus.

### **Talents in Action**

Talents in Action is comprised of students who donate their talents in an exchange service to fellow students. The purpose is to promote within the student body a co-op dealing with students' needs by matching talents through ministry.

## **SOCIAL LIFE AND ATHLETICS**

An excellent spirit of comradeship and fellowship exists in the Nazarene Bible College family. Numerous events are provided throughout the year to meet the social needs of persons who comprise the learning community.

A limited recreational program, promoted under the guidance of the Associated



Student Government, may include tennis, ping pong, basketball, softball, volleyball, or golf, depending on the interest of the current student body.

## **PUBLICATIONS**

The *NBCommunicator* is published weekly when school is in session by the Office of Student Development to keep students and faculty informed of current announcements. Information and announcements published through the *NBCommunicator* are considered "official notification."

The student publication, *Voice and Vision*, is published by the student body to address current campus issues.

## **LECTURESHIPS**

### **Harry W. Dickerson Lectures on Pulpit Holiness Evangelism**

This annual series of lectures, established in 1976, is sponsored by the children of Rev. Harry W. Dickerson in honor of their father. Rev. Dickerson was an evangelist in the Church of the Nazarene for 50 years. The purpose of this series is to emphasize the pulpit presentation of the doctrine of holiness by active evangelists.

### **T. W. Willingham Preaching Series**

The T. W. Willingham Preaching Series was instituted in 1989. This program sponsors the Preacher of the Year chapel series and is funded by the family of Dr. T. W. Willingham: Miriam Strang, Charles and Elbert Willingham.

### **William T. Slonecker, M.D. Lectureship**

Dr. William T. Slonecker established a lectureship program in 1990 for the purpose of bringing outstanding business and professional leaders to the campus to discuss issues of importance to laymen in the church.

## **STUDENT REGULATIONS**

### **Student Handbook**

An updated student handbook is given to students at the beginning of each academic year. This handbook contains basic guidance and regulations governing student life. Each student is expected to read and follow its instructions.

### **Behavior and Dress**

Maturity in conduct and modesty in dress are expected of all students. The college policy for behavior and dress is based on the General and Special Rules as found in the *Manual* of the Church of the Nazarene (Par. 27, 36-38, 2001-2005).

## **Conduct**

Guidelines for student conduct at Nazarene Bible College are few but important. Failure to live up to these guidelines may result in discipline, suspension, or dismissal. The following regulations are enforced:

1. The use of obscene or profane language is not tolerated.
2. The use or possession of alcoholic beverages, narcotics, addictive or hallucinatory drugs on or off campus is prohibited.
3. The use of tobacco in any of its forms is not permitted.
4. The college reserves the right to require a test for drugs upon probable cause.
5. Sexual intimacy is inappropriate outside the bonds of marriage and must be avoided.
6. Untruthfulness, including plagiarism and academic dishonesty, is unacceptable. Students should neither participate in cheating nor encourage cheating by allowing it to go unreported.
7. Any conduct that could lead to physical injury or property damage is prohibited.
8. The use of pornographic materials in any form, including the use of college computers to access pornographic sites on the Internet is prohibited.
9. Unmarried students are not allowed to make housing arrangements with unmarried members of the opposite sex.
10. Students who are convicted of a felony while enrolled at NBC will be subject to dismissal.

## **Discipline**

Students who fail to observe college regulations will be subject to one or all of the following disciplinary procedures:

1. Consultation with the vice president for enrollment and student development.
2. A required appearance before the disciplinary committee composed of the vice president for enrollment and student development, the vice president for academic affairs, and one or more faculty members.
3. Dismissal from college.

## **Due Process**

Student rights to due process in disciplinary procedures are specified in the current *Student Handbook*.

## **Drug-Free Schools and Campuses Amendment**

In compliance with the Drug-Free Workplace Act of 1989 and Drug-Free Schools and Campuses Amendment of 1989, Nazarene Bible College clearly prohibits the unlawful possession, use, or distribution of drugs, alcohol, and unlawful substances by students and employees on campus property or as any part of campus activities. A copy of the statement of policy is distributed annually to all students and employees.

## **Student Consumer Information**

Prospective and enrolled students may obtain complete consumer information concerning financial assistance costs, eligibility, and programs by contacting the financial aid office at the college address.

## **Campus Crime Awareness**

Reports of criminal or campus violations are to be made to the business office. A complete record of campus crime and/or violation is kept on record for both campus security authorities and local police agencies. This information is distributed annually to all students and employees.

## **Privacy Act (FERPA)**

Nazarene Bible College complies with the Family Educational Rights and Privacy Act of 1974 (FERPA) which gives students the right to know what information the college maintains about individual students, the right to ensure the accuracy of that information, the right to know who has access to files of information and for what purposes, and the right to control to a significant extent the distribution of that information outside the institution.

The college considers some information to be directory information which may be disclosed to others without student permission. This includes, but is not limited to, items such as name, address, telephone number, e-mail addresses, photographs, dates of enrollment, classification, full or part-time status, degree(s) received, awards, honors, program of study, previous institutions attended, date and place of birth, and participation in activities. If a student does not want this information released, he or she must submit a Request to Prevent Disclosure of Directory Information form to the registrar's office. This request remains in effect until revoked in writing by the student.

Educational records will not be released to individuals other than the student except as provided for by FERPA. This provision includes: (1) A parent who claims a student as a dependent on their most recent federal income tax form. The parent must submit a Parental Affidavit for Academic Information to access the student's record. (2) A student who grants access to his/her educational record by submitting a Student Consent for Release of Records. These forms must be submitted for each request.

Information regarding FERPA, details or college records protected by FERPA, and forms necessary to withhold or release information may be obtained through the registrar's office.



# ACADEMIC PROGRAMS



# ACADEMIC PROGRAMS

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Nazarene Bible College offers two degrees: Bachelor of Arts in Ministry (B.A.Min.) and Associate of Arts in Lay Ministries (A.A.L.M.). A major is required and can be taken in Bible and Theology, Christian Counseling, Christian Educational Ministries, Music Ministries, or Pastoral Ministries. In addition to a major, it is possible to receive a minor in Advanced Bible and Theology, Biblical Languages, Christian School Education, Church Ministries, Early Education Ministries, Local Church Christian Educational Ministries, Missions, Music Ministries, Pastoral Ministries, or Youth. The A.A.L.M. degree offers concentrations in Church Ministries, Christian Educational Ministries, Early Education Ministries, and Women's Studies. The bachelor of arts degree requires a minimum of 128 semester hours for graduation. The associate of arts degree requires a minimum of 64 semester hours for graduation.

The *Sourcebook on Ministerial Development, 1999*, published by Clergy Development, Church of the Nazarene, stipulates the requirements for **elder** or **deacon** ordination within the Church of the Nazarene. The B.A.Min. with a major in Pastoral Ministries meets the requirements for the elder ordination course of study as outlined in the *Sourcebook*. The B.A.Min. degree with a major in Christian Educational Ministries or a major in Music Ministries meets the requirements for the **deacon** ordination course of study for those respective fields. Ordination requirements for other deacon tracks are supported by specific programs. Students should consult their academic advisor or the vice president for academic affairs for details.

Students from traditions other than the Church of the Nazarene are welcome to pursue ministerial training at Nazarene Bible College. Fulfilling ordination requirements in one's respective denomination, however, will be the responsibility of the individual student.

