



# THE MASTER'S UNIVERSITY

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2020 - 2021 ACADEMIC CATALOG

# • NOTICE OF NONDISCRIMINATION AND AFFIRMATION OF • THE MASTER'S UNIVERSITY'S COMMITMENT TO SCRIPTURE

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The Master's University operates in compliance with all applicable federal and state anti-discrimination laws, and is committed to providing a learning and living environment that promotes student safety, transparency, personal integrity, civility, and mutual respect. The Master's University has received approval of the regulatory exemption available under Title IX, 34 C.F.R. Section 106.12. The statutory exemption is self-executing as set forth in 20 U.S.C. Section 1681(a)(3).

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- Policies regarding pregnancy and marital status

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**CHRIS POWELL** *Title IX Coordinator*

21726 PLACERITA CANYON ROAD, SANTA CLARITA, CA 91321 661.259.3540



**THE MASTER'S UNIVERSITY IS COMMITTED TO SCRIPTURE, OUR MISSION, AND OUR PURPOSE**

The mission of The Master's University is to empower students for a life of enduring commitment to Christ, biblical fidelity, moral integrity, intellectual growth, and lasting contribution to the Kingdom of God worldwide.

# THE MASTER'S UNIVERSITY

*For Christ and Scripture*

## **Mission Statement**

The mission of The Master's University is to empower students for a life of enduring commitment to Christ, biblical fidelity, moral integrity, intellectual growth, and lasting contribution to the Kingdom of God worldwide.

Students are expected to demonstrate their commitment to:

**Christ**, as evidenced by:

- Acceptance and acknowledgement of Jesus Christ as Lord and Savior
- Unreserved worship of God
- Pursuit of Christ-likeness in word, deed, and attitude

**Biblical Fidelity**, as evidenced by:

- Willingness to defend inerrancy, authority, and sufficiency of the Scriptures
- Devotion to the study and application of the Scriptures

**Moral Integrity**, as evidenced by:

- A commitment to personal holiness in full obedience of Scripture
- The practice of honesty, courtesy, and civility toward all persons
- A lifetime of wholesomeness and moderation that regards the body as the temple of the Holy Spirit

**Intellectual Growth**, as evidenced by:

- The commitment to learning and desire for inquiry that leads to truth
- Development of habits of careful analysis and evaluation of information and ideas
- A thoughtful interaction with the full range of disciplines comprising the Christian liberal arts, including an appreciation and respect for the arts, an understanding of diverse cultures, an increasing command of spoken and written languages, and a functional grasp of the sweep of human history

**A Life of Lasting Contribution**, as evidenced by:

- Service and leadership within the local church
- An unashamed proclamation of the gospel of Christ
- The building of a godly family
- A strong work ethic as a testimony of Christian life and practice
- A continuing development of personal gifts and abilities to reach one's full potential



The Master's University is accredited to award bachelor's and master's degrees by the Senior College and University Commission of the:  
*Western Association of Schools and Colleges*  
 985 Atlantic Avenue, Suite 100  
 Alameda, CA 94501  
 510-748-9001



The National Association of Schools of Music is the national accrediting agency for music and music-related disciplines. Membership certifies that The Master's University has met the Association's standards for music degrees and verifies the quality of the music program on a national level.



Membership in the Association of Christian Schools International provides The Master's University with programs and services that aid our educational ministry.



The Master's University is firmly committed to proper stewardship of the funds entrusted to us. To ensure our financial accountability, we are a member of the Evangelical Council for Financial Accountability.



As a member of the Association on Higher Education and Disability, The Master's University is committed to promoting equal opportunity and access to our academic programs and events for the disabled community.

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 Website: www.masters.edu

Please send all inquiries and/or corrections to:  
 The Office of the Registrar  
 The Master's University  
 21726 Placerita Canyon Road, Box #42  
 Santa Clarita, CA 91321-1200

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*Information specifically regarding accreditation, approval, or licensure should be directed to the Department of Academic Affairs during regular business hours (Monday-Friday, 8 a.m. – 5 p.m.).*

# Contents

<b>MISSION STATEMENT</b> .....	<b>1</b>
<b>CAMPUS MAP</b> .....	<b>5</b>
<b>DIRECTORY LISTING</b> .....	<b>6</b>
<b>CORRESPONDENCE DIRECTORY</b> .....	<b>7</b>
<b>LEGAL NOTICES</b> .....	<b>8</b>
<b>INTRODUCING THE MASTER’S UNIVERSITY</b> .....	<b>9</b>
DOCTRINAL STATEMENT.....	9
STATEMENT ON LIFE, MARRIAGE, AND SEXUALITY .....	16
PHILOSOPHY OF EDUCATION STATEMENT.....	17
PHILOSOPHY OF SPIRITUAL DEVELOPMENT .....	18
HISTORY OF THE MASTER’S UNIVERSITY.....	20
<b>PERSONNEL</b> .....	<b>21</b>
ADMINISTRATION.....	21
FULL-TIME UNIVERSITY FACULTY.....	21
BOARD OF DIRECTORS.....	25
<b>ADMISSION</b> .....	<b>26</b>
<b>FINANCIAL AID</b> .....	<b>30</b>
<b>STUDENT ACCOUNT POLICIES</b> .....	<b>36</b>
<b>ACADEMIC INFORMATION</b> .....	<b>38</b>
GENERAL EDUCATION REQUIREMENTS .....	38
<b>GRADUATION REQUIREMENTS</b> .....	<b>41</b>
<b>GENERAL POLICIES AND PROCEDURES</b> .....	<b>42</b>
<b>ACADEMIC PROGRAMS OVERVIEW</b> .....	<b>53</b>
<b>UNIVERSITY SCHOOLS</b> .....	<b>57</b>
SCHOOL OF BIBLICAL STUDIES.....	58
Department of Biblical Studies.....	59
5-Year B.A./M.Div. Cooperative Program .....	76
Department of Biblical Counseling.....	77
SCHOOL OF BUSINESS & COMMUNICATION.....	84
Department of Business Administration.....	85
Department of Communication .....	94
Bachelor of Arts in Marketing Media .....	104
SCHOOL OF SCIENCE, MATHEMATICS, TECHNOLOGY, & HEALTH.....	106
Department of Biological & Physical Sciences .....	107
Department of Computer & Information Sciences .....	117
Department of Kinesiology & Physical Education .....	123
Department of Mathematics .....	128
PEARL C. SCHAFER SCHOOL OF EDUCATION.....	133
Degree Programs.....	134
Teaching Credential Programs .....	138
JOHN P. STEAD SCHOOL OF HUMANITIES.....	144
Department of English.....	145
Department of History & Political Studies.....	151
Bachelor of Arts in Classical Liberal Arts .....	158

Course Offerings in Humanities.....	158
Course Offerings in Social Sciences.....	160
SCHOOL OF MUSIC .....	161
SCHOOL OF ONLINE EDUCATION .....	176
GRADUATE PROGRAM POLICIES .....	200
PROGRAM-LEVEL LEARNING OUTCOMES.....	201
<b>INDEX.....</b>	<b>216</b>

# Campus Map



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|---|---|
| <ol style="list-style-type: none"> <li>1. Reese Center for Science and Mathematics</li> <li>2. Dunkin Student Center/Mustang Grill</li> <li>3. Alumni House/Development/Chancellor's Office             <ol style="list-style-type: none"> <li>a. Computer &amp; Information Sciences</li> </ol> </li> <li>4. Powell Library/Legacy Center</li> <li>5. J.J. Rutherford Admin./Admissions/Financial Aid</li> <li>6. Student Employment/Academic Resource Center</li> <li>7. Computer Center</li> <li>8. Vider Administrative Services</li> <li>9. Wood Shop</li> <li>10. King Hall/Student Activities</li> <li>11. Campus Production</li> <li>12. Swimming Pool</li> <li>13. Hotchkiss Hall</li> <li>14. Slight Hall (&amp; Health Center)</li> <li>15. Dixon Hall</li> <li>16. Waldock Hall</li> <li>17. C.W. Smith Hall</li> <li>18. Sweazy Hall</li> <li>19. Tennis Courts</li> <li>20. TMU Online</li> <li>21. TMU Online</li> <li>22. Pearl C. Schaffer School of Education Center</li> </ol> | <ol style="list-style-type: none"> <li>23. Campus Safety</li> <li>24. The MacArthur Center/Bross Court             <ol style="list-style-type: none"> <li>a. Trophy Coffee</li> </ol> </li> <li>25. Louis Herwaldt Stadium</li> <li>26. Fitness Center</li> <li>27. Kinesiology and Physical Education Center</li> <li>28. Cross Country Clubhouse</li> <li>29. Plant Operations</li> <li>30. Soccer Clubhouse</li> <li>31. Communication Center</li> <li>32. Biblical Studies Center</li> <li>33. Music Center</li> <li>34. Business Center</li> <li>35. English and History Center</li> </ol><br><ol style="list-style-type: none"> <li>A. Pete Reese Field</li> <li>B. Louis Herwaldt Lawn</li> <li>C. North Campus Lawn</li> <li>D. RCSM Lawn</li> <li>E. Under the Oaks (UTO)</li> <li>F. Swixon Lawn</li> <li>G. Intramural Sports Field</li> </ol> |
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# Directory Listing

Department	On-campus Extension	Fax Number
Academic Affairs .....	2227	
Academic Resource Center/Disability Services .....	2269	
Accounting .....	2619	
Admissions .....	2363	661-362-2718
Alumni Relations .....	2333	
Athletics .....	2761	661-362-2697
Athletic Trainer .....	2764	661-362-2697
Biblical Counseling .....	2644	
Biblical Studies .....	2621	
Biological & Physical Sciences .....	2705	
Bon Appétit (Food Service).....	2851	661-362-2714
Business Administration.....	2702	
Campus Safety.....	2500	
Career Services .....	2351	
Church Relations .....	2615	
CLEP Information .....	2267	661-362-2668
Communication .....	2218	
Computer & Information Sciences .....	2705	
Development.....	2210	
English/History/Political Studies.....	2286	
Financial Aid .....	2290	661-362-2693
Fitness Center .....	2940	661-362-2697
Global Outreach/International Students .....	2249	
Health Center .....	2655	661-362-2663
Human Resources .....	2843	
Institutional Research & Assessment.....	2287	661-362-2722
Israel Bible Extension Program (IBEX).....	2616	
IT Service Desk .....	2876	
Kinesiology and Physical Education .....	2761	661-362-2697
Liberal Studies and Education.....	2235	
Library .....	2278	
LMS Support.....	2341	
MABC .....	2644	
Mail Center .....	2349	
Marketing.....	2361	
Mathematics .....	2726	
Music .....	2279	
Payroll.....	2611	
Plant Operations.....	2794	661-362-2721
President's Office .....	2220	661-362-2723
Registrar .....	2813	661-362-2722
Software & Internet Development.....	2219	
Sports Information Director .....	2775	661-362-2697
Student Accounts Office.....	2212	
Student Employment.....	2678	
Student Life .....	2833	
Student Services/Associated Student Body .....	2835	
TMU Online Program .....	2685	661-362-2716
University Exchange (Bookstore).....	2665	



# Correspondence Directory

Each department at The Master's University (TMU) may be reached via email, phone, or U.S. mail. Please take note of the following suggestions when you make contact with us, so that we may serve you quickly and efficiently.

## WRITTEN CORRESPONDENCE

When corresponding with a particular individual or department, please address correspondence as follows:

Individual's and/or Department's Name  
The Master's University - # (Box # if known)  
21726 Placerita Canyon Road  
Santa Clarita, CA 91321-1200

## EMAIL CORRESPONDENCE

When emailing a faculty or staff member, our default email address is the first initial of the first name, full last name @masters.edu. For example, John Doe could be emailed using the following address:

jdoe@masters.edu

When emailing a student, our default email address is the full last name followed by the first initial of the first name and the first initial of the middle name @masters.edu. For example, John D. Doe could be emailed using the following address:

doejd@masters.edu

## FAX CORRESPONDENCE

When sending a fax to a particular individual or department, please include the following on a Fax Cover Sheet:

- Individual's and/or department's name
- Your name, telephone number, and fax number
- Date and time of your fax

The Admissions Department fax number is 661-362-2718. Please consult the Directory Listing for specific fax numbers for other departments in order to expedite communication.

## TELEPHONE CORRESPONDENCE

We welcome every opportunity to speak with you personally. Always feel free to call us.

Local: 661-259-3540  
Toll-free: 800-568-6248

You may request an individual and/or department by name or by extension number. You may also leave messages before or after regular office hours. When the system answers your call, dial the four-digit extension of the party you wish to reach. You will be connected to that person and/or department's voicemail. If you do not know the party's extension, the voicemail operator will direct you to the "Names Directory," which provides the directory of telephone extensions for The Master's University campus.

## Legal Notices

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While every effort is made to provide accurate and up-to-date information, the university reserves the right to change without notice statements in the catalog concerning policies, academic offerings, rules of conduct, and charges for tuition, room, and/or board, etc.

The appropriate catalog, along with bulletins and student handbooks, determines student rights and duties with respect to the university. Matriculation constitutes an agreement by the student to abide by the rules, regulations, and policies of The Master's University.

Accreditation materials may be reviewed in the Department of Academic Affairs.

The Master's University does not discriminate on the basis of race, color, national origin, ancestry, gender, age, marital status, medical condition, veteran status, or any physical or mental disability for either employment or in any of the educational programs or activities it conducts. We are committed to practicing principles of equal opportunity and diversity in employment and admissions based upon sovereign biblical principles. In conformance with various regulations, The Master's University requires individuals (whether applicants or students) to identify specific requests for reasonable accommodations that may be necessary due to the existence of a qualified disability. Questions regarding discrimination or disabled student services should be addressed to:

TMU Student Disability Services  
21726 Placerita Canyon Road, Box #23  
Santa Clarita, CA 91321-1200

# Introducing The Master's University

## Doctrinal Statement

### THE HOLY SCRIPTURES

We teach that the Bible is God's written revelation to man, and thus the 66 books of the Bible given to us by the Holy Spirit constitute the plenary (inspired equally in all parts) Word of God (1 Corinthians 2:7-14; 2 Peter 1:20-21).

We teach that the Word of God is an objective, propositional revelation (1 Thessalonians 2:13; 1 Corinthians 2:13), verbally inspired in every word (2 Timothy 3:16), absolutely inerrant in the original documents, infallible, and God-breathed. We teach the literal, grammatical-historical interpretation of Scripture, which affirms the belief that the opening chapters of Genesis present creation in six literal days (Genesis 1:31; Exodus 31:17), describe the special creation of man and woman (Genesis 1:26-28, 2:5-25), and define marriage as between one man and one woman (Genesis 2:24; Matthew 19:5). Scripture elsewhere dictates that any sexual activity outside of marriage is an abomination before the Lord (Exodus 20:14; Leviticus 18:1-30; Matthew 5:27-32, 19:1-9; 1 Corinthians 5:1-5, 6:9-10; 1 Thessalonians 4:1-7).

We teach that the Bible constitutes the only infallible rule of faith and practice (Matthew 5:18, 24:35; John 10:35, 16:12-13, 17:17; 1 Corinthians 2:13; 2 Timothy 3:15-17; Hebrews 4:12; 2 Peter 1:20-21).

We teach that God spoke in His written Word by a process of dual authorship. The Holy Spirit so superintended the human authors that, through their individual personalities and different styles of writing, they composed and recorded God's Word to man (2 Peter 1:20-21) without error in whole or in part (Matthew 5:18; 2 Timothy 3:16).

We teach that, whereas there may be several applications of any given passage of Scripture, there is but one true interpretation. The meaning of Scripture is to be found as one diligently applies the literal grammatical-historical method of interpretation under the enlightenment of the Holy Spirit (John 7:17, 16:12-15; 1 Corinthians 2:7-15; 1 John 2:20). It is the responsibility of believers to ascertain carefully the true intent and meaning of Scripture, recognizing that proper application is binding on all generations. Yet the truth of Scripture stands in judgment of men; never do men stand in judgment of it.

### GOD

We teach that there is but one living and true God (Deuteronomy 6:4; Isaiah 45:5-7; 1 Corinthians 8:4), an infinite, all-knowing Spirit (John 4:24), perfect in all His attributes, one in essence, eternally existing in three Persons—Father, Son, and Holy Spirit (Matthew 28:19; 2 Corinthians 13:14)—each equally deserving worship and obedience.

**God the Father.** We teach that God the Father, the first person of the Trinity, orders and disposes all things according to His own purpose and grace (Psalm 145:8-9; 1 Corinthians 8:6). He is the creator of all things (Genesis 1:1-31; Ephesians 3:9). As the only absolute and omnipotent ruler in the universe, He is sovereign in creation, providence, and redemption (Psalm 103:19; Romans 11:36). His fatherhood involves both His designation within the Trinity and His relationship with mankind. As Creator, He is Father to all men (Ephesians 4:6), but He is spiritual Father only to believers (Romans 8:14; 2 Corinthians 6:18). He has decreed for His own glory all things that come to pass (Ephesians 1:11). He continually upholds, directs, and governs all creatures and events (1 Chronicles 29:11).

In His sovereignty He is neither author nor approver of sin (Habakkuk 1:13; John 8:38-47), nor does He abridge the accountability of moral, intelligent creatures (1 Peter 1:17). He has graciously chosen from eternity past those whom He would have as His own (Ephesians 1:4-6); He saves from sin all who come to Him through Jesus Christ; He adopts as His own all those who come to Him; and He becomes, upon adoption, Father to His own (John 1:12; Romans 8:15; Galatians 4:5; Hebrews 12:5-9).

**God the Son.** We teach that Jesus Christ, the second person of the Trinity, possesses all the divine excellencies, and in these He is coequal, consubstantial, and coeternal with the Father (John 10:30, 14:9).

We teach that God the Father created “the heavens and the earth and all that is in them” according to His own will, through His Son, Jesus Christ, by whom all things continue in existence and in operation (John 1:3; Colossians 1:15-17; Hebrews 1:2).

We teach that in the incarnation (God becoming man) Christ surrendered only the prerogatives of deity but nothing of the divine essence, either in degree or kind. In His incarnation, the eternally existing second person of the Trinity accepted all the essential characteristics of humanity and so became the God-man (Philippians 2:5-8; Colossians 2:9).

We teach that Jesus Christ represents humanity and deity in indivisible oneness (Micah 5:2; John 5:23, 14:9-10; Colossians 2:9).

We teach that our Lord Jesus Christ was born of a virgin (Isaiah 7:14; Matthew 1:23, 25; Luke 1:26-35), that He was God incarnate (John 1:1, 14), and that the purpose of the incarnation was to reveal God and to redeem men (Psalm 2:7-9; Isaiah 9:6; John 1:29; Philippians 2:9-11; Hebrews 7:25-26; 1 Peter 1:18-19).

We teach that, in the incarnation, the second person of the Trinity laid aside His right to the full prerogatives of coexistence with God, assumed the place of a Son, and took on an existence appropriate to a servant while never divesting Himself of His divine attributes (Philippians 2:5-8).

We teach that our Lord Jesus Christ accomplished our redemption through the shedding of His blood and sacrificial death on the cross and that His death was voluntary, vicarious, substitutionary, propitiatory, and redemptive (John 10:15; Romans 3:24-25, 5:8; 1 Peter 2:24).

We teach that on the basis of the efficacy of the death of our Lord Jesus Christ, the believing sinner is freed from the punishment, the penalty, the power, and one day the very presence of sin; and that he is declared righteous, given eternal life, and adopted into the family of God (Romans 3:25, 5:8-9; 2 Corinthians 5:14-15; 1 Peter 2:24, 3:18).

We teach that our justification is made sure by His literal, physical resurrection from the dead and that He is now ascended to the right hand of the Father, where He mediates as our Advocate and High Priest (Matthew 28:6; Luke 24:38-39; Acts 2:30-31; Romans 4:25, 8:34; Hebrews 7:25, 9:24; 1 John 2:1).

We teach that in the resurrection of Jesus Christ from the grave, God confirmed the deity of His Son and gave proof that God has accepted the atoning work of Christ on the cross. Jesus' bodily resurrection is also the guarantee of a future resurrection life for all believers (John 5:26-29, 14:19; Romans 1:4, 4:25, 6:5-10; 1 Corinthians 15:20, 23).

We teach that Jesus Christ will return to receive the church, which is His body, unto Himself at the rapture and, returning with His church in glory, will establish His millennial kingdom on earth (Acts 1:9-11; 1 Thessalonians 4:13-18; Revelation 20).

We teach that the Lord Jesus Christ is the one through whom God will judge all mankind (John 5:22-23):

- a. Believers (1 Corinthians 3:10-15; 2 Corinthians 5:10)
- b. Living inhabitants of the earth at His glorious return (Matthew 25:31-46)
- c. Unbelieving dead at the Great White Throne (Revelation 20:11-15).

As the mediator between God and man (1 Timothy 2:5), the head of His body the church (Ephesians 1:22, 5:23; Colossians 1:18), and the coming universal King who will reign on the throne of David (Isaiah 9:6; Luke 1:31-33), He is the final judge of all who fail to place their trust in Him as Lord and Savior (Matthew 25:14-46; Acts 17:30-31).

**God the Holy Spirit.** We teach that the Holy Spirit is a divine person, eternal, underived, possessing all the attributes of personality and deity including intellect (1 Corinthians 2:10-13), emotions (Ephesians 4:30), will (1 Corinthians 12:11), eternity (Hebrews 9:14), omnipresence (Psalm 139:7-10), omniscience (Isaiah 40:13-14), omnipotence (Romans 15:13), and truthfulness (John 16:13). In all the divine attributes He is coequal and consubstantial with the Father and the Son (Matthew 28:19; Acts 5:3-4, 28:25-26; 1 Corinthians 12:4-6; 2 Corinthians 13:14; Jeremiah 31:31-34 with Hebrews 10:15-17).

We teach that it is the work of the Holy Spirit to execute the divine will with relation to all mankind. We recognize His sovereign activity in creation (Genesis 1:2), the incarnation (Matthew 1:18), the written revelation (2 Peter 1:20-21), and the work of salvation (John 3:5-7).

We teach that a unique work of the Holy Spirit in this age began at Pentecost when He came from the Father as promised by Christ (John 14:16-17, 15:26) to initiate and complete the building of the body of Christ, which is His church (1 Corinthians 12:13). The broad scope of His divine activity includes convicting the world of sin, of righteousness, and of judgment; glorifying the Lord Jesus Christ; and transforming believers into the image of Christ (John 16:7-9; Acts 1:5, 2:4; Romans 8:29; 2 Corinthians 3:18; Ephesians 2:22).

We teach that the Holy Spirit is the supernatural and sovereign agent in regeneration, baptizing all believers into the body of Christ (1 Corinthians 12:13). The Holy Spirit also indwells, sanctifies, instructs, empowers them for service, and seals them unto the day of redemption (Romans 8:9; 2 Corinthians 3:6; Ephesians 1:13).

We teach that the Holy Spirit is the divine teacher Who guided the apostles and prophets into all truth as they committed to writing God's revelation, the Bible. Every believer possesses the indwelling presence of the Holy Spirit from the moment of salvation, and it is the duty of all those born of the Spirit to be filled with (controlled by) the Spirit (John 16:13; Romans 8:9; Ephesians 5:18; 2 Peter 1:19-21; 1 John 2:20, 27).

We teach that the Holy Spirit administers spiritual gifts to the church. The Holy Spirit glorifies neither Himself nor His gifts by ostentatious displays, but He does glorify Christ by implementing His work of redeeming the lost and building up believers in the most holy faith (John 16:13-14; Acts 1:8; 1 Corinthians 12:4-11; 2 Corinthians 3:18).

We teach, in this respect, that God the Holy Spirit is sovereign in the bestowing of all His gifts for the perfecting of the saints today and that speaking in tongues and the working of sign miracles in the beginning days of the church were for the purpose of pointing to and authenticating the apostles as revealers of divine truth, and were never intended to be characteristic of the lives of believers (1 Corinthians 12:4-11, 13:8-10; 2 Corinthians 12:12; Ephesians 4:7-12; Hebrews 2:1-4).

## **MAN**

We teach that man was directly and immediately created by God in His image and likeness. Man was created free of sin with a rational nature, intelligence, volition, self-determination, and moral responsibility to God (Genesis 2:7, 15-25; James 3:9). Man was also created by God as either male or female, biologically defined and distinct sexes (Genesis 1:27, 2:5-23; 1 Corinthians 11:11-15; Romans 1:26-27) set by God for each individual (Psalm 119:13-14). Confusion between the two is an abomination to Him (Leviticus 8:22; Deuteronomy 22:5; Romans 1:26-27; 1 Corinthians 6:9).

We teach that God's intention in the creation of man was that man should glorify God, enjoy God's fellowship, live his life in the will of God, and by this accomplish God's purpose for man in the world (Isaiah 43:7; Colossians 1:16; Revelation 4:11).

We teach that in Adam's sin of disobedience to the revealed will and Word of God, man lost his innocence, incurred the penalty of spiritual and physical death, became subject to the wrath of God, and became inherently corrupt and utterly incapable of choosing or doing that which is acceptable to God apart from divine grace. With no recuperative powers to enable him to recover himself, man is hopelessly lost. Man's salvation is thereby wholly of God's grace through the redemptive work of our Lord Jesus Christ (Genesis 2:16-17, 3:1-19; John 3:36; Romans 3:23, 6:23; 1 Corinthians 2:14; Ephesians 2:1-3; 1 Timothy 2:13-14; 1 John 1:8).

We teach that because all men were in Adam, a nature corrupted by Adam's sin has been transmitted to all men of all ages, Jesus Christ being the only exception. All men are thus sinners by nature, by choice, and by divine declaration (Psalm 14:1-3; Jeremiah 17:9; Romans 3:9-18, 23; 5:10-12).

## **SALVATION**

We teach that salvation is wholly of God by grace on the basis of the redemption of Jesus Christ, the merit of His shed blood, and not on the basis of human merit or works (John 1:12; Ephesians 1:7, 2:8-10; 1 Peter 1:18-19).

**Regeneration.** We teach that regeneration is a supernatural work of the Holy Spirit by which the divine nature and divine life are given (John 3:3-7; Titus 3:5). It is instantaneous and is accomplished solely by the power of the Holy Spirit through the instrumentality of the Word of God (John 5:24), when the repentant sinner, as enabled by the Holy Spirit, responds in faith to the divine provision of salvation.

Genuine regeneration is manifested by fruits worthy of repentance as demonstrated in righteous attitudes and conduct. Good works will be its proper evidence and fruit (1 Corinthians 6:19-20; Ephesians 2:10) and will be experienced to the extent that the believer submits to the control of the Holy Spirit in his life through faithful obedience to the Word of God (Ephesians 5:17-21; Philippians 2:12b; Colossians 3:16; 2 Peter 1:4-10). This obedience causes the believer to be increasingly conformed to the image of our Lord Jesus Christ (2 Corinthians 3:18). Such a conformity is climaxed in the believer's glorification at Christ's coming (Romans 8:17; 2 Peter 1:4; 1 John 3:2-3).

**Election.** We teach that election is the act of God by which, before the foundation of the world, He chose in Christ those whom He graciously regenerates, saves, and sanctifies (Romans 8:28-30; Ephesians 1:4-11; 2 Thessalonians 2:13; 2 Timothy 2:10; 1 Peter 1:1-2).

We teach that sovereign election does not contradict or negate the responsibility of man to repent and trust Christ as Savior and Lord (Ezekiel 18:23, 32; 33:11; John 3:18-19, 36; 5:40; Romans 9:22-23; 2 Thessalonians 2:10-12; Revelation 22:17). Nevertheless, since sovereign grace includes the means of receiving the gift of salvation as well as the gift itself, sovereign election will result in what God determines. All whom the Father calls to Himself will come in faith and all who come in faith the Father will receive (John 6:37-40, 44; Acts 13:48; James 4:8).

