STUDENT CATALOGUE 2022-23

MCU

MT. CALVARY UNIVERSITY

Message from the President

I am honored to serve as the founding President of Mt. Calvary University. I conceived the idea of Mt. Calvary University after receiving a powerful Godly vision to establish biblically based, academic enriched, and an affordable Christian university. Mt. Calvary will take seriously the ideas of the inspiration of the Holy Spirit, Sounded Biblical doctrine and scholastic excellence. I have humbly served for nearly twenty years in the North Carolina Public Higher Education System as a faculty member, in various administrative positions including: associate vice president, vice president, and a college president. My experiences with the community college and university systems have equipped me with administrative and leadership abilities that will enable me to lead Mt. Calvary towards achieving its goals for the twenty-first century. In addition, I have had the privilege of teaching at several private universities including Campbell University, Barton College, and Shaw University.

I have served more than two terms as the youngest member on the Pender County Board of Commissioners of North Carolina. The voters twice elected me to serve because of my commitment to general welfare of others and the advancement of economic development, community and government relations. I worked vigorously to engage the multi-culture faith and interfaith communities to development a Human Relations Council to foster nonpolitical and racial cohesiveness. It is this excitement and team building that I bring to my post as the leader of this great University. Whether you are considering earning certificate, diploma, associate, bachelor, master or doctoral degree, you are entering Mr. Calvary University at an exciting time for we are making history in the Cape Fear Region. You will be a very important person in this work because of you are helping to share the future of the University. You will be our first group of students and graduates who will share our story in our local communities and globally.

Mt. Calvary firmly believe that all students matter. Mt. Calvary University takes seriously the cross experience including the suffering as healing and the resurrection as hope for a better world and our eternal salvation. Mt. Calvary University is transforming lives through the power of the Holy Spirit and a Christ centered education. It is the goal of the Mt. Calvary University education to prepare Christ centered graduates for a global witness in their respected religious vocation. You have my commitment to a Spirit-filled education and academic excellence. Welcome to Mt. Calvary University!

With the hope of Calvary,

Jimmy T. Tate

Jimmy T. Tate, Ed.D.

Mission Statement

The mission of Mt. Calvary University is to provide a comprehensive, Christian-centered, academically challenging learning environment, preparing global, national, state, and local leaders to serve their religious vocation throughout their community, employers, and the world.

Core Values

1. The Bible is the foundation for all knowledge and God's Word serves as the catalyst for change.

2. Education should express the teachings of Jesus, inspire people, and exemplify integrity.

3. Mt. Calvary University (MCU) believes in providing its students with a quality, knowledge-based, and educational experience in an environment with ethical and professional leadership.

Mt. Calvary University's Inspired Scripture

2 Timothy 2:15 King James Version (KJV)

[15] Study to shew thyself approved unto God,

a workman that needeth not to be ashamed, rightly dividing the word of truth.

Table of Contents

Table of Contents (Continued)

History of Mt. Calvary University

Dr. Jimmy T. Tate, a veteran educator and seasoned minister with passion for Christian education, received a vision to begin a university in rural Southeastern North Carolina, along the banks of the Cape Fear and the Atlantic ocean. Southeastern North Carolina has long been a fertile ground for the Christian church. Indeed, this is a strong Bible-belt area, as churches, small and great, dot the Coastal Plains era. This area has both a rich agriculture heritage and a growing population throughout many counties within the region. In addition, the historic City of Wilmington, provides a metropolitan experience. It is the churches that help to unite this great region. Dr. Tate believes a learned clergy can help lead this region and state to wholeness. In addition, a Christ-centered workforce could contribute to the economic and spiritual success of the region. While there are numerous colleges and universities throughout the state of North Carolina, our founder feels that a Christ-centered University can spiritually enhance the region. Mt. Calvary University will fulfill that need much like Calvary, of First Century Palestine served, as a beacon of hope, Mt. Calvary will serve as an educational beacon of hope, preparing leaders of the religion vocation. We are now building our future in light of this vision. Whether in the church or community, our graduates will become a shining example of the ideas, works, and beliefs of Jesus.

In 2013, the state of North Carolina accepted Dr. Tate's plan and vision, and issued the official establishment of Mt. Calvary University. For the next several years, Dr. Tate studied and gained higher education degrees and senior-level administrative experience within the educational environment. In 2018, Dr. Tate revisited his vision with an elevated level of excitement and energy, and the state of North Carolina reinstituted Mt. Calvary University. University officials began preparation and connections with higher education leaders who specialize in divinity schools' leadership to help pioneer the university's success.

When Dr. Tate first envisioned Mt. Calvary University, he realized the need for more institutions of higher education within his local rural area, and originally planned to locate the university in Pender County, North Carolina, within the Town of Burgaw. However, after holding a reorganizational meeting, and conducting a preliminary strategic planning process and SWOT analysis, Dr. Tate, and others, realized the university needed to be more centrally located in the historic city of Wilmington, North Carolina, closer to interstate Highway I-40, a major corridor that could easily be accessible for current and future religious leaders. As this vision develops, we seek your prayers and support for finding a permanent site within the City of Wilmington so we may began accepting students for our initial classes.

The Mt. Calvary University history holds a richness, and its leaders look forward to Mt. Calvary University growing into a prosperous and highly regarded institution that will fill the gap in the shortage of qualified religious leaders throughout the state, nation, and world. Mt. Calvary University realizes, that one of its core historical principles, is to ensure the development of a well-prepared religious workforce, equipped to study, research, and enter professions with unshakable Christian principles and foundations.

Members of the Board of Trustees

Authorization and Accreditation

Mt. Calvary University has been approved by the State Board of Community Colleges and is pending approval from the University of North Carolina Board of Governors to offer certificate, diploma, associate, baccalaureate, master, and doctorate degrees. Although neither of these agencies are accrediting agencies, they have made the following statements:

"Certificate and/or non-degree programs offered by Mt. Calvary University have been declared exempt from the requirements for licensure under provisions of Article 8, §115D of the North Carolina General Statutes, for exemption with respect to religious institutions. Exemption from licensure is not based upon any assessment of program quality under established licensing standards."

"Degree programs of study offered by Mt. Calvary University have been declared exempt from the requirements for licensure, under provisions of North Carolina General Statutes Section (G.S.) 116-15 (d) for exemption from licensure with respect to religious education. Exemption from licensure is not based upon assessment of program quality under established licensing standards."

Mount Calvary University is also actively seeking other accreditation and approvals on the state, national, and global levels.

Statement of Non-Discrimination

Mt. Calvary University is committed to maintaining an environment free of discrimination, harassment, and retaliation. Mt. Calvary University does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, or genetics.

Educational Goals and Objectives

The graduates of Mt. Calvary University should be able to demonstrate the following:

1. Commitment and passion to religious vocations.
2. Comprehensive critical thinking, problem-solving, research, observation, and writing skills in sharing their contributions to the current body of knowledge.
3. Understanding and knowledge of the Bible.
4. Students seeking pastorate should be able to receive the knowledge base to become licensed and/or ordination from their church tradition.
5. Ability to develop skills to enter the chaplaincy profession and/or lay ministry through the curriculum and course offerings by the University.
6. Demonstrate Christian maturity through their academic and social learning skills obtained at Mt. Calvary University in their life application through service learning commitments.

Note: Once students, faculty, and administration officially join the University, these will be revisited for suggestions and modifications may be made as deemed necessary.

Philosophy of Education

Mt. Calvary University's theological foundation is grounded in the truth of the Bible and our teachings are Christ-centered with the love ethic of Jesus. We believe, both the student and the instructor, learn from each other as they share information and experiences, while both grow collectively. We believe in the diversity of ideas and gifts and that all persons in our community are valued. We believe we exist to prepare the next wave of leaders for their religious vocation. We truly believe that education is a lifelong process, and we will begin our students on the journey to lifelong learning with an understanding of academic freedom, while effectively practicing in their religious vocation.

Admissions

The college has established minimum requirements for admission. The college follows an open admissions policy for those who meet educational and academic qualifications as outlined.

(1) All applicants for admission must show must show evidence of the attainment of a high school diploma or equivalency. This may be done via the submission of an official high school transcript or equivalent transcript. Transcripts will only be considered official if it meets the following criteria: (a) has the institutional seal; (b) be in a sealed envelope; and, (c) has not been altered.

(2) Any student interested in enrolling in a diploma, associate degree, or bachelor program must have a high school diploma or equivalent. A high school diploma or equivalent is not required should a student only register for a certificate program.

(3) Any student who does not possess a high school diploma or its equivalent must demonstrate the ability to benefit from the educational programs offered by the institution. A student must achieve an acceptable score on an independently administered test that gives indication the student may benefit from the training offered by the institution. Additionally, life experience will be considered to determine a student's enrollment acceptance.

(4) A high school diploma or equivalent is required to enter an associate degree program.

(5) An associate degree is required to enter a bachelor degree program.

(6) A bachelor degree is required to enter a master degree program.

(7) A master degree is required to enter a doctoral studies program.

A diploma from an accredited high school or equivalency is the standard educational requirement for admission.

Admission Policy

To apply for admission to Mt. Calvary University, prospective students must:

- Complete and submit an official admissions application.
- Provide an official copy of high school or General Education Diploma (GED) transcripts.
- Provide an official copy of transcripts from any previously attended colleges or universities.
- Provide names and phone numbers for two individuals who can attest to your Christian character.
- Submit a written 3-page biographical sketch that includes an essay on using your education to enhance the religious vocation.
- Provide a copy of a government-issued photo identification.

- Submit an Americans with Disabilities Act (ADA), or learning accommodations request form, to your instructor (and to a member of the Student Services Administrative Team) within the first week of class, if any special accommodations are needed for you be successful in this course, if applicable.
- Submit a signed Release of Images form.

Re-Admission Policy

The college encourages all former students who left the university in good standing to enroll for additional study. However, re-admission after withdrawal is not automatic. Students who have been out one term or longer should contact the Admissions Office to request that their enrollment status be reactivated. A new application must be submitted in the event one or more semesters have passed since the student's most recent enrollment period. Students who have been dismissed or suspended for disciplinary or academic reasons must appear before the Vice President and petition for readmission to the College. The college reserves the right to refuse admission to any student whose enrollment or continued presence is considered to create a risk for campus safety or disruption of the educational process.

Grading Policy

Students enrolled in courses in certificate, diploma, associate degree, or bachelor degree programs will earn the following grade on their official institutional transcript. Such grades will be calculated into the students grade point average.

Letter Grade	GPA Calculation
A	4.0
B	3.0
C	2.0
D	1.0
F	0.0
W (Withdrawal)	Not calculated
WP (Withdrawal Passing)	Not calculated
WF (Withdrawal Failing)	0.0
I (Incomplete)	Not calculated

Any student who earns the letter grade "I" (Incomplete), upon completion of a course, will be given the opportunity to complete all missed assignments in the course prior to the end of the next term, or any date prior to the end of the next term as identified by the instructor. Should the student complete all missed assignments, the student will be given a calculated grade of "A, B, C, D, or F" for the course. The new grade will then be calculated in the student's grade point average.

In the event the student does not complete all missed assignments by the end of the next term or other specified date by the instructor, the student's grade will automatically be changed from "I" to "F". The final grade of "F" will be calculated in the student's grade point average.