In addition to the ministerial preparation degree tracks, Nazarene Bible College offers three non-degree programs:

Church Piano Diploma	18 semester hours
Early Education Ministries Diploma	15 semester hours
Women's Ministries Diploma	15 semester hours

Students not enrolled in regular programs may take private and class instruction in applied music. Such work may be taken for college credit as a special student. Piano instruction for children and teens is also offered without college credit.

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## BACHELOR OF ARTS IN MINISTRY

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The Bachelor of Arts in Ministry (B.A.Min.) degree is composed of three components: the General Education Core, the Bible and Theology Core, and a selected major. Students may choose from the following **major** areas of study:

- Bible and Theology
- Christian Counseling (on-campus only)
- Christian Educational Ministries
  - Christian School Education (online only)
  - Local Church Ministries
- Music Ministries (on-campus only)
- Pastoral Ministries

In addition, a student may fulfill the requirements for one of the following **minor** areas of study:

- Advanced Bible and Theology
- Biblical Languages
- Christian School Education (online only)
- Church Ministries
- Early Education Ministries
- Local Church Christian Educational Ministries
- Missions
- Music Ministries
- Pastoral Ministries
- Youth Ministries

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## DEGREE REQUIREMENTS

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All baccalaureate programs at Nazarene Bible College contain the following degree requirements:

1. Completion of a minimum of 128 semester hours
2. At least 64 semester hours in residence—with at least 32 of the final 64 hours in residence (at least 16 of the final 32 hours in residence for CE/Christian Schools and Music majors). Online classes are considered “in residence.”
3. A cumulative GPA of at least 2.0 on a 4.0 scale.
4. Completion of the required hours in the following areas:
  - General Education Core
  - Bible & Theology Core
  - Major Courses
  - Electives or Minor Courses
5. Completion of Senior Ministry Integration  
or Student Teaching for CE/Christian School Education major  
or Internship for Christian Counseling major

6. Completion of Music Proficiency Requirements / Attendance at performances (Music majors only)
7. Completion of NBC Experience
8. Completion of the Ministry Progress Review
9. Completion of Graduating Colloquium
10. College indebtedness paid in full

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## **CORE REQUIREMENTS**

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### **GENERAL EDUCATION CORE**

<b>FACULTY</b>	
Prof. Ronald Attig, Chair	Prof. Janyne McConnaughey
Prof. Patricia Crane	Dr. Donald Stelting
Dr. Terry Lambright	Dr. Thomas Umbel
Dr. Richard Lewis	

### **Objectives for General Education Core**

Nazarene Bible College holds that education for ministry is predicated on the acquisition of knowledge, skills, and values that provide a distinctive worldview. The educated person is expected to have a view of the world that allows the person to make specific and positive contributions to society as well as to the career or profession the person chooses. General Education courses insure that graduates have a breadth of knowledge typical of any educated person. Such courses provide the bases for an understanding of the world that allow students to set their major studies in a context of relevancy and competency.

Completion of the General Education core should enable students to:

1. Demonstrate effective communication skills in written and spoken English.
2. Develop an appreciation for the values and functions of great literature.
3. Understand the principles of human nature and behavior, integrating behavioral science and the Christian faith.
4. Gain a basic understanding of human society and cross-cultural variation, including ways individuals and groups function, interact, and change.
5. Demonstrate the ability to think critically and clearly about issues in professional and personal life.
6. Demonstrate knowledge of the physical universe and appreciate the scientific methodology that investigates it.
7. Understand the basic principles of biblical ethics and apply such principles to contemporary culture.
8. Appreciate the historic past of our western heritage and the Christian faith.



## Core Courses

The student will take either the English Composition I and II sequence **or** the Basic English Skills,\* English Composition I and II sequence after placement testing.

ENG-1013	English Composition I	3 hours
ENG-1023	English Composition II	3
ENG-1043	Classical Literature	3
GEN-1003	College Life and Study Skills	3
HIS-2013	Western World/Ancient & Medieval Times	3
HIS-2023	Western World/Emerging Modern Society	3
MTH-2003	General Mathematics	3
PAS-1013	Introduction to Christian Service	3
PAS-1023	Spiritual Formation	3
PHI-4013	Philosophy and Christian Ethics	3
PSY-1013	Introduction to Psychology	3
SCI-2013	General Physical Science	3
SOC-1003	Introduction to Sociology	3
SPE-1003	Principles of Public Speaking	3
THE-3013	Introduction to Christian Thought	3
		45 hours

\*Basic English Skills is not included in the requirements for a degree program. Students who are required to take Basic English Skills will complete a minimum of 131 hours for a degree.

## BIBLE AND THEOLOGY CORE

<b>FACULTY</b>	
Dr. Thomas King, Chair	Dr. Thomas Umbel
Prof. Janice Duce	Prof. Joseph Warrington
Dr. Daniel Powers	

## Objectives for the Bible and Theology Core

Completion of the Bible and Theology core should enable students to:

1. Identify the message and the basic content of the Bible.
2. Comprehend and articulate Christian theology.
3. Understand and utilize sound methods and resources for interpreting the Bible.
4. Understand the Wesleyan holiness theological perspective and integrate it with life and the practice of Christian ministry.
5. Nurture the Christ-like life as informed by Scripture and Christian thought.
6. Develop a Christian worldview and apply that view to contemporary critical issues.
7. Acquire and cultivate the desire and skills to be a lifelong learner in biblical exposition and theological reflections.

## Core Courses

BIB-1013	Introduction to the Old Testament	3 hours
BIB-1023	Introduction to the New Testament	3
BIB-2003	Biblical Interpretation	3
BIB-2013	Pentateuch	3
BIB-2033	New Testament Gospels	3
BIB-3013	Hebrew Prophets <b>or</b> BIB-3023 Poetic & Wisdom Literature <b>or</b> BIB-3123 O.T. Historical Books	3
BIB-3053	Pauline Epistles <b>or</b> BIB 3063 Book of Acts	3
THE-3023	Systematic Theology I	3
THE-3033	Systematic Theology II	3
THE-4043	Doctrine of Holiness	3
		30 hours



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## MAJORS

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### PASTORAL MINISTRIES

<b>FACULTY</b>
Prof. Joseph Warrington, Chair      Prof. Alan Lyke
Dr. Alan Duce                              Dr. David Phillips

The B.A.Min. degree with a Pastoral Ministries major is the primary degree offered to persons who wish to prepare for service as a pastor, evangelist, or missionary. Completion of the Pastoral Ministries major fulfills educational requirements for ordination as elder in the Church of the Nazarene.

### **Objectives for the Pastoral Ministries Major**

Completion of this program should enable students to:

1. Effectively communicate the gospel in a manner that results in the transformation of the hearer.
2. Effectively administrate and equip the Church to accomplish its Christian mission.
3. Effectively practice pastoral care to meet human need in the congregation and community.