We teach that the unmerited favor that God grants to totally depraved sinners is not related to any initiative of their own part nor to God's anticipation of what they might do by their own will, but is solely of His sovereign grace and mercy (Ephesians 1:4-7; Titus 3:4-7; 1 Peter 1:2).

We teach that election should not be looked upon as based merely on abstract sovereignty. God is truly sovereign but He exercises this sovereignty in harmony with His other attributes, especially His omniscience, justice, holiness, wisdom, grace, and love (Romans 9:11-16). This sovereignty will always exalt the will of God in a manner totally consistent with His character as revealed in the life of our Lord Jesus Christ (Matthew 11:25-28; 2 Timothy 1:9).

**Justification.** We teach that justification before God is an act of God (Romans 8:33) by which He declares righteous those who, through faith in Christ, repent of their sins (Luke 13:3; Acts 2:38, 3:19, 11:18; Romans 2:4; 2 Corinthians 7:10; Isaiah 55:6-7) and confess Him as sovereign Lord (Romans 10:9-10; 1 Corinthians 12:3; 2 Corinthians 4:5; Philippians 2:11). This righteousness is apart from any virtue or work of man (Romans 3:20, 4:6) and involves the placing of our sins on Christ (Colossians 2:14; 1 Peter 2:24) and the imputation of Christ's righteousness to us (1 Corinthians 1:30; 2 Corinthians 5:21). By this means God is enabled to "be just, and the justifier of the one who has faith in Jesus" (Romans 3:26).

**Sanctification.** We teach that every believer is sanctified (set apart) unto God by justification and is therefore declared to be holy and is identified as a saint. This sanctification is positional and instantaneous and should not be confused with progressive sanctification. This sanctification has to do with the believer's standing, not his present walk or condition (Acts 20:32; 1 Corinthians 1:2, 30; 6:11; 2 Thessalonians 2:13; Hebrews 2:11; 3:1; 10:10, 14; 13:12; 1 Peter 1:2).

We teach that there is also by the work of the Holy Spirit a progressive sanctification by which the state of the believer is brought closer to the standing the believer positionally enjoys through justification. Through obedience to the Word of God and the empowering of the Holy Spirit, the believer is able to live a life of increasing holiness in conformity to the will of God, becoming more and more like our Lord Jesus Christ (John 17:17, 19; Romans 6:1-22; 2 Corinthians 3:18; 1 Thessalonians 4:3-4, 5:23).

In this respect, we teach that every saved person is involved in a daily conflict—the new creation in Christ doing battle against the flesh—but adequate provision is made for victory through the power of the indwelling Holy Spirit. The struggle nevertheless stays with the believer all through this earthly life and is never completely ended. All claims to the

eradication of sin in this life are unscriptural. Eradication of sin is not possible, but the Holy Spirit does provide for victory over sin (Galatians 5:16-25; Ephesians 4:22-24; Philippians 3:12; Colossians 3:9-10; 1 Peter 1:14-16; 1 John 3:5-9).

**Security.** We teach that all the redeemed once saved are kept by God's power and are thus secure in Christ forever (John 5:24, 6:37-40, 10:27-30; Romans 5:9-10; 8:1, 31-39; 1 Corinthians 1:4-8; Ephesians 4:30; Hebrews 7:25, 13:5; 1 Peter 1:5; Jude 24).

We teach that it is the privilege of believers to rejoice in the assurance of their salvation through the testimony of God's Word, which, however, clearly forbids the use of Christian liberty as an occasion for sinful living and carnality (Romans 6:15-22, 13:13-14; Galatians 5:13, 25-26; Titus 2:11-14).

**Separation.** We teach that separation from sin is clearly called for throughout the Old and New Testaments, and that the Scriptures clearly indicate that in the last days apostasy and worldliness shall increase (2 Corinthians 6:14-7:1; 2 Timothy 3:1-5).

We teach that out of deep gratitude for the undeserved grace of God granted to us and because our glorious God is so worthy of our total consecration, all the saved should live in such a manner as to demonstrate our adoring love to God and so as not to bring reproach upon our Lord and Savior. We also teach that separation from any association with religious apostasy and worldly and sinful practices is commanded of us by God (Romans 12:1-2; 1 Corinthians 5:9-13; 2 Corinthians 6:14-7:1; 1 John 2:15-17; 2 John 9-11).

We teach that believers should be separated unto our Lord Jesus Christ (2 Thessalonians 1:11-12; Hebrews 12:1-2) and affirm that the Christian life is a life of obedient righteousness demonstrated by a beatitude attitude (Matthew 5:2-12) and a continual pursuit of holiness (Romans 12:1-2; 2 Corinthians 7:1; Hebrews 12:14; Titus 2:11-14; 1 John 3:1-10).

## **THE CHURCH**

We teach that all who place their faith in Jesus Christ are immediately placed by the Holy Spirit into one united spiritual body, the church (1 Corinthians 12:12-13), the bride of Christ (2 Corinthians 11:2; Ephesians 5:23-32; Revelation 19:7-8), of which Christ is the head (Ephesians 1:22, 4:15; Colossians 1:18).

We teach that the formation of the church, the body of Christ, began on the day of Pentecost (Acts 2:1-21, 38-47) and will be completed at the coming of Christ for His own at the rapture (1 Corinthians 15:51-52; 1 Thessalonians 4:13-18).

We teach that the church is thus a unique spiritual organism designed by Christ, made up of all born-again believers in this present age (Ephesians 2:11-3:6). The church is distinct from Israel (1 Corinthians 10:32), a mystery not revealed until this age (Ephesians 3:1-6, 5:32).

We teach that the establishment and continuity of local churches is clearly taught and defined in the New Testament Scriptures (Acts 14:23, 27; 20:17, 28; Galatians 1:2; Philippians 1:1; 1 Thessalonians 1:1; 2 Thessalonians 1:1) and that the members of the one scriptural body are directed to associate themselves together in local assemblies (1 Corinthians 11:18-20; Hebrews 10:25).

We teach that the one supreme authority for the church is Christ (1 Corinthians 11:3; Ephesians 1:22; Colossians 1:18) and that church leadership, gifts, order, discipline, and worship are all appointed through His sovereignty as found in the Scriptures. The biblically designated officers serving under Christ and over the assembly are elders (males, who are also called bishops, pastors, and pastor-teachers; Acts 20:28; Ephesians 4:11) and deacons, both of whom must meet biblical qualifications (1 Timothy 3:1-13; Titus 1:5-9; 1 Peter 5:1-5).

We teach that these leaders rule as servants of Christ (1 Timothy 5:17-22) and have His authority in directing the church. The congregation is to submit to their leadership (Hebrews 13:7, 17).

We teach the importance of discipleship (Matthew 28:19-20; 2 Timothy 2:2), mutual accountability of all believers to each other (Matthew 18:5-14), as well as the need for discipline of sinning members of the congregation in accord with the standards of Scripture (Matthew 18:15-22; Acts 5:1-11; 1 Corinthians 5:1-13; 2 Thessalonians 3:6-15; 1 Timothy 1:19-20; Titus 1:10-16).

We teach the autonomy of the local church, free from any external authority or control, with the right of self-government and freedom from the interference of any hierarchy of individuals or organizations (Titus 1:5). We teach that it is scriptural for true churches to cooperate with each other for the presentation and propagation of the faith. Local churches, however, through their pastors and their interpretation and application of Scripture, should be the sole judges of the measure and method of their cooperation (Acts 15:19-31, 20:28; 1 Corinthians 5:4-7, 13; 1 Peter 5:1-4).

We teach that the purpose of the church is to glorify God (Ephesians 3:21) by building itself up in the faith (Ephesians 4:13-16), by instruction of the Word (2 Timothy 2:2, 15; 3:16-17), by fellowship (Acts 2:47; 1 John 1:3), by keeping the ordinances (Luke 22:19; Acts 2:38-42), and by advancing and communicating the gospel to the entire world (Matthew 28:19; Acts 1:8, 2:42).

We teach the calling of all saints to the work of service (1 Corinthians 15:58; Ephesians 4:12; Revelation 22:12).

We teach the need of the church to cooperate with God as He accomplishes His purpose in the world. To that end, He gives the church spiritual gifts. First, He gives men chosen for the purpose of equipping the saints for the work of the ministry (Ephesians 4:7-12), and He also gives unique and special spiritual abilities to each member of the body of Christ (Romans 12:5-8; 1 Corinthians 12:4-31; 1 Peter 4:10-11).

We teach that there were two kinds of gifts given the early church: miraculous gifts of divine revelation and healing, given temporarily in the apostolic era for the purpose of confirming the authenticity of the apostles' message (Hebrews 2:3-4; 2 Corinthians 12:12), and ministering gifts, given to equip believers for edifying one another. With the New Testament revelation now complete, Scripture becomes the sole test of the authenticity of a man's message, and confirming gifts of a miraculous nature are no longer necessary to validate a man or his message (1 Corinthians 13:8-12). Miraculous gifts can even be counterfeited by Satan so as to deceive even believers (1 Corinthians 13:13-14:12; Revelation 13:13-14). The only gifts in operation today are those non-revelatory equipping gifts given for edification (Romans 12:6-8).

We teach that no one possesses the gift of healing today but that God does hear and answer the prayer of faith and will answer in accordance with His own perfect will for the sick, suffering, and afflicted (Luke 18:1-6; John 5:7-9; 2 Corinthians 12:6-10; James 5:13-16; 1 John 5:14-15).

We teach that two ordinances have been committed to the local church: baptism and the Lord's Supper (Acts 2:38-42). Christian baptism by immersion (Acts 8:36-39) is the solemn and beautiful testimony of a believer showing forth his faith in the crucified, buried, and risen Savior, and his union with Him in death to sin and resurrection to a new life (Romans 6: 1-11). It is also a sign of fellowship and identification with the visible body of Christ (Acts 2:41-42).

We teach that the Lord's Supper is the commemoration and proclamation of His death until He comes, and should be always preceded by solemn self-examination (1 Corinthians 11:28-32). We also teach that whereas the elements of communion are only representative of the flesh and blood of Christ, the Lord's Supper is nevertheless an actual communion with the risen Christ who is present in a unique way, fellowshiping with His people (1 Corinthians 10:16).

## **ANGELS**

**Holy Angels.** We teach that angels are created beings and are therefore not to be worshiped. Although they are a higher order of creation than man, they are created to serve God and to worship Him (Luke 2:9-14; Hebrews 1:6-7, 14; 2:6-7; Revelation 5:11-14, 19:10, 22:9).

**Fallen Angels.** We teach that Satan is a created angel and the author of sin. He incurred the judgment of God by rebelling against his Creator (Isaiah 14:12-17; Ezekiel 28:11-19), by taking numerous angels with him in his fall (Matthew 25:41; Revelation 12:1-14), and by introducing sin into the human race by his temptation of Eve (Genesis 3:1-15).



We teach that Satan is the open and declared enemy of God and man (Isaiah 14:13-14; Matthew 4:1-11; Revelation 12:9-10), the prince of this world who has been defeated through the death and resurrection of Jesus Christ (Romans 16:20), and that he shall be eternally punished in the lake of fire (Isaiah 14:12-17; Ezekiel 28:11-19; Matthew 25:41; Revelation 20:10).

## **LAST THINGS (ESCHATOLOGY)**

**Death.** We teach that physical death involves no loss of our immaterial consciousness (Revelation 6:9-11), that the soul of the redeemed passes immediately into the presence of Christ (Luke 23:43; Philippians 1:23; 2 Corinthians 5:8), that there is a separation of soul and body (Philippians 1:21-24), and that, for the redeemed, such separation will continue until the rapture (1 Thessalonians 4:13-17), which initiates the first resurrection (Revelation 20:4-6) when our soul and body will be reunited to be glorified forever with our Lord (Philippians 3:21; 1 Corinthians 15:35-44, 50-54). Until that time, the souls of the redeemed in Christ remain in joyful fellowship with our Lord Jesus Christ (2 Corinthians 5:8).

We teach the bodily resurrection of all men, the saved to eternal life (John 6:39; Romans 8:10-11, 19-23; 2 Corinthians 4:14), and the unsaved to judgment and everlasting punishment (Daniel 12:2; John 5:29; Revelation 20:13-15).

We teach that the souls of the unsaved at death are kept under punishment until the second resurrection (Luke 16:19-26; Revelation 20:13-15), when the soul and the resurrection body will be united (John 5:28-29). They shall then appear at the Great White Throne judgment (Revelation 20:11-15) and shall be cast into hell, the lake of fire (Matthew 25:41-46), cut off from the life of God forever (Daniel 12:2; Matthew 25:41-46; 2 Thessalonians 1:7-9).

**The Rapture of the Church.** We teach the personal, bodily return of our Lord Jesus Christ before the seven-year tribulation (1 Thessalonians 4:16; Titus 2:13) to translate His church from this earth (John 14:1-3; 1 Corinthians 15:51-53; 1 Thessalonians 4:15-5:11) and, between this event and His glorious return with His saints, to reward believers according to their works (1 Corinthians 3:11-15; 2 Corinthians 5:10).

**The Tribulation Period.** We teach that immediately following the removal of the church from the earth (John 14:1-3; 1 Thessalonians 4:13-18) the righteous judgments of God will be poured out upon an unbelieving world (Jeremiah 30:7; Daniel 9:27, 12:1; 2 Thessalonians 2:7-12; Revelation 16), and that these judgments will be climaxed by the return of Christ in glory to the earth (Matthew 24:27-31, 25:31-46; 2 Thessalonians 2:7-12). At that time the Old Testament and tribulation saints will be raised and the living will be judged (Daniel 12:2-3; Revelation 20:4-6). This period includes the seventieth week of Daniel's prophecy (Daniel 9:24-27; Matthew 24:15-31, 25:31-46).

**The Second Coming and the Millennial Reign.** We teach that after the tribulation period, Christ will come to earth to occupy the throne of David (Matthew 25:31; Luke 1:31-33; Acts 1:10-11, 2:29-30) and establish His Messianic kingdom for a thousand years on the earth (Revelation 20:1-7). During this time the resurrected saints will reign with Him over Israel and all the nations of the earth (Ezekiel 37:21-28; Daniel 7:17-22; Revelation 19:11-16). This reign will be preceded by the overthrow of the Antichrist and the False Prophet, and by the removal of Satan from the world (Daniel 7:17-27; Revelation 20:1-7).

We teach that the kingdom itself will be the fulfillment of God's promise to Israel (Isaiah 65:17-25; Ezekiel 37:21-28; Zechariah 8:1-17) to restore them to the land which they forfeited through their disobedience (Deuteronomy 28:15-68). The result of their disobedience was that Israel was temporarily set aside (Matthew 21:43; Romans 11:1-26) but will again be awakened through repentance to enter into the land of blessing (Jeremiah 31:31-34; Ezekiel 36:22-32; Romans 11:25-29).

We teach that this time of our Lord's reign will be characterized by harmony, justice, peace, righteousness, and long life (Isaiah 11, 65:17-25; Ezekiel 36:33-38) and will be brought to an end with the release of Satan (Revelation 20:7).

**The Judgment of the Lost.** We teach that following the release of Satan after the thousand-year reign of Christ (Revelation 20:7), Satan will deceive the nations of the earth and gather them to battle against the saints and the beloved city, at which time Satan and his army will be devoured by fire from heaven (Revelation 20:9). Following this, Satan will be thrown into the lake of fire and brimstone (Matthew 25:41; Revelation 20:10) whereupon Christ, who is the judge of all men (John 5:22), will resurrect and judge the great and small at the Great White Throne judgment.

We teach that this resurrection of the unsaved dead to judgment will be a physical resurrection, whereupon receiving their judgment, they will be committed to an eternal conscious punishment in the lake of fire (Matthew 25:41; Revelation 20:11-15).

**Eternity.** We teach that after the closing of the millennium, the temporary release of Satan, and the judgment of unbelievers (2 Thessalonians 1:9; Revelation 20:7-15), the saved will enter the eternal state of glory with God, after which the elements of this earth are to be dissolved (2 Peter 3:10) and replaced with a new earth wherein only righteousness dwells (Ephesians 5:5; Revelation 20:15, 21-22). Following this, the heavenly city will come down out of heaven (Revelation 21:2) and will be the dwelling place of the saints, where they will enjoy forever fellowship with God and one another (John 17:3; Revelation 21, 22). Our Lord Jesus Christ, having fulfilled His redemptive mission, will then deliver up the kingdom to God the Father (1 Corinthians 15:24-28) that in all spheres the triune God may reign forever and ever (1 Corinthians 15:28).

## **Clarifying Amendment to the Doctrinal Statement, May 2017**

### **THE HOLY SCRIPTURES**

We define marriage as between one man and one woman (Genesis 2:24; Matthew 19:5). Scripture elsewhere dictates that any sexual activity outside of marriage is an abomination before the Lord (Exodus 20:14; Leviticus 18:1-30; Matthew 5:27-32, 19:1-9; 1 Corinthians 5:1-5, 6:9-10; 1 Thessalonians 4:1-7).

### **DOCTRINE OF MAN**

Man was also created by God as either male or female, biologically defined and distinct sexes (Genesis 1:27, 2:5-23; 1 Corinthians 11:11-15; Romans 1:26-27) set by God for each individual (Psalms 119:13-14). Confusion between the two is an abomination to Him (Leviticus 8:22; Deuteronomy 22:5; Romans 1:26-27; 1 Corinthians 6:9).

## **Statement on Life, Marriage, and Sexuality**

We teach that God as Creator established life (Genesis 1:1, 26-28), marriage (Genesis 2:22-23; Matthew 19:4-6), and the moral implications therein (Genesis 2:24; Leviticus 18:1-30; Matthew 5:28; 1 Thessalonians 4:1-8). We teach this is exclusively, authoritatively, and sufficiently expressed in Scripture and that such definitions are universal truths which define reality and do not change (Psalms 19:8-15; 2 Timothy 3:16-17; John 17:17, Proverbs 8:22-36).

We teach that humans bear the image of God (Genesis 1:26-27, 9:6; James 3:9) and are such persons at conception (Psalms 139:13, 15; cf. Job 3:3) as directly recognized by God (Psalms 22:10; Isaiah 49:1; Jeremiah 1:5; Luke 1:41-44; Romans 9:10-11; Galatians 1:15). God does not differentiate between murder in or outside of the womb (Exodus 21:12, 22-24). Therefore, any form of abortion is murder, a defiant act against the God of life (John 5:26) and against children whom He cares about (Matthew 18:10) and gives as blessings (Psalms 127:3). We teach that those created in the image of God must be treated with dignity (Genesis 9:6; Luke 13:15-16; James 3:9) and that this must extend to these persons in the womb.

We teach that marriage was given by God as part of His common grace, and that it has no meaning other than as He has provided (Genesis 2:18-24). We teach that marriage is subject to the curse of the Fall, but this curse does not change the definition of marriage established at creation (Matthew 19:1-9). We teach that the term “marriage” has only one meaning and that is marriage sanctioned by God which joins one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:23-24). Believers, living in obedience to the Scripture and under the control of the Holy Spirit, can begin to experience peaceful, productive, and fulfilled marriage as intended by God (Genesis 3:16; 1 Peter 3:7).

We teach that the marriages of believers are to illustrate the loving relationship of Christ and His church, with the husband loving his wife as Christ loves the church and the wife responding to her husband’s loving leadership as the church responds to Christ (Ephesians 5:18-33).

We teach that as believers’ marriages are to illustrate Christ’s relationship with His church, believers should choose to marry those who share their faith and regenerate life (2 Corinthians 6:14).

We teach that marriage is always a public, formal, and officially recognized covenant between a man and a woman. We teach that without such a covenant, which may include a “common law marriage” where valid in specific cases under pertinent law, prolonged conjugal cohabitation does not establish and is not equivalent to marriage (John 4:18). Biblically, such a relationship is fornication (1 Corinthians 6:9) requiring repentance of such behavior. We teach that where no such covenant exists or can be discerned between a cohabiting couple prior to coming to faith in Christ, family units should be preserved to the extent possible and, if otherwise appropriate, solemnization encouraged. We teach that where a valid marriage has been established prior to coming to faith in Christ, the couple should remain married (1 Corinthians 7:24).

We teach that God hates divorce, permitting it only where there has been unrepentant sexual sin (Malachi 2:14-16; Matthew 5:32, 19:9) or desertion by an unbeliever (1 Corinthians 7:12-15). We teach that remarriage is permitted to a faithful partner, but only when the divorce was on biblical grounds.

We teach that God intends sexual intimacy to occur only between a man and a woman who are married to each other. We teach that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman (Hebrews 13:4).

We teach that any form of sexual immorality, such as adultery, fornication, homosexuality, bisexual conduct, bestiality, incest, pedophilia, pornography, in desire or behavior (Matthew 5:28) is sinful and offensive to God. In addition, any attempt to change one’s sex or disagreement with one’s biological sex is sinful and offensive to God who ordained the sexes of male and female at creation (Genesis 1:26-28) and one’s particular sex at conception (Leviticus 18:1-30; Deuteronomy 22:5; Matthew 5:8; Romans 1:26-29; 1 Corinthians 5:1, 6:9; 1 Thessalonians 4:1-8).

We teach that homosexuality, in particular, is subject to God’s wrath of abandonment, is a matter of choice and not inherited status, and epitomizes man’s ungrateful rebellion against God (Romans 1:18-28).

We teach that every person must be afforded compassion, love, kindness, respect, and dignity. Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture or the doctrines of the church. We teach that the faithful proclamation of the Scripture, including the call to repentance, does not constitute hate speech, or hateful and harassing behavior, but is instead a fundamental part of the church’s loving mission to the world (Matthew 28:16-20; 2 Corinthians 5:11-20; 1 Timothy 1:5; 2 Timothy 4:1-2).

We teach that God offers redemption and forgiveness to all who confess and forsake their sin, including sexual sin, seeking His mercy and forgiveness through Jesus Christ. We teach that His forgiveness is total and complete (Psalms 103:11-12, 130:3-4; Isaiah 43:25, 44:22; John 5:24; Colossians 2:13-14) and that God imputes the full righteousness of Christ (2 Corinthians 5:21) to the believing sinner. We teach that the forgiven sinner has been cleansed from the guilt of sin, set apart unto God, or made holy, and justified before Him (1 Corinthians 6:9-11). We teach that any man or woman who has received that forgiveness is “in Christ” and is a “new creation” (2 Corinthians 5:17), able to persevere in and pursue a way of life that pleases the Lord by the power of the Spirit (Romans 8:10-15; 2 Corinthians 3:16; Philippians 2:13).

## **Philosophy of Education Statement**

The Master’s University is a comprehensive liberal arts and professional preparation institution, using biblically-centered curricula and co-curricular programs to educate maturing disciples of the Lord Jesus Christ. We affirm and teach that:

- The Holy Bible provides the authoritative base of our curricula, and that each academic discipline must be evaluated from a biblical perspective. That which is in harmony with the Word of God is truth and that which contradicts it is in error. We exercise thoughtful Christian liberty where the Scripture permits it.
- There is no dichotomy between the sacred and secular; we treat the pursuit of education as an act of worship that honors and glorifies God.
- The goal of education is to prepare the whole person. We seek to instill in our students the knowledge, skills, and attitudes necessary for their chosen profession, while cultivating their spiritual growth, strengthening their moral character, and developing their abilities as citizens and leaders.

# Philosophy of Spiritual Development

What The Master's University believes and teaches are not just theoretical concepts, but are actual guidelines for daily living. The paragraphs below describe how the doctrinal statement of the University gives guidance and direction to the faculty, staff, and students of TMU.

## DIVINE AUTHORITY

Every expression and pursuit of the Christian life (renewing of the mind, prayer, worship, sanctification, evangelism, etc.) is empowered and experienced from Him, to Him, and through Him. We view student's comprehensive development under the direct oversight of divine authority. The interrelated biblical principles that define the Distinctive of Divine Authority are:

- **Sovereign Lordship.** Christ is sovereign Lord over all creation and reigns as the authoritative head of the church. As the mediator of the New Covenant, His comprehensive rule is the powerful authority by which a distinctive Christian life is experienced and directed. (Romans 11:36, 14:7-12; Ephesians 1:16-23; Colossians 3:15-17)
- **Sufficient Word.** Scripture is the Word of God to man and is sufficient to address everything pertaining to life and godliness without error or equal. It stands as the authoritative standard by which truth and error are both revealed and understood. Scripture alone is the authoritative revelation by which a distinctive Christian life is guided. (Psalm 19:7-11; 2 Timothy 3:16-17; 2 Peter 1:3-1; John 17:17)
- **Submissive Dependency.** Development of the whole student in community is a supernatural experience in the human condition. The Christian life is exclusively dependent upon the empowering grace of God to realize the submissive obedience required by divine authority. (John 14:16-17; Galatians 2:20-21; Titus 2:11-14; Philippians 2:9-13)

## HEART TRANSFORMATION

A superficial change in external behavior is not the authenticating mark of a distinctively biblical life. The Master's University desires to see genuine change in the student's life that is sustainably rooted in the transformation of his or her intellect, affections, and resolve. By focusing on what the Bible describes as the heart, we can confidently exhort and encourage a student's comprehensive development without reverting to legalistic methodologies. The interrelated biblical principles that define the Distinctive of Heart Transformation are:

- **Lifestyle of Worship.** Our priorities and actions flow out of a heart of worship. Within the fellowship of believers, spiritual development is realized as the hearts of the people unite in worshiping the true God over counterfeit ones. This commitment views everything in life as an opportunity to glorify the Lord and find satisfaction in Him. (1 Corinthians 10:31; John 4:21-24; Deuteronomy 6:5; 1 Thessalonians 1:9-10)
- **Posture of Repentance.** Though our hearts are transformed at the moment of regeneration, the believer continues to grow in godliness through the process of progressive sanctification. The sanctification process includes a posture of repentance—turning away from sinful desires and actions and refocusing our affections on the one true God. The fruit of sanctification is seen in visible acts of obedience that flow from a heart that loves the Lord. (2 Corinthians 7:9-11; Psalm 51; 1 John 1:9-2:6; 1 Peter 1:22)
- **Continuum of Love.** There is a direct connection between a heart of love and the distinctive Christian life. Love is the greatest commandment, the foundational heart motivation for believers to know and experience all that is revealed in Scripture. (1 Corinthians 13:1-3; Matthew 22:34-40; 1 John 4:7-21; John 13:34-35)

## SANCTIFYING RELATIONSHIPS

Relationships are the context in which a distinctively biblical life is cultivated and experienced. We reject hyper-individualism and promote a sanctified pursuit of friendships committed to mortifying sin while seeking personal holiness in everyday life. The interrelated biblical principles that define the Distinctive of Sanctifying Relationships are:

- **Belonging Together.** A distinctive Christian life is not lived in independent isolation. The people of God are characterized by their relational interconnectedness in spirit and life. Comprehensive student development that is distinctively biblical occurs within the context of relationships committed to experiencing the realities of the Christian life to God's glory. (1 Corinthians 12:12-31; Hebrews 10:24-25; Ephesians 2:14-21; Romans 12:1-8)
- **Interpersonal Discipleship.** The purpose of relationships in a believing community is to encourage one another towards Christ-likeness by the grace of God and according to His Word. This process of mutual sanctification

occurs by interpersonal pursuit of one another to advance the knowledge of Christ into everyday life. (1 Corinthians 11:1; 2 Timothy 2:2; Titus 2:1-10; 1 Thessalonians 5:14)

- **Confrontation-Restoration.** Relationships focused on progressing in Christ-likeness includes the exhortation to mortify sinful dispositions and actions. The journey of confrontation of sin, repentance, and restoration cannot be excluded from the process of spiritual development in a believing community. (Matthew 18:15-20; Galatians 6:1-5; Colossians 3:16-17; Ephesians 4:15-16)

## **GOSPEL WITNESS**

A distinctively biblical life has the primary purpose of reflecting and magnifying the redemptive work of Christ to the world. It is the responsibility of every believer to steward the truth of the Gospel in both word and deed. This commitment postures every student to proclaim the Truth to their generation within the context of God's unfolding plan of redemption. The interrelated biblical principles that define the Distinctive of Gospel Witness are:

- **Servanthood.** A distinctive Christian life moves sanctifying relationships beyond a right understanding of the gospel to good works of righteousness. A life committed to servanthood gives witness to the world the implications of the gospel in action. (Ephesians 2:10; Matthew 20:26-28; John 13:14-16; Ephesians 4:11-12)
- **Local Church.** The church is the institution the Lord has assigned to advance and give witness to the glories of the Gospel. The local church is the regional manifestation of the people of God and is to be cultivated and protected. (Matthew 16:18; Ephesians 1:22-23; 1 Timothy 3:14-15; 2 Corinthians 5:17-21; Romans 16:25-27)
- **Global Mission.** The Master's University promotes a comprehensive biblical worldview development in a believing community to advance the greater global community of faith as an exemplary light of redemption by which Christ would call sinful man to repentance. The mission of God is to call individuals from every tribe, tongue, and nation and we desire to promote that plan. (Genesis 12:1-3; Matthew 5:13-16; Matthew 28:18-20)

# History of The Master's University

Our commitment to educate tomorrow's Christian leaders began more than 90 years ago. Today, The Master's University continues to train those who desire to serve in the pulpit or on the mission field as well as those who desire to make a difference for Christ's sake in commerce, industry, sciences, or the arts.