Course Withdrawal

Students who must withdraw from any course in which they are registered is responsible for notifying each instructor and completing a withdrawal form. Withdrawal forms are available to students online and in the Student Support Services. Any student receiving financial aid, including, but not limited to, Title IV funds, including the federal Pell grant, veteran benefits, scholarships, etc., should verify with the Office of Financial Aid, to identify the impact withdrawing may have on their financial aid funds. Notification of withdrawal from a course must be received within ten (10) working days of the last date of attendance, or as specified by the instructor in the course syllabus, or the course instructor will withdraw the student, and a grade of "F" may be assigned for that course. Students may officially withdraw through the twelfth week of the semester (or 75% of the allotted time for any shorter session). Beyond the twelfth week (or after the 75% point), students may officially withdraw only when extenuating circumstances occur, and such withdrawals must be approved by the appropriate Department Head. The appropriate college official to contact to officially withdraw is:

 1. *Course Instructor.* Each course instructor will complete a Drop Form for their class(es), indicating the date of notification by the student, and forward the original to the Office of the Registrar; or

2. *Course Instructor.* Each course instructor will complete a Withdrawal Form when a student has been absent for more than 20% of the total instructional or operational time of the course, to include clinical and internships. The original form will be submitted to the Office of the Registrar.

Official withdrawals, through scheduled withdrawal dates, may result in a grade of "W," unless the student is withdrawing due to cheating (see Academic Dishonesty Policy) or other circumstances, as approved by the Department Head. Later withdrawals, except for extenuating circumstances, will result in a grade of "F." A student who registers for a class, but does not attend, must officially drop the class to avoid receiving a grade of "F." A student who registers for a class, but withdraws prior to the 10% point of a semester, will have no entry on his/her transcript.

Courses, in which a grade of "W" is received, will not be counted as hours attempted and will not affect a student's grade point average.

Any student withdrawal from a course after the 50% mark of the course will be given a grade of "WF" for the course. "WF" will negatively affect a student's grade point average, as this will be officially considered the same marking as "F."

The official drop period will be three (3) business days beginning with the first class day of each semester. The last day to register or add a class will be two (2) school days beginning the first class day of each semester. For any Summer Session, the last day to register or add a class will be during the first class day. The Registrar may permit the registration of curriculum students to the 10% point of each class, in special cases. Each registration submitted for processing after the add period will require documentation supporting each action.

Course Withdrawal Timeline

During the Drop/Add Period: A student may withdraw from a course within the drop/add period, as specified by the academic calendar in the College Catalog, and not have a grade entered on his/her academic record, providing the student executes proper withdrawal procedures.

Through the Mid-Term: A student may withdraw from a course at Mt. Calvary University through the date of mid-term, as specified by the academic calendar in the College Catalog, and receive a grade of "W" on his/her academic record, providing the student executes proper withdrawal procedures.

After the Mid-Term: A student may withdraw from a course at Mt. Calvary University after the end of the mid-term, as specified by the academic calendar in the College Catalog. In such cases, a grade of "WF" will be recorded on the student's academic record. The grade of "WF" will be calculated as a failing grade in determining the student's grade point average. If the student presents written documentation of extenuating circumstances indicating attendance is impossible for the student to continue in the course after the mid-term, a grade "W."

Refund Policy

A refund shall be given only under the following circumstances:

A.   A 100% refund shall be made if the student officially withdraws prior to the first day of class(es) of the academic semester as noted in the college calendar. Also, a student is eligible for a 100% refund if the class in which the student is officially registered fails to "make" due to insufficient enrollment. A 100% refund includes all tuition and fees paid.

B.   A 75% refund shall be made if the student officially withdraws from the class(es) prior to, or on the official 10% point of the semester. A 75% refund includes tuition only. Fees are not included in the 75% refund.

C.   For classes beginning at times other than the first week (seven calendar days) of the semester, a 100% refund shall be made if the student officially withdraws from the class prior to the first class meeting. A 75% refund shall be made if the student officially withdraws from the class prior to, or on the 10% point of the class.

It is the responsibility of the student to request a refund within 10 business days of their official withdrawal from a course. The student must complete their request for a refund in writing to the Business Office via the Refund Request Form.

Other refund charges will be made by the President, or his or her designation.

Student Rights

Instructors are responsible for determining the grade a student earns for a course. Grade determination should be based on the course grading policy as detailed in the course syllabus. Should a student not agree with the grade received upon completion of a course, the student should complete the following steps:

1. Meet with the course instructor and discuss the grade. This meeting must take place within 30 calendar days of the initial assignment of the grade.

2. If the student and instructor fail to reach a mutual agreement, the student must submit a written appeal to the department chair within five days of the initial meeting with the instructor.

The department chair will meet with the student to determine whether the student's grade was received unfairly or unbiased. In the event the student is dissatisfied with the outcome of his/her meeting with the department chair, the student must submit a written appeal addressed to the Vice President for Academic Affairs. This written appeal must be submitted within five calendar days after the meeting between the student, instructor, department chair, and dean. Upon receipt of a written appeal, the Vice President for Academic Services will convene the Grade Appeal Committee. The Grade Appeal Committee will be comprised of four faculty members appointed by the President. For each appeal, the committee will select one member to serve as a non-voting chair and recorder for the appeal.

3. The student and instructor will be given an opportunity to address the committee and answer questions. After reviewing all relevant information presented, the committee will render a written decision reflecting the consensus it has reached. The committee will report its decision to the Associate Vice President for Academic Services who will notify the student and the instructor of the outcome within five days of convening the grade appeal committee.

4. The decision of the Grade Appeal Committee will be final.

5. The right to appeal a grade expires at the end of the semester following the one in which the grade was assigned.

6. When a student appeals a grade assigned by an instructor no longer employed at the college, step one does not apply. 7. As per procedure, should any portion of the process result in the need to change a grade, the instructor will submit a Grade Change form.

Student Grievance Policy

The college encourages the prompt and fair settlement of grievances. Any student or employee may present a grievance, without the fear, coercion, restraint, interference, penalty, reprisal, or retaliation. The purpose of the grievance policy and procedure, as it pertains to sexual discrimination, is to provide a system to resolve complaints regarding faculty, staff, and students.

Only allegations of sexual discrimination, sexual harassment, or sexual violence will be considered under this policy and procedure.

Complaints alleging illegal discrimination, including sexual harassment, violence, assault or stalking complaints, will be directed to the Title IX coordinator, the President, or his/her designee.

APPEALS: Decisions resulting from any complaint investigation shall be made using the "preponderance of the evidence" standard using these following steps:

Step 1: Should a party wish to appeal the formal decision of the Title IX coordinator, either party may prepare and submit a written appeal to the appropriate vice president requesting reconsideration of the previous decision.

The appeal/reconsideration of a decision request must be presented in writing within ten (10) working days after receipt of the Step 1 decision. The appropriate vice president will render an appeal decision, based on their reconsideration of the information, and further inquiry into the matter within ten (10) working days following the initial receipt of such appeal/reconsideration.

Step 2: If either party is dissatisfied with the vice president's resolution decision, he/she may submit a written appeal, within ten (10) days of their notification of the decision. The appeal should be addressed to the college president requesting reconsideration of both the Title IX coordinator's recommendations, and the decision(s) of the vice president's finding(s).

The president may consider the evidence gathered during the previous inquiries and/or investigations, the Title IX coordinator's recommendations, the decision(s) of the vice president, and any other relevant evidence.

The appellant may be asked to appear and present additional testimony or evidence in person to the president. Should the president seek additional information from any party, all parties shall have a right to provide oral testimony. The president will render a final decision on the matter within ten (10) days of receipt of the appeal. No additional administrative remedy shall be granted after the president makes a decision.

Student Complaints Statement
The State Authorization Unit of the University of North Carolina System Office serves as the official state entity to receive complaints concerning post-secondary institutions that are authorized to operate in North Carolina. If students are unable to resolve a complaint through

the institution's grievance procedures, they can review the Student Complaint Policy (PDF) and submit their complaint using the online complaint form at Student Complaints Site
For more information contact:

North Carolina Post-Secondary Education Complaints
223 S. West Street, Suite 1800
Raleigh, NC 27603
(919) 962-4550

To file a complaint with the Consumer Protection Division of the North Carolina Department of Justice, please visit The State Attorney General's web page at: NCDOJ site. North Carolina residents may call (877) 566-7226. Outside of North Carolina, please call (919) 716-6000. En Espanol (919) 716-0058. If you choose to mail a complaint, please use the following address:

Consumer Protection Division
Attorney General's Office
Mail Service Center 9001
Raleigh, NC 27699-9001

Standards of Student Conduct

Academic institutions exist for the transmission of knowledge, the pursuit of truth, the development of students, and the well-being of society. Free inquiry and free expression are indispensable to the attainment of these goals. As members of this academic community, students are encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth. Freedom to teach and freedom to learn are inseparable facets of academic conditions in the classroom, on the campus, and in the community. Students should exercise their freedom with responsibility. As members of the larger community of which the college is part, students are entitled to all rights and protections accorded them by the laws of the community.

By the same token, students are also subject to all laws, the enforcement of which is the responsibility of duly constituted authorities. When students violate laws, they may incur penalties prescribed by legal authorities. In such instances, college discipline will be initiated only when the presence of the student on campus will disrupt the educational process of the college. However, when a student's violation of the law also adversely affects the college's pursuit of its recognized educational objectives, the college may enforce its own regulations. When students violate college regulations, they are subject to disciplinary action by the college, whether or not their conduct violates the law. If a student's behavior simultaneously violates both college regulations and the law, the college may take disciplinary action independent of that taken by legal authorities.

The college reserves the right to maintain a safe and orderly educational environment for students and staff. When a student's conduct disrupts or threatens to disrupt the college

community, appropriate disciplinary action will be taken to restore and protect the sanctity of the community. The following regulations set forth rules of conduct that prohibit certain types of student behavior. Students are expected to act and dress appropriately for a college environment. Neither actions nor dress should distract others from concentrating on their course of study. The college has established the following code of conduct to ensure that an appropriate college environment is maintained. Violation of one or more of these regulations may result in disciplinary sanctions. Students are not permitted to engage in any of the following activities while participating in any college course, while on campus, while participating in a college-sponsored event, or while in a college-owned vehicle.

A. Taking or acquiring possession of any academic material from a member of the college staff or student body without permission; receiving or giving help during tests; submitting papers or reports prepared or written by others as one's own; or, plagiarism.

B. Theft, misuse, damage, or defacing college property; or, theft of, or damage to property of a member of the college community or campus visitor on college premises or at college functions; unauthorized entry upon the property of the college or into a college facility or a portion thereof, which has been restricted in use and thereby placed off limits; or, unauthorized presence in a college facility after closing hours.

C. Possession or consumption of alcoholic beverages, or being in a state of intoxication on the college campus, or at college-sponsored or supervised functions off campus, or in college-owned vehicles. Manufacture, possession, use or distribution of any illegal drugs, except as expressly permitted by law. Any influence which may be attributed to the use of drugs or of alcoholic beverages shall not in any way limit the responsibility of the individual for the consequences of his/her actions. Furthermore, no one with the smell of alcohol on him/her, or whose observable behavior leads a college official to believe they are under the influence of alcohol or other drugs, will be allowed at the college or any college activity. NOTE: Parents are notified when students under age 21 violate drug and/or alcohol laws.