### **Program Requirements**

#### **General Education Requirements**

ENG-1013	English Composition I	3 hours
ENG-1023	English Composition II	3
ENG-1043	Classical Literature	3
GEN-1003	College Life and Study Skills	3
HIS-2013	Western World/Ancient & Medieval Times	3
HIS-2023	Western World/Emerging Modern Society	3
MTH-2003	General Mathematics	3
PAS-1013	Introduction to Christian Service	3
PAS-1023	Spiritual Formation	3
PHI-4013	Philosophy and Christian Ethics	3
PSY-1013	Introduction to Psychology	3
SCI-2013	General Physical Science	3
SOC-1003	Introduction to Sociology	3
SPE-1003	Principles of Public Speaking	3
THE-3013	Introduction to Christian Thought	3
		45 hours

### Bible and Theology Requirements

BIB-1013	Introduction to the Old Testament	3 hours
BIB-1023	Introduction to the New Testament	3
BIB-2003	Biblical Interpretation	3
BIB-2013	Pentateuch	3
BIB-2033	New Testament Gospels	3
BIB-3013	Hebrew Prophets <b>or</b> BIB-3023 Poetic & Wisdom Literature <b>or</b> BIB-3123 O.T. Historical Books	3
BIB-3053	Pauline Epistles <b>or</b> BIB 3063 Book of Acts	3
THE-3023	Systematic Theology I	3
THE-3033	Systematic Theology II	3
THE-4043	Doctrine of Holiness	3
		30 hours

### Courses Specific to the Pastoral Ministries Major

CEM-2003	Introduction to Christian Educational Ministries	3 hours
MUS-1013	Introduction to Music Ministries	3
PAS-2013	The Practice of Christian Ministry	3
PAS-2023	History & Polity of the Church of the Nazarene	3
PAS-3013	Worship	3
PAS-3023	Pastoral Care and Counseling	3
PAS-3033	Christian Preaching I	3
PAS-3043	Christian Preaching II	3
PAS-4023	Church Administration and Finance	3
PAS-4092	Senior Ministry Integration	2
PSY-4083	Leadership	3
OTR-2013	Global Evangelism	3
OTR-4013	Developing a Missional Church	3
		38 hours
	Electives or Minor Courses	15 hours

<b>TOTAL REQUIRED FOR GRADUATION</b>	<b>128 hours</b>
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## Typical Sequence of Courses

### On-Campus Program

#### First Year

<u>Fall Trimester</u>	<u>Winter Trimester</u>	<u>Spring Trimester</u>	
College Life & Study Skills	Spiritual Formation	Introduction to Psychology	3
English Composition I	English Composition II	Principles of Public Speaking	3
Intro. to Old Testament	Intro. to New Testament	Classical Literature	3
Intro. to Christian Service	Intro. to Music Ministries	Introduction to Sociology	3
NBC Experience			

#### Second Year

<u>Fall Trimester</u>	<u>Winter Trimester</u>	<u>Spring Trimester</u>	
Biblical Interpretation	Pentateuch	New Testament Gospels	3
Western World/Ancient	Western World/Modern	History & Polity Ch. of Naz.	3
Intro. to CE Ministries	General Mathematics	Global Evangelism	3
Practice of Christian Ministry	Elective or Minor Course**	General Physical Science	3
Ministry Progress Review			

#### Third and Fourth Years

<u>Fall Trimester</u>	<u>Winter Trimester</u>	<u>Spring Trimester</u>	
Intro. to Christian Thought	Systematic Theology I	Systematic Theology II	3
Pauline Epistles <u>or</u> Acts	Leadership	Hebrew Prophets <u>or</u> Poetic &	
Christian Preaching I	Christian Preaching II	Wis. Lit. <u>or</u> OT Hist. Books	3
Developing a Missional Ch.	Senior Ministry Integration*	Worship	3
Pastoral Care & Counseling	Electives of Minor Courses**	Senior Ministry Integration*	
Phil. & Christian Ethics		Doctrine of Holiness	3
Senior Ministry Integration*		Church Admin. & Finance	3
Electives or Minor Courses**		Electives or Minor Courses**	
Graduating Colloquium			

\*Enrollment begins the term following the student's achievement of 96 credit hours.

\*\*Students may minor in Advanced Bible and Theology, Biblical Languages, Christian School Education, Church Ministries, Early Education Ministries, Local Church Christian Educational Ministries, Missions, Music Ministries, or Youth Ministries. Students must take enough electives or minor courses to complete the degree requirement of 128 hours.

### Online Education Program

In the Online Education program, the courses are sequenced as needed. The student should, as a general rule, finish 1000 and 2000 level courses before moving to 3000 and 4000 courses. Prerequisites for courses must be observed.

## **CHRISTIAN EDUCATIONAL MINISTRIES**

### **FACULTY**

Dr. Jay Ott, Chair	Dr. Richard Lewis
Prof. Patricia Crane	Prof. Janyne McConnaughey
Prof. Janice Duce	

The B.A. Min. degree with a Christian Educational Ministries major may be taken with one of two concentrations: Local Church Ministries or Christian School Education.

### **Local Church Ministries Concentration**

The B.A.Min. degree with a Christian Educational Ministries major, Local Church Ministries concentration, is the primary degree offered to persons who wish to prepare for service as minister of Christian Education in a local church congregation. Completion of the Christian Educational Ministries major, Local Church concentration, fulfills education requirements for ordination as a deacon in the Church of the Nazarene.

### **Objectives for the Local Church Ministries Concentration**

The mission of the Local Church Ministries Concentration is to equip students to be effective leaders of those educational ministries of a local church that will result in people accepting Jesus as their personal Savior, experiencing entire sanctification, growing continually in Christlikeness, and developing their own gifts to participate in the ministry of God's kingdom. To accomplish this mission, completion of the Local Church Ministries concentration should enable students to:

1. Understand the mission of the church and the role of Christian education in the successful fulfillment of that mission and develop a commitment to contribute to the building of effective Christian educational ministries in local churches through his or her own ministry.
2. Understand the biblical, educational, historical, and administrative foundations of a program that effectively educates persons in the Christian faith, lifestyle, and ministry, and acquire the skill to apply these foundations to the development of educational programs in a local church.
3. Become acquainted with the best of Christian educational programs, strategies, and resources, and develop the skill to evaluate and implement these in a local church.
4. Develop a sound theology and philosophy of Christian education and apply these toward the development of a biblically-based, comprehensive approach to educational ministries in a local church.
5. Understand the principles and practices of team ministry, develop a commitment to a team approach in his or her own ministry, and acquire the skills to implement this approach through equipping, organizing, and supervising professional and volunteer ministers in a local church.

## Program Requirements

### General Education Requirements

ENG-1013	English Composition I	3 hours
ENG-1023	English Composition II	3
ENG-1043	Classical Literature	3
GEN-1003	College Life and Study Skills	3
HIS-2013	Western World/Ancient & Medieval Times	3
HIS-2023	Western World/Emerging Modern Society	3
MTH-2003	General Mathematics	3
PAS-1013	Introduction to Christian Service	3
PAS-1023	Spiritual Formation	3
PHI-4013	Philosophy and Christian Ethics	3
PSY-1013	Introduction to Psychology	3
SCI-2013	General Physical Science	3
SOC-1003	Introduction to Sociology	3
SPE-1003	Principles of Public Speaking	3
THE-3013	Introduction to Christian Thought	3
		45 hours

### Bible and Theology Requirements

BIB-1013	Introduction to the Old Testament	3 hours
BIB-1023	Introduction to the New Testament	3
BIB-2003	Biblical Interpretation	3
BIB-2013	Pentateuch	3
BIB-2033	New Testament Gospels	3
BIB-3013	Hebrew Prophets <u>or</u> BIB-3023 Poetic & Wisdom Literature <u>or</u> BIB-3123 O.T. Historical Books	3
BIB-3053	Pauline Epistles <u>or</u> BIB 3063 Book of Acts	3
THE-3023	Systematic Theology I	3
THE-3033	Systematic Theology II	3
THE-4043	Doctrine of Holiness	3
		30 hours