The school was founded on May 25, 1927, as Los Angeles Baptist Theological Seminary. In 1946, the Seminary became a graduate-level school and initiated a separate undergraduate liberal arts program. In May 1961, the school moved from its original location in downtown Los Angeles to the Placerita Canyon area of Newhall, California. The Seminary program separated from the undergraduate program in 1974 and relocated to Tacoma, Washington.

Under the leadership of Dr. John R. Dunkin, Los Angeles Baptist College (LABC) received its initial regional accreditation from the WASC Senior College and University Commission (WSCUC) in the spring of 1975. Early in 1985, Dr. Dunkin retired after 25 years as president of the College.

In May of that year, Dr. John F. MacArthur was appointed as his successor. At that time, the name of the school was changed from Los Angeles Baptist College to The Master's College (TMC). TMC quickly grew from a student enrollment of 305 in fall 1984 to 863 students in fall 1989, largely due to Dr. MacArthur's international reputation in the evangelical Christian community, and because of increased publicity for the College through his daily radio ministry. Fall 2010 was another landmark year for TMC, presenting the largest incoming class in the history of the College. Then, in May 2016, Dr. MacArthur announced that the Board of Directors had decided to change to school's name to The Master's University.

Dr. MacArthur transitioned from President to Chancellor Emeritus in 2019, and Dr. John Stead, long-time faculty member and administrator, was appointed by the Board as Interim President. In 2020, the Board unanimously elected the University's fifth president Dr. Sam Horn, who came to TMU with extensive experience in Christian higher education, most recently as a member of the administration at Bob Jones University.

TMU currently offers a wide range of traditional undergraduate degree programs in 16 fields of study, encompassing more than 70 distinct emphasis areas, and four online undergraduate degrees. An undergraduate award of achievement also is available for students desiring one year of intensive study in the Bible.

At the graduate level, the University offers fifth-year California Single Subject and Multiple Subject credential programs, Master of Arts degrees in Biblical Counseling (MABC) and Biblical Studies (MABS, online program, four emphases), a Master of Business Administration (MBA, online program), and a Master of Education (M.Ed., online program).

Under the leadership of Dr. Horn and continued spiritual guidance of Dr. MacArthur, the goal of the University is to bring students to biblical maturity and academic excellence through the collegiate learning process.

“At The Master's University and Seminary, we focus on the Word of God. In the gospels, we see the Master educating His disciples before He sent them out. His methods have become our model for today.” -Dr. MacArthur

## Administration

**Dr. Samuel Horn**  
*President*

**Mr. Luke Cherry**  
*Vice President of Development*

**Abner Chou**  
*John F. MacArthur Endowed Fellow*

**Mr. Dariu Dumitru**  
*Director of Admissions, Interim Director of Marketing*

**Dr. Thomas “Mitch” Hopewell**  
*Accreditation Liaison Officer*

**Mr. Todd Kostjuk**  
*Chief Financial Officer, Vice President of Administration*

**Dr. John Stead**  
*Senior Vice President & Provost*

**Mr. Harry Walls**  
*Vice President of Student Affairs*

## Chancellor Emeritus

**Dr. John F. MacArthur**  
*Pastor-Teacher of Grace Community Church*

## Full-Time University Faculty

**Ross Anderson**  
*Professor of Biochemistry*  
B.A., Austin College  
M.B.S., University of Colorado at Boulder  
Ph.D., Baylor College of Medicine  
Joined TMU 1998.

**Jason Beals**  
*Assistant Professor of Biblical Studies*  
B.A., The Master’s College  
M.Div., Th.M., The Master’s Seminary  
Joined TMU 2017.

**John Beck**  
*Interim Dean, School of Business & Communication*  
*Associate Professor of Communication and Business*  
B.S., Ohio University  
M.A., University of Southern California  
Ed.D., University of Southern California  
Joined TMU 2008.

**J. Gregory Behle**  
*Professor of Christian Education*  
*Director of IBEX Program*  
B.A., Biola University  
Th.M., Dallas Theological Seminary  
Ph.D., University of Southern California  
Joined TMU 1986.

**Ruta Bloomfield**  
*Associate Professor of Music*  
B.M., Bowling Green State University

M.M., Northwestern University  
D.M.A., Claremont Graduate University  
Joined TMU 1989.

**Todd Bolen**  
*Professor of Biblical Studies*  
B.A., The Master’s College  
M.A., The Institute of Holy Land Studies  
M.Div., Th.M., The Master’s Seminary  
Ph.D., Dallas Theological Seminary  
Joined TMU 1996.

**Matthew Brown**  
*Associate Professor of Education*  
B.A., The Master’s College  
M.A., California State University, Northridge  
Joined TMU 2016.

**Michael Button**  
*Chair, Department of Mathematics*  
*Professor of Mathematics*  
B.S., University of California, Los Angeles  
M.A., University of California, San Diego  
Ph.D., Bowling Green State University  
Joined TMU 1998.

**Abner Chou**  
*John F. MacArthur Endowed Fellow*  
*Professor of Biblical Studies*  
B.A., The Master’s College  
M.Div., Th.M., Th.D., The Master’s Seminary  
Joined TMU 2007.

**Esther Chua**

*Chair, Department of English*  
*Assistant Professor of English*  
B.A., The Master's College  
M.A., California State University, Northridge  
Joined TMU 2000.

**David Crater**

*Chair and Associate Professor of Computer & Information Sciences*  
B.S., M.S., M.S., Georgia Institute of Technology  
B.S., Indiana University East  
J.D., M.B.A., University of Colorado  
M.Div., The Southern Baptist Theological Seminary  
Th.M., Harvard Divinity School  
Joined TMU 2020.

**Shelbi Cullen**

*Assistant Professor of Biblical Studies*  
B.A., The Master's University  
M.A., The Master's University  
D.Ed.Min., Southern Baptist Theological Seminary  
Joined TMU 2009.

**Robert Dickson**

*Chair, Department of Communication*  
*Associate Professor of Communication*  
B.A., University of California, Santa Barbara  
M.S., Northeastern Oklahoma State University  
Ed.D., University of Southern California  
Joined TMU 2002.

**Sarah Dixon**

*Assistant Professor of Music*  
B.M., The Master's College  
M.M., California State University, Northridge  
Joined TMU 2006.

**John Eickemeyer**

*Associate Professor of Computer & Information Sciences*  
B.A., Occidental College  
M.S., Ph.D., University of California, Los Angeles  
Joined TMU 2003.

**Nathan Foreman**

*Assistant Professor of Biblical Studies, IBEX Program*  
B.A., The Master's College  
M.A., The Hebrew University of Jerusalem  
M.Div., The Master's Seminary  
Joined TMU 2018.

**Michael Forgerson**

*Assistant Chair, Department of Business Administration*  
*Professor of Business Administration*

*Certified Public Accountant, Attorney at Law*  
B.S., M.S., California State University, Northridge  
M.Div., The Master's Seminary  
J.D., Southwestern University of Law  
Joined TMU 1993.

**Joseph Francis**

*Dean, School of Science, Mathematics, Technology, & Health*  
*Chair, Department of Biological & Physical Sciences*  
*Professor of Biological Science*  
B.S., Michigan State University  
Ph.D., Wayne State University  
Joined TMU 2002.

**Gregg Frazer**

*Dean, John P. Stead School of Humanities*  
*Professor of History & Political Studies*  
B.A., Los Angeles Baptist College  
M.A., California State University, Los Angeles  
Ph.D., Claremont Graduate University  
Joined TMU 1988.

**Greg Gifford**

*Assistant Professor of Biblical Studies*  
B.A., Baptist Bible College  
M.A., The Master's College  
Ph.D., Southwestern Baptist Theological Seminary  
Joined TMU 2016.

**Matthew Green**

*Assistant Professor of Communication*  
B.A., The Master's College  
M.A., Liberty University  
Joined TMU 2014.

**Clyde Greer, Jr.**

*Chair, Department of History & Political Studies*  
*Professor of History*  
B.A., James Madison University  
M.S., Radford University  
D.A., Carnegie-Mellon University  
Joined TMU 1986.

**Cindy Hallman**

*Associate Professor of Education*  
B.A., The Master's College  
M.Ed., University of Laverne  
Joined TMU 2014.

**Thomas Halstead**

*Dean, School of Biblical Studies*  
*Chair, Department of Biblical Studies*  
*Professor of New Testament and Greek*  
B.S., M.S., California State University, Northridge



M.Div., Talbot Theological Seminary  
Ed.D., Nova Southeastern University  
Joined TMU 1985.

**Dwight Ham**

*Chair, Department of Business Administration*  
*Associate Professor of Business Administration*  
*Certified Management Accountant*  
B.S., California State University, Northridge  
M.A., The Master's College  
MBA, Pepperdine University  
DBA, George Fox University  
Joined TMU 2007.

**Katie Hawkins**

*Assistant Professor of Mathematics*  
B.A., The Master's College  
Joined TMU 2014.

**Kurt Hild**

*English Professor*  
B.A., Kearney (NE) State College  
M.A., California State University, Northridge  
Ed.D., Nova Southeastern University.  
Joined TMU 1987; rejoined TMU 2000.

**Thomas “Mitch” Hopewell**

*Interim Provost*  
*Dean, School of Online Education*  
B.A., The Master's College  
M.Ed., Ed.D., Northern Arizona University  
Joined TMU 2017.

**W. Grant Horner**

*Professor of Renaissance and Reformation Studies*  
B.A., York College  
M.A., University of Alabama  
Ph.D., Claremont Graduate University  
Joined TMU 1999.

**Jeffrey Jensen**

*Interim Associate Vice President for Academic Affairs*  
*Associate Professor of History*  
A.S., York College of Pennsylvania  
B.A., The Master's College  
M.A., California State University, Long Beach  
Joined TMU 1989.

**Michael Kornoff**

*Assistant Professor of Chemistry*  
B.S., California State University, San Bernardino  
M.A., University of Southern California  
Joined TMU 2011.

**David Larsen**

*Interim Chair, Department of Kinesiology & Physical Education*  
*Associate Professor of Kinesiology & Physical Education*  
B.S., California State Polytechnic University, Pomona  
M.A., California State University, Long Beach  
Diploma in Biblical Studies, The Master's College  
National Athletic Trainer's Association, Certified  
Joined TMU 2001.

**Julie Larson**

*Professor of Communication*  
B.A., M.A., Ph.D., University of Southern California  
Joined TMU 1983.

**R.W. Mackey, II**

*Professor of Business Administration*  
B.R.E., Grand Rapids Baptist College  
M.R.E., M.Div., Grand Rapids Baptist Theological Seminary  
Ed.D., Pepperdine University  
Joined TMU 1978.

**Benjamin Mason**

*Assistant Professor of Music*  
B.M., M.M., Peabody Institute, John Hopkins University  
M.M., University of Georgia  
GRCT, University of Southern California  
Joined TMU 2014.

**Lauren Mason**

*Assistant Professor of Music Theory and Piano Pedagogy*  
B.M., Cedarville University  
M.M., University of Oklahoma  
Joined TMU 2007.

**Matthew McLain**

*Associate Professor of Biological Science and Geoscience*  
B.S., Cedarville University  
Ph.D., Loma Linda University  
Joined TMU 2016.

**Jordan Morton**

*Interim Associate Vice President for Academic Affairs*  
*Dean, Pearl C. Schaffer School of Education*  
*Associate Professor of Education*  
B.A., University of Oregon  
M.Ed., Grand Canyon University  
Ph.D., Walden University  
Joined TMU 2013.

**Dawn Okonowski**

*Assistant Professor of Biological and Physical Sciences*  
B.S., The University of Waterloo  
M.S., McMaster University  
Joined TMU 2018.

**Paul Plew**

*Dean, School of Music*

*Professor of Music*

B.S.M., Baptist Bible College of Pennsylvania

M.M., Pacific Lutheran University

Ed.D., Nova Southeastern University

Joined TMU 1979.

**Stuart Scott**

*Professor of Biblical Counseling*

B.A., Columbia International University

M.Div., Grace Theological Seminary

D.Min., Covenant Theological Seminary

Joined TMU 1994; rejoined TMU 2015.

**Jonathan Skaar**

*Assistant Professor of Kinesiology & Physical Education*

B.A.Sc., Vanguard University

M.S., A.T., Still University

Joined TMU 2016.

**John Street**

*Chair, Department of Biblical Counseling*

*Professor of Biblical Counseling*

B.A., Cedarville College

M.Div., Grand Rapids Baptist Seminary

D.Min., Westminster Theological Seminary

Joined TMU 1999.

**Jo Suzuki**

*Associate Professor of English*

B.A., Citadel Bible College

M.Div., Talbot Theological Seminary

A.B.D., The University of Texas at Arlington

Joined TMU 1998.

**William Varner**

*Professor of Biblical Studies and Greek*

B.A., Bob Jones University

M.Div., Th.M., Biblical Theological Seminary

M.A., Dropsie College

Ed.D., Temple University

Studies in Modern Hebrew, Gratz College

Joined TMU 1996.

# Board of Directors

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Brad Armstrong

Philip De Courcy

Richard Dewey

Bryan Hughes

George Jackson

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Felix Martin del Campo

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John van Wingerden

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## BOARD COMMITTEES

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*Chancellor Emeritus*

Orton Stokke

Mitch Sulahian

# Admission

The following admission policies and procedures apply to candidates seeking admission to any of the University's residential undergraduate programs. Requirements for all graduate and online programs are referred to later in this catalog.

The Master's University welcomes applications from students who are on a curriculum plan to complete their secondary (high school) education within the next 12 months. High school graduates and university students intending to transfer are also encouraged to apply. In selecting students, the University is drawn to those who present a strong academic record, have graduated from high school or the equivalent, articulate a clear testimony of faith in Jesus Christ, share a common theological perspective, and offer potential to contribute positively to the University community.

To assist in the admission and financial aid process (commonly referred to as enrollment), each applicant is assigned to an admissions counselor. Counselors are assigned to prospective students based on geography, the prospective student's major of interest, or other criteria (such as athletics). Biographical information for each counselor is available online at [www.masters.edu/undergrad](http://www.masters.edu/undergrad).

## ADMISSION POLICIES & PROCEDURES

To be considered for admission to The Master's University, applicants must complete the steps listed below:

1. Submit a complete "Application for Undergraduate Admission," along with the appropriate processing fee. The application can be found at [www.masters.edu/apply](http://www.masters.edu/apply).
2. Arrange to have official transcripts of all high school and college work sent to the Admissions Office. In cases where an academic record has yet to be established, a mid-semester grade report is acceptable.
3. Provide a pastor recommendation. This recommendation should be given to the applicant's pastor, youth pastor, or fellowship leader. While letters of recommendation are helpful, they may not substitute for the required recommendation form. This recommendation will be emailed to the student's pastor when a student enters their pastor's email on their online application.
4. As an objective measure of academic preparedness and potential for college success, standardized college admission scores are required.

Scholastic Aptitude Test (SAT) scores will be based on Critical Reading and Math sub-tests. For those who prefer the American College Test (ACT), the writing exam is optional. The Master's University also accepts the Classic Learning Test (CLT) as an alternative to either the SAT or the ACT.

Applicants must arrange to have their exam results sent to The Master's University. To register, applicants should use the code 4411 for the SAT and 0303 for the ACT.

Applicants are invited to arrange a campus visit and/or counseling appointment by going to [www.masters.edu/visit](http://www.masters.edu/visit). It is not necessary to have an application on file to participate, and a meeting is not required for admission. Members of the Admissions team are available throughout the calendar year except during Winter Break. Please check the TMU website for school holidays, closures, or conflicts.

### Grade Point Average

The Master's University uses both grade point averages (GPA) and standardized test scores (SAT I or ACT or CLT) to determine admission and financial aid eligibility. The Master's University maintains a policy of utilizing an applicant's GPA as it is reported on their official high school transcript. The University encourages applicants to pursue the most challenging courses possible. When multiple GPAs are presented, the University selects the academic (non-elective) GPA that best favors the student. By request, The Master's University will calculate a student's weighted GPA using the UC/CSU GPA guidelines.

### Application Deadlines

The Master's University accepts applications until the beginning of the semester for which the prospective student is applying. However, those applicants who want to receive their financial aid package by December and ensure that funds are still available, should apply by **November 15** (Early Action Deadline).

## Application Fees

Applications require a non-refundable processing fee of \$40. Applicants facing financial hardship may submit a Fee Waiver Request available at [www.masters.edu/downloads](http://www.masters.edu/downloads). The application fee is waived automatically for students who apply prior to the Early Action Deadline.

## ADMISSION REQUIREMENTS

### Early Action Applicants

Early Action is intended for applicants with strong academic records who have selected The Master's University as their first choice. Prospective students interested in Early Action should submit their application and supporting credentials no later than November 15. Applicants not admitted for Early Action will have their file reviewed once additional information is received.

### Freshman Applicants

1. The applicant should be a high school senior or graduate with a minimum of eleven courses from grades 9 through 12 as follows:
  - a. English – 4 years
  - b. Mathematics – 3 years
  - c. Science – 2 years
  - d. History – 2 years
2. The applicant must take the SAT I or ACT or CLT. These scores help assess preparedness for a collegiate workload.
3. The University may admit applicants who have not graduated from traditional high school. These applicants must present a satisfactory G.E.D. certificate or pass the California High School Proficiency Examination and meet all other admission requirements.

### Freshman Homeschooled Applicants

The Master's University welcomes applications from anyone who has been homeschooled for all or part of their high school education. The requirements for admission are listed below.

1. The applicant should have completed a high school curriculum as follows\*:
  - a. English – 4 units
  - b. Mathematics – 3 units
  - c. History – 2 units
  - d. Science – 2 units
2. The applicant must take the SAT I or ACT or CLT. These scores help assess preparedness for a collegiate workload.
3. The Master's University accepts transcripts produced by homeschooling parents, as well as transcripts provided by charter, cluster, or publishing organizations.

*\*One unit represents two semesters or one school year.*

The following format should be used when submitting a homeschool transcript. Beginning with Grade 9, the transcript should include the following information:

- Course title (i.e., Algebra I, English 10, etc.)
- Grade earned – when providing grade information, be sure to provide a scale that shows the relationship between percentages and earned letter grades, even if percentages are recorded.
- Credit earned – the standard measure for awarding credit is the Carnegie Unit, which awards one (1) credit for completion of a full-year course that holds daily classes.

Curricula vary from one home-schooling program to another. Applicants should provide a written explanation of the curriculum used and the educator's teaching methods. The following information should be included with the applicant's transcript:

- Who is ultimately responsible for setting up curriculum and selecting materials?
- What type of curriculum and materials did the educator(s) use?
- Who was responsible for providing instruction?
- Were tutors used in some areas and not in others?
- Who recorded grades and how?
- What type of independent, standardized testing was used to measure the student's progress against a larger population?

Some homeschooled applicants may finish their high school education at an accelerated pace and be ready to attend The Master’s University at an earlier age than their public or private high school counterparts. The University retains the right to defer an applicant’s entrance until such a time as it deems appropriate.

### Transfer Applicants

An individual will be classified as a transfer student if he/she has completed 24 or more semester units (36 or more quarter units) of transferable college coursework at the time of application to TMU. College-level units earned prior to high school graduation (including dual enrollment units and credit-by-examination) are not counted toward this total. Students desiring to transfer must file an application for admission and submit official copies of all college transcripts regardless of their intent to receive credit.

Students who wish to transfer to TMU from another college or university but have not completed 24 post-high school semester units (36 quarter units) at the time of application, will be considered freshmen with prior college credit. This will not affect such students’ eligibility for admission; however, it will require them to submit their official high school transcript containing their high school GPA, along with ACT or SAT or CLT test scores.

College transcripts from other institutions are evaluated and credit is awarded prior to the student’s first semester at The Master’s University. This evaluation is made available to both the student and the academic advisor for financial aid and degree planning purposes. Any additional transcripts received after the semester has begun will be evaluated immediately and credit awarded by the Registrar’s Office within four weeks of their receipt.

### IGETC/G.E. Breadth

Transfer students who have satisfied all the requirements for either IGETC (Intersegmental General Education Transfer Curriculum [UC or CSU]) or G.E. Breadth (CSU) prior to enrolling at TMU will be considered to have their non-Bible G.E. class requirements complete. Students who transfer from states other than California and have completed a G.E. transfer agreement as noted on the final transcript may be considered to have their non-Bible G.E. class requirements complete. No further non-Bible G.E. classes will be required at TMU (see page 38).

### Requirements for International Students in Undergraduate- and Graduate-Level Programs

The Master’s University has been authorized under federal law to enroll non-immigrant alien students since 1949. Students from abroad are welcome, provided they meet the admission requirements of the University. International students are urged to contact the International Admissions Counselor or view the University’s website to obtain the appropriate application forms. The following are requirements for both The Master’s University and U.S. Immigration:

1. For all undergraduate programs, international students must submit transcripts reflecting the completion of high school education or the equivalent. Graduate-level programs require completion of a bachelor’s degree or the equivalent. All transcripts must be official copies and translated upon the request of the admissions counselor.
2. All applicants to The Master’s University must submit an acceptable standardized test score. If the student’s first language is English, he/she may submit the SAT I (school code 4411) or ACT (school code 0303). Non-native speakers of English should submit a score from either the TOEFL (school code 4411) or the IELTS. Minimum scores required for entry into the University programs are as follows:

PROGRAM	TOEFL PAPER BASED	TOEFL COMPUTER BASED	TOEFL iBT	IELTS
Undergraduate	550	210	80	6.5
Graduate	600	250	100	7.0

3. Certification of finances is required for all international students to reflect that they have necessary funds to pay for all tuition and related costs of living for at least their first year of schooling. Limited financial assistance is available from The Master’s University, and a Financial Aid Application may be requested through the International Admissions Counselor.

4. International students may transfer from another U.S. college or university if they are a full-time student at the school currently attended, have maintained non-immigrant student status, and intend to be a full-time student at The Master's University. According to the F-1 student visa transfer regulations, the institution from which the student is transferring must also confirm that the student has maintained his/her F-1 status throughout the student's enrollment with them.
5. Upon admission to The Master's University, United States Federal law requires an international student to be registered as a full-time student. Minimum semester requirements for full-time status for the following programs are:
  - Undergraduate – 12 units
  - Teaching Credential (fifth year) program – 15 units
  - MABC – 8 units
6. International applicants will be notified of the Admission Committee's decision upon receipt of all documentation. Once an applicant is accepted and the finances are verified, Form I-20 will be forwarded to them. Form I-20 is an official document of the United States government that grants a foreign student permission to apply for a student visa (F-1) at a U.S. consulate or embassy.
7. The Master's University requires that undergraduate F-1 visa international students begin their studies in the fall semester (September) or Spring semester (January).

### **Auditing**

There are restrictions for international students auditing classes. They may audit courses; however, these units are not included in their full-time unit load calculation. International visitors on B-1 or B-2 visas may not audit or enroll in classes.

### **Thesis Work Pending for International Students in Graduate-Level Programs**

A graduate student actively working on a thesis can take less than a full load of classes and still maintain full-time status, but only if they have enrolled in BC598 Thesis Research at some point during their academic career and continue to reside in the United States. The thesis itself is considered a full-time endeavor. Normal progress to complete the thesis for the MABC resident program is one year after completion of class work and BC598. The one year of thesis work has been included in the length of program on the I-20 issued to the student. Therefore, no extension of the I-20 end date will be granted.

### **Online Course Work**

Only one class (3 units for undergraduate, 2 units for graduate) of online study may be applied toward the full-time enrollment requirement for international students during any given semester.

### **Visa Waiver Program**

Students from countries that are participating in the Visa Waiver program will not be allowed to attend classes for auditing or for credit. It is The Master's University's understanding that the use of the visa waiver is for citizens of certain countries to travel to the United States for tourism or business for stays of 90 days or less without obtaining a visa. Any form of study on this type of visa would be a violation of status.

## FINANCIAL AID POLICIES & PROCEDURES

### Eligibility

To be eligible to receive financial aid, a student must:

1. Be a U.S. citizen or eligible non-citizen.\*
2. Be enrolled as a full-time student.
3. Have a high school diploma or equivalent.
4. Maintain satisfactory academic progress towards graduation and maintain a minimum cumulative GPA as required.
5. Be registered for the draft with the Selective Service if the student is male, at least 18 years old, born after December 31, 1960, and not a current member of the active armed service.\*
6. Not be in default on any Title IV loans or owe repayment on any Title IV grant.\*

Priority in awarding is based upon the timely filing of all required applications, supporting documents, and notification of admission to the University.

Most awards (scholarships, grants, loans) are disbursed in two equal installments, which are credited directly to the student's account. Most financial awards are eligible for renewal based on program guidelines, and an annual application (modified for continuing students) must be submitted.

*\*Except for international students or students waiving the FAFSA.*

### Determination of Need

Financial need is calculated by information the student provides on the Free Application for Federal Student Aid (FAFSA).<sup>\*</sup> This standard form, used nationwide in higher education, gathers information on the family's financial situation—their income and assets. Other requested information includes the number of family members and the number of family members in college. The results of this calculated assessment determines what is commonly referred to as the Expected Family Contribution (EFC).

The EFC is subtracted from the cost of attendance and the result is a calculation of the student's "financial need." Aid eligibility at The Master's University is a function of both our cost of attendance and the student's expected family contribution.

*\*International students will need to complete the International Student Financial Aid Application, which is available upon request from the International Student Office.*

### Application Process

To apply for federal, state, and institutional aid, a student will need to:

1. Complete and submit the Free Application for Federal Student Aid (FAFSA) or FAFSA waiver.
2. Complete and submit The Master's University Financial Aid Application.
3. Complete and submit the Federal Verification Worksheet, along with the IRS Data Retrieval or IRS transcript, if required for verification.
4. Agree to the terms and conditions of the Satisfactory Academic Progress Policy (SAPP) on Self-Service when accepting the award.

Applicants for all Cal Grant programs must also:

5. File a verified grade point average (GPA) with the California Student Aid Commission no later than March 2 and have the FAFSA completed by March 2.
  - a. **OPTION 1:** Obtain a GPA Verification Form, have it certified by a school official at the current school attended and send it to the California Student Aid Commission. Photocopy the form prior to mailing and obtain a proof of mailing for verification purposes. Homeschooled students will need to send SAT or ACT scores to the California Student Aid Commission before March 2.



- b. **OPTION 2:** Many high schools and colleges will file (with a signed release) a student's verified GPA with the Commission in roster form. This option should be verified with each institution.

## **FINANCIAL AID AWARDS**

Once all applications and supporting documents are received (which includes the results of the FAFSA), a financial aid award will be offered to the student. New students must be accepted before financial aid will be processed.