D. Using, recording, or disseminating anything which substantially and materially disrupts or threatens to disrupt the operation of the college.

E. Physical violence against another person or threatening physical violence against another person.

F. Harassment or intimidation of any other person, which is defined as verbal or physical conduct that is severe, pervasive, and objectively offensive, such that it substantially interferes with an individual's academic or work performance, or creates a demeaning academic or work environment. Sexual harassment, as defined by the college's policy prohibiting sexual harassment, is a form of prohibited harassment.

G. Intentional obstruction or disruption of teaching, participating in conduct that disturbs peace and order of the college. This includes, but is not limited to, yelling, screaming, or talking in an

unnecessary or unreasonably loud voice, or using of any device which produces loud and/or disruptive noises.

H. Participating in gatherings or demonstrations that interfere with another's ability to freely access college facilities or property. Students shall not disrupt or interfere with the college's educational processes or college functions. Students shall comply with any instruction given by a college employee to leave any area of a disruptive gathering or demonstration.

I. Possession or use of a firearm, incendiary device, or explosive, except in connection with a college-approved activity. This also includes unauthorized use of any instrument designed to inflict serious bodily injury to any person.

J. Possession or use, whether openly or concealed, of any BB gun, stun gun, air rifle, air pistol, Bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades, firework, or any sharp-pointed or edged instrument, except instructional supplies, unaltered nail files, clips, and tools used solely for preparation of food, instruction, and maintenance, on educational property.

K. Using or tampering with any fire, emergency callbox, or any other safety equipment, except with reasonable belief in the need for such alarm or equipment.

L. Illegal gambling on the college premises.

M. Use of smoke-producing and smokeless tobacco products within any college-owned building or college property. Use of any other smoke/vapor producing products within any college-owned building or college property. Includes college-owned and/or leased vehicles.

N. Forgery, alteration, or misuse of college documents, records, or instruments of identification with the intent to deceive.

O. Failure to comply with instructions of college officials acting in performance of their duties.

P. Violation of the terms of disciplinary probation or any college regulation during the period of probation.

Q. Violation of college policy as to the use of the college's network, computers and/or software, and/or the use of same to access and/or distribute any and all types of pornographic materials for the purpose of cyber-bullying, or for sales or solicitation.

R. Animals on campus are forbidden, including animals left in vehicles. Service animals are permitted.

S. The Standards of Student Conduct is not all-inclusive. Any conduct which materially and substantially disrupts the educational environment of the college is prohibited.

Student Disciplinary Actions

A. Immediate Suspension: If an act of misconduct threatens the health or well-being of any member of the college's academic community, or seriously disrupts the function and good order of the college, an instructor or administrative officer may direct student(s) involved to cease and desist such conduct, and advise them that failing to cease and desist may result in immediate suspension. If the student(s) fails to cease and desist, the instructor may then suspend the student(s) from the class. An administrative officer may suspend the student(s) from either the class or the college until a resolution of the matter can be made. The instructor or administrative officer invoking such suspension shall notify the Vice President for Student Services, in writing, of the individual(s) involved and the nature of the infraction as soon as possible, but no more than two (2) days following the incident. The Vice President for Student Supportive Services shall resolve the matter in a timely fashion.

B. Responsibility for Implementation: The Vice President for Student Support Services is responsible for implementing student discipline procedures. In the event any discipline procedure conflicts with state or federal law, the state or federal law shall be followed. The Vice President for Student Supportive Services shall refer the discipline matter to the appropriate official as outlined by state or federal law.

C. Disciplinary Procedures: In order to provide an orderly system for handling student disciplinary cases in accordance with due process and justice, the following procedures will be followed:

    1. Charges: Any administrative official, faculty member, or student may file charges with the Vice President for Student Supportive Services against any student or student organization for violations of college regulations. All charges filed must be submitted in writing to the Vice President for Student Services stating:

        a. Names of student(s) involved.
        b. Alleged violation of the Standards of Student Conduct.
        c. Time, place, and date of the incident.
        d. Name of person(s) directly involved or witnesses to the infractions.
        e. Any action taken that relates to the matter.
        f. Desired solutions.

    2. Investigation and Decision. Within five (5) working days after the charge is filed, the Vice President for Student Services shall complete a preliminary investigation of the charge and shall schedule a meeting with the student. After discussing the alleged infraction with the student, the Vice President for Student Services may act as follows:

        a. Drop the charges.
        b. Impose a sanction
        c. Refer the student to a college office or community agency for services.

3. Notification: The decision of the Vice President for Student Supportive Services shall be presented to the student, in writing, immediately following the meeting with the student. In instances where the student cannot be reached to schedule an appointment with Vice President for Student Services, or where the student refuses to cooperate, the Vice President for Student Supportive Services shall send a certified letter to the student with a list of charges, the Vice President for Student Supportive Service's decision, and instructions governing the appeal process.

Disciplinary Actions Glossary

A. *Reprimand*: A written communication which gives official notice to the student that any subsequent offense against the Standards of Student Conduct will carry heavier penalties because of this prior infraction.

B. *General Probation*: An individual may be placed on general probation when involved in a minor disciplinary offense. General probation has two (2) important implications: first, the individual is given a chance to show capability and willingness to observe the Standards of Student Conduct without further penalty; and second, if the individual errs again, further action will be taken. This probation will be in effect for no more than one (1) semester.

C. *Restrictive Probation*: Restrictive probation results in loss of good standing and becomes a matter of record. Restrictive conditions may limit activity in the college community. Generally, the individual will not be eligible for initiation into any local or national organization, and may not receive any college award or other honorary recognition. The individual may not occupy a position of leadership or responsibility with any college or student organization, publication, or activity. This sanction prohibits the student from officially representing the college or participating in any extra-curricular activities, including intramural competitions. This probation will be in effect for not less than two (2) semesters. Any violation of restrictive probation may result in immediate suspension.

D. *Loss of Academic Credit or Grade*: Imposed as a result of academic dishonesty.

E. *Suspension*: Exclusion from class(es), and/or all other privileges or activities of the college for a specified period of time. This sanction is reserved for those offenses warranting discipline more severe than probation, or for repeated misconduct. Students who receive this sanction must obtain specific written permission from the Vice President for Student Services before returning to campus.

F. *Expulsion*: Dismissing a student from campus for an indefinite period, losing student status. The student may be readmitted to the college only with the approval of the President.

Graduate and Undergraduate Academic Programs

Course Registration

All students are required to meet with their assigned advisor to register for courses at the start of each term. Students will be granted access to a full course schedule calendar that includes the course name, section, location, assigned credit hours, and meeting dates and times of such courses. Students must register before attending a class. Registration days are listed in the college calendar. Each student, by the act of registration, agrees to remain during the semester, and thereby assumes liability for the payment of all charges for the semester. No student will be permitted to enter class until all tuition and fees have been paid in full.

The academic calendar year is divided into three traditional semesters; fall, spring, and summer. Each semester term is comprised of sixteen calendar weeks. Any approved class period or recognized holiday will be shared with students and listed in the academic calendar. Credits earned are in semester hours, a unit of measurement for credit purposes. One semester hour represents the credit earned in a scheduled course for one hour of lecture per week, or two hours of lab per week, or three hours of shop per week for sixteen weeks. Students will normally need to study two clock hours in preparation for one class hour. The following details are for graduate and undergraduate student enrollment status, based on the number of registered credit hours per term:

Graduate Student	Undergraduate Student	
1 – 5= ½ time	1 – 3=	¼ time
6 or more= full time	6 – 8=	½ time
	9 – 11=	¾ time
	12 or more=	full time

Any student who does not attend the class prior to the set census date will not be counted as an enrolled student. Although the student registered for a course, the student is only deemed an active student in the course if the student attends class prior to the census date. No student is permitted enroll in a course after the census date. The census date is calculated based on ten percent of the duration of the course.

Graduation Requirements

The college holds two graduation ceremonies in May and December of each academic year. The ceremony is held to recognize graduates from the spring term and previous fall term, as well as the upcoming summer term. To be eligible for graduation, students must complete all program requirements and meet the following minimum requirements for the awarding of any certificate, diploma, associate degree, and bachelor degree.

1. Earn a program Grade Point Average (GPA) of 2.0 or higher.

2. Students enrolled diploma or degree programs must have an official high school diploma or equivalency. Official transcripts are required to be submitted to the Admissions Office. Each student must be a high school graduate (or equivalent) to be eligible for a degree or diploma.

3. Earn at least one-third (33%) of the required hours in their program of study at the college.

4. Fulfill all financial obligations to the college.

5. Submit appropriate Graduation Application for degree, diploma, or certificate programs to the Registrar's Office.

6. Pay any applicable graduation fees.

Once a student applies for graduation, their graduation file is reviewed for completion. The student will then be notified if they are missing any items to earn their requested credential.

Tuition and Fees

(Subject to change based on the operational financial assessments).

Full Time Tuition (18 or more Credit Hours)	$2,250
Per Credit Hour	$125
Student Service Fees	
Full-Time Student Services	$100
Part-Time Student Services	$25-50
Registration Fee	$25
Miscellaneous Fees	
Late Matriculation Fee	$100

Down Payment

MCU offers interest-free payment option to students who do not receive financial aid and are otherwise unable to pay their tuition and fees in full on or before the first day of class each semester. Students needing financial assistance and wish to participate in the tuition payment program should call the administrative services office to make the necessary arrangements.

Financial Aid

MCU is the process of applying for compliance to receive federal funding for students. Currently we do not offer federal financial aid. If this changes, students will be notified.