### Courses Specific to the Local Church Ministries Concentration

CEM-2003	Intro. to Christian Educational Ministries	3 hours
CEM-2113	Found. for Christian Educational Ministries	3
CEM-2123	Teaching Methods and Curriculum Design	3
CEM-3113	Children's Ministries	3
CEM-3123	Youth Ministries	3
CEM-3133	Adult Ministries	3
CEM-4113	Multiple Staff and Team Ministries	3
CEM-4133	Leadership of Christian Educational Ministries	3
MUS-1013	Introduction to Music Ministries	3
OTR-2013	Global Evangelism	3
PAS-2023	History & Polity of the Church of the Nazarene	3

PAS-4023	Church Administration and Finance	3 hours
PAS-4092	Senior Ministry Integration	2
		38 hours
	Electives or Minor Courses	15 hours

**TOTAL REQUIRED FOR GRADUATION 128 hours**

### Typical Sequence of Courses

#### On-Campus Program

##### First Year

<u>Fall Trimester</u>		<u>Winter Trimester</u>		<u>Spring Trimester</u>	
College Life & Study Skills	3	Spiritual Formation	3	Introduction to Psychology	3
English Composition I	3	English Composition II	3	Principles of Public Speaking	3
Intro. to Old Testament	3	Intro. to New Testament	3	Classical Literature	3
Intro. to Christian Service	3	Intro. to Music Ministries	3	Introduction to Sociology	3
NBC Experience					

##### Second Year

<u>Fall Trimester</u>		<u>Winter Trimester</u>		<u>Spring Trimester</u>	
Biblical Interpretation	3	Pentateuch	3	New Testament Gospels	3
Western World/Ancient	3	Western World/Modern	3	History & Polity Ch. of Naz.	3
Intro. to CE Ministries	3	Foundations for CE Ministries	3	General Physical Science	3
Elective or Minor Course**		General Mathematics	3	Teaching Methods & Curriculum Design	3
Ministry Progress Review					

##### Third and Fourth Years

<u>Fall Trimester</u>		<u>Winter Trimester</u>		<u>Spring Trimester</u>	
Intro. to Christian Thought	3	Systematic Theology I	3	Systematic Theology II	3
Pauline Epistles <u>or</u> Acts	3	Hebrew Prophets <u>or</u> Poetic & Wis. Lit. <u>or</u> OT Hist. Books	3	Senior Ministry Integration*	
Children's Ministries	3	Youth Ministries	3	Global Evangelism	3
Multiple Staff & Team Min.	3	Senior Ministry Integration*		Adult Ministries	3
Senior Ministry Integration*	2	Electives or Minor Courses**		Doctrine of Holiness	3
Phil. & Christian Ethics	3			Leadership of CE Ministries	3
Electives or Minor Courses**				Church Admin. & Finance	3
				Electives or Minor Courses**	

Graduating Colloquium

\*Enrollment begins the term following the student's achievement of 96 credit hours.

\*\*Students may minor in Advanced Bible and Theology, Biblical Languages, Christian School Education, Church Ministries, Early Education Ministries, Missions, Music Ministries, Pastoral Ministries, or Youth Ministries. Students must take enough electives or minor courses to complete the degree requirement of 128 hours.

#### Online Education Program

In the Online Education program, the courses are sequenced as needed. The student should, as a general rule, finish 1000 and 2000 level courses before moving to 3000 and 4000 level courses. Prerequisites for courses must be observed.



### **Christian School Education Concentration** (Online Program Only)

The B.A.Min. degree with a Christian Educational Ministries Major, Christian School Education concentration is the primary degree offered to persons who wish to serve as school teachers in Christian schools. This program is designed to enable students to meet the teacher certification requirements (elementary, middle, and secondary) of the Association of Christian Schools International (ACSI). Persons may fulfill education requirements for ordination as deacon of Christian Education in the Church of the Nazarene by completing additional courses as listed at the end of this section.

### **Objectives for the Christian School Education Concentration**

The program, courses, and curriculum of the Christian School Education Ministries program are designed to enable students to:

1. Formulate a philosophy for teaching in a Christian school.
2. Develop a sense of commitment to the teaching profession within a Christian ministry context.
3. Understand appropriate developmental stages and tasks appropriate to age group education.
4. Gain instructional skills needed for the various educational venues.
5. Master a content field(s) necessary for one's teaching assignment.
6. Develop biblical/theological understanding of God's work as it applies to the social task of education.

### **Program Requirements**

#### **General Education Requirements**

ENG-1013	English Composition I	3 hours
ENG-1023	English Composition II	3
ENG-1043	Classical Literature	3
GEN-1003	College Life and Study Skills	3
HIS-2013	Western World/Ancient & Medieval Times	3
HIS-2023	Western World/Emerging Modern Society	3
MTH-2003	General Mathematics	3
PAS-1013	Introduction to Christian Service	3
PAS-1023	Spiritual Formation	3
PHI-4013	Philosophy and Christian Ethics	3
PSY-1013	Introduction to Psychology	3
SCI-2013	General Physical Science	3
SOC-1003	Introduction to Sociology	3
SPE-1003	Principles of Public Speaking	3
THE-3013	Introduction to Christian Thought	3
		45 hours

### Bible and Theology Requirements

BIB-1013	Introduction to the Old Testament	3 hours
BIB-1023	Introduction to the New Testament	3
BIB-2003	Biblical Interpretation	3
BIB-2013	Pentateuch	3
BIB-2033	New Testament Gospels	3
BIB-3013	Hebrew Prophets <u>or</u> BIB-3023 Poetic & Wisdom Literature <u>or</u> BIB-3123 O.T. Historical Books	3
BIB-3053	Pauline Epistles <u>or</u> BIB 3063 Book of Acts	3
THE-3023	Systematic Theology I	3
THE-3033	Systematic Theology II	3
THE-4043	Doctrine of Holiness	3
		30 hours

### Courses Specific to the Christian School Education Concentration

EDU-3013	Child Development	3 hours
EDU-3023	Educational Psychology and Learning Communities	3
EDU-3033	Philosophy of Christian School Education	3
EDU-3063	Management of Learning and Behavior in Inclusive Elementary Classrooms	3
EDU-3073	Fundamentals of Reading* <u>or</u> EDU-4013 Methods in Teaching Reading and Writing	3
EDU-4023	Advanced Methods and Curriculum in Elementary Language Arts Reading <u>or</u> EDU-4113 Methods in Teaching Middle School / Secondary English	3
EDU-4033	Methods in Teaching Social Studies	3
EDU-4043	Methods in Teaching Math	3
EDU-4053	Methods in Teaching Science	3
EDU-4066	Student Teaching – Elementary <u>or</u> EDU-4166 Student Teaching – Middle <u>or</u> EDU-4266 Student Teaching – Secondary	6
OTR-2013	Global Evangelism	3
		36 hours
	Electives or Minor Courses	17 hours

<b>TOTAL REQUIRED FOR GRADUATION</b>	<b>128 hours</b>
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Suggested Electives:

EDU-3053 Early Childhood Education\*      EDU-3043 Technology in the Classroom

\*Students desiring to specialize in Early Childhood should include these courses in their program.