### **New Students**

Early October applicants can expect to receive an award letter by late December to mid-January instructing them where to accept or decline their award. The statement of principles of good practice, established by the National Association for College Admission Counseling, permits first-year candidates for fall admission to choose, without penalty, among offers of admission and financial aid until May 1. After May 1, students have 15 business days to respond to their financial aid offer or their financial aid is subject to cancellation. January applicants can expect to receive a letter by mid-March. Students have 15 business days to respond to the financial aid offer (either in part or in whole). Aid is subject to cancellation after 15 days if no response is received.

### **Continuing Students**

Continuing students will be notified of their financial aid offer through an email instructing them how to accept or decline their financial aid award.

### **Verification**

Verification is the process of confirming the accuracy of information reported on the FAFSA. All students selected for verification by the Federal Government are required for verification at The Master's University. A student required for verification will need to submit a Federal Verification Worksheet and complete the IRS Data Retrieval or IRS transcript. This process is required of The Master's University by the Federal Government in order to help maintain the integrity of the Federal Student Aid program.

### **Online Awards**

Award letters contain confidential information and are located on TMU's secure site. To keep the site secure, students are not to share their password with anyone, including their parents.

## **SATISFACTORY ACADEMIC PROGRESS POLICY (SAPP)**

Each student must maintain a cumulative grade point average (GPA) of 2.00 or higher for each semester of attendance. Cumulative GPA is based on institutional and transfer credit hours.

A student must also complete 80% of the institutional and transfer credit hours units he/she has attempted. For example, a student who attempts 30 credit hours for the first year must complete 24 of those credit hours. A student who has attempted 60 credit hours by the end of the second year must have completed 48 of these credit hours. A student must also demonstrate progress toward graduation. The timeframe in which a student finishes his/her degree cannot exceed 150 percent of the published length of the program. For example, for an academic program with a program length of 122 units, the timeframe of completion cannot exceed 183 units. Part-time students must also complete 80% of their attempted units. "F" grades, incompletes, withdrawals, and "no credit" marks affect a student's satisfactory academic progress.

### **Evaluation of Student's Progress**

GPA and unit evaluation are done after each semester with current registrar data. If either of the criteria are not met at the time of evaluation, the student will be notified of his/her failure to meet the qualifications and will be placed on financial aid warning or suspension.

### **Financial Aid Warning for Failure to Meet the GPA Requirement**

If a student is put on Financial Aid Warning for failure to meet the cumulative GPA requirement, the student has one semester to receive a cumulative GPA of 2.00. The student must maintain a 2.00 cumulative GPA for one semester before being removed from Financial Aid Warning.

**If, within the first semester of Financial Aid Warning, the student does not receive a cumulative GPA of 2.00, the student will have all financial aid suspended until they have met the 2.00 cumulative GPA requirement.** The student will again be eligible for financial aid after maintaining a 2.00 cumulative GPA for one semester.

If a student is academically suspended, the student must complete the readmission procedures for an academically disqualified student as outlined in the student catalog. The student must then meet the 2.00 cumulative GPA requirement for one semester before that student will be eligible for financial aid. The student may again apply for financial aid after the requirements have been met.

### **Financial Aid Warning for Failure to Meet the Unit Requirement**

If, at the time of the unit evaluation, a student has failed to complete 80% of the attempted units, they will be placed on Financial Aid Warning and will be notified of the failure to meet the requirements. The student will have one semester in which to improve this percentage. If, by the end of that semester, the student has not completed 80% of the cumulative attempted units, that student will have all financial aid suspended until such a time as they have met the requirement. The student may again apply for financial aid after requirements have been met.

### **Appeal**

A student may appeal this suspension by presenting a letter of appeal to the Office of Financial Aid. The appeal must include an explanation of the reason(s) student has failed to meet the Satisfactory Academic Progress Policy (SAPP). The appeal must also include what has changed and will change for the student to achieve satisfactory academic progress (SAP). The appeal must demonstrate that SAP can be met after one additional, probationary semester. Cases of extreme illness or death in the family will be taken into consideration. The Office of Financial Aid will notify the student as to the final decision.

An approved appeal will grant the student one semester of probation in which they will still be eligible to receive financial aid. If, at the end of this probation period, Satisfactory Academic Progress is not met, the student will be placed on Financial Aid Suspension until such time as the student has met the requirements.

## **FORMS OF FINANCIAL AID**

Financial aid is money provided by federal and local governments, independent and private organizations, and the University to assist families in meeting the costs of higher education. Most opportunities for financial assistance fall into either of two categories: “merit-based aid” and “need-based aid.”

“Merit-based” scholarships are granted based on a student’s achievements or promise of achievement in several areas including, but not limited to, academics, music, and athletics. “Need-based” aid, as the name implies, requires that the student and their family demonstrate a financial need in meeting college costs. Simply stated, financial need is the difference between the amount a family is expected to contribute, and the actual amount required to attend college. In most cases, the amount of financial aid offered will be based on a combination of factors involving both types of aid. New students continue to work with their admissions counselors, while continuing students will work with the Office of Financial Aid.

Information on financial aid for the Online Program is referred to later in this catalog.

## Scholarships

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<b>PRESIDENT'S SCHOLARSHIP</b>	Competitive scholarship awarded to full-time incoming freshmen. Applicants must have a high school GPA of 4.0 and a SAT I score (Evidence-Based Reading & Writing and Math sub-tests only) of 1400 or ACT score of 32. Renewable with a cumulative college GPA of 3.5. GPA will be evaluated at the end of every fall semester.	Up to \$12,000
<b>DISTINGUISHED SCHOLARSHIP</b>	Awarded to full-time incoming freshmen only based on a combination of cumulative high school GPA and SAT or ACT scores. Please visit <a href="http://www.masters.edu/tcc">www.masters.edu/tcc</a> to see if you qualify for this award. Renewable with a cumulative college GPA of 2.75. GPA will be evaluated at the end of every fall semester.	\$5,000
<b>HONORS SCHOLARSHIP</b>	Awarded to full-time incoming freshmen only based on a combination of cumulative high school GPA and SAT or ACT scores. Please visit <a href="http://www.masters.edu/tcc">www.masters.edu/tcc</a> to see if you qualify for this award. Renewable with a cumulative college GPA of 2.75. GPA will be evaluated at the end of every fall semester.	\$3,000
<b>MUSIC SCHOLARSHIP</b>	Awarded by the School of Music to students who demonstrate superior music ability and who are committed to The Master's University and the ministry focus of the programs. Annual application required.	Varies
<b>ATHLETIC SCHOLARSHIP</b>	Awarded by the Athletic Department to students who demonstrate superior athletic ability and who are committed to The Master's University and the ministry focus of the programs. Annual application required.	Varies

## Work Study Program

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<b>STUDENT EMPLOYMENT PROGRAM</b>	Awarded to full-time students based on financial need and academic qualification. Students work in part-time jobs, either on-campus or off-campus. Depending on experience and wage, most students work between 10 and 20 hours per week. Wages start at California state minimum wage. Often, these jobs complement students' educational and career objectives, providing them with valuable vocational and technical experience. Both programs offer many opportunities for students' professional growth. Annual application required.	\$3,000 – \$6,000
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## Grants

<b>THE MASTER'S UNIVERSITY GRANT</b>	Awarded to students based on academic achievement and financial need. Students must be enrolled full-time. Annual application required.	Varies
<b>INTERNATIONAL STUDENT GRANT</b>	Awarded to new and continuing international students. Based on financial need and academic achievement. Annual application required.	Varies
<b>MINISTRY MATCHING GRANT</b>	Awarded to students who receive sponsorship from a Christian ministry. TMU will match, on a dollar-for-dollar basis, up to \$1,500 per student, as long as funds remain available. Annual application required.	Up to \$1,500 per year
<b>PASTOR AND MISSIONARY DEPENDENT GRANT</b>	Awarded to full-time students demonstrating need, who are dependents of full-time pastors or missionaries providing the family's primary support and whose ministries are consistent with the mission of TMU. Annual application required.	\$1,000 per year
<b>CAL GRANT</b>	Awarded to low and middle income California residents. Based on need and GPA. Student must be enrolled in at least a two-year program. Annual application required.	Up to \$9,084 per year
<b>PELL GRANT</b>	Federal program, based on need. Annual application required.	Up to \$6,195 per year
<b>SUPPLEMENTAL EDUCATION OPPORTUNITY GRANT</b>	Federal program, based on need. Also must be eligible for Pell Grant (see above). Annual application required.	Up to \$1,000 per year

## Loans

<b>SUBSIDIZED FEDERAL STAFFORD LOAN</b>	Need-based, fixed rate, low-interest student loan in which the government pays the interest while the student is enrolled at least half-time (6 units). Loan is deferred until 6 months after the student graduates or drops below half-time.	Varies
<b>UNSUBSIDIZED FEDERAL STAFFORD LOAN</b>	Fixed rate, low-interest student loan in which interest accrues while the student is enrolled at least half-time (6 units). Loan is deferred until 6 months after the student graduates or drops below half-time.	Varies
<b>FEDERAL LOAN FOR PARENTS OF UNDERGRADUATE STUDENTS (PLUS)</b>	Fixed rate loans available to parents of undergraduate dependent students with no adverse credit history. May borrow up to the cost of attendance less any other financial aid. Annual application required.	Varies

## **FINANCIAL AID REFUND POLICY\***

### **Dropping Classes**

A student's final eligibility for aid will be based on the number of hours for which they are enrolled on the Census Date, as listed in the class schedule. If a student registers for and then drops a class (or classes) prior to the Census Date, the student's eligibility for aid will be recalculated based on the hours remaining as of the Census Date. Since financial aid is released prior to the Census Date, students who receive a financial aid payment based on more hours than those remaining as of the Census Date may be responsible for repaying a portion of any financial aid received.

Dropping classes may affect a student's eligibility for future aid. Students should consult the Satisfactory Academic Progress Policy or the Office of Financial Aid to determine if dropping classes will affect their eligibility for future aid.

### **Total Withdrawal from School**

If a student registers and then completely withdraws from all classes, their eligibility for aid will be recalculated based on the number of days they attended class. If a student totally withdraws from all classes prior to the first class day, all financial aid will be cancelled and no funds will be disbursed. If a student withdraws on or after the first class day, the student may have to repay a portion of any financial aid received. See "Return of Title IV Funds" below. Withdrawal from classes may affect a student's eligibility for future aid. Students should consult the Satisfactory Academic Progress Policy or the Office of Financial Aid to determine if dropping classes will affect their eligibility for future aid.

### **Return of Title IV Funds**

The Higher Education Reconciliation Act of 2008 changed the formula for calculating the amount of aid a student and school can retain when the student totally withdraws from all classes. Students who withdraw from all classes prior to completing 60% of the semester will have their eligibility for aid recalculated based on the percentage of the semester completed. The Office of Financial Aid encourages students to read a complete copy of this policy carefully. Students considering withdrawal from all classes PRIOR to completing 60% of the semester should contact the Office of Financial Aid to see how that withdrawal may affect their financial aid.

*\*Institutional aid is not refundable.*

## **FINANCIAL AID PROGRAMS**

On the previous two pages are descriptions of Scholarships, the Work Study Program, Grants, and Loans that are available to those students who qualify.

## **STUDENT CONSUMER INFORMATION**

In compliance with the Higher Education Opportunity Act, students can access compliance and consumer information for The Master's University at [www.masters.edu/HEOA](http://www.masters.edu/HEOA).

## **ELECTRONIC COMMUNICATIONS**

The Office of Financial Aid will communicate with current and prospective students electronically via secure TMU email and student Self-Service portal. If a student wishes to opt out of electronic communications, they must do so in a signed written statement to the Office of Financial Aid.

# Student Account Policies

Through the financial assistance of faithful Christian friends and churches, The Master's University strives to offer students a Christ-centered education within the financial reach of all. The cost of education is considerably in excess of what a student pays. However, the University is able to keep students' costs at a minimum as Christian friends support us through their generous gifts and prayers. With the establishment of scholarships and direct gifts, hundreds of students have been prepared for specific fields of work and service.

## PAYMENT TERMS

Tuition, fees, room, and board expenses for traditional programs are due July 10 for the Fall semester and December 10 for the Spring semester. A late fee for payments not received by the due date may be charged to overdue accounts. Winterim charges may be rolled into the Spring semester billing; Post Session charges are due before the start of class. For the regular semesters, the following option is available:

**Traditional Undergraduate Program Payment Plan.** For our traditional students, the estimated semester cost of tuition, room, and board will be divided into five (5) monthly payments. Payments begin July 10 prior to the Fall semester and December 10 prior to the Spring semester. A Payment Plan Fee will be assessed to the student account if the payment plan is selected. *Note: This applies to students who complete registration before June 20 for the Fall semester and November 20 for the Spring semester. Students using the payment plan who register after these dates will have their balance divided by the number of payments remaining for the semester (i.e. a student who registers mid-August would have a payment due upon arrival, with successive payments due September 10, October 10, and November 10).*

**MABC Program Payment Plan.** We offer a payment plan to our MABC students which divides total costs into four (4) monthly payments. Payment dates depend on the trimester enrolled, beginning in April for Summer, August for Fall, and December for Spring.

**Online Program Payment Plan.** We do not currently offer a payment plan for our online degree programs. Tuition and fees are due in full by the start of the trimester.

## PAYMENTS FROM GOVERNMENT AGENCIES OR PRIVATE FOUNDATIONS

Please note that we invoice or bill third parties when requested and as a courtesy to the student. Third parties include donors, benefactors, employee tuition programs, workman's compensation carriers, voc/rehab programs, military T/A, and other military tuition programs. The invoicing or billing to a third party does not change the due date indicated on your statements and our standard student account policies will still apply. Late fees will accrue on the account if not paid by the due date shown on your statement.

## HEALTH INSURANCE REQUIREMENT

All registered traditional undergraduate, credential, and seminary students are required to have adequate medical insurance. Students will be automatically enrolled in the TMUS-sponsored Student Health Insurance Plan unless they submit an online insurance waiver. Waivers will be approved if coverage meets certain minimum criteria (such as provision for doctor visits, emergency visits, prescriptions, locality of coverage, etc.). Students must submit a waiver once per academic year; premiums will be charged annually to all student accounts that do not have an approved waiver.

## REFUNDS

Refunds are based upon the week that the official withdrawal form, signed by the Registrar and all relevant parties, is presented to the Student Accounts Office, and not on the time a student ceases to attend classes. A student withdrawing from school with neither consultation nor consent of an appropriate administrator shall not be entitled to any refund.

**The percentage of tuition refunded is based on actual tuition cost charged to the student's account.**

### Traditional Undergraduate and Credential Programs

Withdrawal During	Refund	Withdrawal During	Refund
No attendance	100%	5 <sup>th</sup> week	45%
1 <sup>st</sup> week	100%	6 <sup>th</sup> week	30%
2 <sup>nd</sup> week	100%	7 <sup>th</sup> week	15%
3 <sup>rd</sup> week	75%	8 <sup>th</sup> week	5%
4 <sup>th</sup> week	60%	9 <sup>th</sup> week	0%

**Post Session** classes dropped prior to or during the second day of class will receive a 100% refund. No refund will be issued for classes dropped after the second day.

**Winterim** classes dropped prior to or during the first day of class will receive a 100% refund. No refund will be issued for classes dropped after the first day.

**Room and Board** is fully refundable during the first two weeks of class. Refunds will be prorated on a weekly basis after that point. Post-Session/Winterim room and board is non-refundable.

**Course Fees** (*including individual music lessons and online course fees*) are fully refundable during the first two weeks of class. After this point, they are non-refundable.

### Master of Arts Program

Withdrawal During	Refund	Withdrawal During	Refund
No Attendance	100%	5 <sup>th</sup> week	45%
1 <sup>st</sup> week	100%	6 <sup>th</sup> week	30%
2 <sup>nd</sup> week	100%	7 <sup>th</sup> week	15%
3 <sup>rd</sup> week	75%	8 <sup>th</sup> week	5%
4 <sup>th</sup> week	60%	9 <sup>th</sup> week	0%

**Summer Housing** cancelled prior to June 1<sup>st</sup> will receive a 100% refund. There is no refund for housing after this point.

### Online Program

Online Courses Dropped	Refund Given	Grade Given
By the Friday of the second week	100%	No grade will be given
By the Friday of the third week	50%	W
By the Friday of the fifth week	0%	W
After Friday of the fifth week	0%	F

*Note: Must be timestamped by Friday at 11:59 p.m. PST.*

# Academic Information

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This section describes the academic policies and requirements that apply to students of The Master's University. Although faculty and staff provide assistance to students, the responsibility for understanding and complying with the provisions in this section belongs to each student. TMU reserves the right to make changes to its academic policies and requirements. Whenever possible, such changes will be announced in advance so as to avoid conflicts, misunderstandings, and inconvenience.

## GENERAL EDUCATION REQUIREMENTS

The general education (G.E.) courses taken by all students are designed to be the foundation for a liberal arts education. A liberal arts education aims to expose students to a wide variety of values, ideas, and assumptions that will help them better appreciate the responsibilities and benefits of a free society. It is also designed to give them a common core of knowledge that will aid their understanding of society and culture.

The University has developed a G.E. program designed to form the minimum core of each student's liberal arts education. Each student under the new G.E. requirements must complete a minimum of 61 G.E. semester units for the B.A. and B.S. degrees, or 49 G.E. semester units for the B.M. degree. See page 39 for the complete G.E. listing.

One course can be used to satisfy only one G.E. requirement. In the event one course ostensibly satisfies more than one G.E. requirement, the student must declare which G.E. requirement that course is intended to satisfy. (Note: one course may be used to satisfy a G.E. requirement and a major requirement.)

### Old vs. New G.E. Requirements

In Fall 2015, TMU introduced a new set of G.E. requirements, which is described in this catalog. These G.E. requirements apply to all new and returning undergraduate students except:

- Any student who enrolled at TMU as a full-time traditional student prior to Fall 2015. These students must satisfy the G.E. requirements published in the catalog for their first semester of full-time enrollment.

### G.E. Transfer Information

Most G.E. requirements may be satisfied through transfer courses accepted by the Office of the Registrar. (See page 28 for information on IGETC and G.E. Breadth.) However, departments or majors and emphases may have specific substitution and/or waiver requirements. Students who seek to satisfy one or more G.E. requirements with transfer credit should refer to the "G.E. Substitutions and Waivers" listing on page 39 and the appropriate departmental section in this catalog.

Even if coursework completed at another institution is not accepted to fulfill a G.E. requirement, a student may nonetheless be awarded transfer units in accordance with Registrar's Office transfer policy.

**Biblical Studies** – Students transferring  $\geq 24$  units will only need to satisfy one Bible course per semester of enrollment until graduation. The first four, in any sequence, must be Old Testament Survey I & II and New Testament Survey I & II, followed by Christian Theology I & II and Essentials of Christian Thought. Students transferring  $\leq 24$  units must complete all 21 units of the G.E. Scripture set prior to graduation. However, some Bible coursework completed at other institutions may be accepted by the Registrar's Office to satisfy TMU's G.E. requirements. Please contact the Registrar's Office for more information.

**Sciences** – Beginning Fall 2019, TMU will accept an accredited science lecture and lab in transfer to satisfy G.E. science for students transferring  $\geq 24$  units.



## G.E. COURSES FOR ALL STUDENTS EXCLUDING BACHELOR OF MUSIC

### Scripture Set

B121	Essentials of Christian Thought.....	3
B101	Old Testament Survey I.....	3
B102	Old Testament Survey II.....	3
B201	New Testament Survey I.....	3
B202	New Testament Survey II.....	3
BTH321	Christian Theology I.....	3
BTH322	Christian Theology II.....	3
<i>Total Scripture Set units.....</i>		<i>21</i>

### Worldview Set

P311	Essentials of Philosophy.....	3
MU190	Essentials of Music & Art.....	3
ECN200	Essentials of Economics & Society.....	3
<i>One of the following.....</i>		<i>3</i>
GS150 Essentials of Geology (3)		
LS150 Essentials of Biology (3)		
H230	Essentials of U.S. History.....	3
H211	Essentials of World History I.....	3
H212	Essentials of World History II.....	3
E____	General Literature Elective.....	3
(Does not include: E322, E332, & E353)		
<i>One of the following for Essentials of Literature.....</i>		<i>3</i>
E211 English Literature I (3)		
E212 English Literature II (3)		
E221 World Literature I (3)		
E222 World Literature II (3)		
E231 American Literature I (3)		
E232 American Literature II (3)		
<i>Total Worldview Set units.....</i>		<i>27</i>

### Skills Set

C100	Spoken Communication.....	3
MA240	Critical Thinking & Quantitative Analysis.....	3
POL220	U.S. Government.....	3
E110	English Composition.....	3
<i>One of the following.....</i>		<i>1</i>
LS150L Essentials of Biology Lab (1)		
GS150L Essentials of Geology Lab (1)		
<i>Total Skills Set units.....</i>		<i>13</i>
<i>Total General Education units.....</i>		<i>61</i>

## G.E. COURSES FOR BACHELOR OF MUSIC STUDENTS ONLY

### Scripture Set

B121	Essentials of Christian Thought.....	3
B101	Old Testament Survey I.....	3
B102	Old Testament Survey II.....	3
B201	New Testament Survey I.....	3
B202	New Testament Survey II.....	3
BTH321	Christian Theology I.....	3
BTH322	Christian Theology II.....	3
<i>Total Scripture Set units.....</i>		<i>21</i>

### Worldview Set

P311	Essentials of Philosophy.....	3
MU295	Music & Art for Musicians (substitute).....	3
<i>One of the following.....</i>		<i>3</i>
GS150 Essentials of Geology (3)		
LS150 Essentials of Biology (3)		
H230	Essentials of U.S. History.....	3
<i>One of the following.....</i>		<i>3</i>
H211 Essentials of World History I (3)		
H212 Essentials of World History II (3)		
<i>One of the following for Essentials of Literature.....</i>		<i>3</i>
E211 English Literature I (3)		
E212 English Literature II (3)		
E221 World Literature I (3)		
E222 World Literature II (3)		
E231 American Literature I (3)		
E232 American Literature II (3)		
<i>Total Worldview Set units.....</i>		<i>18</i>

### Skills Set

MA240	Critical Thinking & Quantitative Analysis.....	3
POL220	U.S. Government.....	3
E110	English Composition.....	3
<i>One of the following.....</i>		<i>1</i>
LS150L Essentials of Biology Lab (1)		
GS150L Essentials of Geology Lab (1)		
<i>Total Skills Set units.....</i>		<i>10</i>
<i>Total General Education units.....</i>		<i>49</i>

## G.E. SUBSTITUTIONS AND WAIVERS

Depending on the student's major, certain G.E. requirements allow for substitutions. See complete listing below:

Course:	Major:	Substitution:
<b>B102 Old Testament Survey II</b>	ALL	IBEX300 The Land & the Bible*
<b>B201 New Testament Survey I</b>	ALL	IBEX300 The Land & the Bible*
<b>MU190 Essentials of Music &amp; Art</b>	Biblical Studies	MU333 Worship & Songs of the Church
	Music	MU295 Music & Art for Musicians
	ALL	ART338 Art History of the Western World
<b>H211 Essentials of World History I</b> ☞ <b>H212 Essentials of World History II</b>	ALL**	Pass World History Competency Exam & 3 units of Upper Division History

<b>P311 Essentials of Philosophy</b>	English Ed.	P321 History and Philosophies of Education
	History Ed.	P321 History and Philosophies of Education
	LS/LS Teacher Ed.	P321 History and Philosophies of Education
	Music Ed.	P321 History and Philosophies of Education
	Mathematics Ed.	P321 History and Philosophies of Education
	Life Sciences Ed.	P321 History and Philosophies of Education
	Music Production	BCW367 Ethics
	KPE	KPE303 History & Philosophy of P.E.
	Business Admin.	BUS330 Business Ethics
	Marketing Media	BUS330 Business Ethics
	Biblical Studies***	BCW363 Apologetics
<b>C100 Spoken Communication</b>	Biblical Studies	BMN310 Message Prep for Women
	Biblical Studies	BMN370 Sermon Prep & Delivery
	Business Admin.	MGT330 Business Communications
	Marketing Media	MGT330 Business Communications
<b>MA240 Critical Thinking</b>	Business Admin.	BUS310 Statistics for Business
	Marketing Media	BUS310 Statistics for Business
	CIS	Waived per former TMU catalog
	LS Teacher Ed.	MA201, 202 Math for Elem. School Teachers
	KPE	KPE405 Statistical Analysis
ALL	MA101 Algebra & Trigonometry, MA121 Calculus I or MA262 Statistics	
<b>LS150 Essentials of Biology or GS150 Essentials of Geology</b> ◊+	Bio./Phys. Science	LS151 Organismic Biology◊
	KPE	LS321 Anatomy and LS322 Physiology◊
<b>POL220 U.S. Government</b>		Waived for non-U.S. citizens and non-resident aliens****
<b>E110 English Composition</b> §	ALL	700+ score (Evidence-Based Reading & Writing section of SAT I)
	ALL	3+ score (AP Language and Composition exam)
	ALL	3+ score (AP Literature and Composition exam)
	ALL	31+ score (English section of the ACT)
	ALL	10+ score (WritePlacer exam from CollegeBoard)
	ALL	5+ score (Criterion Online Writing Evaluation Service from ETS)

\*IBEX300 (6 units) fulfills requirements for B102 and B201 if qualifying pre-/post-trip work is completed. Students are required to notify IBEX in advance of their intent to fulfill one or both classes. Completion fulfills the G.E. requirement only; additional TMU units may be needed to reach graduation thresholds. Compliance will be monitored by the IBEX Academic Coordinator and by the Registrar's Office.

\*\*Students who wish to pursue a Single Subject Teaching Credential in Social Studies must take both H211 and H212.

\*\*\*Some Biblical Studies emphases require BCW367; other Biblical Studies emphases allow for a substitution option.

\*\*\*\*U.S. citizens (regardless of current country of residence) and resident aliens are NOT exempt from the POL220 requirement.

◊Substitution includes lab.

+See page 38 for the science lecture and lab transfer policy. An exception to the **lab** policy would be a student completing one of the prescribed major-approved lab substitutions listed above (LS151L or LS321L/LS322L).

§No semester units will be awarded. Any student who receives an exemption is still held accountable for the minimum number of required units to meet graduation requirements.

Oxford, AMBEX, CCCU co-op programs, etc. that fulfill a Worldview/Skills Set course preserve their substitutions as outlined in previous TMU catalogs or articulation agreements.

# Graduation Requirements

The Master's University grants bachelor's degrees (i.e. Bachelor of Arts, Bachelor of Music, and Bachelor of Science) to students who satisfy the graduation requirements described below:

1. Complete a minimum of 122 semester units of credit.
2. Complete a minimum of 40 semester units in upper division courses.
3. Satisfy all General Education requirements.
4. Complete the required curriculum for the chosen major field(s) of study.
5. Maintain a minimum GPA of 2.00 (cumulative) in all TMU courses. *(Some majors have different GPA requirements. Please see individual departments for details.)*
6. Complete a minimum of 32 semester units at TMU, not including Directed Studies coursework.
7. A maximum of 12 units can be transferred to complete degree requirements after the last 12 units taken at TMU.

The graduation requirements for TMU's graduate programs are listed in the Graduate Studies Division section.

## COMMENCEMENT EXERCISES

TMU holds commencement exercises once a year at the end of the Spring semester. A student may participate only if he/she has six units or fewer of all graduation requirements remaining by the date of the commencement exercises.

A student who wishes to participate in the commencement exercises must begin the Graduation Contract process with the Registrar's Office in the second semester of their junior year. This process is intended to document the student's progress towards graduation and to facilitate TMU's preparations for commencement exercises and diploma production. Students must complete the Graduation Contract by the final day of the Fall semester in the academic year they wish to graduate.

The University reserves the right to impose a late fee on students who fail to complete the Graduation Contract by the deadline listed above.