Curriculum Programs

Certificate Programs

Biblical Studies (18 hours)

THEO 131   Systematic Theology I
THEO 134   Basic Christian Ethics
RELG 103   Introduction to the Hebrew Bible/Old Testament Literature
RELG 104   Introduction to the New Testament
EVAN 131   Personal Evangelism
THEO 231   Sin and Salvation

Early Children's Ministry Leadership (18 hours)

ECML 163   Early Childhood Leadership Ministry
ECML 164   Ministry with Children
ECML 165   Ministry to Children with Special Needs
ECHL 166   Children and the Christian Faith
ECHL 167   Advanced Childhood Ministry
ECHL 168   Research: Faith Formation in Childhood

Women's Ministry Leadership (18 hours)

WCM 117   Biblical Womanhood
WCM 114   Expanding Women's Ministry Through Writing
WCM 115   Lay Counselling for Women
WCM 119   Leadership Training for Women
WCM 118   Missions for Women
WCM 121   Women's Work in the Local Church

Christian School Administration (18 Hours)

RELG 104   Introduction to the New Testament
RELG 103   Introduction to the Hebrew Bible/Old Testament Literature
EDAD 316   School Personnel Administration
EDAD 312   School Law
EDAD 315   School Finance/Business Management
EDAD 317   School Public Relations

Grants Administration and Management (18 Hours)

THEO 134   Basic Christian Ethics
EPM 216   Financial Program Management: Developing a Budget
GMAM 101   Grant Administration and Management
GMAM 102   Introduction to Grants

GMAM 103   Advanced Grant Proposal Writing
GMAM 104   Nonprofit Fundraising Essentials

Event Planning (18 hours)

THEO 134   Basic Christian Ethics
EPM 216   Financial Program Management: Developing a Budget
EPM 217   Negotiation, Contracts, and Liability
EPM 218   Special Event Management
EPM 219   Marketing, Promotion, and Social Media
EPM 221   Menu Selection and Room Set-Ups

Intercultural Studies (18 hours)

ICS 163   International Economics and the Legal Environment
ICS 164   International Finance
ICS 165   Global Initiatives in Management
ICS 166   International Finance
ICS 167   Cross-Cultural and Global Leadership
RELG 103   Introductions to the Hebrew Bible/Old Testament Literature

Christian Education Administration & Teaching (18 hours)

CHED 101   Introduction to Christian Education
CHED 102   Theories of Learning
CHED 103   Curriculum Theory and Design
CHED 104   Christian Education Ministry
CHED 105   Developmental Stages and Learning
CHED 106   Theology of Christian Education

Church Administration (18 hours)

CHED 106   Theology of Christian Education
SBNM 150   Human Resource Management for Churches and Faith-Based Organizations
SBNM 153   Financial Management for Churches and Faith-Based Organizations
SBNM 155   Church Communication and Knowledge Management
SBNM 157   Principles of Church Administration
SBNM 158   Fundraising for Churches and Faith-Based Organizations

Communication (18 hours)

THEO 134   Basic Christian Ethics
COMA 163   Presentation Communication
COMA 164   Communication Leadership for Groups
COMA 165   Social Media and Communication
COMA 167   Advanced Nonverbal Communication†
COMA 168   Intercultural Communication

Conflict Resolution (18 hours)

CRMN 171   Conflict Resolution Management
CRMN 172   Advanced Family Mediation
CRMN 173   Advanced Business Mediation
MANA 174   Employee Negotiations and Collective Bargaining
LEAD 102   Leadership Development
THEO 134   Basic Christian Ethics

Leadership and Management (18 hours)

LEAD 101   Pastoral Leadership
LEAD 102   Leadership Development
LEAD 103   Church Leadership
LEAD 160   Interfaith Leadership
THEO 134   Basic Christian Ethics
CRMN 171   Conflict Resolution Management

Ethics Core (12 hours)

THEO 134   Basic Christian Ethics
ETHC 136   Ministerial Ethics
ETHC 150   Professional Ethics
CRMN 171   Conflict Resolution Management
LEAD 102   Leadership Development
THEO 134   Basic Christian Ethics

Theological Studies (18 hours)

THEO 131   Systematic Theology I
THEO 132   Systematic Theology II
THEO 134   Basic Christian Ethics
THEO 232   The Doctrine of the Holy Spirit
THEO 233   Hermeneutics
THEO 237   The Trinity of God

Diploma Programs

Biblical Studies (42 hours)

General Education Courses (15 hours)

CHIS 135   Church History I
COMP 120   Computer Concepts
ENGL 105   English Composition and Rhetoric
ENGL 106   Writing About Literature
PHIL 105   How to Reason and Argue: Introduction to Critical Thinking

Biblical Studies Core (27 hours)

THEO 131   Systematic Theology I
THEO 132   Systematic Theology II
THEO 134   Basic Christian Ethics
RELG 103   Introduction to the Hebrew Bible/Old Testament Literature
RELG 104   Introduction to the New Testament
EVAN 131   Personal Evangelism
THEO 231   Sin and Salvation
THEO 233   Hermeneutics
THEO 237   The Trinity of God

Christian Education (Teaching & Administration) (42 hours)

General Education Courses (*9 hours*)
CHIS 135   Church History I
CHIS 136   Church History II
PHIL 105   Introduction to Critical Thinking

Christian Education Core (27 hours)

CHED 101   Introduction to Christian Education
CHED 102   Theories of Learning
CHED 103   Curriculum Theory and Design
CHED 104   Christian Education Ministry
CHED 105   Developmental Stages and Learning
CHED 106   Theology of Christian Education
EVAN 131   Personal Evangelism
RELG 103   Introduction to the Hebrew Bible/Old Testament Literature
RELG 104   Introduction to the New Testament

Elective Courses (6 hours)

PSYC 213   Introduction to Psychology
SOCI 138   Introduction to Sociology

Leadership and Ethics (42 hours)

Leadership and Ethics Core (24 hours)
THEO 134   Basic Christian Ethics
CHIS 135   Church History I
COMP 120   Computer Concepts
ENGL 105   English Composition and Rhetoric
ENGL 106   Writing About Literature
ENGL 107   Introduction to Religious Nonfiction
MATH 119   Introduction to Mathematical Modeling
ETHC 150   Professional Ethics

Leadership Core (9 hours)

LEAD 101   Pastoral Leadership
LEAD 102   Leadership Development
LEAD 103   Church Leadership

Ethics Core (9 hours)

THEO 134   Basic Christian Ethics
ETHC 136   Ministerial Ethics
ETHC 150   Professional Ethics

Theological Studies (42 hours)

Theological Studies Core (24 hours)
CHIS 135   Church History I
COMP 120   Computer Concepts
ENGL 105   English Composition and Rhetoric
ENGL 106   Writing About Literature
ENGL 107   Introduction to Religious Nonfiction
MATH 119   Introduction to Mathematical Modeling
PHIL 105   Introduction to Critical Thinking
CHED 104   Christian Education Ministry

Theology Core (18 hours)

THEO 131   Systematic Theology I
THEO 132   Systematic Theology II
THEO 134   Basic Christian Ethics
THEO 231   Sin and Salvation
THEO 233   Hermeneutics
THEO 237   The Trinity of God

Associate in Arts Degree Programs

Biblical Studies (60 hours)

General Education Courses (27 hours)

CHED 104	Christian Education Ministry
CHIS 135	Church History I
CHIS 136	Church History II
COMP 120	Computer Concepts
ENGL 105	English Composition and Rhetoric
ENGL 106	Writing About Literature
ENGL 107	Introduction to Religious Nonfiction
MATH 119	Introduction to Mathematical Modeling
PHIL 105	How to Reason and Argue: Introduction to Critical Thinking

Biblical Studies Core (27 hours)

THEO 131	Systematic Theology I
THEO 132	Systematic Theology II
THEO 134	Basic Christian Ethics
RELG 103	Introduction to the Hebrew Bible/Old Testament Literature
RELG 104	Introduction to the New Testament
EVAN 131	Personal Evangelism
THEO 231	Sin and Salvation
THEO 233	Hermeneutics
THEO 237	The Trinity of God

Elective Courses (6 hours)

PSYC 213	Introduction to Psychology
SOCI 138	Introduction to Sociology

Christian Education (60 hours)

CHED 104	Christian Education Ministry
CHIS 135	Church History I
CHIS 136	Church History II
COMP 120	Computer Concepts
ENGL 105	English Composition and Rhetoric
ENGL 106	Writing About Literature
ENGL 107	Introduction to Religious Nonfiction
MATH 119	Introduction to Mathematical Modeling
PHIL 105	How to Reason and Argue: Introduction to Critical Thinking

Christian Education Core (27 hours)

CHED 101	Introduction to Christian Education
CHED 102	Theories of Learning
CHED 103	Curriculum Theory and Design
CHED 104	Christian Education Ministry

CHED 105   Developmental Stages and Learning
CHED 106   Theology of Christian Education
EVAN 131   Personal Evangelism
RELG 103   Introduction to the Hebrew Bible/Old Testament Literature
RELG 104   Introduction to the New Testament

Elective Courses (6 hours)

PSYC 213   Introduction to Psychology
SOCI 138   Introduction to Sociology

Leadership and Ethics (60 hours)

CHED 104   Christian Education Ministry
CHIS 135   Church History I
CHIS 136   Church History II
COMP 120   Computer Concepts
ENGL 105   English Composition and Rhetoric
ENGL 106   Writing About Literature
ENGL 107   Introduction to Religious Nonfiction
MATH 119   Introduction to Mathematical Modeling
PHIL 105   How to Reason and Argue: Introduction to Critical Thinking

Leadership Core (12 hours)

LEAD 101   Pastoral Leadership
LEAD 102   Leadership Development
LEAD 103   Church Leadership
LEAD 104   Biblical Models of Women in Leadership

Ethics Core (12 hours)

THEO 134   Basic Christian Ethics
ETHC 136   Ministerial Ethics
ETHC 138   Theological Ethics
ETHC 150   Professional Ethics

Elective Courses (9 hours)

CMUS 131   Introduction to Church Music
PSYC 213   Introduction to Psychology
SOCI 138   Introduction to Sociology

Bachelor of Arts Degree Programs

Biblical Studies (120 hours)

General Education Courses (45 hours)
ARTW 239   Arts in Worship
CHED 104   Christian Education Ministry
CHIS 135   Church History I
CHIS 136   Church History II
COMM 230   Oral Communication
COMP 120   Computer Concepts
ENGL 105   English Composition and Rhetoric
ENGL 106   Writing About Literature
ENGL 107   Introduction to Religious Nonfiction
LANG 130   Introduction to Biblical Languages
MATH 119   Introduction to Mathematical Modeling
PHIL 105   How to Reason and Argue: Introduction to Critical Thinking
RELG 121   World Religions
THEO 125   Theological Foundations
THEO 238   Theology of Urban Ministry

Biblical Studies Core (57 hours)
EVAN 131   Personal Evangelism
LANG 130   Introduction to Biblical Languages
RELG 103   Introduction to the Hebrew Bible/Old Testament Literature
RELG 104   Introduction to the New Testament
RELG 110   Christian Message and World Religions
RELG 111   Christian Message and American Religions
THEO 131   Systematic Theology I
THEO 132   Systematic Theology II
THEO 134   Basic Christian Ethics
THEO 231   Sin and Salvation
THEO 232   The Doctrine of the Holy Spirit
THEO 234   Christology
THEO 237   The Trinity of God
THEO 331   The Doctrine of the Church
THEO 332   Contemporary Issues in Theology
THEO 337   The Christian Life
THEO 338   Biblical Theology
THEO 132   Eschatology
THEO 138   Theology Capstone

Elective Courses (18 hours)+3 hours
CHED 130   Introduction to Youth Ministry
CHED 232   Christian Induction and Discipleship Training
CHED 434   Philosophy of Christian Education
CMUS 131   Introduction to Church Music

PSYC 213   Introduction to Psychology
SOCI 138   Introduction to Sociology

Christian Education (120 hours)
ARTW239   Arts in Worship
BIOL 101   Principles of Biology
CHIS 135   Church History I
CHIS 136   Church History II
COMM 230   Oral Communication
COMP 120   Computer Concepts
ENGL 105   English Composition and Rhetoric
ENGL 106   Writing About Literature
ENGL 107   Introduction to Religious Nonfiction
LANG 530   Introduction to Biblical Languages
MATH 119   Introduction to Mathematical Modeling
PHIL 105   Introduction to Critical Thinking
RELG 521   World Religions
THEO 525   Theological Foundations
THEO 238   Theology of Urban Ministry