Students may minor in Advanced Bible and Theology, Biblical Languages, Church Ministries, Early Education Ministries, Local Church Christian Educational Ministries, Missions, Music Ministries, or Youth Ministries. Students must take enough electives or minor courses to complete the degree requirement of 128 hours.

## Typical Sequence of Courses

### Online Education Program

In the Online Education program, the courses are sequenced as needed. The student should, as a general rule, finish 1000 and 2000 level courses before moving to 3000 and 4000 level courses. Prerequisites for courses must be observed.

### Ordination Education Requirements

Persons who desire to be ordained as deacon of Christian Education in the Church of the Nazarene may fulfill education requirements by completing the following courses in addition to the concentration in Christian Schools Education:

CEM-2003	Intro. to Christian Educational Ministries	3 hours
CEM-2113	Found. for Christian Educational Ministries	3
Two of the following three courses required:		6
CEM-3113	Children's Ministries	
CEM-3123	Youth Ministries	
CEM-3133	Adult Ministries	
CEM-4113	Multiple Staff and Team Ministries	3
CEM-4133	Leadership of Christian Educational Ministries	3
PAS-2023	History & Polity of the Church of the Nazarene	3
PAS-4023	Church Administration and Finance	3
		24 hours



## **MUSIC MINISTRIES**

### **FACULTY**

Prof. Dennis Hage, Chair      Dr. Michael Worrell  
Prof. Ann Hage

The B.A.Min. degree with a Music Ministries major is a four-year program planned to prepare the graduate for service as minister of church music leading to ordination as a deacon in the Church of the Nazarene.

### **Objectives for the Music Ministries Program**

Completion of this program should enable students to:

1. Formulate a philosophy of church music.
2. Acquire the organizational and administrative skills for church music ministry.
3. Demonstrate the ability to plan and lead congregations in worship and evangelistic services, integrating hymns, gospel songs, and choruses.
4. Demonstrate knowledge in recruiting, developing, and conducting choral ensembles of all age levels.
5. Attain a prescribed level of proficiency in one applied music concentration.
6. Demonstrate knowledge of music theory and sight singing.
7. Understand the importance of hymnology and its relevance to music ministry.
8. Identify the major periods of music history and their influence upon current church music.

### **Program Requirements**

#### **General Education Requirements**

ENG-1013	English Composition I	3 hours
ENG-1023	English Composition II	3
ENG-1043	Classical Literature	3
GEN-1003	College Life and Study Skills	3
HIS-2013	Western World/Ancient & Medieval Times	3
HIS-2023	Western World/Emerging Modern Society	3
MTH-2003	General Mathematics	3
PAS-1013	Introduction to Christian Service	3
PAS-1023	Spiritual Formation	3
PHI-4013	Philosophy and Christian Ethics	3
PSY-1013	Introduction to Psychology	3
SCI-2013	General Physical Science	3
SOC-1003	Introduction to Sociology	3
SPE-1003	Principles of Public Speaking	3
THE-3013	Introduction to Christian Thought	3
		45 hours

### Bible and Theology Requirements

BIB-1013	Introduction to the Old Testament	3 hours
BIB-1023	Introduction to the New Testament	3
BIB-2003	Biblical Interpretation	3
BIB-2013	Pentateuch	3
BIB-2033	New Testament Gospels	3
BIB-3013	Hebrew Prophets <b>or</b> BIB-3023 Poetic & Wisdom Literature <b>or</b> BIB-3123 O.T. Historical Books	3
BIB-3053	Pauline Epistles <b>or</b> BIB 3063 Book of Acts	3
THE-3023	Systematic Theology I	3
THE-3033	Systematic Theology II	3
THE-4043	Doctrine of Holiness	3
		30 hours

### Courses Specific to the Music Ministries Major

MUS-1013	Introduction to Music Ministries	3 hours
CEM-2003	Intro. to Christian Educational Ministries	3
MUS-1023	Church Music Leadership	3
MUS-1010	Choir (.5 each trimester)	6
MUS-1020	Piano – private	3
MUS-1130	Voice – private	3
MUS-2013	Music Theory I	3
MUS-2023	Music Theory II	3
MUS-2033	Music Theory III	3
MUS-3013	Practical Musicianship	3
MUS-3023	Hymnology	3
MUS-4013	Music History	3
MUS-4023	Advanced Church Music Leadership	3
MUS-1100	Applied Music	3
OTR-2013	Global Evangelism	3
PAS-2023	History & Polity of the Church of the Nazarene	3
PAS-4092	Senior Ministry Integration	2
		53 hours

<b>TOTAL REQUIRED FOR GRADUATION</b>	<b>128 hours</b>
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## Typical Sequence of Courses

### On-Campus Program Only

#### First Year

<u>Fall Trimester</u>	<u>Winter Trimester</u>	<u>Spring Trimester</u>	
College Life & Study Skills	3	Spiritual Formation	3
English Composition I	3	English Composition II	3
Private Piano	1	Intro. to Music Ministries	3
Choir	.5	Private Piano	1
Intro. to Old Testament	3	Choir	.5
Intro. to Christian Service	3	Intro. to New Testament	3
NBC Experience		Principles of Public Speaking	3
		Classical Literature	3
		Church Music Leadership	3
		Private Piano	1
		Choir	.5
		Introduction to Psychology	3

#### Second Year

<u>Fall Trimester</u>	<u>Winter Trimester</u>	<u>Spring Trimester</u>	
Western World/Ancient	3	Western World/Modern	3
Biblical Interpretation	3	Music Theory II	3
Music Theory I	3	Private Voice	1
Private Voice	1	Choir	.5
Choir	.5	Pentateuch	3
Intro. to CE Ministries	3	Choir	.5
Ministry Progress Review		New Testament Gospels	3
		History & Polity Ch. of Naz.	3
		Music Theory III	3
		Introduction to Sociology	3
		Private Voice	1
		Choir	.5
		New Testament Gospels	3

#### Third and Fourth Years

<u>Fall Trimester</u>	<u>Winter Trimester</u>	<u>Spring Trimester</u>	
Pauline Epistles <u>or</u> Acts	3	Practical Musicianship	3
Hymnology	3	General Mathematics	3
Senior Ministry Integration*	2	Adv. Church Music Leadership	3
Music History	3	Senior Ministry Integration*	3
Applied Music	2	Systematic Theology I	3
Intro. to Christian Thought	3	Choir	1
Phil. & Christian Ethics	3	General Physical Science	3
Choir	1	Systematic Theology II	3
Graduating Colloquium		Senior Ministry Integration*	3
		Hebrew Prophets <u>or</u> Poetic & Wis. Lit. <u>or</u> OT Hist. Books	3
		Global Evangelism	3
		Doctrine of Holiness	3
		Applied Music	1
		Choir	1

\*Enrollment begins the term following the student's achievement of 96 credit hours.

Students desiring to take a minor course of study in addition to the Music Ministries major must take 15-18 additional hours.

## **CHRISTIAN COUNSELING**

### **FACULTY**

Dr. Terry Lambright, Chair      Dr. Richard Lewis  
Prof. Laurel Matson

The B.A.Min. degree with a Christian Counseling major is for those who wish to become more competent and confident in Christian counseling skills. This program is built on the NBC Bachelor of Arts in Ministry core requirements with the Christian Counseling major requirements added in the fourth year. Christian Counseling major course work will be completed in a cohort, with the program requiring commitment for four consecutive trimesters beginning with the fall trimester and concluding at the end of the summer trimester.