# General Policies and Procedures

## STUDENT ACADEMIC CLASSIFICATION

**Freshman.** An accepted high school graduate who has enrolled in the University.

**Sophomore.** A student with at least 30 completed semester units.

**Junior.** A student with at least 60 completed semester units.

**Senior.** A student with at least 90 completed semester units.

**Full-Time Student.** A student who is carrying a minimum load of 12 semester units. Only full-time students not on academic probation may be elected to student association offices, serve on student publications, or compete on intercollegiate athletic teams unless an NAIA exception applies. *Exception: A senior in their last semester can take six units on campus in addition to six units online and be considered full-time.*

**Non-Matriculating Student.** A student enrolled in one or more classes who is not recognized by TMU as seeking a degree.

**Transfer Student.** A student who enters TMU with at least 24 semester units (36 quarter units) of accepted college-level coursework from another college or university. College-level credit earned prior to high school graduation, as well as any credit by examination, does not count toward determining whether a student has reached transfer status.

**Dual Enrollment Program.** The Dual Enrollment Program enables junior or senior high school students to take accredited, college-level Bible and G.E. courses (at a reduced tuition price) that can meet high school requirements and count toward an undergraduate degree at TMU or be used at another higher education institution.

## LETTER DESIGNATIONS OF COURSES

ACC	Accounting
ART	Art
B	Bible: General
BC	Bible: Biblical Counseling
BCE	Bible: Christian Education
BCH	Bible: Church History
BCW	Bible: Christian Worldview
BE	Behavioral Studies
BIB	Biblical Studies
BL	Bible: Biblical Languages
BMN	Bible: Ministries
BMS	Bible: Global Studies
BTH	Bible: Theology
BYM	Bible: Youth Ministries
BUS	Business
CH	Chemistry
C	Communication
CLA	Classical Liberal Arts
CIS	Computer & Information Sciences
E	English
ECN	Economics
ED	Education

ESL	English as a Second Language
FIN	Finance
GS	Geoscience
H	History
HU	Humanities
IA	Intercollegiate Athletics
IBEX	Israel Bible Extension
INB	International Business
ITA	Italian
KPE	Kinesiology & Physical Education
LAT	Latin
LS	Biological Science
MA	Mathematics
MGT	Management
MKT	Marketing
MU	Music
P	Philosophy
POL	Political Studies
PS	Physical Science
SP	Spanish
SS	Social Science
TH	Theatre Arts

## COURSE NUMBERING SYSTEM

The first digit in the course number indicates the year during which a student will typically take that course:

100-199	Freshman-level courses
200-299	Sophomore-level courses
300-399	Junior-level courses
400-499	Senior-level courses
500-599	Graduate-level courses
600-699	Graduate-level courses

Not all courses listed in this catalog are offered every semester, which is consistent with general academic practice. Historically, the third digit in the course number has been used to indicate the frequency with which the course is offered:

0	Every semester
1	Every year, Fall
2	Every year, Spring
3	Odd years, Fall
4	Even years, Spring

5	Even years, Fall
6	Odd years, Spring
7	Offered every 3-4 years
8	Offered on demand
9	Special courses

Due to scheduling constraints, the university cannot guarantee that courses will be offered with the frequency indicated by this numbering system. Students should consult the schedule of classes prepared prior to registration in planning their programs. The university reserves the right to withdraw any course for which there is not sufficient demand. Usually five students are required as a minimum.

## GRADING SYSTEM

Symbol	Grade Points	Explanation
A	4.0	Demonstrates thorough mastery of subject material & effective use of creative resourcefulness.
A-	3.7	
B+	3.3	Evidences good mastery of subject material and ability to effectively use acquired knowledge.
B	3.0	
B-	2.7	
C+	2.3	Average grasp of subject material.
C	2.0	
C-	1.7	
D+	1.3	Minimal grasp of subject material.
D	1.0	
D-	0.7	
F	0.0	Failure to attain minimal grasp of subject material.

## ACADEMIC TERMS AND DEFINITIONS

The following definitions apply to symbols utilized in lieu of or in addition to grades:

**Audit (AUD).** Audit students are those who receive no credit but wish to attend lectures in a course or participate in musical ensembles or private lessons without any responsibility to take examinations, complete homework or papers or practice hours, or be evaluated. Audit registration will appear on the student's record but will not be included in computing a full-time academic load. Students may audit a maximum of three units per academic year. Audit-only students must submit an application for admission and a pastor recommendation to the Office of Admissions.

**Credit (CR).** Credit is measured in semester units. A semester unit represents one recitation period (55 minutes) per week for one semester of 15 weeks and assumes about two hours of outside preparation for each recitation period. Credit units of each course are given with each course description.

**Failure (F).** No credit or grade points given. This policy means all units attempted that are shown on the transcript as “F” will be charged against the student with a value of 0.00 grade points. The effect of this will be to lower the overall GPA.

### **Incomplete (I)**

1. **Extenuating Circumstances.** This is based on professor discretion and approval. An Incomplete Contract Form (available through the Registrar) between professor and student must be completed, signed, and filed with the Office of Registrar.
2. **Medical.** This is based on a medical injury/illness that prohibits a student’s ability to complete the academic semester. Medical documentation must be submitted to the Office of Disability Services (ODS) for review and approval. An Incomplete Contract Form is between ODS/Professor/Student and must be completed, signed, and filed with ODS and Office of Registrar.

Any Incomplete not finished within the terms of the Incomplete Contract will lapse into the grade designated on the Incomplete Contract.

**No-Credit (NC).** No credit.

**Pass (P).** Indicates that the student passed a course, but credits do not count toward GPA, such as MA090.

**Quality Points (QP).** Quality points are assigned in order to determine the student’s scholastic average. Quality points of a given grade are multiplied by the number of semester units of credit given in each course.

**Withdraw (W).** Indicates withdrawal from a course after the add/drop period but before the withdrawal deadline. The course will remain on the transcript but will not be reflected in the student’s GPA.

## **TRANSFER CREDIT POLICIES**

TMU grants credit for college-level coursework from other colleges and universities based on the following criteria:

1. The student must have good standing at the institutions previously attended. Students who have been dismissed or suspended from another college for disciplinary reasons must request that a letter be sent by the dean of the college involved, detailing the reasons for such dismissal.
2. No courses will be transferred in which the grade earned was less than C (2.0). Credit will be given for accepted courses that will apply to the student’s course of study at The Master’s University.
3. No more than 70 units of credit will be accepted from a community college or junior college. Courses for which bachelor’s degree credit is allowed must be university transfer level.
4. No more than 94 units from other accredited institutions may apply toward fulfillment of degree requirements at The Master’s University. Transfer students must take at least 12 semester units of upper division work in their major at TMU.
5. Students pursuing a second undergraduate degree only need to complete major requirements. They are not required to complete non-Bible G.E. requirements for the second degree. Unless TMU Bible G.E. has been completed, students pursuing a second undergraduate degree will be required to complete one G.E. Bible course for each semester of work.
6. Students who are transferring from an accredited institution and who have completed a lower division course which had content comparable to an upper division course at The Master’s University may choose to retake the course at TMU to earn upper division credit for the course.
7. Transfer credit may be granted to students from unaccredited schools of collegiate rank upon approval of the Provost or the Registrar in consultation with the Dean of the School for which credit is desired.
8. The Master’s University will grant credit for transferable college coursework taken before high school graduation if taken from an accredited college. Official transcripts must be submitted, and all other transfer requirements must be met.
9. The maximum number of transfer credits that will be awarded for various types of “nontraditional” college coursework from accredited institutions are as follows:
  - **32 units** of Advanced Placement (maximum of 32 units), College Level Examination Program (maximum of 18 units).

- **45 units** of transfer credit from military transcript with a maximum of 30 units applicable toward meeting TMU G.E. requirements.

10. The maximum number of credits for life experience assessment is 24 units.

### **Business Department Course Transfer Policy**

The Master's University Department of Business Administration seeks to ensure the quality of its curriculum as reflected in its graduates. One way this quality is safeguarded is through limiting the coursework that may be transferred into the program. For more information, see the Department of Business Administration section in this catalog.

### **Credit by Examination**

The Master's University, as a member of the College Entrance Examination Board, recognizes the merits of the Advanced Placement (AP), the College Level Examination Program (CLEP), the International Baccalaureate (IB), and Dantes Subject Standardized Tests (DSST) and will grant credit for passing scores in certain tests offered through these programs. A student may earn a maximum of 32 semester units of transfer credit across the combination of AP exams (maximum of 32 units), IB higher level exams (maximum of 32 units), CLEP exams (maximum of 18 units), and DSST (maximum of 18 units). If a student takes a college course for which he/she has already received AP or CLEP credit, then he/she forfeits that transfer credit.

The Master's University reserves the right to determine the amount of credit that will be awarded for all AP/CLEP/IB/DSST transfer credit examinations. Credit for all AP courses other than science, is awarded based on a score of 3, 4, or 5. Credit for AP science courses is awarded based on a score of 4 or 5. CLEP examination credit may be granted for all courses based on a score of 55 or higher. The university will grant credit for IB examinations with scores of 5, 6, or 7. The University will grant credit for DSST examinations on an ACE recommended basis and consider accepting units from for-profit non-accredited businesses such as StraighterLine.

**Note:** The Master's University has been designated as a national testing facility for the CLEP examination. If CLEP examinations have already been taken, contact the Office of the Registrar for information regarding acceptance of CLEP scores. For testing information, contact the Academic Resource Center.

## **REGISTRATION PROCEDURES**

The University sets aside a period at the beginning of the Fall semester for reception, registration, and orientation. During these days, the new students become acquainted with programs and facilities provided for their instruction.

1. All students will be notified regarding the Fall orientation and check-in information. A schedule of classes is published and is available before registration.
2. All continuing students are required to have an interview with their academic advisor at least once per semester prior to registration. A student may contact the Office of the Registrar or refer to the Registration Dashboard on the Student Portal for the name of their advisor.
3. An evaluation of credits is made of all transfer college work; new transfer students, in addition to their advisor, will receive a copy of this evaluation.
4. Late check-in continues one week following the priority check-in day.
5. Check-in is completed only after financial arrangements have been made with the Director of Student Accounts.

### **Credit Limits for Non-Traditional TMU Coursework**

The maximum number of semester units of non-traditional courses that a student may take at TMU is:

- 13 units of TMU Directed Studies courses
- 24 units of Post-Session or Winterim TMU courses

## **ONLINE COURSES**

### **Campus-Wide Policy**

Traditional students must enroll for 12 units of traditional classes before they can take additional online classes as part of their semester package tuition. In addition, these students will be charged the online course fee of \$125 per unit. The one exception to the 12-unit traditional class threshold applies to those students who are in the last semester of their senior year. For those students, the following policy applies:

- Full-Time Students must take at least 6 units of traditional on-campus classes and 6 units of online classes in order to be considered traditional undergraduate. They can take more on-campus classes if they choose.
- Less-than-full-time Students must be enrolled in at least 3 units of traditional on-campus classes to still be considered a traditional undergraduate. No institutional aid is available for less-than-full-time students, and Federal Aid eligibility will be discussed between Financial Aid and the students.
- If a student takes all online units in the traditional program, they will not be eligible for any financial aid, TMU or federal.

### **First Week Attendance/Participation Policy**

Any student taking an online course is required to participate during the first week of class by completing the Course Syllabus Confirmation. First week participation requires all students to read the course syllabus and complete the syllabus quiz in all TMU Online courses by Monday of the second week of class. If the student has not completed the Course Syllabus Confirmation, he/she will be dis-enrolled by Tuesday of the second week and his/her tuition will be refunded. Students who have been dropped due to inactivity will not have the option to re-enroll for that session.

### **DIRECTED STUDIES**

A Directed Studies (DS) course is a course that does not meet as a regularly scheduled class. A DS course may be appropriate to resolve a scheduling conflict, to complete a course not offered in a given academic term, or to study an academic topic or subject matter not offered at TMU. New DS courses must comply with all TMU procedures and deadlines that apply to non-DS courses, unless stated otherwise herein:

1. A maximum of 13 units of TMU DS coursework may be taken during a student's undergraduate program.
2. A student may enroll in no more than two DS courses in any one academic term.
3. A Directed Studies Course Contract is used to enroll in a DS course.
  - Earliest enrollment date: A completed Contract may be submitted to the Registrar's Office as soon as the registration period opens for a given academic term.
  - Latest enrollment date: A completed Contract must be submitted no later than the end of the add/drop period for the academic term in which the DS course is to be added.
  - **Note:** A student cannot add a DS course to an academic term past the add/drop period for that term.
4. If a student does not complete the DS work on time, the Registrar's Office will assign a grade of "F" to the student for the DS course.
  - a. A DS course taken in either the Fall or Spring term must be completed by the end of that academic term.
  - b. A DS course taken in either the Winter or Summer term must be completed by the Friday before the start of the subsequent academic term.
5. The final grade for a DS course can be posted no sooner than one week per semester unit into the academic term. The final grade is due no later than five (5) working days following the completion of the DS course.
6. A student may withdraw from a DS course (and receive a "W" grade) through the 13<sup>th</sup> week of the Fall, Spring, or Summer, and through the fourth day of the Winterim term.
7. For tuition purposes, there is no distinction between units from DS and non-DS courses. Tuition refunds for dropping a DS course will be calculated and processed in accordance with normal Student Accounts procedures.
8. A DS course fee of \$50 per unit is assessed for a DS course taken in the Fall or Spring terms. No DS course fee is assessed for the Winter or Summer terms. The DS course fee is in addition to tuition. It is non-refundable after the end of the add/drop period.

### **CLASS CHANGES**

**Adding Courses.** The deadline to enroll in a TMU course depends on the type of class and the academic term.

1. On-campus courses:
  - a. Fall or Spring: 10<sup>th</sup> business day of term (excluding holidays)
  - b. Winterim: First day of class
  - c. Post-Session/Summer: Second day of class
2. Online courses:
  - a. Any term: Fourth day of class

**Dropping Courses.** The deadline to drop a TMU class without penalty depends on the type of class and the academic term.

1. On-campus courses:



- a. Fall or Spring: 10<sup>th</sup> business day of term (excluding holidays)
  - b. Winterim: First day of class
  - c. Post-Session/Summer: Second day of class
2. Online courses:
    - a. Friday of the second week of class

**Withdrawal.** The deadline to withdraw from a TMU class depends on the type of class and the academic term. After the drop deadline, a withdrawal will be denoted on the student's record (transcript) by a grade of "W" for withdrawn.

1. On-campus classes:
  - a. Fall or Spring (grade of "W"): Monday of the 14<sup>th</sup> week of term.
  - b. Winterim (grade of "W"): Fourth day of class.
  - c. Post-Session/Summer (grade of "W"): Eighth day of class.
2. Online classes:
  - a. Any term (grade of "W"): Monday of the sixth week of class.

**Changes in Course Schedule.** If a student desires to drop a course after the add/drop period, he/she must have the permission of the instructor, academic advisor, and the Office of the Registrar. Add/Drop forms are available in the Office of the Registrar and on the Student Portal online.

**Repeating Courses.** A student may repeat any course that was previously attempted. However, no additional credits may be earned by repeating a course that a student has already passed (grade of D- or higher). When a course is repeated, the subsequent grade replaces the previous grade for GPA purposes (even if lower), but the previous grade remains on the student's academic record and transcript. Some departments may require that a student repeat a course within the major if the grade earned was below a certain level (e.g. C-).

**Course and Lab Fees.** In on-campus classes, these fees will be refunded if a student drops a course during the first two weeks of the semester. In online classes, the online course fee is refundable if a student drops a course by 11:59 p.m. on Monday of the third week. After the deadline, course and lab fees are not refundable.

**Withdrawing from School.** Withdrawal is processed through the Office of Admissions. Any refund due to the student is determined according to the refund policy found in the "Student Account Policies" section of this catalog.

## SCHOLASTIC HONORS

It is recognized that the ability to concentrate and persevere in scholastic work is an important part of the preparation for effective Christian ministry. The following scholastic honors are recognized:

**Semester Honors:** Granted to undergraduate students completing 15 or more semester units who attain the following grade point average:

- President's List                      3.80
- Dean's List                              3.60

**Graduation Honors:** Granted at graduation to students who have completed at least 60 semester units at The Master's University and have attained the following cumulative grade point average:

- Summa cum laude                      3.85
- Magna cum laude                      3.65
- Cum laude                                3.50

## TMU CLASS ABSENCE POLICY

No faculty member is required to take class attendance in his/her course or to use class attendance as a factor in student grading. If a faculty member uses attendance as a factor of his/her class grading policy, he/she must allow at least the following number of excused absences with no negative grade effect:

- 5 absences in a 3-session/week class
- 4 absences in a 2-session/week class
- 2 absences in a 1-session/week class

Excused absences include unavoidable circumstances beyond the control of the student, significant illness, and University-sponsored travel to represent TMU (e.g. intercollegiate athletic events and musical group performances). Faculty members may, but are not required to, make any allowances for unexcused absences. Faculty members are required to allow students to complete grade-related in-class work (e.g. assignments, quizzes, tests) for excused class absences. Faculty members may but are NOT required to allow students to complete grade-related in-class work for unexcused absences. For scheduled excused absences (e.g. University-sponsored travel), the faculty member may require grade-related in-class work to be submitted prior to the absence. For unexpected excused absences, the faculty member must allow the student a reasonable time to complete and submit the missed work. Faculty members may institute a grade effect for excused absences beyond the minimum.

## ACADEMIC ADVISING

When students are admitted to the University, an academic advisor is assigned to assist them in planning their program of courses. Student orientation is provided at the beginning of the year for general information, and academic advisors assist students prior to each registration. Students are encouraged to maintain close contact with their advisor in order to plan their university program properly. Students on academic probation receive special advising to help them meet the academic demands of university life.

Although the University seeks to provide students the assistance they need in their academic career through academic advisement, final responsibility for meeting all program, residence, and graduation requirements rests with the students. One of the most important tools is this catalog. Students should become thoroughly familiar with the catalog in order to keep up with their own records and to make certain that they are meeting graduation requirements, including G.E. courses and grade point average. The academic requirements of the catalog under which a student enters become the student's academic contract. Academic requirements may be lowered but never raised under a particular catalog. Students are strongly encouraged to maintain possession of this catalog for future reference.

## ACADEMIC PROBATION

Students enrolled at The Master's University on academic probation shall be subject to the following restrictions:

- Students placed on or who have earned academic probation shall be limited to 15 units per semester. Course selection and class schedule must be approved by the student's academic advisor and/or the Academic Counselor.
- Traditional students may not take online courses while on academic probation.
- Nontraditional students taking only online courses are limited to two (2) courses per session or six (6) credit hours per session while on academic probation. Please note: two (2) consecutive online sessions are equivalent to one (1) traditional on-campus semester.
- The student must earn a minimum cumulative GPA of 2.00 at the end of the semester to be removed from probation.
- Students on academic probation who achieve a cumulative GPA below 2.00 for two (2) consecutive semesters are subject to **academic disqualification**. The student shall be notified immediately upon the conclusion of the second semester final grade submission. Notification of disqualification will be made by letter, and students may appeal by submitting a letter via email to the Provost, stating why they should not be disqualified. The student's request will then be reviewed by the Provost for a final decision. The student shall be notified of the final decision by letter.

### Procedure for Readmission of Academically Disqualified Students

Disqualified students must complete the following requirements:

1. A minimum of one semester of academic suspension

2. Attendance at another accredited institution and achievement of a 2.50 cumulative GPA on a minimum of 12 semester units of transferable coursework with no course grade lower than a “C”
3. Review of the student’s application for readmission by the Admissions Committee

If the student’s readmission is approved, the student will be placed on academic probation and will be required to meet regularly with the Academic Counselor during the semester. The student will have that semester to achieve a cumulative GPA of 2.00 to be removed from academic monitoring/probation and continue their enrollment at the University.

Any student whose cumulative GPA falls below 2.00 may not participate in extracurricular activities such as student government, athletics, music, theater arts, and missions teams.

### **Academic Monitoring**

- All students with a term GPA that falls below 2.00 will have an Academic Alert sent to the student and their academic advisor for their major.
- Students receiving an Academic Alert are required to meet with their academic advisor to review their term GPA within one (1) week of the beginning of the next semester, prior to the add/drop deadline.
- Students who earn a term GPA below 2.00 for two (2) consecutive semesters, while maintaining a cumulative GPA above 2.00, are considered “at risk” by the university, and will be required to participate in academic monitoring through the Academic Resource Center. This monitoring is mandatory and will continue until the student earns a term GPA above 2.00 and returns to good academic standing.

### **ACADEMIC DISHONESTY**

It is the responsibility of the faculty member to pursue suspected incidents of academic dishonesty occurring within his/her courses. If a student is found to be guilty of cheating, plagiarism, or another form of academic dishonesty, the faculty member is required to document the incident in writing and submit the report to the Provost. The first documented incident of academic dishonesty will result in the student failing the assignment or the course at the instructor’s discretion depending on the severity of the incident, and the student will become ineligible for any academic awards that semester. Any subsequent documented offense of academic dishonesty by that student (regardless of whether it occurs in the same or any other course taken by the student at the University) will result in automatic failure of the course and expulsion of the student from the University for a minimum of one academic year.

### **STUDENT APPEALS PROCESS**

#### **Grade Appeals**

Any student who believes that a grade received for a course, assignment, or examination has been awarded improperly or unfairly should address his/her concerns directly to the faculty instructor involved, and then, as necessary, with the department chair. If satisfactory resolution is not reached through this informal process, a student may submit a written appeal to the Provost. Appeals must be submitted within one month of the occurrence of the incident and should provide a clear description of the incident, along with an explanation of why the student believes the action was unfair. The faculty member will be invited to submit a written response to the student’s appeal. The Provost will constitute an appeals committee within a week following the submission of the appeal. The committee will consist of:

- The Provost
- One full-time TMU faculty member chosen by the faculty member whose decision has been appealed
- One full-time TMU faculty member chosen by the student
- One full-time TMU faculty member chosen by the Provost

The appeals committee will read the student’s written appeal and the faculty member’s response. They may request the student and/or faculty member to be available to respond to questions relating to the issue. The committee will consider all the information and come to a decision relating to the appeal. The Provost will be responsible for communicating the decision in writing to the student and faculty member.

## **Appeals of Academic Dismissal**

A student subject to academic dismissal because of a low cumulative GPA or because of academic dishonesty may appeal by submitting a letter to the Provost within two weeks of being notified of dismissal, along with an explanation of why the student believes the dismissal was unfair. The student's request will be reviewed by the Provost with input from the student's advisor, faculty who have had the student in recent classes, and the academic counselor. The Provost will make a decision on the appeal, which will be communicated in writing to the student.

## **Appeals of Student Life Department Disciplinary Decisions**

Should a student's conduct put his/her standing with the school in jeopardy because of violations of student policy, the issue shall be brought before the Student Life Deans of Men and Women. If, after careful consideration of the issue, they conclude it is in the best interests of the individual and the University for the student to be dismissed, it is in their power to take such action. Should the student wish to appeal that decision, he/she may do so through the Campus Pastor within 48 hours. The appeal must be made by the student; appeals from outside parties will not be processed. An Appeals Committee will convene consisting of the Campus Pastor acting as the presiding officer (with no vote), one faculty member, the student's Resident Director (RD), one member of the Student Life staff, the Associated Student Body Chaplain, and, if the appealing student desires, two character references of his/her choice (with no vote). The Campus Pastor may also invite any student with relevant information to provide testimony to the committee. Once the committee has convened, the presiding officer will invite the appropriate Dean and Resident Assistant (RA) into the meeting, along with the appealing student and as many as two character references chosen by the student. The Dean will be asked to state the issues, after which the appealing student will be given every opportunity to state his/her appeal. When all parties are satisfied that the issues have been clearly communicated and understood, the Dean, appealing student, and character references will be asked to leave; although, the committee may request the return of the Dean or the student for further clarification. After any needed deliberation, the committee will come to a decision. Both the Dean and the student in question will then be asked to return. If the committee was not in agreement with the dismissal decision, they give their reasoning and recommend a change in the decision. If the committee upholds the Dean's decision, no further provision for appeal is available.

## **INSTITUTIONAL ELIGIBILITY REGULATIONS FOR ATHLETICS**

### **Institutional Semester GPA Regulation of 1.75**

Any student-athlete having a semester GPA lower than 1.75 is subject to the following guidelines:

1. First semester freshman student-athletes are allowed a one semester grace period to improve their GPA before being denied the privilege of representing the institution in athletics.
2. Student-athletes who do not have first-time freshman status or are transfer students will be denied playing status during the next semester of attendance.
3. Once student-athletes raise their GPA to 1.75 or above, they can begin athletic participation and continue as long as their semester GPA is maintained at 1.75 or above.

### **Institutional Cumulative Grade Point Average Regulation of 2.00**

Student-athletes whose cumulative GPA falls below 2.00 are placed on academic probation. If they do not attain a cumulative GPA of 2.00 or above for a second or any subsequent semester of enrollment, they will be denied participation in intercollegiate programs and are subject to academic disqualification.

**NOTE:** Institutional grade point averages can be raised *only by taking institutional credit hours*.

## **VETERAN BENEFITS**

The Master's University is approved as a degree-granting institution for the acceptance of veteran benefits under Title 38, United States Code. This includes the programs covered in chapters 30, 31, 32, 33 (Post 9/11 GI Bill® and the Yellow Ribbon Program), and 35 of Title 38, and chapter 1606 of Title 10. The Bureau for Private Postsecondary Education under the State of California Department of Consumer Affairs has also authorized the University for the attendance of veterans and dependents who are eligible to receive benefits. Veterans or their dependents who plan to enroll in the University are urged to contact the VA School Certifying Official in the Office of Financial Aid well in advance of registration so that the necessary arrangements may be made with the U.S. Department of Veterans Affairs or the California Department of Veterans Affairs.

For Post 9/11 GI Bill® (Ch 33) students and VA Vocational Rehabilitation and Employment (Ch 31) students, our tuition policy complies with 38 USC 3679(e) which means Post 9/11 GI Bill® and Vocational Rehabilitation and Employment students will not be charged or otherwise penalized due to a delay in VA tuition and fee payments. For eligibility consideration, a Post 9/11 GI Bill® student must submit a VA Certificate of Eligibility (COE) and a Vocational Rehabilitation Student must provide a VAF 28-1905 form. All persons seeking enrollment must meet the general admissions policies. Those seeking to use VA Education Benefits must submit all prior transcripts for a transfer evaluation and submit one of the following a 22-1990, 22-1995, 22-5490, or a 22-5495 to the VA. GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by the VA is available at the official U.S. government website at [www.benefits.va.gov/gibill/](http://www.benefits.va.gov/gibill/).

### **RESERVE OFFICER TRAINING CORPS (ROTC) PROGRAM**

Both the Air Force and the Army offer the ROTC program to TMU students under special arrangements that allow TMU students to attend academic classes and earn their degree at TMU while participating in the ROTC program at nearby universities. Air Force ROTC is offered at Loyola Marymount University (LMU), University of Southern California (USC), and University of California, Los Angeles (UCLA). The Army offers ROTC at UCLA, which also runs a satellite program at California State University, Northridge (CSUN).

### **FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974**

The Master's University complies with the provisions of the Family Education Rights and Privacy Act of 1974. The University does not permit access to, or the release of, personally identifiable information or educational records to any individual without the written consent of the student, with the following exceptions:

- To administrators, faculty, or staff of the University, having legitimate educational concerns.
- To medical personnel when the health of the student or others would be endangered by the withholding of information.
- To financial aid personnel in connection with an application for such aid.
- To the parents of dependent children.
- To the governmental officials designated by law, or in compliance with a judicial order.

The University may release directory information unless the student withholds permission. Directory information is defined as student's name, date of birth (month/day), major field of study, participation in sports and officially recognized university activities, height and weight of athletes, dates of attendance at the University, degrees, honors and awards received, TMU email address, enrollment status (undergraduate or graduate, full-time or part-time), year in school, photographs, and other educational institutions attended.