Christian Education Core (57 hours)
CHED 101   Introduction to Christian Education
CHED 102   Theories of Learning
CHED 103   Curriculum Theory and Design
CHED 104   Christian Education Ministry
CHED 105   Developmental Stages and Learning
CHED 106   Theology of Christian Education
CHED 133   Teaching Techniques
CHED 233   Christian Leadership Recruitment and Training
CHED 235   Human Growth and Development
EVAN 131   Personal Evangelism
PSDV 134   Personal Spiritual Development
RELG 103   Introduction to the Hebrew Bible/Old Testament Literature
RELG 104   Introduction to the New Testament
RELG 110   Christian Message and World Religions
RELG 111   Christian Message and American Religions
THEO 131   Systematic Theology I
THEO 132   Systematic Theology II
URCD 233   Urban Community Development
URCD 237   Demography

Elective Courses (18 hours)
CHED 130   Introduction to Youth Ministry
CHED 232   Christian Induction and Discipleship Training
CHED 434   Philosophy of Christian Education
CMUS 131   Introduction to Church Music
PSYC 213   Introduction to Psychology

SOCI 138   Introduction to Sociology

Leadership and Ethics (120 hours)
ARTW 239   Arts in Worship
BIOL 101   Principles of Biology
CHIS 135   Church History I
CHIS 136   Church History II
COMM 230   Oral Communication
COMP 120   Computer Concepts
ENGL 105   English Composition and Rhetoric
ENGL 106   Writing About Literature
ENGL 107   Introduction to Religious Nonfiction
LANG 530   Introduction to Biblical Languages
MATH 119   Introduction to Mathematical Modeling
PHIL 105   How to Reason and Argue: Introduction to Critical Thinking
RELG 121   World Religions
THEO 125   Theological Foundations
THEO 238   Theology of Urban Ministry

Leadership Core (33 hours)
LEAD 101   Pastoral Leadership
LEAD 102   Leadership Development
LEAD 103   Church Leadership
LEAD 104   Biblical Models of Women in Leadership
LEAD 105   Biblical Leadership
LEAD 106   Organizational Leadership
LEAD 203   Gifted to Succeed
LEAD 205   Creating Your Mission Statement
LEAD 303   Developing the Leader Within
LEAD 310   Apprenticed to Leadership
LEAD 321   Visionary Leadership

Ethics Core (27 hours)
ETHC 120   Leadership and Ethics
ETHC 136   Ministerial Ethics
ETHC 138   Theological Ethics
ETHC 150   Professional Ethics
ETHC 160   Social Ethics
ETHC 170   Ethics in Scripture
ETHC 205   Ethics I
ETHC 305   Ethics II
THEO 134   Basic Christian Ethics

Elective Courses (15 hours)
CHED 232   Christian Induction and Discipleship Training
COMM 330   Communication Skills for Leaders
LEAD 201   Issues in Christian Leadership

PSYC 213   Introduction to Psychology
SOCI 138   Introduction to Sociology

Master of Divinity Degree Programs

Mt. Calvary University offers three (3) Master of Divinity degree programs; 1) Biblical Studies; 2) Chaplaincy and Interfaith Action; and, 3) Christian Education, all of which require 90 credit hours to complete.

Students enrolled in one of these programs must maintain an overall GPA of at least a 3.0. Students falling below a 3.0 will automatically be placed on academic probation. Students are expected to adhere to the required course of study.

Divinity Studies (90 hours)

Divinity Studies | 27 hours Core Hours Required

BIBL 630	Old Testament Introduction
BIBL 631	New Testament Introduction
CHIS 635	History of the Christian Church I
CHIS 636	History of the Christian Church II
THEO 525	Theological Foundations (Introduction to Theology)
SPRT 531	Spiritual Formation and Growth
THEO 533	Principles of Hermeneutics
COUN 530	Pastoral Counseling
THEO 522	Theology and Methodology of Biblical Preaching

Divinity Studies | 63 hours Elective Hours Required

THEO 538	Comprehensive Research, Literature, and Contemporary Issues in Theology
COUN 523	Premarital and Marital Counseling
COUN 531	Advanced Issues of Counseling
COUN 536	Theological Foundations of Biblical Counseling
COUN 537	Clinical Foundations of Biblical Counseling
COUN 660	Internship
BIBL 500	Biblical Theology and Interpretation
COUN 525	Counseling and Theological Worldview
THEO 520	The God of the Gospel
THEO 521	The Gospel of God
PSTR 600	Intro to Chaplain Ministries
PSTR 620	Christian Worship and Pastoral Practices
COUN 522	Introduction to Counseling Ministries
COUN 524	Pastoral Counseling for Marriage and Family
COUN 526	Counseling Skills Training
LEAD 660	Interfaith Leadership
RELG 600	Religion in the Public Sector
PSTR 740	Identifying and Developing Leaders in the Local Church
PSTR 750	Pastoral Leadership in the Culturally Engaged Church
THES 630A	Master's Thesis I
THES 630B	Master's Thesis II

Doctor of Ministry Program

The Doctor of Ministry Program is designed for practice of ministry. A successful applicant should have been engaged in three years of ministry prior to applying to this program. This program sharpens the applicant's skills in the practice of ministry.

Course requirements for the Doctor of Ministry degree are met over three years and must be completed within seven years. Continuous enrollment (with fee) must be maintained after the third year or the student is withdrawn from the program. Admission into the program does not guarantee acceptance as a candidate for the degree. Candidacy is established when the student has:

1. Completed all required coursework and hours with no outstanding balances.
2. Submitted a well-written professional project proposal approved by the program committee.
3. Completed a Petition for Candidacy Form with the program advisor/program committee.
4. Demonstrated satisfactory required course work and three years of professional ministry within the project proposal.
5. Received written notification that candidacy has been approved by the doctoral committee.
6. Paid all required fees.

Admissions Requirements

In addition to the general admission requirements stated in the Mount Calvary University Catalog, Doctor of Ministry applicants must also hold a Master of Divinity Degree or its equivalent from an accredited theological seminary.

Program Requirements

The Doctor of Ministry Degree requires the completion of 10 courses (30 academic credit hours). These five courses are required:

PSTR 701   Biblical Theology of Pastoral Ministry
PSTR 710   The Art of Transforming Text into Sermon
PSTR 720   Disciplines That Revitalize the Pastor
PSTR 730   Creating a Global Vision in the Local Church
PSTR 740   Professional Doctoral Project

Students will choose the remaining five courses from one of the following focus options:

Preaching
PRCH 800   Preaching the Literary Genres of Scripture
PRCH 805   Biographical Preaching
PRCH 810   Crafting Illustrations and Applications
PRCH 815   Preaching through a Book of the Bible
PRCH 816   Preaching through the Book of Romans
PRCH 817   Preaching through the Book of Galatians

PRCH 818   Preaching through the Pastoral Epistles
PRCH 819   Preaching through the Book of James
PRCH 820   Great Preachers and Their Messages

Pastoral Leadership
PSTR 830   The Pastor as Spiritual Guide
PSTR 835   Revitalizing the Stagnant Church
PSTR 840   Identifying and Developing Leaders in the Local Church
PSTR 845   Strategies for Long-term Ministry Effectiveness
PSTR 850   Pastoral Leadership in the Culturally Engaged Church

Course Descriptions

Undergraduate Course Descriptions

ARTW 239   Arts in Worship (3 Credit Hours)
A examination of the various art forms for use in worship. An emphasis on the art forms for the use as a prophetic voice and inspiration in worship.

BIOL 101   Principles of Biology (3 Credit Hours)
This course is an introduction to the fundamental principles of biology, including cell structure, chemistry, function, genetics, evolution, adaptation, and ecology.

CHED 101   Introduction to Christian Education (3 Credit Hours)
This is an introductory course focuses upon biblical understandings of Christian education and develops techniques for effective teaching in the congregation setting.

CHED 102   Theories of Learning (3 Credit Hours)
An examination of several contextual frameworks focusing on how information is observed, processed, and retained through learning. This course studies theories of learning in both in secular and scared setting.

CHED 103   Curriculum Theory and Design (3 Credit Hours)
This course focus on studies of curriculum theories of human development with an emphasis on design and the relations between knowledge and Christian spirituality.

CHED 104   Christian Education Ministry (3 Credit Hours)
This course is a study of the discipline of Christian Education ministries. Topics of study include theory and practice of organization and administration of education in the local church.

CHED 105   Developmental Stages and Learning (3 Credit Hours)
This course focuses on the primary theories of human development with an emphasis on how learning happens at various stages.

CHED 106   Theology of Christian Education (3 Credit Hours)
This course places emphasis on the biblical principles of educational learning and examines particular theological doctrine and their implications for Christian education.

CHED 130   Introduction to Youth Ministry (3 Credit Hours)
An introduction to the needs of today's postmodern adolescents, the philosophy of Christian ministry to meet those needs, and the application of that philosophy through programming models of youth ministry. An emphasis on youths with single parent or dysfunctional family.

CHED 133   Teaching Techniques (3 Credit Hours)
A focus on Pedagogy in terms of preparation, lesson plans, achieving objectives, presenting material to a class, evaluation, and testing.

CHED 232   Christian Induction and Discipleship Training (3 Credit Hours)
An examination of biblical mandates to disciple new Christians and bring them into the life of the church, including new member orientation, and the methods for involving them in the lifelong learning process of personal Christian growth and ministry.

CHED 233   Christian Leadership Recruitment and Training (3 Credit Hours)
A study of the biblical principles for building a cohesive and effective ministry team with emphasis upon the practical means for achieving it.

CHED 235   Human Growth & Development (3 Credit Hours)
A study of the development of the individual from birth through adulthood. Theories and factual content underlying critical thinking and comprehensive research are examined, as well as the processes and influences affecting the developing holistic person.

CHED 434   Philosophy of Christian Education (3 Credit Hours)
This course is a study of the foundations of education in theology, philosophy, and Christian education and learning theory. Contemporary trends in educational philosophy are studied and evaluated.

CHIS 135   Church History I (3 Credit Hours)
A survey of the history of the church from Alexander the Great to the Reformation.

CHIS 136   Church History II (3 Credit Hours)
A survey of the history of the church from the Reformation to the present, including Protestant origins, and a development emphasis on the student faith tradition.

COMA 163   Presentation Communication (3 Credit Hours)
This course focuses on the preparation and delivery of effective individual and group presentations for a variety of audiences and communication purposes--persuasive, informative, and special occasion. This is a both a field-based and service-learning course.

COMA 164   Communication Leadership for Groups (3 Credit Hours)
A study of the theories, research, and practices related to the verbal and nonverbal communication habits of leaders and the role of communication in a learning or group environment.

COMA 165   Social Media and Communication (3 Credit Hours)
This course of provides an examination of social media and related theories, for specific communication styles of social media and the theories fundamental for this study.

COMA 166   Relational Communication (3 Credit Hours)
An examination of relational communication theories and related research to interpersonal communication, while evaluating verbal and nonverbal communication behaviours that impact effective relationships.

COMA 167   Advanced Nonverbal Communication (3 Credit Hours)

This course concentrates on the study and application of nonverbal communication. An emphasis on theories and approaches related to the interpretation and social impact of nonverbal communication on interpersonal relationships and organizations.