For information regarding admission to the Christian Counseling program, see page 18 of this *Catalog*.

Persons may fulfill education requirements for ordination in the Church of the Nazarene either as elder or deacon by completing additional courses as listed at the end of this section.

### **Objectives for the Christian Counseling Program**

Upon completion of the B.A.Min. degree with a Christian Counseling major, the student should be able to fulfill objectives in three domains: Cognitive, Behavioral, and Affective. Completion of the Christian Counseling program should enable students to:

#### **Cognitive**

1. Know oneself and the disciplines involved in personal growth.
2. Know the salient tenets of individual, group, and family counseling; human development and psychopathology; and professional and theological foundations of psychotherapy.

#### **Behavioral**

3. Demonstrate the philosophies, goals, and techniques of the major counseling theories.
4. Demonstrate the core counseling skills.

#### **Affective**

5. Experience an enhanced sense of personal authenticity and empathy in the care of humanity.
6. Intuit a range and depth of feelings in oneself and others.

## Program Requirements

### General Education Requirements

ENG-1013	English Composition I	3 hours
ENG-1023	English Composition II	3
ENG-1043	Classical Literature	3
GEN-1003	College Life and Study Skills	3
HIS-2013	Western World/Ancient & Medieval Times	3
HIS-2023	Western World/Emerging Modern Society	3
MTH-2003	General Mathematics	3
PAS-1013	Introduction to Christian Service	3
PAS-1023	Spiritual Formation	3
PHI-4013	Philosophy and Christian Ethics	3
PSY-1013	Introduction to Psychology	3
SCI-2013	General Physical Science	3
SOC-1003	Introduction to Sociology	3
SPE-1003	Principles of Public Speaking	3
THE-3013	Introduction to Christian Thought	3
		45 hours

### Bible and Theology Requirements

BIB-1013	Introduction to the Old Testament	3 hours
BIB-1023	Introduction to the New Testament	3
BIB-2003	Biblical Interpretation	3
BIB-2013	Pentateuch	3
BIB-2033	New Testament Gospels	3
BIB-3013	Hebrew Prophets <u>or</u> BIB-3023 Poetic & Wisdom Literature <u>or</u> BIB-3123 O.T. Historical Books	3
BIB-3053	Pauline Epistles <u>or</u> BIB 3063 Book of Acts	3
THE-3023	Systematic Theology I	3
THE-3033	Systematic Theology II	3
THE-4043	Doctrine of Holiness	3
		30 hours

### Courses specific to the Christian Counseling Major

<i>Clinical Year:</i>		
PSY-4001	Personal Development	1 hour
PSY-4013	Life Cycle Counseling	3
PSY-4023	Psychopathology and Pharmacology	3
PSY-4033	Current Issues in Counseling	3
PSY-4053	Professional Issues in Counseling	3
PSY-4111	Laboratory in Individual Counseling	1
PSY-4113	Theory and Practice in Individual Counseling	3
PSY-4211	Laboratory in Group Counseling	1
PSY-4213	Theory and Practice in Group Counseling	3
PSY-4311	Laboratory in Family Counseling	1
PSY-4313	Theory and Practice in Family Counseling	3



PSY-4805	Christian Counseling Internship	5 hours
THE-4011	Theology and Therapy I	1
THE-4021	Theology and Therapy II	1
<i>Additional Required Course:</i>		
OTR-2013	Global Evangelism	3
		35 hours
	Electives or Minor Courses	18 hours

**TOTAL REQUIRED FOR GRADUATION 128 hours**

### Typical Sequence of Courses

#### On-Campus Program

##### First Year

<u>Fall Trimester</u>		<u>Winter Trimester</u>		<u>Spring Trimester</u>	
College Life & Study Skills	3	Spiritual Formation	3	Introduction to Psychology	3
English Composition I	3	English Composition II	3	Principles of Public Speaking	3
Intro. to Old Testament	3	Intro. to New Testament	3	Classical Literature	3
Intro. Christian Service	3	Elective or Minor Course**		Introduction to Sociology	3
NBC Experience					

##### Second Year

<u>Fall Trimester</u>		<u>Winter Trimester</u>		<u>Spring Trimester</u>	
Biblical Interpretation	3	Pentateuch	3	New Testament Gospels	3
Western World/Ancient	3	Western World/Modern	3	Global Evangelism	3
Elective or Minor Course**		General Mathematics	3	General Physical Science	3
Elective or Minor Course**					
Ministry Progress Review					

##### Third Year

<u>Fall Trimester</u>		<u>Winter Trimester</u>		<u>Spring Trimester</u>	
Intro. to Christian Thought	3	Systematic Theology I	3	Systematic Theology II	3
Pauline Epistles <u>or</u> Acts	3	Elective or Minor Course**		Hebrew Prophets <u>or</u> Poetic & Wis. Lit. <u>or</u> OT Hist. Books	3
Phil. & Christian Ethics	3			Doctrine of Holiness	3
Elective or Minor Course**				Elective or Minor Course**	

##### Fourth Year

<u>Fall Trimester</u>		<u>Winter Trimester</u>		<u>Spring Trimester</u>	
Personal Development	1	Psychopathology and Pharmacology	3	Current Issues in Counseling	3
Life Cycle Counseling	3	Theory & Practice Group	3	Theory & Practice Family	3
Theory & Practice Individual	3	Lab in Group Counseling	1	Lab in Family Counseling	1
Lab in Individual Counseling	1	Theology & Therapy I	1	Theology & Therapy II	1

Graduating Colloquium

<u>Summer Term</u>	
Professional Issues in Counseling	3
Christian Counseling Internship	5

\*\*Students may minor in Advanced Bible and Theology, Biblical Languages, Christian School Education, Church Ministries, Early Education Ministries, Local Church Christian Educational Ministries, Missions, Music Ministries, Pastoral Ministries, or Youth Ministries. Students must take enough electives or minor courses to complete the degree requirement of 128 hours.

### **Certificate of Christian Counseling**

A student who has already earned a baccalaureate degree can earn a Certificate of Christian Counseling by satisfactorily completing the 32-hour clinical year curriculum. The student in this certificate program must meet the requirements for admission to the Christian Counseling program.

### **Ordination Education Requirements**

Persons may fulfill education requirements for ordination in the Church of the Nazarene either as elder or deacon by completing the following courses in addition to the major in Christian Counseling.

*For ordination as elder:*

CEM-2003	Introduction to Christian Educational Ministries	3	
OTR-4013	Developing a Missional Church	3	
PAS-2013	The Practice of Christian Ministry	3	
PAS-2023	History & Polity of the Church of the Nazarene	3	
PAS-3033	Christian Preaching I	3	
PAS-3043	Christian Preaching II	3	
PAS-4023	Church Administration and Finance	3	
			21 hours

*For ordination as deacon (of Christian Education):*

CEM-2003	Intro. to Christian Educational Ministries	3	
CEM-2113	Found. for Christian Educational Ministries	3	
	Two of the following three courses required:	6	
CEM-3113	Children's Ministries		
CEM-3123	Youth Ministries		
CEM-3133	Adult Ministries		
CEM-4113	Multiple Staff and Team Ministries	3	
CEM-4133	Leadership of Christian Educational Ministries	3	
PAS-2023	History & Polity of the Church of the Nazarene	3	
PAS-4023	Church Administration and Finance	3	
			24 hours

## **BIBLE AND THEOLOGY**

### **FACULTY**

Dr. Thomas King, Chair	Dr. Thomas Umbel
Prof. Jan Duce	Prof. Joseph Warrington
Dr. Daniel Powers	

The B.A.Min. degree with a Bible and Theology major is the primary degree offered to persons who desire a program in preparation for graduate work in a related content area, or to support ministry in fields or organizations supportive of the mission of the church and the redemptive work of God in this world. This program provides extensive training in the exegetical study of Christian Scripture and the theological content flowing from scriptural sources. Students completing this program will have an advanced understanding of biblical literature, will possess strong exegetical skills, and will apply theological understandings to contemporary ministry and social issues.