In addition, under the provisions of the above-named act, every student has the right to:

- Inspect and review his/her educational records.
- Request changes to items in his/her records that are not accurate.
- Obtain a copy of the University's policy related to FERPA.

Questions about the application of these policies may be directed to the Office of the Registrar.

### **Disability Services**

The Master's University has an institutional commitment to promote and provide access and equality to all students seeking postsecondary education with disabilities. The university complies with Title III of the Americans with Disabilities Act of 1990 (as amended) that all public or private schools that receive federal funding are required under Section 504 of the Rehabilitation Act to provide reasonable accommodations to eliminate barriers to all students with disabilities.

To ensure equality of access for students with disabilities, academic and/or non-academic accommodations and auxiliary aids shall be provided to the extent required with the state and federal laws and regulations. For each student, academic and/or non-academic accommodation and auxiliary aids shall specifically address those functional limitations of the disability that adversely affect the ability to an equal educational opportunity.

The Master's University and Seminary has established the Office of Disability Services (ODS) to verify eligibility and coordinate compliance of services for students with documented qualified disabilities. Students wanting to inquire of service eligibility procedure should contact the ODS at 661-362-2269.

### **DISCONTINUED PROGRAM TEACH-OUT POLICY**

If, at any time, the decision is made to discontinue offering a degree and/or major/emphasis program, The Master's University and Seminary (TMUS) administration will make financial and curricular arrangements to ensure that any student who has completed 50% of the required program coursework at TMUS will be able to complete his/her degree program. This may be accomplished through a variety of strategies, including offering directed studies of discontinued courses, substituting appropriate alternative elective course opportunities, and/or accepting a larger than normal amount of transfer units to meet degree requirements.

Students will be charged the same tuition and fee rates for completing a discontinued program as are being charged to students in comparable ongoing TMUS degree/major/emphasis programs.

# Academic Programs Overview

The Master's University offers comprehensive academic undergraduate programs. Included in the undergraduate program are 16 major fields of study with over 70 distinctive emphases.

## BACHELOR OF ARTS DEGREES

### Audio Production and Communication

#### Biblical Studies, *or with emphases in:*

- Biblical Counseling
- Biblical Languages
- Christian Education
- Global Studies
- Theology

#### Biological Science, *or with emphases in:*

- Animal Science/Pre-Veterinary Medicine
- Cellular & Molecular Biology
- Natural History/Environmental Biology
- Paleontology
- Pre-Medical/Pre-Dentistry/Pre-Allied Health
- Pre-Nursing

### Classical Liberal Arts

#### Communication *with emphases in:*

- Cinema & Digital Arts
- Communication Studies
- Creative Writing & Publishing
- Journalism
- Speech Communication

#### English, *or with emphasis in:*

- English Education

#### History, *or with emphasis in:*

- History Education

#### Kinesiology & Physical Education *with emphases in:*

- Exercise & Sport Science
- Teaching/Coaching

#### Liberal Studies, *or with emphasis in:*

- Teacher Education

### Marketing Media

#### Mathematics *with emphases in:*

- Applied Mathematics
- Mathematics Education
- Pre-Engineering
- Pure Mathematics

#### Music, *or with emphases in:*

- Biblical Studies
- Business
- Communication
- Modern Worship
- Music Production

#### Political Studies *with emphases in:*

- American Politics
- Constitutional Law
- Political Theory

## BACHELOR OF MUSIC DEGREES

- Composition
- Instrumental Performance
- Music Education
- Piano Performance, *or with emphasis in:*
  - Piano Pedagogy
- Traditional Worship
- Vocal Performance

## BACHELOR OF SCIENCE DEGREES

#### Biological Science, *or with emphases in:*

- Animal Science/Pre-Veterinary Medicine
- Cellular & Molecular Biology
- Natural History/Environmental Biology
- Paleontology
- Pre-Medical/Pre-Dentistry/Pre-Allied Health
- Pre-Nursing
- Life Sciences Education

#### Business Administration *with emphases in:*

- Accounting
- Christian Ministries Administration
- Finance
- International Business
- Management
- Management Information Systems
- Marketing

- Pre-Law
- Public Relations

**Computer & Information Sciences** *with emphases in:*

- Computer Science
- Information Systems

**Geoscience** *with emphases in:*

- Geology
- Environmental Science

**Kinesiology & Physical Education** *with emphasis in:*

- Pre-Physical Therapy

**MINORS**

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Accounting</li> <li>• Biblical Studies</li> <li>• Biology</li> <li>• Business Administration</li> <li>• Communication</li> <li>• Computer &amp; Information Sciences</li> <li>• Education</li> <li>• English</li> </ul> | <ul style="list-style-type: none"> <li>• History</li> <li>• Global Studies</li> <li>• Kinesiology &amp; Physical Education</li> <li>• Mathematics</li> <li>• Music</li> <li>• Political Studies</li> </ul> |
|--|--|

*Minors are not printed on the diploma.*

**THE MASTER'S UNIVERSITY ONLINE**

The Master's University offers a wide range of accredited and fully online undergraduate and graduate degree programs and G.E. courses that are available to high school, traditional, and graduate students, and to other students seeking personal enrichment. Each online course makes use of a combination of lectures given by TMU faculty, assignments, projects, threaded discussions, and examinations that are accessed through the University's learning management system. All courses are taught from a thoroughly biblical worldview. Credit gained from completion of online courses can be used toward completing a degree at TMU and other colleges or universities. Students may obtain more information about the School of Online Education by contacting the administrative offices at 1-877-302-3337 or by emailing [tmuonline@masters.edu](mailto:tmuonline@masters.edu).

**Bachelor of Arts Degrees**

**Biblical Counseling**

**Biblical Studies**

**Bachelor of Science Degrees**

**Business Administration** *with emphasis in:*

- Management

**Graduate Degrees**

**Biblical Studies** (M.A.), *or with emphases in:*

- Biblical Languages
- Theological Studies
- Missions
- Music & Worship
- Women's Ministry

**Christian Ministries**

**Organizational Management**

**Business Administration** (MBA)

**Education** (M.Ed.)

**GRADUATE STUDIES**

TMU offers graduate studies in:

- Biblical Counseling (MABC)
- Biblical Studies (MABS: online)
- Business Administration (MBA: online)
- Education (California Teaching Credential, M.Ed.: online)



See the Division of Graduate Studies section of this catalog. Prospective applicants may request further information by calling the following numbers:

- Biblical Counseling admissions counselor: 661-362-2653
- Teaching Credential analyst: 661-362-2233
- School of Online Education admissions: 877-302-3337

## THE MASTER'S SEMINARY

The Master's Seminary exists to advance the kingdom of the Lord Jesus Christ by equipping godly men to be pastors and/or trainers of pastors for excellence in service to Christ in strategic fields of Christian ministry. This is to be accomplished through an educational program and an environment of spiritual fellowship and relationships that emphasize unreserved commitment to the worship of God, submission to the authority of the Scriptures, a life of personal holiness, the priority of the local church, and the mission of penetrating the world with the Truth.

The Master's Seminary offers six degree programs:

- Diploma of Theology (Dip.Th.)
- Bachelor of Theology (B.Th.)
- Master of Biblical Ministry (M.M.B., Spanish)
- Master of Divinity (M.Div.)
- Master of Theology (Th.M.)
- Doctor of Philosophy (Ph.D.)
- Doctor of Ministry (D.Min.)

The Master's Seminary is located on the campus of Grace Community Church in Sun Valley, California. Prospective applicants may request further information by calling The Master's Seminary Office of Admissions at 1-800-CALL-TMS (1-800-225-5867). Website: [www.tms.edu](http://www.tms.edu).

## COOPERATIVE PROGRAMS

The Master's University cooperative study programs provide students with numerous opportunities for off-campus learning experiences locally, nationally, and internationally.

In addition to TMU's own Israel Bible Extension (IBEX) and Italy Program, students benefit from the University's participation in the Council for Christian Colleges and Universities' American Studies Program, which provides for off-campus learning opportunities. For information on CCCU-sponsored programs, write or call:

Council for Christian Colleges and Universities  
321 Eighth Street N.E.  
Washington, D.C. 20002  
202-548-5201  
e-mail: [info@bestsemester.com](mailto:info@bestsemester.com)  
web: [www.bestsemester.com](http://www.bestsemester.com)

### Israel Bible EXtension (IBEX)

This full semester-abroad program is a high-quality educational opportunity in Israel for students who wish to enhance their knowledge of the Bible's historical, archaeological, and geographic background. Classroom lectures are integrated with extensive field trips. The student's educational experience, as well as his/her personal maturation, will be significantly enhanced by the cross-cultural experience that the semester provides. Students must apply for this program and be in reasonable physical condition and free of medical limitations. For information on IBEX, see the IBEX section under the School of Biblical Studies in this catalog and/or contact the IBEX Office at 1-800-568-6248. This program is sponsored by The Master's University & Seminary. *Prerequisite: B101 Old Testament Survey I and a cumulative TMU GPA of 2.9.*

### The Master's University in Italy

Led by Dr. Grant Horner and Prof. Esther Chua, TMU in Italy is a study abroad program based in incomparably beautiful Italy. Students, upon acceptance to the program, will spend six weeks in Italy in July through mid-August to earn 9 undergraduate credits in a variety of courses while deeply immersed in Italian culture. The entire program is based on exploring the question "quid est homo?" ("what is Man?") asked by the Italian Renaissance Christian Humanist

scholars, and the related biblical question “what is man that Thou art mindful of him?” (Psalm 8). This program is open to all majors. For additional information, visit the website: [www.masters.edu/italy](http://www.masters.edu/italy).

### **5-Year B.A./M.Div.**

The 5-Year B.A./M.Div. allows students to receive a B.A. in Biblical Studies (emphasis in Biblical Languages) from The Master's University and an M.Div. from The Master's Seminary in five years, including a semester at IBEX. This condensed, academically rigorous program provides a streamlined education that allows students to graduate with less debt, while preparing them for further education, student ministries, associate pastor positions, or Christian education. For more information, see the corresponding section of this catalog or contact the School of Biblical Studies at 1-800-568-6248. *Note: For men only.*

### **American Studies Program (ASP)**

Founded in 1976, the American Studies Program has served hundreds of students as a “Washington, D.C. campus.” ASP uses Washington as a stimulating educational laboratory where collegians gain hands-on experience with an internship in their chosen field. Participants explore pressing national and international issues in public policy seminars led by ASP faculty and Washington professionals. Students select enrollment in one of two tracks: Public Policy and Strategic Communication. Both tracks examine the same public issues and culminate in field projects assessing those issues in light of biblical principles and Christian responsibility. Students in the Public Policy track investigate a pressing public policy issue being debated on Capitol Hill and focus on the political difficulties policymakers face when economic, humanitarian, and national security priorities come into conflict with one another. Students in the Strategic Communication track engage Washington, D.C.-based organizations and communication professionals to explore the role of strategic communication in achieving organizational goals. The aim of ASP is to help CCCU schools prepare their students to live faithfully in contemporary society as followers of Christ. Students earn 15-16 semester hours of credit.

## **RESERVE OFFICER TRAINING CORPS (ROTC) PROGRAM**

### **Air Force ROTC (AFROTC)**

AFROTC offers a variety of two-, three-, and four-year scholarships that may pay up to the full cost of tuition, books, and fees. Some scholarships may also provide a monthly stipend for personal expenses. Successful completion of AFROTC leads to a commission as a second lieutenant in the United States Air Force. No military commitment is incurred until entering the last two years of the program (Professional Officer Course) or accepting an AFROTC scholarship. Aerospace Studies classes and Leadership Laboratories are conducted at various times during the week on the campuses of LMU, USC, and UCLA. For more information, contact the Department of Aerospace Studies (AFROTC) at one of the following universities: LMU at 310-338-2770, USC at 213-740-2670, or UCLA at 310-825-1742, ext. 3.

### **Army ROTC (AROTC)**

AROTC is a program that enables students to become officers in the U.S. Army, Army Reserves, or Army National Guard while earning a college degree. The curriculum supplements students' academic majors by offering elective courses ranging from leadership and management to military law. Courses are augmented with leadership laboratories that stress practical skills such as first aid, land navigation, survival techniques, rappelling, military tactics, and scenario-driven leadership reaction courses. Scholarships are available for two, three, and four years of academic study and are awarded on a competitive basis. Students may select a branch of the Army in which to be commissioned from 16 specialty fields, including military intelligence, aviation, signal communications, finance, logistics, nursing, and engineering. Prior to completion of the ROTC program, students may request to go on active duty or serve part-time in the Army Reserves or National Guard. For more information, contact AROTC at one of the following universities: CSUN at 818-677-7855 or UCLA at 310-825-7381.

# University Schools

School of Biblical Studies  
School of Business & Communication  
School of Science, Mathematics, Technology, & Health  
Pearl C. Schaffer School of Education

John P. Stead School of Humanities  
School of Music  
School of Online Education

# School of Biblical Studies

*Dr. Thomas A. Halstead, Dean*

# Department of Biblical Studies

*Dr. Thomas A. Halstead, Chairperson*

The Master's University has developed one of the strongest Biblical Studies programs anywhere in the United States. The Department of Biblical Studies stresses the understanding, interpretation, and application of biblical literature. The biblical material is studied in light of its original historical environment so that an authentically biblical understanding can be applied to the theological and cultural issues of the modern age. The department attempts to assist all students in developing a biblical worldview in which the principles and norms derived from the Word of God are applied to the whole of life. Spiritual values are emphasized so that practical spiritual growth is experienced along with academic achievement.

## **ACHIEVEMENT AWARD**

### **The Master's Institute Award of Achievement**

Within the Biblical Studies emphasis, The Master's Institute Award of Achievement comprises 30 units of Biblical Studies. It is designed to help those students who would like to front-load their G.E. Biblical Studies courses. It can also be used for those students who would just like to take a year of Biblical Studies, perhaps after already earning a bachelor's degree, or to meet a requirement for the mission field, or just because they desire a year of intense Bible training. To receive The Master's Institute Award of Achievement, students must inform both the registrar and the dean of the School of Biblical Studies of their plans to enroll. Students must begin the program their first semester at the University, and they will have three semesters in which to complete the 30 units.

B101	Old Testament Survey I.....	3
B102	Old Testament Survey II.....	3
B121	Essentials of Christian Thought.....	3
B201	New Testament Survey I, II.....	3
B202	New Testament Survey II.....	3
BTH321	Christian Theology I, II.....	3
BTH322	Christian Theology II.....	3
	Biblical Studies electives.....	9
	<i>Total units required.....</i>	<i>30</i>

## **BIBLICAL STUDIES DEPARTMENT ONLINE BIBLE COURSE POLICY**

### **Enrollment Restrictions for Traditional Students**

For the purposes of this policy, a student is considered a "traditional student" if he/she has taken one or more on campus traditional courses in the last 24 months. Traditional students may take any online G.E. courses. However, they may not take upper division Biblical Studies courses, or any major courses from the Biblical Studies, Biblical Counseling, or Christian Ministries online degree programs.

## **REQUIREMENT FOR BIBLICAL STUDIES MAJORS**

All Biblical Studies majors are required to earn a grade of C (2.0) or better in every Biblical Studies major course except Elementary Greek or Hebrew. A student who earns a grade below C (2.0) must repeat the course until they earn a grade of C (2.0) or above.

## **BACCALAUREATE PROGRAMS**

There are several baccalaureate emphases offered. Each of these emphases is designed to prepare students for future ministry as teachers, missionaries, and church leaders, as well as for graduate and professional study. Each major and/or emphasis is overseen by a Biblical Studies faculty member, as listed in parentheses below:

### **Biblical Studies** (*Todd Bolen*)

The Biblical Studies emphasis is designed to give the student a solid foundation in the content of the Bible, with emphasis on the analysis of biblical books, the unfolding of revelation, and the historical context of the biblical world. This emphasis provides ideal preparation for students desiring to teach as well as apply the Bible in the home, in the Church, and in the classroom.

### **Biblical Counseling** (*Greg Gifford*)

The Biblical Counseling emphasis consists of a study of the principles and aspects of biblical counseling and is designed to prepare God's people to meet counseling-related needs wherever they exist with the sufficient and superior resources God provides. The course of study trains students to counsel people in the local church. It emphasizes the proper interpretation and specific application of Scripture in ministering to people.

### **Biblical Languages** (*Will Varner*)

The Biblical Languages emphasis consists of three years of Biblical Greek and one year of Hebrew and is designed primarily for those desiring graduate work, either in seminary or in languages and Bible translation.

### **Christian Education** (*Greg Behle*)

The Christian Education emphasis examines the concepts of Christian education. It is designed for those students who desire to enter the educational program of the local church, primary school, junior high, high school, or college. It is also valuable for that student interested in the mission field, Christian schools, or the teaching ministry.

### **Global Studies** (*Tom Halstead*)

The Global Studies emphasis focuses on understanding cross-cultural ministry and is specifically designed for those who desire to serve in a full-time cross-cultural capacity. Students will be required to study language, church planting, cultural anthropology, and missionary life while living on the mission field for one summer. The student will also serve in an ethnic church similar to the culture in which they desire to minister.

### **Theology** (*Jason Beals*)

The Theology emphasis is a comprehensive study of theology in which students will not only focus their attention on systematic theology, but also be able to better understand Christianity in relation to other worldviews, religions, and philosophies. It is designed for those students who desire to further their education in seminary and eventually serve in a pastoral or teaching capacity.

## **GRADUATE PROGRAM**

The purpose of the Master of Arts in Biblical Studies (online only) is to provide a systematic graduate-level study through the various sections of the Old and New Testaments, as well as the major categories of Christian theology with particular focus on their application to current societal issues. The degree consists of a total of 36 units (18 courses). The required 28 units (14 courses) are listed below. The additional 8 units (4 courses) are to be taken from one of four emphases.

### **Biblical Languages**

Building on a required elementary knowledge of Greek and Hebrew, the student will learn more grammatical features of each language and learn an exegetical method to interpret the Bible in light of its original languages.

### **Missions**

The Missions emphasis will equip the student to understand, support, and participate in the mission of God through the local church at home and around the world.

### **Music & Worship**

The emphasis in Music & Worship is designed to enrich the life of the church. Students will learn to design, produce, and lead theologically sound worship services.

### **Theological Studies**

Building on a basic knowledge of theology, the student will explore a deeper understanding of each doctrine, and learn how to defend each doctrine in the face of challenges. A theology of practical ministry will also be developed.

### **Women's Ministry**

The emphasis in Women's Ministry prepares women to lead and design unique ministry opportunities for other women, which will deepen and enrich the spiritual life of the church.

## **B.A. IN BIBLICAL STUDIES CORE COURSES**

B341	Hermeneutics.....	3
B400	Senior Integrative Seminar.....	3
B490	Senior Comprehensive Exam.....	0
<i>One of the following.....</i>		<i>8</i>
BL301 and 302 Elementary Greek I, II (4, 4)		
BL311 and 312 Elementary Hebrew I, II (4, 4)		
Bible Elective.....		3
<i>Total units required for core courses.....</i>		<i>17</i>

## **Biblical Studies Emphasis Courses**

Biblical Studies core courses.....	17	
B342	Romans.....	3
B346	Life of Christ.....	3
B364	History of Ancient Israel.....	3
BTH425	Theology of End Times.....	3
Bible Book Studies.....		6
Bible Electives.....		12
<i>Total units required for emphasis.....</i>		<i>47</i>

## **Biblical Counseling Emphasis Courses**

Biblical Studies core courses.....	17	
BC300	Introduction to Biblical Counseling.....	3
BC311	Theological Basis for Biblical Counseling.....	3
BC330	Methods of Biblical Change.....	3
BC340	Marriage & Family .....	3
BC421	Problems & Procedures I.....	3
BC422	Problems & Procedures II.....	2
BC431	Counseling Practicum I.....	2
BC432	Counseling Practicum II.....	2
BE101	Introduction to Psychology.....	3
Bible Book Studies.....		6
<i>Total units required for emphasis.....</i>		<i>47</i>

## **Biblical Languages Emphasis Courses**

Biblical Studies core courses.....	17	
<i>One of the following*.....</i>		<i>8</i>
BL301 and 302 Elementary Greek I, II (4, 4)		
BL311 and 312 Elementary Hebrew I, II (4, 4)		
BL401	Intermediate Greek I.....	3
BL402	Intermediate Greek II.....	3
BL422	Greek Exegesis.....	3
BL461	Advanced Greek Grammar.....	3
Bible Electives.....		10
<i>Total units required for emphasis.....</i>		<i>47</i>
<i>*Select language sequence not taken in core.</i>		

## **Christian Education Emphasis Courses**

Biblical Studies core courses.....	17	
B346	Life of Christ.....	3
BC340	Marriage & Family.....	3
BCE313	Introduction to Christian Education.....	3
BMN300	Ministry Internship.....	1
BMS___	Course in Missions.....	3
BTH376	Theology of the Church and Family.....	3
ED400	Foundations of Education.....	3
Bible Book Study.....		6
Bible Electives.....		5
<i>Total units required for emphasis.....</i>		<i>47</i>

## **Global Studies Emphasis Courses**

Biblical Studies core courses.....	17	
BMS301	Introduction to Missions.....	3
BMS302	Field Internship (9-12 weeks).....	3
BMS304	History & Theory of Missions.....	3
BMS341	Cultural Anthropology.....	3
BMS366	Gospel, Culture, and Vocation.....	3
BMS385	World Religions.....	3
<i>One of the following.....</i>		<i>3</i>
BMS311 Preparation for Urban Missions (3)		
ED400 Foundations of Education (3)		
BC300 Introduction to Biblical Counseling (3)		
INB311 Global Business Strategies (3)		
Bible Book Studies.....		6
Bible Electives.....		3
<i>Total units required for emphasis.....</i>		<i>47</i>

## **Theology Emphasis Courses**

Biblical Studies core courses.....	17	
BCW363	Apologetics.....	3
<i>One of the following.....</i>		<i>3</i>
BMS385 World Religions (3)		
BMS483 Religions of America (3)		
BTH374	Historical Theology.....	3
Theology Electives.....		12
Bible Book Studies.....		6
Bible Electives.....		3
<i>Total units required for emphasis.....</i>		<i>47</i>

## **Minor in Biblical Studies**

A minor in Biblical Studies is offered to students not majoring in Biblical Studies, but who desire a greater understanding of the Bible and theology.

B101, 102	Old Testament Survey I, II.....	3, 3
B121	Essentials of Christian Thought.....	3
B201, 202	New Testament Survey I, II.....	3, 3
BTH321, 322	Christian Theology I, II.....	3, 3
Bible Electives.....		3
<i>Total units required for minor.....</i>		<i>24</i>

## **Minor in Global Studies**

A minor in Global Studies is offered to all students who desire a greater understanding of cross-cultural missions.

BMS301	Introduction to Missions.....	3
BMS304	History & Theory of Missions.....	3
BMS312	Global Outreach.....	3
BMS341	Cultural Anthropology.....	3
BMS366	Gospel, Culture, and Vocation.....	3
BMS385	World Religions.....	3
<i>Total units required for minor.....</i>		<i>18</i>

## M.A. IN BIBLICAL STUDIES (ONLINE) CORE COURSES

*Courses are listed in the order in which they are intended to be taken.\**

BTS500	Introduction to Biblical Studies.....	2
BTS501	Hermeneutics.....	2
BTS510	Land of the Bible*.....	2
BTS511	Creation and Covenant.....	2
BTS512	History of the Covenant People.....	2
BTS513	Prophecy and Prophets in Context.....	2
BTS515	Worship and Wisdom.....	2
BTS521	Historical Background of the N.T. ....	2
BTS522	Life, Ministry & Theology of Christ.....	2
BTS520	Early Church & Book of Acts.....	2
BTS523	Letters & Theology of Paul.....	2
BTS524	Hebrews & General Epistles.....	2
BTS550	Central Themes in Biblical Theology.....	2
BTS571	Contemporary Issues in Theology.....	2

*Total units required for core courses.....28*

*\*By petition of the program chair, students may elect to take IBEX570 Physical Geography of Israel in place of BTS510.*

### Biblical Languages Emphasis Courses

MABS core courses.....	28	
BTS600	Intermediate Greek.....	2
BTS601	Intermediate Greek Exegesis.....	2
BTS602	Intermediate Hebrew.....	2
BTS603	Intermediate Hebrew Exegesis.....	2
<i>Total units required for emphasis.....</i>	<i>36</i>	

### Missions Emphasis Courses

MABS core courses.....	28	
BTS620	Missions in the Bible.....	2

BTS621	Missions in History.....	2
BTS622	Mission of God in the Local Church.....	2
BTS623	Mission of God in the World.....	2
<i>Total units required for emphasis.....</i>	<i>36</i>	

### Music & Worship Emphasis Courses

MABS core courses.....	28	
BTS640	Worship Theology.....	2
BTS641	Worship Design.....	2
BTS642	Worship Production.....	2
BTS643	Worship Vocal Lab.....	1
BTS644	Music Fundamentals.....	1
<i>Total units required for emphasis.....</i>	<i>36</i>	

### Theological Studies Emphasis Courses

MABS core courses.....	28	
BTS660	Systematic Theology.....	2
BTS661	Theological Apologetics.....	2
BTS662	Research in Theology.....	2
BTS663	Practical Theology.....	2
<i>Total units required for emphasis.....</i>	<i>36</i>	

### Women's Ministry Emphasis Courses

MABS courses.....	28	
BTS680	Foundations of Women's Ministry.....	2
BTS681	Message Preparation for Women.....	2
BTS682	Counseling and Discipling Women.....	2
BTS683	Women in Church History.....	2
<i>Total units required for emphasis.....</i>	<i>36</i>	

*\*For graduate-level course descriptions, see the School of Online Education section.*

## Course Offerings in Biblical Studies

### APOLOGETICS

#### BCW354 The Christian & Politics (3)

A biblical approach to Christian citizenship and activity. Emphasis on general and specific scriptural principles and their application to contemporary issues, including an introduction to various viewpoints. *Same as POL354.*

#### BCW363 Apologetics (3)

A survey of the main approaches to apologetics and an examination of evidences for the Christian faith from such fields as science, history, archaeology, and philosophy. *Fulfills the P311 G.E. requirement for selected Biblical Studies majors.*

#### BCW367 Ethics (3)

A survey of the main approaches to ethics; issues in personal ethics, such as moral responsibility, decision-making, honesty, and conscience; and topics in special ethics, such as war, abortion, euthanasia, genetic engineering, and church-state relations. *Fulfills the P311 G.E. requirement for Music Production majors. Same as P367.*

#### BCW407 Christian Worldview (3)

A study of the application of biblical data to contemporary culture, science, and the arts so as to define a Christian worldview, integrating liberal arts learning with biblical truth. Beginning with issues of epistemology, the student will be exposed to the relationship between the Bible and natural science, social science, and the humanities, concluding with an emphasis on the apologetic value of the worldview to modern life. *Prerequisite: junior standing or higher.*



**BCW455 Christian Political Thought (3)**

A study of major Catholic and Protestant political ideas from Augustine and Aquinas through the Reformers. Analysis stresses comparison of each with Scripture. *Same as POLA55.*

**BCW488 Problem of Evil (3)**

Explanations for the existence of pain and evil. *Same as P488.*

**BCW498 Apologetics Area Study (2)**

A concentrated study in the area of apologetics.

**BIBLE EXPOSITION****B101, 102 Old Testament Survey I, II (3, 3)**

An introduction to the entire Old Testament, employing both thematic and exegetical methods. Literary structure, historical background, and parallel passages are also utilized to discover the unique and priceless lessons of each book. The Fall semester surveys Genesis through Samuel, and the Spring semester covers Kings through Malachi. *It is strongly recommended that B101 be taken before B102.*

**B121 Essentials of Christian Thought (3)**

This course is designed to provide the first-year student with the proper framework to think biblically via exploration of inerrancy, hermeneutics, and worldview. The student will begin to form a conviction about the nature of God's Word, how it should be interpreted, and that every part of life and existence must be informed by truth. This sets up the importance of the education at The Master's University in its entire curriculum, both G.E. and major courses, and helps every student understand how Christian thought builds the church and makes an eternal impact.