CMUS 131   Introduction to Church Music (3 Credit Hours)
The course focuses on the use of music in church worship, hymnology, and church music administration.

COMM 230   Oral Communication (3 Credit Hours)
An introduction to public speaking. The student will strengthen diction and enunciation for effective oral communication skills.

COMM 330   Communication Skills for Leaders (3 Credit Hours)
This course will help students to hone and sharpen communication skills in a leadership setting.

COMP 120   Computer Concepts (3 Credit Hours)
This course is designed for the student to master Microsoft Word, Excel, and PowerPoint, and explore other computer software programs needed by office professionals. Students will need to be familiar with basic keyboarding skills and basic knowledge of computer terminology, components, and internet usage.

CRMN 171   Conflict Resolution Management (3 credit hours)
The Conflict Resolution Management course provides professional conflict dispute resolution techniques and comprehensive review of related studies.

CRMN 172   Advanced Family Mediation (3 credit hours)
This course provides, on an advance level, a comprehensive review of mediation laws, and includes lectures, group discussions, and practice mediation sessions.

CRMN 173   Advanced Business Mediation (3 credit hours)
This course studies and evaluates the mediation process in various business conflicts including personal injury, employment issues, and contract related topics.

ECHL 166   Children and the Christian Development (3 Credit Hours)
This course is an exploration of children's development; including emotional, mental, social, and physical, spiritual growth, and theology throughout Christian development from birth to sixth grade.

ECHL 167   Advanced Childhood Ministry (3 Credit Hours)
This course focuses on leadership and management of childhood ministry, with close attention to volunteers and employed staff, as well as the administrative pastor and staff relations.

ECHL 168   Research: Faith Formation in Childhood (3 Credit Hours)
This course provides an understanding of essential skills for leaders in childhood ministry. Students will gain an understanding of qualitative research that relates to children and faith formation.

ECML 113   Early Childhood Leadership Ministry (3 Credit Hours)
The course combines knowledge, theory, and practical application with young children in any church setting. Students will examine the practical skills needed to provide age-appropriate learning experiences and activities from birth to age five.

ECML 114   Ministry with Children (3 Credit Hours)
This is course is designed to help students learn to develop a quality ministry to children in grades 1-6 and their families in a church setting.

ECML 150   Ministry to Children with Special Needs (3 credit hours)
This course is designed to provide ministry leaders an understanding and teaching styles of children with special needs as it relates to the church setting.

ENGL 105   English Composition and Rhetoric (3 Credit Hours)
This course focuses on written and oral argumentation, composition, research, information literacy, and rhetorical literature analysis.

ENGL 106   Writing about Literature (3 Credit Hours)
An examination of literature, critical thinking, and the writing process. Students will gain an understanding of critical thinking, reading, and writing.

ENGL 107   Introduction to Religious Nonfiction (3 Credit Hours)
This course provides an understanding of reading and writing religious nonfiction, treated in a literary manner, such as essays, narratives, and interviews.

ETHC 120   Leadership and Ethics (3 Credit Hours)
This course on key ethical theories and their applications in the study of government, economics, management, marketing, accounting, and medicine will be identified and explored with emphasis on Christian ethics in the workplace.

ETHC 136   Ministerial Ethics (3 Credit Hours)
A study of ministerial ethics as it relates to pulpit decorum, pastoral associate relationships, and pastor and parish relationships, as well as demonstrating ethical practices in sermon delivery and preparation.

ETHC 138   Theological Ethics (3 Credit Hours)
This course focuses on biblical and theological teachings as they relate to ethical behaviors. Students will examine a variety of ethical issues, such as war, justice, the environment, human life, divorce, sex outside of marriage, drugs, alcohol, gambling, racism, sexism, and pornography.

ETHC 150   Professional Ethics (3 Credit Hours)
This course covers contemporary issues at the workplace such as sexual harassment with an emphasis on biblical foundations.

ETHC 160   Social Ethics (3 Credit Hours)

A introduction of Christian approaches to contemporary moral issues. Analysis is made of the adequacy of moral philosophies of relativism, sexism, racism, and nationalism in an age of ethical pluralism in light of biblical views.

ETHC 170   Ethics in Scripture (3 Credit Hours)
This course will study theological and biblical foundations that determine the formation of Christian moral decisions and the development of a personal lifestyle.

ETHC 205   Ethics I (3 Credit Hours)
This course lays the biblical foundation for a Christian response to ethical issues arising in a 21st century culture with a strong emphasis on biblical teaching.

ETHC 305   Ethics II (3 Credit Hours)
This course focuses on the theory and practice of Christian morality with special emphasis on the application of Christian principles and life application.

EVAN 131   Personal Evangelism (3 Credit Hours)
An introduction to personal preparation, based on biblical foundations and the demands for evangelism in presenting the gospel to the individual.

EPM 215   Introduction to Meeting Planning: Design, Technique, and Planning Skills (3 credit hours)
This course provides an introduction to basic planning techniques and other skills needed for event planning techniques and management.

EPM 216   Financial Program Management: Developing a Budget (3 credit hours)
Students will learn to identify budget costs and accounting programs that are critical to the financial and event success.

EPM 217   Negotiation, Contracts, and Liability (3 credit hours)
A negotiation skills course, students will learn to write a professional-level contract that will work best for all involved.

EPM 218   Special Event Management (3 credit hours)
In this comprehensive course, students will learn the skills for special event planning and management for all of the components that comprise a well-executed and financially successful event.

EPM 219   Marketing, Promotion and Social Media (3 credit hours)
Two fundamental areas will be addressed, including event marketing and self-promotion, while maintaining high ethical standards.

EPM 220   Communication Media: Audio/Visual for Meetings and Events (3 credit hours)

This course focuses on the elements available and necessary to assure groups obtain the most from their attendees. The use an audio-visual technology and choosing the right location are some major points covered.

EPM 221   Menu Selection and Room Set-Ups (3 credit hours)
Event planning students will learn the most costly parts of any event and challenged to select menus that meet attendees expectations and healthy menu standards.

GMA 101   Grant Administration and Management (3 credit hours)
This course will examine the essentials of grant administration and management. Students will have an in-depth understanding of the grant application, reporting, and program management requirements.

ICS 163   International Economics and the Legal Environment (3 Credit Hours)
A focus on current macro and micro theories of world economy. Emphasis on the economic, cultural, legal, and political factors which influence the welfare of nations, the strategies of international businesses, and rules of law.

ICS 164   International Finance (3 Credit Hours)
This course includes an examination of the essentials of financial management of multinational corporations and changing international financial markets even on the religious vocation levels.

ICS 165   Global Initiatives in Management (3 Credit Hours)
A comprehensive introduction to the principles of international business management. Topics include East-West trade, the international monetary system, and growth and trends in international trade and investment. The course also examines how global initiatives and management affect the international church community.

ICS 166   Cross-Cultural and Global Leadership (3 Credit Hours)
This course provides students an opportunity to explore the nuances of leading in cross-cultural and global contexts. Students will develop an understanding of opportunities and leadership challenges in diverse cultural environments. Students will learn the implications of international leadership on the church.

LANG 130   Introduction to Biblical Languages (3 Credit Hours)
An introduction to biblical Greek and Hebrew including an introduction to reading biblical facts in Greek and Hebrew.

LEAD 101   Pastoral Leadership (3 Credit Hours)
This course develops pastoral skills needed for effective leadership in church operations.

LEAD 102   Leadership Development (3 Credit Hours)
This course focuses on biblical and theological leadership principles and practices and the critical role of vision-casting will be considered.

LEAD 103   Church Leadership (3 Credit Hours)

This course provides the fundamental the organizational structure, leaders, and officers comprising church leadership and their duties in faith communities.

LEAD 104   Biblical Models of Women in Leadership (3 Credit Hours)
This course focuses on the various models of women in leadership in the Old and New Testament.

LEAD 105   Biblical Leadership (3 Credit Hours)
This course will identify the examples and characteristics of leadership found in the biblical text and construct a profile of the kind of Godly leadership to impact the world.

LEAD 106   Organizational Leadership (3 Credit Hours)
This course will provide an understanding of organizational leadership from a biblical, theological, and practical emphasis.

LEAD 160   Interfaith Leadership (3 Credit Hours)
This course offers an introduction to the various of topics, beginning with fundamental questions around religious identity, and building foundations of social theory, pluralism, and religious literacy.

LEAD 201   Issues in Christian Leadership (3 Credit Hours)
This course examines many daily issues that confront leaders and equips students with the ability to respond proactively and biblically.

LEAD 203   Gifted to Succeed (3 Credit Hours)
This course provides an understanding of gifts and motivations and their application inside or outside the structured church.

LEAD 205   Creating Your Mission Statement (3 Credit Hours)
In this course, students will be guided in the very important task of defining and fulfilling a mission.

LEAD 303   Developing the Leader Within (3 Credit Hours)
This course is designed to help students develop the biblical attitudes and character traits needed to become the leader God has called them to be.

LEAD 310   Apprenticed to Leadership (3 Credit Hours)
This course will explore the mentoring relationship from both sides: As an apprentice who is learning from a leader; and, as a leader who is developing the apprentice.

LEAD 321   Visionary Leadership (3 Credit Hours)
Students will explore the three categories of strengths behind Jesus' strong leadership techniques.

LEAD 660   Interfaith Leadership (3 Credit Hours)

This course offers a rigorous examination of an array of topics, including religious identity and religious literacy. Students will explore the history of interfaith cooperation in the United States, and be able to address issues of religious difference and its impact on society.

MANA 174   Employee Negotiations and Collective Bargaining (3 Credit Hours)
In this course, students will examine the fundamentals of negotiations and collective bargaining. This course is intended to give students a basic understanding of why collective bargaining happens and its impacts on workers, organizations, and consumers.

MATH 119   Introduction to Mathematical Modeling (3 Credit Hours)
This course introduces the use of mathematics for real-world occurrences in a non-technical setting.

PHIL 105   Introduction to Critical Thinking (3 Credit Hours)
This course will provide students with an understanding of identification, analyzation, and evaluate opposing arguments and how to construct arguments.

PSDV 134   Personal Spiritual Development (3 Credit Hours)
This course focuses on the formation and maintenance of a personal and disciplined spiritual life.

PSYC 213   Introduction to Psychology (3 Credit Hours)
This course is a study of psychological theories with respect to students' lives. Students will develop a greater self-understanding of others and sensitivity to those who may different.

RELG 103   Introduction to the Hebrew Bible/Old Testament Literature (3 Credit Hours)
This course introduces students to the various books of the Hebrew Bible and to the history and culture of ancient Israel, with a focus on the national identity, ancient conceptualizations of divinity, ritual practice, and modes of social regulation.

RELG 104   Introduction to the New Testament (3 Credit Hours)
This course studies the New Testament from both a literary and a historical perspective, focusing on its origins in the land of Palestine and moving into the eastern Mediterranean.

RELG 110   Christian Message and World Religions (3 Credit Hours)
A study of the beliefs and practices of contemporary world religions from the Christian faith perspective in relation to Hinduism, Buddhism, Judaism, Islam, and pagan religions.

RELG 111   Christian Message and American Religions (3 Credit Hours)
The study of the beliefs and practices of contemporary American religious groups, including the Christian faith, Mormonism, Jehovah's Witness, the Unification Church, Witchcraft, Astrology, the New Age Movement, and Hare Krishna.