Persons may fulfill education requirements for ordination as elder in the Church of the Nazarene by taking additional courses as listed at the end of this section.

### **Objectives for the Bible and Theology Major**

Completion of this program should enable the student to:

1. Gain an in-depth understanding of the content and message evident in the Bible.
2. Articulate Christian theology with the ability to apply Christian viewpoints to contemporary critical issues.
3. Utilize sound exegetical methodologies and resources in the interpretation of the Bible.
4. Appreciate the Wesleyan holiness theological perspective and its integration into Christian living.
5. Cultivate lifelong learning skills in biblical exposition and theological reflection.

### **Program Requirements**

#### **General Education Requirements**

ENG-1013	English Composition I	3 hours
ENG-1023	English Composition II	3
ENG-1043	Classical Literature	3
GEN-1003	College Life and Study Skills	3
HIS-2013	Western World/Ancient & Medieval Times	3
HIS-2023	Western World/Emerging Modern Society	3
MTH-2003	General Mathematics	3
PAS-1013	Introduction to Christian Service	3
PAS-1023	Spiritual Formation	3
PHI-4013	Philosophy and Christian Ethics	3

PSY-1013	Introduction to Psychology	3 hours
SCI-2013	General Physical Science	3
SOC-1003	Introduction to Sociology	3
SPE-1003	Principles of Public Speaking	3
THE-3013	Introduction to Christian Thought	3
		45 hours

### **Bible and Theology Requirements**

BIB-1013	Introduction to the Old Testament	3 hours
BIB-1023	Introduction to the New Testament	3
BIB-2003	Biblical Interpretation	3
BIB-2013	Pentateuch	3
BIB-2033	New Testament Gospels	3
BIB-3013	Hebrew Prophets <u>or</u> BIB-3023 Poetic & Wisdom Literature <u>or</u> BIB-3123 O.T. Historical Books	3
BIB-3053	Pauline Epistles <u>or</u> BIB 3063 Book of Acts	3
THE-3023	Systematic Theology I	3
THE-3033	Systematic Theology II	3
THE-4043	Doctrine of Holiness	3

### **Courses Specific to the Bible and Theology Major**

	<i>Bible and Theology Core Courses</i>	30 hours
BIB-3013	Hebrew Prophets <u>or</u> BIB-3023 Poetic & Wisdom Literature <u>or</u> BIB-3123 O.T. Historical Books (one not previously taken in Bible & Theology core)	3
BIB-3033	Johannine Literature <u>or</u> BIB-3043 General Epistles	3
BIB-3053	Pauline Epistles <u>or</u> BIB 3063 Book of Acts (one not previously taken in Bible & Theology core)	3
BIB-4033	Biblical Hebrew I	3
BIB-4133	New Testament Greek I	3
OTR-2013	Global Evangelism	3
PAS-4092	Senior Ministry Integration	2
PSY-4083	Leadership	3
THE-4053	Issues in Theology	3
		56 hours
	Electives or Minor Courses	27 hours

<b>TOTAL REQUIRED FOR GRADUATION</b>	<b>128 hours</b>
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## Typical Sequence of Courses

### On-Campus Program

#### First Year

<u>Fall Trimester</u>	<u>Winter Trimester</u>	<u>Spring Trimester</u>	
College Life & Study Skills	3	Spiritual Formation	3
English Composition I	3	English Composition II	3
Intro. to Old Testament	3	Intro. to New Testament	3
Intro. to Christian Service	3	Minor or Elective Course**	3
NBC Experience			

#### Second Year

<u>Fall Trimester</u>	<u>Winter Trimester</u>	<u>Spring Trimester</u>	
Biblical Interpretation	3	Pentateuch	3
Western World/Ancient	3	Western World/Modern	3
Electives or Minor Courses**		General Mathematics	3
		Elective or Minor Course**	3
Ministry Progress Review			

#### Third and Fourth Years

<u>Fall Trimester</u>	<u>Winter Trimester</u>	<u>Spring Trimester</u>	
Intro. to Christian Thought	3	Systematic Theology I	3
Pauline Epistles	3	Leadership	3
Biblical Hebrew I	3	Hebrew Prophets <u>or</u> Poetic & Wis. Lit. <u>or</u> O.T. Hist. Books	3
New Testament Greek I	3	Issues in Theology	3
Book of Acts	3	Johannine Lit. or Gen. Epistles	3
Phil. & Christian Ethics	3	Senior Ministry Integration*	3
Senior Ministry Integration*	2	Doctrines of Holiness	3
Elective or Minor Course**		Electives or Minor Courses**	
Graduating Colloquium			

\*Enrollment begins the term following the student's achievement of 96 credit hours.

\*\*Students may minor in Advanced Bible and Theology, Biblical Languages, Christian School Education, Church Ministries, Early Education Ministries, Local Church Christian Educational Ministries, Missions, Music Ministries, or Youth Ministries. Students must take enough electives or minor courses to complete the degree requirement of 128 hours.

### Ordination Education Requirements

Persons may fulfill education requirements for ordination in the Church of the Nazarene as elder by completing the following courses in addition to the major in Bible and Theology.

CEM-2003	Introduction to Christian Educational Ministries	3 hours
OTR-4013	Developing a Missional Church	3
PAS-2013	The Practice of Christian Ministry	3
PAS-2023	History & Polity of the Church of the Nazarene	3
PAS-3023	Pastoral Care and Counseling	3
PAS-3033	Christian Preaching I	3
PAS-3043	Christian Preaching II	3
PAS-4023	Church Administration and Finance	3
		24 hours

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## MINORS

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The minor program exists to give additional competency within a major program of study or to give a secondary and threshold level of competency in another program of study. A minor program requires 15-21 hours of concentration in one of the following areas meeting the stated requirements. *Note: some majors require different courses for a given minor. (Courses required in a minor that duplicate courses required in a major are limited to one duplication. Students should check with their advisors for substitutions.)*

### **Advanced Bible and Theology Minor**

BIB-3033	Johannine Literature	3 hours
BIB-3043	General Epistles	3
BIB-4013	Old Testament Exegesis	3
BIB-4023	New Testament Exegesis	3
THE-4053	Issues in Theology	3
		<u>15 hours</u>

### **Biblical Languages Minor**

BIB-4033	Biblical Hebrew I	3 hours
BIB-4043	Biblical Hebrew II	3
BIB-4053	Biblical Hebrew III	3
BIB-4133	New Testament Greek I	3
BIB-4143	New Testament Greek II	3
BIB-4153	New Testament Greek III	3
		<u>18 hours</u>

### **Christian School Education Minor**

EDU-3013	Child Development	3 hours
EDU-3023	Educational Psych. & Learning Communities	3
EDU-3033	Philosophy of Christian School Education <b>or</b> CEM-2113 Foundations for CE Ministries	3
EDU-3063	Management of Learning and Behavior	3
	Two of the following:	6
EDU-3053	Early Childhood Education	
EDU-3073	Fundamentals of Reading* <b>or</b> EDU-4013 Methods in Teaching Reading and Writing	
EDU-4033	Methods in Teaching Social Studies	
EDU-4043	Methods in Teaching Math	
EDU-4053	Methods in Teaching Science	
	*Applicable for Early Childhood	<u>18 hours</u>

**Church Ministries Minor**

OTR-4043	Introduction to Church Planting	3 hours
OTR-4053	Urban Ministry	3
PAS-4063	Understanding the Smaller Church	3
PAS-4073	Advanced Preaching Lab	3
SPE-3003	Oral Interpretation	3
		<u>15 hours</u>

**Early Education Ministries Minor** for Christian Educational Ministries majors with concentration in Christian School Education.