**B201, 202 New Testament Survey I, II (3, 3)**

An introduction to the books of the New Testament, with special emphasis on the life, teachings, and redemptive work of Christ; the founding and growth of the church; and the teachings of the epistles and Revelation. On the basis of the biblical text, parallel readings, projects, and lectures, the events and messages of the New Testament will be portrayed against their historical and cultural setting. The Fall semester surveys the Gospels and Acts, while the Spring semester is devoted to the Epistles and Revelation. *It is strongly recommended that B201 be taken before B202.*

**B306 Genesis (3)**

A systematic study of the Book of Beginnings in which problem areas are studied, introductory materials are given, the best English texts are analyzed verse by verse, and devotional application is made.

**B311 The Gospel of John (3)**

An expository treatment of this important Gospel for the purpose of bringing out the great message of the book. Special attention is given to theological and Christological content, along with practical truths.

**B314 1 & 2 Corinthians (3)**

The sequence of thought as well as the major problems in these books are carefully examined with special emphasis on how the books intersect with our personal and corporate Christian experience.

**B317 2 Samuel (3)**

An expositional study of the book of 2 Samuel, with particular attention to its internal theological development and its canonical development of Messianic theology.

**B327 Daniel (3)**

A study of the book of Daniel emphasizing not only the text of the book, but also the background and theology behind the book.

**B328 Matthew (3)**

A study of the Gospel of Matthew with emphasis upon the King and His Kingdom, as well as Jesus' sermons, miracles, and parables.

**B337 Revelation (3)**

An introduction and detailed study of this book, with special attention given to the eschatological significance of its message.

**B338 Ephesians (3)**

An exposition of Paul's letter with emphasis on the believer's position in Christ and place in the Church.

**B341 Hermeneutics**

This course will discuss the key theological presuppositions that determine the nature of interpretation and drive one's theological method. A particular emphasis will be placed on the practical implementation of these ideas in various genres with a view to making solid applications.

**B342 Romans (3)**

An analysis emphasizing the great soteriological themes, including sin, justification, sanctification, and glorification, and an investigation of the practical implication of these doctrines.

**B346 Life of Christ (3)**

A thorough overview of the life of Jesus Christ on earth, with special attention to the developing emphases and distinctive purposes that prevailed during our Lord's public ministry. Theological and chronological difficulties are also considered.

**B347 The Epistles of John (3)**

A study of the importance of John's epistles in the historical framework of the early church, giving special attention to the polemic nature of the epistles as well as to the practical instructions contained in them.

**B348 Ecclesiastes (3)**

An exposition of this Wisdom book that emphasizes its meaning, theology, and application for the believer today.

**B350 Principles of Personal Bible Study (3)**

An overview of principles of inductive Bible study and the application of those principles to a book of the New Testament, to a topical study, and to a biographical character study. In each of these aspects of study there is an emphasis on life change and spiritual growth in knowing God more deeply through His Word. *Prerequisite: For women only.*

**B357 New Testament Backgrounds (3)**

A study of the political, cultural, and geographical background of Israel from the close of the Old Testament into the New Testament, with an emphasis on the historical events as well as the philosophical and religious thought that shape the New Testament world.

**B358 Deuteronomy (3)**

An exposition of the fifth book of Moses that focuses on interpretation, theology, and relevance today.

**B364 History of Ancient Israel (3)**

A study of the history of the nation of Israel, from the time of Moses through the destruction of the First Temple, with emphasis upon the period of the monarchy. The biblical text will be studied in conjunction with ancient Near Eastern texts to understand the geopolitical history of the nation. *Prerequisites: B101 and B102. Same as H364.*

**B367 Psalms (3)**

The five major sections of this book are analyzed and interpreted for their literary features and studied for their spiritual and doctrinal contribution.

**B368 Proverbs (3)**

A study of the wisdom of Solomon and its applicability for our spiritual and doctrinal growth. Such topics as wisdom, the fool, friendship, family, life and death, and the sluggard will be covered.

**B377 Prison Epistles (3)**

A study of the messages of Philippians, Ephesians, Colossians, and Philemon in light of their historical setting so as to understand their doctrinal content and practical application.

**B378 Acts (3)**

An exposition of Luke's second volume with careful attention to the work of Jesus in the establishment of His Church through the apostolic witnesses.

**B387 The General Epistles (3)**

A study of the non-Pauline Epistles, with the exception of Hebrews and Revelation, with special emphasis on the doctrine and practical implications of these books.

**B388 Peter & Jude (3)**

A study of the messages of these three books, with special attention given to the topics of suffering and apostasy.

**B397 Pastoral Epistles (3)**

An intensive study of 1 and 2 Timothy and Titus, with attention given to critical problems in addition to doctrinal and spiritual content.

**B398 Job (3)**

An intensive study of Job, with special attention given to the issue of God's sovereignty and man's suffering.

**B400 Senior Integrative Seminar (3)**

A senior integrative seminar covering such topics as the credentialing process, seminary and graduate school, transitional issues, career placement, and the senior competency examination. *Prerequisite: senior standing.*

**B407 Isaiah (3)**

A study of the message of Isaiah, with special attention given to its historical and eschatological significance.

**B408 Jeremiah (3)**

A study of the message of Jeremiah, with special attention given to its historical and eschatological significance.

**B417 Hebrews (3)**

An introduction to the epistle, with special attention given to a study of its sequence of thought and exhortation, as it exalts the preeminence of Christ over all—angels, Moses, and Aaron.

**B418 Galatians (3)**

An analysis and exposition of Galatians, with special attention given to questions concerning justification and sanctification by faith according to the principle of grace, as well as other theological, chronological, and interpretive difficulties of this book. Relevant practical issues are also evaluated.

**B427 Zechariah (3)**

An exposition of this influential post-exilic prophetic book, with emphasis upon the eschatological significance and its foundation for New Testament revelation.

**B428 Luke (3)**

A study of the Gospel of Luke with emphasis on Jesus and His parables and miracles.

**B437 Advanced Hermeneutics (3)**

This course assumes that the student already understands and can apply the basic principles of hermeneutics in their study of the written Word of God. The course will cover the history of hermeneutics in the Church, philosophical and literary issues relating to hermeneutics, and the use of the Old Testament in the New Testament. *Prerequisite: B341.*

**B438 Ezekiel (3)**

A study of this prophetic work that emphasizes God's judgment and restoration of the nation of Israel.

**B447 Old Testament Minor Prophets (3)**

A study of the backgrounds and messages of these 12 prophets, with particular emphasis on the eschatological significance of their messages.

**B448 Exodus (3)**

A study of the second book in the Pentateuch with emphasis on God's deliverance of His people, establishment of His covenant, and construction of His tabernacle.

**B467 1 & 2 Thessalonians (3)**

A study of 1 and 2 Thessalonians, with special emphasis on the eschatological sections of the books.

**B488 Old Testament Area Study (2)**

A concentrated area of study in the Old Testament, which may include a topic, a book, or a specialized area.

**B490 Senior Comprehensive Exam (0)**

This is a Comprehensive Exam that requires the student to demonstrate minimum competencies in areas of New Testament, Old Testament, Systematic and Practical Theology, and their emphasis. The student must pass the exam with at least 70% in order to graduate. This exam will be given during the semester they take Senior Integrative Seminar (B400). *Prerequisite: senior standing.*

**B498 New Testament Area Study (2)**

A concentrated area of study in the New Testament, which may include a topic, a book, or a specialized area.

**BIBLICAL COUNSELING****BC300 Introduction to Biblical Counseling (3)**

A general introduction to basic concepts and distinctive features of biblical counseling. Students will discuss what biblical counseling is and what it involves, the role of the counselor in biblical counseling, the different kinds of counseling that are needed, the place of counseling in the ministry of the church, and how biblical counseling theory and practice relate to and differ from some of the more common secular models and theories. Part of the course will involve a personal improvement project in which the student will evaluate his/her own counseling qualifications, design a plan for improving some area of his/her life, put that plan into action, and then evaluate his/her progress as the course draws to a close.

**BC311 Theological Basis of Biblical Counseling (3)**

A consideration of the theological realities that form the basis of a proper approach to counseling. Special emphasis is given to the nature of God and of man (unfallen and fallen), a biblical definition of the image of God, the nature of sin, the realities of regeneration and progressive sanctification, the concept of "the flesh" (old man/new man), an understanding of the heart/mind as used in Scripture, and the place of the local church in the ministry of counseling.

**BC330 Methods of Biblical Change (3)**

An overview of the counseling process presenting a comprehensive methodological model for promoting biblical change in people. The goal is to encourage biblical thinking and procedures in the process of helping people. *Prerequisite: BC300.*

**BC337 Crisis and Youth Counseling (3)**

This course is designed to discuss key issues pertaining to young people and to equip students to understand and address the heart desires that often drive these problems. Such issues might include, but are not limited to, gender issues, marriage, purity, death in family, and school.

### **BC340 Marriage & Family (3)**

Marriage and family problems are present in the majority of counseling cases. This course will give an overview of general marriage and family counseling issues relating to the content and process of counseling. It will then proceed to specifically deal (from a biblical perspective) with the major difficulties that troubled marriages and families experience. Included in the course are discussions of the biblical basis and purposes of marriage, family stages, in-law problems, developing unity, husband/wife roles and responsibilities, correcting communication problems, why conflicts arise, and how to resolve them.

### **BC341 Women Discipling Women (3)**

This course provides basic training in developing a discipling relationship for the purpose of a person growing in Christlikeness through the application of God's Word and the gospel, which has the power to transform. Topics include the priority of discipleship, a biblical definition of discipleship, and training in the "how to's" of discipleship. *Note: for women only.*

### **BC342 Women Counseling Women (3)**

This course outlines the basic concepts and distinctive features of woman-to-woman biblical counseling. It will focus on gospel-centered counseling, which is the process of one Christian woman coming alongside another woman with words of truth from God's Word to encourage, admonish, comfort, and challenge her. These words of truth are grounded in the saving work of Christ and presented in the context of relationship. The course will present the practical principles of understanding how the gospel applies to every area of life. Discussions will include a description of the qualifications of the biblical counselors, the roles of the counselor in biblical counseling, and the role of counseling in the ministry of the local church. Emphasis will be placed on the theological foundations of biblical counseling and the key aspects of progressive sanctification. In addition, practical suggestions will be given concerning the counseling process, which brings broken and hurting people to the love of Christ and His sufficient Word. Case studies will be utilized to enhance learning. The goal is to equip women to fulfill their scriptural mandate to mentor/counsel other women and bring ultimate glory to God. *Note: for women only.*

### **BC362 Biblical Conflict Resolution (2)**

This course is designed to help the student think biblically about conflict and how to respond to life's conflicts in a way that glorifies the Lord (1 Cor. 10:31). In particular, the student will be taught a model and a plan for how to think about struggles in relationships and evaluate their own typical patterns of response. These principles apply to business and the church, but there will be a special focus on handling marriage difficulties.

### **BC421, 422 Problems & Procedures I, II (3, 2)**

These courses are designed to apply the biblical principles taught in Methods of Biblical Change (BC330) to a range of specific counseling problems. Topics discussed include anger, fear, depression, sexual deviancy, anxiety, eating disorders, decision making, one's past, self-concept, various syndromes, ADHD, and crisis counseling. During the second semester of this course, each student will be part of a team that will develop and present to the class a detailed biblical counseling outline for a teacher-approved counseling problem. *Prerequisites: BC300 and BC330.*

### **BC431, 432 Counseling Practicum I, II (2, 2)**

These courses are designed to consider the practical application of the principles of biblical counseling and the various methodological aspects of the counseling process. These courses will include student participation in counseling as counselors, counselees, and observers. These activities will form the basis of seminar discussions where counseling will be analyzed from a biblical perspective. The goal of these courses is to help the student learn, evaluate, and sharpen practical counseling skills. *Prerequisites: BC300 and BC330.*

### **BC447 Counseling & Youth (2)**

Designed to help the student to understand the intense and frequent problems of young people. A thoroughly biblical understanding of young people and their problems, and a functional approach to counseling youth will be presented.

### **BE101 Introduction to Psychology (3)**

General introduction to the basic concepts of psychology, with emphasis given to the various theories of psychology along with a thorough biblical analysis and critique.

## **BIBLICAL LANGUAGES**

### **BL301, 302 Elementary Greek I, II (4, 4)**

Designed for beginners in Greek; includes a thorough study of the pronunciation and acquisition of a working vocabulary and exercises in translation from Greek to English, as well as from English to Greek. Translation of selected passages of the Greek New Testament.

### **BL311, 312 Elementary Hebrew I, II (4, 4)**

A study of the grammar of the Hebrew language, as well as the translation of selected passages of the Old Testament.

### **BL401, 402 Intermediate Greek I, II (3, 3)**

The accidence and syntax of Koine Greek, together with readings in the Greek New Testament and an introduction to the methods of exegesis. *Available as a D.S. Prerequisites: BL301 and 302.*

### **BL422 Greek Exegesis (3)**

A thorough analytical study of a New Testament book in the Greek text. *Prerequisites: BL401 and 402.*

### **BL461 Advanced Greek Grammar (3)**

An intensive study of the syntax and literary features of the Greek New Testament. *Prerequisites: BL401 and 402.*

### **BL498 Language Area Study (3)**

A concentrated area of study in language exegesis, which may include a topic, a book, or a specialized area.

## **CHRISTIAN EDUCATION**

### **BCE307 Teaching Methodology (3)**

A seminar on the teaching-learning process with attention given to current research, the dynamics of classroom instruction, curriculum development, and the application of instructional methodology and technology.

### **BCE313 Introduction to Christian Education (3)**

A survey of the educational program of the local church with attention given to the philosophy, principles, and practice of Christian education for all age levels.

## **CHURCH HISTORY**

### **BCH347 Intertestamental Period (3)**

A survey of the historical movements and events in Judea from 400 BC to AD 70 that serve as the background for the New Testament. The literature (apocryphal books, Dead Sea Scrolls), institutions (synagogue, Sanhedrin, temple), and religious sects (Pharisees, Sadducees, Essenes, etc.) will be closely examined. Finally, the Hellenistic, Roman, and Jewish political rulers will be surveyed to understand better the context in which the early Christian events took place. *Same as H347.*

### **BCH367 History of the Church (3)**

A survey of personalities and issues in church history from the first century to the present. The course includes discussions of the church fathers, major councils, the Reformation, and key church leaders over the last 2,000 years. *Same as H367.*

### **BCH404 Studies in John Calvin (3)**

This is a study of the life and work of the great magisterial Reformer. The approach will be that of an “intellectual history” course, featuring biographical, literary, theological, and philosophic content concerning the man and his times. Specific attention is paid to Calvin’s status as a master 16<sup>th</sup> century literary Humanist who guided the systematic intellectual development of Reformation thought.

### **BCH408 Puritanism (3)**

This course provides an undergraduate survey of the Puritan movement from its origins in England through the establishment of the American colonies in New England. Attention is given to the historical, theological, cultural, and educational contributions of the Puritans.

### **BCH409 Studies in Martin Luther (3)**

A study of the life and thought of Martin Luther, the Augustinian friar and professor of theology who whipped himself mercilessly over his sins, discovered the gospel, challenged the Roman church, translated the Bible into German, invented congregational hymn-singing, married a nun, changed Europe and the world, and died excommunicated as “that wild boar loose in the Lord’s vineyard.”

### **BCH467 The Reformation Era, 1500-1648 (3)**

A study of the historical/theological development of the Reformation and post-Reformation period through Calvin. Other areas of the Reformation not covered in class lectures are pursued through research papers and class discussion. *Same as H467.*

### **BCH487 U.S. Church History (3)**

A historical survey of U.S. church history, especially American Protestantism, from deep colonial Puritan roots through the First and Second Great Awakenings, the shattering of basic biblical unity in the modernist/fundamentalist controversy, and the rebuilding of modern evangelicalism in contemporary times. *Same as H487.*

### **BCH498 Church History Area Study (2)**

A concentrated study in church history, which may include a period of time or a specialized topic.

## **GLOBAL STUDIES**

### **BMS301 Introduction to Missions (3)**

A general introduction to the principles and practices in Christian missions, surveying the biblical basis of missions, the missionary call, the missionary life and work, mission boards, and the mission program of the church.

### **BMS302 Field Internship (3)**

The student will work together with the professor to arrange for an internship in an international setting for working among the student’s target population. The managing host will mentor and evaluate the student as the student interacts in cross-cultural settings including but not limited to home management, education, hospitality, business and government interactions, and community relationships. Emphasis will be placed on the student’s cross-cultural, spiritual, and vocational growth, as well as his/her strengths and weaknesses.

### **BMS304 History & Theory of Missions (3)**

A study of the background, origin, and expansion of the Christian Church, with attention to the people and dynamics that have contributed to its growth.

### **BMS311 Preparation for Urban Missions (3)**

This course is designed to acquaint students with the dynamics of inner city ministry by developing a biblical theology of church ministry, investigating how principles of missions are implemented in urban churches within the greater Los Angeles area, and evaluating the effectiveness of urban ministries that emphasize an Incarnational model of ministry. Students will be required to complete a semester-long, field-based internship to receive credit for this course. (Fee: \$50)

### **BMS312 Global Outreach (3)**

A practical training course focusing on the preparation of those students participating in the summer missions program. Topics include cross-cultural ministry, dealing with culture shock, evangelism, travel requirements, and a specific country study (economics, history, traditions, politics, and ministries). This course may only be taken one time.

### **BMS328 Field Language Study (3)**

The student will participate in both formal and informal learning of a modern language during the field internship. The student will accomplish a minimum of 40 formal hours of instruction during the internship.

### **BMS337 Cross-Cultural Church Planting (3)**

Consideration of the biblical mandates given for establishing God’s church among the *ethne* will provide the framework for this course. Particular topics investigated will include recognizing the unique characteristics of a culture,

consideration of unexpected opportunities and obstacles to establishing a nationally led church, and the process of evangelism, discipleship, and raising up of national leadership.

### **BMS341 Cultural Anthropology (3)**

This course is an introduction to cultural anthropology to assist students in developing the skills to personally acquire an accurate understanding of various cultures through exposure to field methods of studying, describing, analyzing, and applying culture. Subject matter will be addressed from a biblical worldview to understand and discern the process of culture research and personal communication in another culture. Some of the topics to be addressed will include language, kinship, relationships, daily life patterns, education, and rituals.

### **BMS366 Gospel, Culture, and Vocation (3)**

This course will survey the biblical foundation for evangelization of the nations by looking at the cross-cultural accounts and commands in the Old and New Testaments. In addition, contemporary methods of evangelism will be investigated. Further study will address significant theological issues related to the Reformation doctrine of vocation and its implications for discerning God's will, selection of an academic discipline, career placement, and stewardship of employment opportunities for gospel witness. The student will participate as both learner and teacher as a unique design feature of this course.

### **BMS367 Gospel Living (3)**

This workshop will investigate both the theological and practical issues involved in living a life focused on calling people to be reconciled to God. The course content will include an introduction to evangelism and missionary care through a local church. Class will include site visits to local organizations and ministries, and students will be involved practically in support ministries and outreach opportunities in the local community.

### **BMS385 World Religions (3)**

A study of major non-Christian religious systems in the world. The claims of each will be compared with the absolute truth and adequacy of biblical faith.

### **BMS397 Missionary Biography (3)**

The course will require extensive reading and evaluation of selected biographies of great missionaries such as Carey, Brainerd, Judson, Moffat, and Goforth. Missionary methods will be compared and evaluated.

### **BMS408 Theological Issues in Missions (3)**

This class will survey the biblical foundation for evangelization of the nations by looking at the cross-cultural accounts and commands in the Old and New Testaments. In addition, comparison studies will be conducted demonstrating the core soteriology of major world religions and worldviews. Further study will address significant theological issues related to contemporary mission methodology. The student will participate as both learner and teacher as a unique design feature of this course.

### **BMS483 Religions of America (3)**

A study of the most prominent modern religions native to America, with particular reference to their historical backgrounds and doctrinal positions.

### **BMS498 Missions Area Study (2)**

A concentrated area study dealing with both historical and contemporary developments in political, economic, cultural, and religious life, as well as missionary endeavors. The student may select a nation to study from the following areas: Africa, Asia, South America, Europe, and Central America.

## **MINISTRIES**

### **BMN300 Ministry Internship (1)**

Supervised on-site instruction in the field of some aspect of church ministry for a maximum of two semesters (1 unit per semester). This course is graded: credit/no-credit.



### **BMN310 Message Preparation for Women (3)**

Training for women in preparation, organization, and delivery of personal testimonies, devotionals, and women's Bible studies. The course will aid female students preparing for women's or youth ministry. Each student will have opportunities to speak before the class and receive evaluations by the instructor and classmates. *Prerequisite: women only.*

### **BMN312 Training in Women's Ministry (3)**

This course provides basic training in how to develop a women's ministry in a local church. Topics include the biblical foundation for such a ministry from Titus 2:3-5, qualifications and preparation of leaders (Titus 2:3 and 1 Timothy 3:11), how to lead a small group, how to teach a Bible study, planning retreats and other events, counseling, admonishing, discipleship, and how to lead a working committee. *Prerequisite: women only.*

### **BMN333 Worship & Songs of the Church (3)**

Traces the thread of worship from early Hebrew times to the present; explores the varied paradigms of worship and reasons why we worship as we do. Presents the historical development of psalms, hymns, and spiritual songs and an introduction to the history of Western music and art. *Fulfills the MU190 G.E. requirement for Biblical Studies majors.*

### **BMN357 Event Planning (3)**

One of the most practical skills that can be utilized in the church and in the community is organizing gatherings where people can fellowship, learn, and grow. Some of those gatherings include general parties, weddings, birthdays, funerals, baby showers, community outreach events, Bible studies, conferences, and retreats. This course will offer the biblical ideology and the basic skills training required for successful event planning. Some topics that will be covered are worship, motive, character qualities of a leader/organizer, proactivity, attention to details, organizational methods, common sense, humility, communication, delegation, overseeing volunteers and paid staff, facilities knowledge, and problem solving. In addition to interactive lecture, this course will also include planning, organizing, executing, and debriefing an assigned event. This practical course should serve the student well in life, whether the skills are used in secular arenas or formal ministry and/or everything in between.

### **BMN360 Personal Discipleship (2, 3)**

As disciples of Jesus Christ, students desire to grow spiritually for the rest of their lives. That growth for all of us as believers takes place through the Word of God, the Spirit of God, and the people of God. In this course students will read biblically sound content on various topics written by many different authors (both classic and contemporary), and together we will ask God to teach us about Himself and how to walk with Him and grow in Him. Topics for study and discussion in this course include the priority of worship of God, spiritual disciplines, personal relationships with people in our lives, what it means to be created female with its joys and challenges, Christian ministry for women and their commitment to the church, evangelism and outreach, trials and adversity, stewardship of time, and stewardship of finances. Students will write responses to the content they read and apply it to their own lives. *Prerequisite: women only.*

### **BMN370 Sermon Preparation & Delivery (3)**

An investigation of the biblical idea of preaching and instruction in the principles and practices of sermonic analysis and structure. Opportunity is afforded each student to prepare and present expository sermons before the class. Critical analyses are given by the professor and students. *Prerequisite: men only.*

### **BMN417 Pastoral Student Ministries (3)**

A study of the practical areas of ministry and church life, with special attention given to pastoral functions (i.e. daily schedules, priorities, leadership, team concept, and special events). *Prerequisite: men only.*

### **BMN498 Ministry Area Study (2)**

A concentrated study in an area of ministry, whether it be in the local church, a parachurch organization, etc.

## **THEOLOGY**

### **BTH321 Christian Theology I (3)**

A survey of Christian theology in the areas of God (Theology Proper), the Bible (Bibliology), angels—including Satan and demons—(Angelology), Christ (Christology), and the Holy Spirit (Pneumatology).

**BTH322 Christian Theology II (3)**

A survey of Christian theology in the areas of humanity (Anthropology), sin (Hamartiology), salvation (Soteriology), the church (Ecclesiology), and last things (Eschatology).

**BTH327 New Testament Theology (3)**

An introduction to the theory, method, and content of New Testament theology. Various approaches to New Testament theology will be critically appraised. Special attention will be given to how the Old Testament and its interpretation within second temple Judaism formed the ideological background for New Testament theology. The content of New Testament theology will be discussed with particular focus on the theologies of Matthew, Luke, Paul, and John.

**BTH328 Old Testament Theology (3)**

A study of the distinctive viewpoints of each period of Old Testament history with respect to the major points of theology. It will be accomplished by means of exegesis and collation of passages independent of any philosophic system.

**BTH337 Theology of God (3)**

An in-depth study of the doctrine of God, including His existence, names, attributes, and the Trinity.

**BTH347 Theology of Angels (2)**

An in-depth study of the doctrine of angels, their origin, fall, present ministry, and their future.

**BTH348 Theology of Man & Sin (3)**

An in-depth study of the creation, characteristics, and composition of human nature, the origin and nature of sin, and contemporary issues in theological anthropology and hamartiology.

**BTH357 Theology of Christ (3)**

An in-depth study of the doctrine of Christ, including His birth, death, resurrection, deity, and kenosis.

**BTH358 Theology of Salvation (3)**

An in-depth analysis of the doctrine of salvation, including the atonement, election, regeneration, justification, sanctification, and perseverance.

**BTH367 Theology of the Scriptures (3)**

An in-depth study of the doctrines of the Bible, including such issues as revelation, inspiration, inerrancy, preservation, canonicity, and translations/versions.

**BTH374 Historical Theology (3)**

A study of the historical development of Christian theology throughout the ages by tracing the origin, development, and growth of the doctrines of the Church.

**BTH376 Theology of the Church and Family (3)**

A study of the nature and purpose of the church and family. This course will cover such topics as the nature of the church, the government of the church, key ecclesiological issues, the nature and role of the Old Testament Law in the church, as well as the nature and priority of the family in the church.

**BTH377 Messianic Theology (3)**

This course focuses on the Messianic idea as it developed in both the Old and New Testaments. The first half of the course will concern the “Messianic Promise of the Old Testament.” The course will examine the one promise of a coming deliverer and its various individual promises referred to as the Messianic Prophecies. It will seek to interact with the Jewish interpretation of these prophecies in post-biblical times down to the view of the Messiah in modern Judaism. The second part of the course will deal with the “Messianic Person in the New Testament.” The treatment of this subject will be largely a study of the different titles for Jesus (e.g., Son of God, Son of Man, Lord, Messiah, etc.). The course could be described as “Christology from a biblical rather than a systematic theology perspective.”

### **BTH387 Theology of Paul (3)**

An introduction to the theology of the Pauline letters. Methodological issues and the history of Pauline research will be considered briefly before turning to consider the major aspects of Pauline thought. Particular focus will be given to the so-called “New Perspective” on Pauline theology and an appropriate evangelical response to this interpretive scheme.

### **BTH397 Biblical Theology of Vision (3)**

This class traces the unity and development of the visions of Isaiah, Ezekiel, Daniel, Paul (Damascus Road), and John (Revelation) with a view to understanding various major biblical themes (salvation, God’s presence, God’s kingdom, Christ and the church, and eschatology) and how they interweave in redemptive history. This class will investigate how the visions reflect the theologies of their respective books, how they harmonize together, and how all of that helps to show the connectedness of biblical theological themes in one storyline.

### **BTH407 Theological Systems (3)**

A study of the nature and methods of systematic theology, along with an examination of six historical theological systems: Roman Catholicism, Reformed Theology, Arminianism, Modernism, Neo-orthodoxy, and Dispensationalism.  
*Prerequisites: BTH321 and BTH322.*

### **BTH417 Contemporary Theology (3)**

A survey of developments leading to the rise of religious liberalism and a critique of theological positions in the 19<sup>th</sup> and 20<sup>th</sup> centuries, including Neo-Orthodoxy, Existentialism, and radical theologies.