RELG 121   World Religions (3 Credit Hours)
An introduction to comparative study of world religions, from ancient civilizations to the modern era.

RELG 125   Heaven and Hell (3 Credit Hours)

This course will explore cultural development and significance of religious beliefs of an afterlife.

SBNM 150   Human Resource Management for Churches and Faith-Based Organizations (3 Credit Hours)
This course explores fundamental concepts and practices as they apply to the management and human resources functions within churches and other faith based organizations. This course explores recruitment and selection, training and development, performance evaluation, compensation of employees, insurance, special tax and legal issues for clergy, and volunteer management issues.

SBNM 153   Financial Management for Churches and Faith-Based Organizations (3 Credit Hours)
This course explores fundamental concepts and practices as they apply to the management of financial resources within the church and other faith-based organizations, basic accounting terminologies, budgeting, financial statement preparation and analysis, managing congregation contributions, policy development, risk management, audits, taxes for churches, and communicating financial information to the congregation.

SBNM 155   Church Communication and Knowledge Management (3 Credit Hours)
This course explores fundamental concepts and practices as they apply to the management of the communication function in churches. The course examines community outreach and evangelism through digital and social media, as well as managing information technology, record keeping, security, risk, marketing strategies, and communication skills with all levels of social ethics.

SBNM 157   Principles of Church Administration (3 Credit Hours)
This course provides an overview of the fundamentals of church administration, such as servant leadership, volunteer management, finances, fundraising, strategic planning, risk management, government regulations, legal issues, and pastoral/staff compensation, benefits, and growth.

SBNM 158   Fundraising for Churches and Faith-Based Organizations (3 Credit Hours)
This course explores fundamental concepts and practices as they apply to the fundraising functions within the church and other faith-based organizations. The course will include theology of fundraising, theories of fundraising, legal and accounting issues, donor management, retention, types of campaigns, planned giving, annual campaigns, creating a culture of generosity, and forming good relationships with donors.

SPRT 531   Spiritual Formation and Growth (3 Credit Hours)
This course introduces students to the immediate knowledge and skills of spiritual formation and growth of members in both parish and non-parish settings.

SOCI 138   Introduction to Sociology (3 Credit Hours)
This course is a sociological analysis of society from a Christian perspective, emphasizing the nature of culture, social interaction, social institutions, and problematic issues facing today's society.

THEO 125   Theological Foundations (3 Credit Hours)

This course is an introduction study of theological foundations, including prolegomena, methodology, and the theological enterprise.

THEO 131   Systematic Theology I (3 Credit Hours)
An introduction to the practice of theological reflection, including theological methodology, revelation, and the doctrine of the Triune God.

THEO 132   Systematic Theology II (3 Credit Hours)
An introduction to the basic components of Christian theology, including the works of God, anthropology, sin, redemption, Christ, the Holy Spirit, salvation, and the church.

THEO 134   Basic Christian Ethics (3 Credit Hours)
An introduction to Christian ethics from a biblical, family, church, community, historical, theological, and practical perspective.

THEO 132   Eschatology (3 Credit Hours)
An introduction to the survey of theological structures of last things, both personal and cosmic, from a biblical, historical, and theological perspective.

THEO 138   Theology Capstone (3 Credit Hours)
This is introduction course will synthesize student learning within the discipline by allowing the student to create a senior project with faculty supervision.

THEO 231   Sin and Salvation (3 Credit Hours)
This course explores Christian anthropology, sin, and salvation; including covenant, union, atonement, order of salvation, and the destiny of the un-evangelized.

THEO 232   The Doctrine of the Holy Spirit (3 Credit Hours)
A study of the person and work of the Holy Spirit from a biblical, historical, and theological perspective.

THEO 233   Hermeneutics (3 Credit Hours)
A study of the art and science of biblical interpretation, with attention to Scripture, tradition, and theological reflection.

THEO 234   Christology (3 Credit Hours)
A study of the person and work of Jesus from a biblical, historical, and theological perspective.

THEO 237   The Trinity of God (3 Credit Hours)
A study of the Christian doctrine of God from a biblical, historical, and theological perspective; including both the doctrine of the Trinity and the works of God from a Trinitarian perspective.

THEO 238   Theology of Cultural Ministry (3 Credit Hours)
A study of how Christian theology and culturally related ministry interrelate, from a biblical, historical, theological, and practical perspective.

THEO 331   The Doctrine of the Church (3 Credit Hours)

This course examines the doctrine of the church from biblical, historical, theological, and practical perspectives.

THEO 332   Contemporary Issues in Theology (3 Credit Hours)
This course explores contemporary theological structures and issues, including challenges to historical orthodoxy, and recent movements.

THEO 337   The Christian Life (3 Credit Hours)
This course stresses the application of theology to one's personal life.

THEO 338   Biblical Theology (3 Credit Hours)
This course is an introduction to the field of biblical theology.

THEO 432   Eschatology (3 Credit Hours)
A study of theological structures of last things, both personal and cosmic, from a biblical, historical, and theological perspective.

THEO 438   Theology Capstone (3 Credit Hours)
This senior-level course will synthesize student learning within the discipline by allowing the student to create a senior project with faculty supervision.

URCD 233   Community Development (3 Credit Hours)
This course will cover information necessary to help restore urban centers by applying biblical principles to embrace individual respect, community, and family unity, thereby redeveloping and maintaining neighborhoods.

URCD 237   Demography (3 Credit Hours)
This course will cover demographic characteristics of urban populations, such as age, sex, income, family size, and make-up, for analysis. Students learn how to use demographics to plan and implement urban ministries.

WCM 117   Biblical Womanhood (3 Credit Hours)
This course is designed to provide an amplified and comprehensive study of biblical womanhood. Biblical principles will be applied to life and relationships in the home, church, and world.

WCM 114   Expanding Women's Ministry Through Writing (3 Credit Hours)
This course is designed to provide the basic knowledge of writing for publication as an extension of ministry. Specific skills will be taught to enhance writing of various publications, including articles, books, church newsletters, and devotionals.

WCM 115   Lay Counseling for Women (3 hr. credit)
This course is designed to explore the nature of Christian counseling and examines types of counseling techniques. Special emphasis will be placed on how the lay person can counsel women who have a variety of problems such as abuse and single parenting.

WCM 119   Leadership Training for Women (Credit hours)

This course is designed to review specific leadership strategies which could be effectively employed in leading the women's ministry program of local churches.

WCM 118   Missions for Women (3 Credit hours)
This course is designed to promote Christian missions education and missions involvement on an individual and group of women in local churches.

WCM 121   Women's Work in the Local Church (3 Credit hours)
This course is designed to identify the great needs of women in order to build an effective, biblically-based ministry to women through the local church.

Graduate Course Descriptions

BIBL 500   Biblical Theology and Interpretation (3 Credit Hours)
A survey of biblical theology, including methodological issues of debate during the last two centuries.

BIBL 630   Old Testament Introduction (3 Credit Hours)
A critical introduction to the Old Testament; composition, authorship, date, and content of each book. Special emphasis is placed on the refutation of higher critical views.

BIBL 631   New Testament Introduction (3 Credit Hours)
A critical introduction to the New Testament; composition, authorship, date, and content of each book.

BIBL 640   Theology of the Old Testament (3 Credit Hours)
A survey of the major theological themes of the Old Testament.

BIBL 650   New Testament Theology (3 Credit Hours)
A survey of the major theological themes in the New Testament.

CHIS 635   History of the Christian Church I (3 Credit Hours)
This course introduces students to the history of the Christian Church from the Apostolic Age to the Protestant Reformation.

CHIS 636   History of the Christian Church II (3 Credit Hours)
This course introduces students to the history of the Christian Church from the Reformation to the twenty-first century, including Protestant origins and development.

COUN 522   Introduction to Counseling Ministries (2 Credit Hours)
An introduction to the principles and techniques involved in the pastoral ministry of care and counseling. The course emphasizes basic counseling skills and ability to relate to others. Biblical, theological, and ethical concerns in pastoral care ministry are discussed and an overview of common counseling concerns is presented.

COUN 523   Premarital and Marital Counseling (3 Credit Hours)
A comprehensive course designed to equip the Christian counselor to understand the holistic dynamics of marriage and family relationships regarding premarital and marital counseling.

COUN 524   Pastoral Counseling for Marriage & Family (3 Credit Hours)
This course investigates marriage and family counseling in a pastoral setting. An overview of systems theories and its implication of problem formation, maintenance, and resolution is reviewed.

COUN 525   Counseling and Theological Worldview (3 Credit Hours)
The course covers current literature on faith-based, spiritually-sensitive, clinical approaches to familiarize the student with the process of integration, and case studies to facilitate personal skill development in this crucial area.

COUN 526   Counseling Skills Training (3 Credit Hours)
This course is an experiential and cognitive introduction to the skills basic to any counseling setting and working with a developmental model of helping. Emphasis is placed on the acquisition and use of the basic skills of counseling.

COUN 530   Pastoral Counseling (3 Credit Hours)
This advanced study of the principles and techniques of pastoral counseling will provide special attention to specific problems pastors face in ministerial counseling.

COUN 531   Advanced Issues of Counseling (3 Credit Hours)
This course is an intensive study of counseling people who are experiencing alcoholism, neurotic and psychotic behaviors, spousal abuse, aging, bereavement, and the effects of suicide.

COUN 532   Grief and Loss Counseling (3 Credit Hours)
This course explores the impact of grief and loss as it affects the individual and the family system.

COUN 533   Child Abuse and Neglect (3 Credit Hours)
This course examines the methods of assessment, reporting, and treatment of physical, sexual, and neglectful child abuse.

COUN 536   Theological Foundations of Biblical Counseling (3 Credit Hours)
This course addresses the theological and theoretical foundations of the biblical counseling profession and explores how major approaches to human growth and development compare to and contrast with related biblical teaching.

COUN 537   Clinical Foundations of Biblical Counseling (3 Credit Hours)
This course reviews the major counseling clinical practices and how each relates to biblical teaching. This course equips students with beginning clinical skills needed for practicum and internship experiences.

COUN 538   Biblical Counseling Practicum (3 Credit Hours)
This course introduces students to the profession and practice of Christian counseling. Skill development is the emphasis as the student learns about and practices implementing counseling skills.

COUN 539   Addictions (3 Credit Hours)
This course presents theoretical and practical explorations of the causes of and treatments for substance abuse and behavioral addictions. Students will learn assessment and intervention strategies with client systems affected by substance abuse.

COUN 540   The Pastor as Spiritual Guide (3 Credit Hours)
This course explores the use of spirituality as a means of counseling individuals within the congregation.

COUN 660   Internship [billed as two courses] (6 Credit Hours)

A supervised internship experience in either pastoral, chaplaincy, or correction facility counseling or personal setting.

EDAD 316   School Personnel Administration (3 Credit Hours)
This course provides students an opportunity to engage in studies, practices, and principles of administration with reference to recruitment, selection, and retention of school personnel promotion, and retention of school personnel. In addition, it will focus on the essential school personnel administration.