CEM-2003	Introduction to Christian Educational Ministries	3 hours
CEM-3113	Children's Ministries	3
EDU-2023	Early Education I: Developing the Environment	3
EDU-2033	Early Education II: Developing & Supervising Programs	3
EDU-2053	Early Childhood Teaching Strategies	3
		<u>15 hours</u>

**Early Education Ministries Minor** for Christian Educational Ministries majors with concentration in Local Church Ministries.

EDU-2013	Child Development	3 hours
EDU-2023	Early Education I: Developing the Environment	3
EDU-2033	Early Education II: Developing & Supervising Programs	3
EDU-2053	Early Childhood Teaching Strategies	3
EDU-3023	Educational Psychology	3
		<u>15 hours</u>

**Early Education Ministries Minor** for all other majors.

CEM-2123	Teaching Methods and Curriculum Design	3 hours
CEM-3113	Children's Ministries	3
EDU-2023	Early Education I: Developing the Environment	3
EDU-2033	Early Education II: Developing & Supervising Programs	3
EDU-2053	Early Childhood Teaching Strategies	3
		<u>15 hours</u>

**Local Church Christian Educational Ministries Minor** for Christian Counseling majors.

CEM-2003	Introduction to Christian Educational Ministries	3 hours
CEM-2113	Foundations for Christian Educational Ministries	3
CEM-4113	Multiple Staff and Team Ministries	3
CEM-4133	Leadership of Christian Educational Ministries	3
	One of the following:	3
CEM-2123	Teaching Methods and Curriculum Design	
CEM-3113	Children's Ministries	
CEM-3123	Youth Ministries	
CEM-3133	Adult Ministries	

15 hours

**Local Church Christian Educational Ministries Minor** for Christian School Education concentration.

CEM-2003	Introduction to Christian Educational Ministries	3 hours
CEM-4113	Multiple Staff and Team Ministries	3
CEM-4133	Leadership of Christian Educational Ministries	3
	Two of the following:	6
CEM-3063	Adolescent Psychology	
CEM-3113	Children's Ministries	
CEM-3123	Youth Ministries	
CEM-3133	Adult Ministries	
MUS-1013	Introduction to Music Ministries	

15 hours

**Local Church Christian Educational Ministries Minor** for Pastoral Ministries and Music Ministries majors.

CEM-2113	Foundations for Christian Educational Ministries	3 hours
CEM-2123	Teaching Methods and Curriculum Design	3
CEM-4113	Multiple Staff and Team Ministries	3
CEM-4133	Leadership of Christian Educational Ministries	3
	One of the following:	3
CEM-3113	Children's Ministries	
CEM-3123	Youth Ministries	
CEM-3133	Adult Ministries	

15 hours

**Missions Minor**

OTR-2013	Global Evangelism [included in every major]	
OTR-2023	Foundations of Missions	3 hours
OTR-4023	Evangelism	3
SOC-3003	Intercultural Communication	3
SOC-3013	Cultural Anthropology	3
SOC-4033	Sociology of Missions	3

15 hours



**Music Ministries Minor**

MUS-1010	Choir (.5 per trimester)	1 hour(s)
MUS-1023	Church Music Leadership	3
MUS-2023	Music Theory I	3
MUS-3023	Hymnology	3
MUS-3013	Practical Musicianship	3
	Applied Music – Voice or Piano	2
		<u>15 hours</u>

**Pastoral Ministries Minor** for Christian Counseling majors. (Fulfills ordination education requirements for Elder in the Church of the Nazarene.\*)

CEM-2003	Introduction to Christian Educational Ministries	3 hours
OTR-4013	Developing a Missional Church	3
PAS-2013	Practice of Christian Ministry	3
PAS-3033	Christian Preaching I	3
PAS-3043	Christian Preaching II	3
PAS-4023	Church Administration and Finance	3
		<u>18 hours</u>
*PAS-2023	History & Polity of the Church of the Nazarene	3
		<u>21 hours</u>

**Pastoral Ministries Minor** for Christian Educational Ministries majors with concentration in Local Church Ministries and for Music Ministries majors.

OTR-4013	Developing a Missional Church	3 hours
PAS-2013	Practice of Christian Ministry	3
PAS-3023	Pastoral Care and Counseling	3
PAS-3033	Christian Preaching I	3
PAS-3043	Christian Preaching II	3
		<u>15 hours</u>

**Youth Ministries Minor**

CEM-3123	Youth Ministries	3 hours
CEM-2123	Teaching Methods and Curriculum Design	3
CEM-4113	Multiple Staff and Team Ministries	3
CEM-3063	Adolescent Psychology	3
CEM-3233	Youth Ministry Issues	3
CEM-4023	Youth Ministries Programming	3
		<u>18 hours</u>

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## ASSOCIATE OF ARTS IN LAY MINISTRIES

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The Associate of Arts in Lay Ministries degree (A.A.L.M.) is a 64-semester-hour degree designed for persons who wish to gain ministry skills and knowledge in order to serve as lay workers in churches or Christian organizations. The degree is based on a strong general studies component and introductory studies in Bible, theology, and ministry principles. While not providing all the competencies for completion of ordination education requirements in the Church of the Nazarene, the program gives foundational knowledge and skills for lay contribution to the work of the church either as volunteers or as paid staff members. Persons who desire to complete ordination requirements may do so by taking approximately eleven additional courses.

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## DEGREE REQUIREMENTS

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All associate programs at Nazarene Bible College contain the following degree requirements:

1. Completion of a minimum of 64 semester hours
2. At least 32 semester hours in residence—with at least 16 of the final 32 hours in residence
3. A cumulative GPA of at least 2.0 (on a 4.0 basis)
4. Completion of the required hours in the following areas:
  - General Education
  - Bible and Theology
  - Major Concentration
5. Completion of NBC Experience
6. College indebtedness paid in full

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## CORE REQUIREMENTS

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### GENERAL EDUCATION CORE

ENG-1013	English Composition I	3 hours
ENG-1023	English Composition II	3
GEN-1003	College Life and Study Skills	3
HIS-2023	Western World/Emerging Modern Society	3
MTH-2003	General Mathematics	3
PSY-1013	Introduction to Psychology	3
SCI-2013	General Physical Science	3
SPE-1003	Principles of Public Speaking	3
	Choir, Applied Music, <u>or</u> Gen. Studies Elective	1

25 hours



































































































