EDAD 312   School Law (3 Credit Hours)
This course provides an understanding of the legal basis of education at national, state, and local levels, including major court decisions affecting organization and administration of public and private schools. Legal rights and responsibilities of school administrators and other school personnel is covered.

EDAD 315   School Finance/Business Management (3 Credit Hours)
This course investigates the study of roles, responsibilities, systems, and procedures in school business matters. Budgeting, taxation, statutory programs for school support, fiscal management, business operations, management of facilities, equipment, and real property are included.

EDAD 317   School Public Relations (3 Credit Hours)
Principles underlying public relations, development of school and community understanding, cooperation through appropriate agents and agencies, and relationships of school personnel with the public are this course's focus.

GMAM 101   Grant Administration and Management (3 Credit Hours)
This course explores the basics of grant and proposal writing in public administration for federal, state, and private funding. This course includes research, design, and evaluation of grant writing components, and explores requirements for the various types of grants available. This course also includes developmental steps for an effective grant proposal.

GMAM 102   Introduction to Grants (3 Credit Hours)
This course equips the student with essential skills; where to look for potential funders, how to network and develop true partnerships with a variety of funders, how to organize a successful grant-writing campaign, and how to put together a complete proposal package.

GMAM 103   Advanced Grant Proposal Writing (3 Credit Hours)
Find out how to research and write winning proposals. Learn what to do — and, more importantly, what not to do — on your cover sheet, narrative, and background page.

GMAM 104   Nonprofit Fundraising Essentials (3 Credit Hours)
Students explore the skills needed to become a successful fundraiser and how to apply for the best jobs. The course covers annual funds, special events, major gifts, planned giving, capital campaigns, and hone their writing skills using real-life situations.

GMAM 105   Grant Administration and Management (3 Credit Hours)

Learn how to integrate an organization's business strategies with the rapidly evolving social media world. Gain valuable skills for engaging today's highly demanding and socially active consumers.

LEAD 660   Interfaith Leadership (3 Credit Hours)
This course focuses on interfaith leadership both theoretically and practically. The student will take on specific leadership challenges in an interfaith setting.

PRCH 800   Preaching the Literary Genres of Scripture (3 Credit Hours)
An exploration of preaching that structures the sermon according to the literary form as recorded in the Bible.

PRCH 801   Biographical Preaching (3 Credit Hours)
This course explores several preaching methods for using biblical characters as the main focus of a sermon. `

PRCH 810   Crafting Illustrations and Applications (3 Credit Hours)
This course provides strategies and resources that may be used to build sermons that capture and hold an audience's attention, as well as further illuminate the points of a sermon.

PRCH 815   Preaching through a Book of the Bible (3 Credit Hours)
An exploration of the value of expository preaching which introduces the congregation to the spiritual riches of an entire book of the Bible. In addition to methods for grasping the message of the book, students will learn to unpack its smaller sections considering the book's purposes. Strategies for maintaining long-term congregational interest will also be developed.

PRCH 816   Preaching through the Book of Romans (3 Credit Hours)
This course explores the strategy for grasping the message and spiritual riches of a book of the Bible and preaching that message in a powerful way.

PRCH 817   Preaching through the Book of Galatians (3 Credit Hours)
This course provides students an understanding of the skills needed to assist pastors in introducing their congregation to the book of Galatians. The course will help with preparing expository messages based on the epistle.

PRCH 818   Preaching through the Pastoral Epistles (3 Credit Hours)
This course assists pastors in introducing their congregation to the Book of Pastoral Epistles. The course will also help with the expository messages from the epistle.

PRCH 819   Preaching through the Book of James (3 Credit Hours)
The course is designed to assist pastors in introducing the congregation to the book of James. The course will assist with the preparation of expository messages from the epistle.

PRCH 820   Great Preachers and Their Messages (3 Credit Hours)
This course will provide an introduction to the comprehensive ministries, the personal and professional lives and sermons of great preachers, from past to present and their global impact.

PSTR 600   Intro to Chaplain Ministries (2 Credit Hours)
The course will assist in providing students with introduction to the chaplain's religious vocation on both full or part-time ministries.

PSTR 620   Christian Worship and Pastoral Practices (3 Credit Hours)
This course provides an introduction to Christian worship and the practices in church ministry through assisting in pastoral ministry in the liturgical leadership and overall church worship experience.

PSTR 701   Biblical Theology of Pastoral Ministry (3 Credit Hours)
This course provides an intensive examination in the principles found in scripture that provide the foundation that formulates a theology based pastoral ministry.

PSTR 710   The Art of Transforming Text into Sermon (3 Credit Hours)
This course is an introduction in using scripture to apply to life applications. The studies in this course use biblical interpretation which aid students with their ability to develop sermons based on exegetical observations which impact congregations.

PSTR 720   Disciplines That Revitalize the Pastor (3 Credit Hours)
This course provides students an opportunity for immersion in the spiritual disciplines practiced by Christians throughout many centuries, with an emphasis on pastoral revitalization.

PSTR 730   Creating a Global Vision in the Local Church (3 Credit Hours)
This course is designed to help the local church realize its far-reaching potential, beyond its own local community and develop a global perspective based on God's activity. The course provides students an opportunity to learn about mission trips and their tremendous impact on local ministry.

PSTR 740   Professional Doctoral Project (3 Credit Hours)
This course provides students an opportunity on a summative project which allows the student to develop a program to identify personal weakness in pastoral leadership through conducting the SWOT analysis which produce an expository publishable quality work.

PSTR 741   Master Level Identifying and Developing Leaders in the Local Church (3 Credit Hours)
This course is designed for master-level students in helping students explore the stages of development, the various aspects of each stage of development and the Bible as a guide for training that supplements the development process.

PSTR 750   Master-Level Pastoral Leadership in the Culturally Engaged Church (3 Credit Hours)
This course provides a limited comprehensive study of the cultural trend's impact on the church in the 21st Century and the appropriate strategies for expanding the trends into opportunities for increasing opportunities within the church.

PSTR 830   The Pastor as Spiritual Guide (3 Credit Hours)

This course help provides spiritual direction as a form of counseling individuals within the local congregation. Students will learn religious vocation practical skills for assisting with biblical and Christian spiritual insight to the problems that could lead to problems.

PSTR 835   Revitalizing the Stagnant Church (3 Credit Hours)
This course is designed for church revitalization through careful examination of turnaround strategies to help churches progress into a strong force in a community. The course examines the role of the church historically, and presently to identify, evaluate, and compare different turnaround in church strategies and ministry settings.

PSTR 840   Identifying and Developing Leaders in the Local Church (3 Credit Hours)
This course examines the stages of leadership development, the needs at each stage, in helping to develop leaders in the local church through biblical examples and training.

PSTR 845   Strategies for Long-Term Ministry Effectiveness (3 Credit Hours)
This course examines the issues that maintain strategies for long-term ministry effectiveness in the 21st century church through development of a long-term plan.

PSTR 850   Pastoral Leadership in the Culturally Engaged Church (3 Credit Hours)
This course provides students an opportunity to learn cultural trends experienced by the 21st century church and the role of the pastor in leading these efforts.

PSTR 860   Foundations of Ministry (3 Credit Hours)
This course explores development of a biblical framework of urban ministry and an overall understanding of biblical foundational principles for effective ministry. Students in the course will learn effective ministry for the needs of various cultural groups.

PSTR 865   Preaching to the Contemporary Listener (3 Credit Hours)
The course covers preaching in the 21st Century and examines subjects that impact the contemporary listener. The students will learn use of various communication styles, such as creative language, storytelling, drama, multimedia, and other forms of delivery systems.

PSTR 870   Church Leadership and Management (3 Credit Hours)
This course provides an introduction to the principles, challenges, successes, and practices of Christian senior leadership at the church level.

PSTR 875   Issues Confronting the Pastor (3 Credit Hours)
This course provides an examination of the internal and external issues pastors and senior ministry leaders encounter. This course will provide in-depth studies on local, state, and national leaders.

PSTR 880   World Religions in the City (3 Credit Hours)
This course studies major world religions; such as Islam, Judaism, Hinduism and Buddhism, found in every aspect of the community environment, and the cultures associated with them. The student will develop an effective ministry plan for each religion and overall contributions to sharing Christ productively.

RELG 521   World Religions (3 Credit Hours)
A comparative study of the major world religions, from the beginning of ancient civilizations to the modern era, including Hinduism, Buddhism, Islam, Taoism, Judaism, Confucianism, and other religions.

RELG 600   Religion in the Public Sector (3 Credit Hours)
This course explores religion in the public sector and its impact on political systems, social values, and movements in that public sphere.

THEO 520   The God of the Gospel (3 Credit Hours)
This course provides the foundations for studying systematic theology, reflecting upon the trinity of God, and using theologically-based methodology.

THEO 521   The Gospel of God (3 Credit Hours)
This course provides an understanding of the gospel, salvation, the overall economy of the incarnation of the Son, and the power of the Holy Spirit.

THEO 522   Theology and Methodology of Biblical Preaching (2 Credit Hours)
This course lays the biblical and theological foundations for teaching, ministering, preaching and develops strong preaching skills with an emphasis on Christianity, faithfulness, contextualization, clarity, and the power of the Holy Spirit.

THEO 525   Theological Foundations [Introduction to Theology] (3 Credit Hours)
An in-depth study of theological foundations, including prolegomena, methodology, and theological enterprise.

THEO 526   The Trinity of God (3 Credit Hours)
This course provides in-depth study of God's doctrine with focus on the doctrine of the Trinity and the Holy Spirit.

THEO 528   The History of Biblical Interpretation (3 Credit Hours)
This course surveys the history of biblical understanding, from beginning apostolic times to current times.

THEO 531   Systematic Theology I (3 Credit Hours)
This course is a survey of theological study, covering topics such as method, revelation, the Trinity of God, history, creation, anthropology, sin, and redemption.

THEO 532   Systematic Theology II (3 Credit Hours)
This course provides an in-depth study of the topic relating to theologically-based reflection of the Trinity, with focus on Jesus, the Holy Spirit, salvation, and the impact of the church.

THEO 533   Principles of Hermeneutics (3 Credit Hours)
This course provides a tremendous understanding of the fundamentals of the principles of hermeneutics and the importance of the art and science with an understanding of biblical interpretation on theology and scripture.

THEO 534   Soteriology (3 Credit Hours)
This course is a survey of Christian history, anthropology, sin, and salvation, including covenant, topic of atonement, and order of salvation.

THEO 537   Apologetics (3 Credit Hours)
This course provides an understanding of selected persons and education entities of thought that reflect the validity of the Christian religion, the purpose of which, is to defend Christianity against disruptive attack.

THEO 538   Comprehensive Research and Contemporary Issues in Theology (3 Credit Hours)
This course provides in-depth understanding of the contemporary, theologically-based issues through investigating comprehensive research, including challenges, historical impact, and recent movements.

THES 630A   Master's Thesis (3 Credit Hours)
This course's function is to provide the basics for students to understand writing styles, topics, conceptualization, organization, research and writing research-based scholarly text and research sources.

THES 630B   Master's Thesis (Prerequisite TD 630A) (3 Credit Hours)
This course is a continuation of previous mandatory thesis seminars and preparations. Students write the actual thesis according to the methodology set in the previous course.

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