### **BTH425 Theology of End Times (3)**

A study of the Scriptures’ bearing on the significance and temporal relations of the Rapture, the coming of Christ, and the Millennium, with evaluation of the various positions of these events.

### **BTH427 Theology Seminar (3)**

This course is designed to introduce the student to the practical utility of an evangelical theological method. Students will focus on contemporary trends and emphases in theology confronting the contemporary Christian church.  
*Prerequisites: BTH321 and BTH322.*

### **BTH438 Roman Catholic Theology (3)**

A study of the key elements in the theology of the Roman Catholic Church, focusing on theological developments beginning with the Tridentine settlement. Particular attention will be given to the Catholic Church’s response to modernism as seen in Ultramontanist and Vatican Council I, and the mitigation of this antimodernist response leading up to and after Vatican II.

### **BTH448 Mormonism (3)**

An in-depth examination of the history, beliefs, and practices of Mormon groups.

### **BTH498 Theology Area Study (2)**

A concentrated study in theology, which may include a particular doctrine or passage.

### **BTH499 God in Philosophy & Theology (3)**

A study of the nature of God and the coherence of the divine attributes; God’s relation to logic, language, time, causality, and evil; and belief as it relates to science, natural theology, evidence, and mysticism.

## **YOUTH MINISTRIES**

### **BYM327 Survey of Student Ministries (3)**

This course is designed to give the student a general survey of student ministries in America. It will include an overview of how student ministries function in a local church, as well as covering social and cultural perspectives.

### **BYM337 Leadership and Administration (3)**

This course is designed to help the student learn the facets of what makes for effective leadership in student ministries and methods of administrating a student ministry program.

# Israel-Bible EXtension (IBEX)

The Israel-Bible EXtension (IBEX) is The Master's University extension campus in Israel. The IBEX program provides a unique study-abroad experience, allowing students to study the Bible in the Land of the Bible. This program consists of a full academic semester and is crafted to meet select G.E. requirements. In addition to the semester abroad, other short-term programs are available (see [www.masters.edu/academics/#studyabroad](http://www.masters.edu/academics/#studyabroad) for details). As space is limited, students should apply for the IBEX semester early in their university program, maintain a university GPA of 2.9 or higher, complete B101 Old Testament Survey I or a university-level equivalent, and determine if they meet educational, medical, dietary, and physical requirements. Students should consult with their academic advisor regarding feasibility and compatibility of the IBEX program with their selected major.

## LOCATION

Our extension campus is in the north Judean hill country in the vicinity of Jerusalem. Facilities include a dormitory, cafeteria, library, and lecture hall. Wireless access is available at the IBEX campus.

## COST

The price for a semester in Israel (including tuition, full board, and field trip expenses) is the same as that of a TMU student living on the California campus on a full meal program. Students are charged for airfare.

## PROGRAMS

- **Semester Abroad.** IBEX is a full semester-abroad program, which provides a quality educational opportunity for students who wish to enhance their geographical, historical, archaeological, and cultural understanding of the land of Israel, both ancient and modern. Classroom lectures are integrated with frequent field trips. The student's educational experience, as well as his/her personal maturation, is significantly enhanced by the cross-cultural experience that the semester-abroad program provides.
- **Short-term Programs.** Academic study trips (at both undergraduate and graduate levels; 3 credits) are offered during the summer months and occasionally between regular semesters.

Contact [ibex@masters.edu](mailto:ibex@masters.edu) for more information.

## Course Offerings at IBEX

### IBEX300 The Land & the Bible (6)

A regionally based geographic study of the land of Israel with an emphasis on the biblical period. Attention is given to the interrelationship of geography and geology to history and the subsequent development of civilization in the various regions. Regions studied include Judea, Samaria, Dead Sea, Jordan Rift, Galilee, Golan, Jezreel, Negev, and the Coastal District. (Required of all IBEX semester participants.) *Non-Bible Majors may receive G.E. credit for B102 and/or B201. Contact the IBEX Office for details.*

### IBEX304 Historical Geography of the Bible (4)

An advanced seminar on historical aspects of biblical geography. This course examines the historical geography of the land of Israel with attention to regional structure and the development of communication lines. Emphasis is placed on historical aspects of site location, including discussions of biblical and epigraphical documentation, archaeological evidences, and toponymy. *Prerequisites: IBEX300 and previous IBEX semester experience.*

### IBEX307 Regional Studies – Israel (3)

A field-based seminar focusing on historical, geographical, cultural, and archeological aspects of selected regions in the land of Israel, designed to supplement those covered in IBEX300. *Note: Rigorous hiking, ability to read Hebrew place names on topographic maps, and extensive field work mandatory for class participation. Limited enrollment.*

### IBEX311 Biblical Hebrew (4)

An introduction to grammar, syntax, and vocabulary of biblical Hebrew. Attention is given to translation and reading skills. *Note: IBEX311 parallels BL311 at TMU's California campus.*

**IBEX312 Modern Hebrew (3)**

An introduction to modern Hebrew with attention to reading and conversation skills.

**IBEX320 Jewish Thought & Culture (3)**

A study of Jewish thought, literature, and culture from the ancient to modern period. Social, political, cultural, philosophical, and theological developments and contributions will be considered.

**IBEX330 History of the Modern State of Israel (3)**

A thematic study of the major issues concerned with Jewish self-determination and the establishment of the State of Israel. Topics include the rise of Zionism, the British Mandate, the Holocaust and anti-Semitism, socio-political status of the Jewish people in the late-nineteenth to mid-twentieth centuries, the 1948 war for independence, and the subsequent Arab-Israel conflicts.

**IBEX333 Biblical Archaeology (3)**

This course introduces students to the methodological principles, procedures, discoveries, and research resources for understanding the archaeology and material culture of Bible lands. Attention will be given to how the findings of archaeology can clarify and illustrate the meaning and historical background of biblical texts. Students will have opportunities to visit excavation sites for hands-on fieldwork.

**IBEX337 Geographical Area Studies (3)**

A field-based seminar on selected sites of historical, geographical, cultural, and archaeological interest in the Mediterranean region and the Middle East proper.

**IBEX340 History & Society of Modern Israel (3)**

This course is a lecture and field-based study of the history and society of the modern State of Israel. The class examines historical events leading up to the formation of modern Israel in 1948, and subsequent significant history to the present time. The class includes hands-on study of the diverse ethnic, political, and religious expression in Israel and the disputed territories (Judea/Samaria/West Bank). *Corequisite: IBEX300.*

**IBEX367 History of Ancient Israel (3)**

A careful study of the history of the people and nation of Israel, from Abraham through the restoration period. Special attention is given to the period of the monarchy.

**IBEX370 Physical Geography of Israel (3)**

An examination of the physical geography of the land of Israel with attention to regional structure, geology, and topography with a view to the development of communication lines and settlement. (Academic Short-Term Program only.)

**IBEX377 The Life of Christ (3)**

An examination of the life of Christ with attention to the historical, cultural, and geographical factors that influenced Christ's earthly ministry.

**IBEX457 Jerusalem Studies (3)**

A seminar covering historical, archaeological, and cultural aspects of the city of Jerusalem, both ancient and modern. Reading in primary sources related to the city, site visits, classroom lecture, and student presentations are required.

**IBEX467 Israel in the Second Temple Period (3)**

A seminar covering historical, archaeological, and literary aspects of the Second Temple Period (Herodian-New Testament-Roman). Readings in primary sources, site visits, classroom lecture, and student presentations are required.

# 5-Year B.A./M.Div. Cooperative Program

*Dr. Abner Chou, Director*

The 5-Year B.A./M.Div. allows students to receive a B.A. in Biblical Studies (emphasis in Biblical Languages) from The Master's University and an M.Div. from The Master's Seminary in five years, including a semester at IBEX. This condensed, academically rigorous program provides a streamlined education that allows students to graduate with less debt, while preparing them for further education, student ministries, associate pastor positions, or Christian education.

## ADMISSION REQUIREMENTS

In keeping with TMS's stated purpose of equipping "men for effectiveness in Christian ministry to the universal body of Christ," this cooperative program is open to men only.

A student seeking enrollment in this program should express interest to the program director (Dr. Abner Chou) during his freshman year. To continue in the program, the student must demonstrate the following during his sophomore year:

1. Passing score on at least one seminary PASS (Provision for Advanced Scholastic Standing) exam
2. Cumulative GPA of 3.6
3. Acceptance to TMS, after being interviewed by university and seminary staff
4. Involvement in a local church internship

## B.A./M.Div. Program Courses

### Undergraduate Courses at TMU

B341	Hermeneutics*	3
B400	Senior Integrative Seminar	3
B490	Senior Comprehensive Exam	0
BL301	Elementary Greek I	4
BL302	Elementary Greek II	4
BL311	Elementary Hebrew I	4
BL312	Elementary Hebrew II	4
BL401	Intermediate Greek I	3
BL402	Intermediate Greek II	3
BL461	Advanced Greek Grammar	3
5MDIV	5-year M.Div. Advising	0
<i>Total units taken at TMU</i>		<i>31</i>

*\*Must complete additional project to qualify for cooperative program.*

### Graduate Courses at TMS

BI701	Ordination Preparation	2
BI705	Advanced Hermeneutics	2
NT604	Greek Exegesis II	3
NT796	New Testament Introduction	3
NT__	Greek Exegesis Elective	2
OT603	Hebrew Exegesis	3
OT796	Old Testament Introduction	3
OT__	Hebrew Exegesis Elective	2
PM501	Fundamentals of Expository Preaching	1
PM505	Grammar, Research & Writing	2
PM511A	Foundations of Pastoral Ministry	2
PM512A	Pastoral Counseling	3
PM601	History of Preaching	1
PM602	Expository Preaching Mechanics	2
PM604	Expository Preaching Workshop*	3
PM705	Expository Preaching Lab	3
PM712	Practice of Pastoral Ministry	3
PM714	Prayer and the Pastor	2
TH507	Historical Theology I	3
TH508	Historical Theology II	3

TH602	Apologetics & Evangelism**	3
TH605	Theology I***	3
TH606	Theology II****	3
TH705	Theology III	3
TH706	Theology IV	3
<i>Total units taken at TMS</i>		<i>60</i>

*\*Fulfills TMU's G.E. requirement for C100.*

*\*\*Fulfills TMU's G.E. requirement for P311.*

*\*\*\*Fulfills TMU's G.E. requirement for BTH321.*

*\*\*\*\*Fulfills TMU's G.E. requirement for BTH322.*

### Courses at TMU or TMS\*

Bible Book Elective	2
Bible Book Elective	2
Bible Book Elective	2
<i>Total elective units</i>	<i>6</i>
<i>*Recorded on the transcript as TMS courses.</i>	

### IBEX Courses\*

IBEX300	The Land & the Bible	6
IBEX Electives		6
<i>Total units taken at IBEX</i>		<i>12</i>
<i>*Recorded on the transcript as TMS courses.</i>		

*Total units required for program*.....109

### Required PASS Exams

In addition to completing the required courses, the student must pass the TMS PASS exams that demonstrate mastery of the following subjects taught in TMU G.E. and major courses:

- Old Testament Survey I
- Old Testament Survey II
- New Testament Survey
- Elementary Greek
- Greek Exegesis
- Elementary Hebrew

# Department of Biblical Counseling

*Dr. John D. Street, Chairperson*

## **MASTER OF ARTS IN BIBLICAL COUNSELING**

The Master of Arts in Biblical Counseling (MABC) is a graduate program intended to equip men and women for practical excellence in counseling biblically and training counselors for counseling within local church ministries. The content of the courses emphasizes the practical skills of counseling without neglecting the solid biblical foundation on which these skills are built. The classes, homework, and assigned reading can be practically implemented in each student's life and ministry immediately. Each course the student takes will enhance his walk with God and his ministry. The MABC degree is designed to help people study, use, and know Scripture more effectively in their own lives and in their counseling ministries with others. Our goal is to produce men and women who understand God's Word as it applies to the exercise of the spiritual gift of counseling under the oversight of a local church.

The MABC program is designed to equip teachers, pastors, missionaries, elders, deacons, and the other Christian workers to counsel in ministry settings and is not structured to meet state requirements for licensing. It does meet requirements for certification with the Association of Certified Biblical Counselors (ACBC). Vocational opportunities after graduation include ministry positions in local churches, chaplaincies, Christian colleges, Christian schools, crisis pregnancy centers, children's homes, rescue centers, and mission agencies, as well as enhanced application in other professional fields. Even those whose primary responsibility is not counseling find that the MABC program provides invaluable training, as it provides skills and personal insight in the Christian life and improves their overall effectiveness on the job, in personal relationships, and in their local church.

## **MABC ADMISSION REQUIREMENTS**

An individual must meet the following requirements to be admitted to TMU's MABC degree program:

- Strong testimony of faith in Jesus Christ as Lord and Savior
- Agreement with the TMU doctrinal statement and student standards of conduct, along with specific statements on homosexuality, gender identity, and the role of sign gifts (i.e. speaking in tongues, prophecies for today, etc.)
- Official transcripts from all schools from which degrees were conferred
- Undergraduate degree conferred and cumulative GPA of 3.0 or higher from a regionally accredited institution.
- TOEFL score of 100 or higher for international students (whose first language is not English)
- Must be deacon/deaconess qualified according to 1 Timothy 3:8-12
- Writing sample of 10-15 pages evidencing graduate level writing and research (submitted in the application)
- Short-answer questions on theology and practical ministry (contained within the application)
- Pastor/elder recommendation (contained within the application)
- Educator recommendation (contained within the application)
- Personal recommendation (contained within the application)
- \$50 application fee
- \$250 deposit applied to first class(es)

## **PHILOSOPHY OF COUNSELING**

The Holy Scripture, being God's law and testimony, is true and should therefore serve as the Christian's standard for all matters of faith and practice (Isaiah 8:19-20; 2 Peter 1:3). There is no authority that is higher than the one found in Scripture. Wherever and on whatever subject Scripture speaks, it must be regarded as inerrant, authoritative, sufficient, and superior to human counsel. There have always been people who have affirmed the inerrancy and authority of Scripture in matters of faith and practice but who would not affirm the sufficiency of Scripture for understanding and resolving the spiritual (non-physical) problems of man. These people acknowledge Scripture to be the Word of God and are therefore worthy of our respect, but when it comes to understanding and resolving many of the real issues of life, they think that Scripture has limited value. It is, therefore, crucial that we clearly articulate what biblical counseling truly is. There are four distinguishing features of truly Christian counseling as explained below.

### **Christ-Centered Counseling**

Biblical counseling is conscientiously and comprehensively Christ-centered. It focuses on who Christ is and what He has done for us in His life, death, resurrection, and in sending the Holy Spirit. Christ-centered counseling also focuses on what He is doing for us right now in His intercession at the Father's right hand and what He will yet do for us in the future. In biblical counseling, the Christ of the Bible is not an appendage or a "tack on" for living in the fast lane. Rather, He is at the center and the circumference (and everywhere in between) of counseling. Christ-centered counseling involves understanding the nature and causes of our human difficulties. It involves understanding the ways we are unlike Christ in our values, aspirations, desires, thoughts, feelings, choices, attitudes, actions, and responses. Resolving those sin-related difficulties includes being redeemed and justified through Christ, receiving God's forgiveness through Christ, and acquiring from Christ the enabling power to replace un-Christlike (sinful) patterns with Christlike, godly ones.

### **Gospel-Centered Counseling**

A biblical counselor is also conscientiously and comprehensively Christian in his outlook on life. Truly biblical counseling is done by individuals who have experienced the regenerating work of the Holy Spirit and have come to Christ in repentance and faith, acknowledging Him as Lord and Savior of their lives. These are also people who want to live in obedience to Him, people whose main concern in life is to exalt Him and bring glory to His name. They are people who believe that, since God did not spare His own Son (from and on the cross) but delivered Him up (to the cross and death) for us (on our behalf and in our stead, as our substitute), He will freely through Christ give us all that we need for effective and productive living (for transforming us into the very likeness of His Son in the totality of our being). Biblical Christian counselors also acknowledge the role of the Holy Spirit in regenerating, saving, and sanctifying the believer. Truly biblical counseling is done by those whose theological convictions influence, permeate, and control their personal lives and their counseling theory and practice.

### **Bible-Centered Counseling**

Truly biblical counseling is conscientiously and comprehensively based on the Bible, deriving its understanding of who man is, the nature of his main problems, why he has these problems, and how to resolve these problems from Scripture. In other words, the counselor must be conscientiously and comprehensively committed to the sufficiency of Scripture for understanding and resolving all the nonphysical personal and interpersonal sin-related difficulties of man.

### **Church-Centered Counseling**

Another distinguishing feature of truly biblical counseling is that it will be conscientiously and comprehensively church-centered. Scripture makes it clear that the local church is the primary means by which God accomplishes His work in the world. The local church is His ordained instrument for calling the lost to Himself and the context in which He sanctifies and changes His people into the very likeness of Christ. According to Scripture, the Church is His household, the pillar and support of the truth, and the instrument He uses in helping His people to put off the old manner of life and to put on the new self (1 Timothy 3:15; Ephesians 4:1-32). Credibility in counseling comes when it is done under the authority of the church and its properly appointed leadership, not from state licensure.

## **PROGRAM OUTLINE**

The M.A. in Biblical Counseling is a 34-credit-hour graduate degree program, designed to allow students to pursue in-depth training in biblical counseling.

### **Program Length**

The program is optimally completed in two to four years, but program length may depend on the student's own schedule and external commitments. Typically, students complete their coursework over a two- to three-year period and their internship and research in an additional year. The degree must be completed within six years after first matriculating into the program. Students who fail to complete all degree requirements within the six-year requirement must make a formal appeal to the program director and chairman of the Biblical Counseling Department through the readmission process. Furthermore, those who have not registered or completed classes within three academic semesters will be classified as inactive students. After that point, they will be required to reapply to the program and will be subject to complete any curriculum changes made since the date of their original matriculation.



## Thesis Symposium

Each student is required to develop a 20- to 30-page research outline as a capstone research project of the MABC and give a defense of their research. This symposium highlights this project and allows others to benefit from the students' efforts in research. The defense will be given to a panel of faculty and staff of the MABC program and will be open for others to observe.

## Full/Part-Time Student Status

Any student enrolled in 8 units or more is considered "full-time" for the Master of Arts in Biblical Counseling. A student must be enrolled in at least 4 units of graduate-level classes to achieve "part-time" status.

## Program Requirements

The MABC is awarded to students who successfully fulfill the requirements of 16 core courses and 1 elective course.

## ACADEMIC POLICIES

### Grading Scale

A	96-100%	B+	92-93%	C+	84-85%	D+	76-77%	F	69% and below
A-	94-95%	B	88-91%	C	80-83%	D	72-75%		
		B-	86-87%	C-	78-79%	D-	70-71%		

### Academic Probation Policy

Any graduate student whose cumulative grade point average (GPA) falls below 3.0 or who receives a letter grade of C or lower in any class will be placed on academic probation for one semester. They must earn a B- or better in all their classes and a minimum GPA of 3.0 during their next semester of study to be removed from academic probation. Any graduate student whose cumulative GPA remains below 3.0 or who receives any grades lower than a B- in classes for two consecutive semesters will be subject to academic disqualification and dismissal from the University. A student subject to disqualification may appeal by submitting a letter to the Provost, stating why he/she should not be disqualified. The student's request will then be reviewed by the Provost for a final decision.

### Academic Dishonesty

It is the responsibility of the faculty member to pursue suspected incidents of academic dishonesty occurring within his/her courses. If a student is found to be guilty of cheating, plagiarism, or another form of academic dishonesty, the faculty member is required to document the incident in writing and submit the report to the Provost. The first documented incident of academic dishonesty will result in the student failing the assignment or the course at the instructor's discretion, depending on the severity of the incident. Any subsequent documented offense of academic dishonesty by that student (regardless of whether it occurs in the same or any other course taken by the student at the University) will result in automatic failure of the course and expulsion of the student from the University for a minimum of one academic year.

### Appeals of Academic Dismissal

A student subject to academic dismissal because of a low cumulative GPA or because of academic dishonesty may appeal by submitting a letter to the Provost within two weeks of being notified of dismissal, along with an explanation of why the student believes the dismissal was unfair. The student's request will be reviewed by the Provost with input from the student's advisor, faculty who have had the student in recent classes, and the academic counselor. The Provost will make a decision on the appeal, which will be communicated in writing to the student.

## MABC DEGREE REQUIREMENTS

BC501	Introduction to Biblical Counseling.....	2	BC542	Marriage & Family Counseling.....	2
BC502	Essential Qualities of a Biblical Counselor.....	2	BC556	ACBC Membership Seminar.....	2
BC503	Methods of Biblical Change.....	2	BC557	Counseling & Physiology.....	2
BC506	Theology & the Psychologies.....	2	BC560	Biblical Conflict Reconciliation.....	2
BC511	Theological Basis of Counseling.....	2	BC580	Observations and Applied Studies.....	2
BC521	Problems & Procedures.....	2	BC592	Applied Soul Care I.....	2
BC531	Hermeneutics.....	2	BC593	Applied Soul Care II.....	2
BC532	Advanced Hermeneutics.....	2	BC598	Thesis Research.....	2
			BC___	Elective Course.....	2
				<i>Total units required for degree.....</i>	<i>34</i>

## **Remote Library Access**

To facilitate research from off-campus locations, the University library provides remote access to many of The Master's University's online databases. This access allows the student to search the available databases from any off-campus computer that has an internet connection. Currently, The Master's University has more than 20 databases available with remote access. Students are welcome to contact the library directly if they need help with their research needs.

## **Advanced Standing**

Any graduate from TMU's undergraduate biblical counseling major is immediately eligible for up to six (6) credits of advanced standing in the program. The department also reserves the privilege to award sixteen (16) credits of advanced standing in the program based upon an evaluation of previous study and experience. Students awarded advanced standing will be waived credits on selected program requirements. Advanced standing is not guaranteed and will be decided on an individual basis at the discretion of the program director and Biblical Counseling Department chairperson.

## **Course Offerings in MABC**

### **BC501 Introduction to Biblical Counseling (2)**

This course offers a general introduction to basic concepts and distinctive features of biblical counseling. Students will discuss what biblical counseling is and what it involves, the role of the counselor in biblical counseling, the different kinds of counseling that are needed, the place of counseling in the ministry of the church, and how biblical counseling theory and practice relate to and differ from some of the more common secular models and theories. Part of the course will involve a personal improvement project in which the student will evaluate his/her own counseling qualifications, design a plan for improving some area of his/her life, put that plan into action, and then evaluate his/her progress as the course draws to a close.

### **BC502 Essential Qualities of a Biblical Counselor (2)**

This course will help the student to understand the Christlike character and functional qualities of the discipler/counselor. The course will also provide the environment for self-examination for present and future growth, both in his/her personal walk with Jesus Christ and as a skilled biblical counselor.

### **BC503 Methods of Biblical Change (2)**

This course provides an overview of the counseling process, presenting a comprehensive methodological model for promoting biblical change in people. The goal of this course is to encourage biblical thinking and procedures in the process of helping people.

### **BC506 Theology and the Psychologies (2)**

This course is designed to critically analyze secular and evangelical integrationist theories of psychotherapy in a theological context, emphasizing the uniqueness of divine revelation for ontological and epistemological positions and worldview. It will probe the anthropological presuppositions of treatment theory and seek to bring a thoroughly biblical critique to their foundational assumptions and methodology. Issues like theories of the subconscious, psychoanalytic approaches to personality, establishing norms, psychological testing, making the distinction between the normal and abnormal, major and mood disorders, schizophrenia, and multiple personality disorders are among the psychological constructs and their popular theoreticians that will be explored.

### **BC511 Theological Basis of Counseling (2)**

This course offers a consideration of the theological realities that form the basis of a proper approach to counseling. Special emphasis is given to the nature of God and of man (fallen and unfallen), a biblical definition of the image of God, the nature of sin, the realities of regeneration and progressive sanctification, the concept of "the flesh" (old man/new man), an understanding of the heart/mind as used in Scripture, and the place of the local church in the ministry of counseling.

### **BC518 Counseling from Proverbs (2)**

This course is an expositional study of the book of Proverbs with its special relevance to counseling.

**BC519 Counseling from Ecclesiastes (2)**

This course is an expositional study of the book of Ecclesiastes with its special relevance to counseling. This course assists the counselor to work with individuals who are struggling with a materialistic cosmology.

**BC521 Problems and Procedures (2)**

This course is designed to apply the biblical principles taught in BC501 Introduction to Biblical Counseling and BC503 Methods of Biblical Change to a range of specific counseling problems. Topics discussed include anger, fear, depression, homosexuality, anxiety, eating disorders, incest, child abuse, counseling youth, counseling divorcees, and crisis counseling. Each student will research and present to the class a detailed biblical counseling outline for a teacher-approved counseling issue. *Prerequisites: BC501, BC503, BC511, and BC531.*

**BC531 Hermeneutics (2)**

This course is an advanced examination of the science and art of interpretation, with special attention given to the application of Scripture to counseling. Various interpretive approaches on key scriptural passages will be examined, especially as they relate to the biblical counselor and his task.

**BC532 Advanced Hermeneutics (2)**

This course is designed to continue to develop the skills of the graduate student in the science and art of biblical interpretation for greater accuracy in the application of truth in a counseling context. A proper hermeneutical approach will be modeled for difficult passages that are frequently used in counseling, especially as that approach relates to the use of texts from a variety of genres in Scripture. The focus of this course is for the graduate student to learn how to properly interpret each book of the Bible, with its special literary genre and subgenres, in order to be well-equipped to accurately apply its truth. *Prerequisites: BC501, BC503, BC511, and BC531.*

**BC542 Marriage & Family Counseling (2)**

Marriage and family problems are present in the majority of counseling cases. This course will give an overview of general marriage and family counseling issues relating to the content and process of counseling. It will then proceed to specifically address from a biblical perspective some of the major difficulties that troubled marriages and families experience. Included in the course are discussions of the biblical basis and purposes of marriage, family stages, in-law problems, developing unity, husband/wife roles and responsibilities, correcting communication problems, and how to resolve conflicts that arise.

**BC555 The Biblical Counseling Movement (2)**

A study of the history of the modern biblical counseling movement and an active engagement with its current leaders and the issues being debated among proponents. This course involves attendance at the annual conference of the Association of Certified Biblical Counselors.

**BC556 ACBC Membership Seminar (2)**

All students are encouraged to seek membership in and certification by the Association of Certified Biblical Counselors (ACBC). This seminar transitions students from the application and examination requirements for ACBC certification to the required supervised counseling. Students should delay taking BC556 if it will be more than a year before they begin the BC592 and BC593 internship sequence.

**BC557 Counseling & Physiology (2)**

This is a survey of the physiological factors that influence areas in a person's life and are of importance when counseling that person.

**BC560 Biblical Conflict Reconciliation (2)**

This course is designed to help the student think biblically about conflict and how to respond to conflicts in a way that glorifies the Lord. In particular, the student will be taught a model and a plan for how to think about struggles in relationships and evaluate their own typical patterns of response. These principles apply to business and the church, but there will be special focus on handling marriage difficulties.

### **BC572 Counseling Women (2)**

This course outlines the basic concepts and distinctive features of woman-to-woman biblical counseling, in order to equip women to fulfill their scriptural mandate to mentor/counsel other women and bring ultimate glory to God. It will focus on gospel-centered counseling in the context of one Christian woman coming alongside another woman with words of truth from God's Word in the context of relationship to encourage, admonish, comfort, and challenge. Emphasis will be placed on practical principles of gospel application, the qualifications of the biblical counselors, the roles of the counselor in the ministry of the local church, typical counseling problems that women face, and the dynamic of counseling a woman facing those issues. *Prerequisite: women only.*

### **BC574 Developing a Counseling Ministry (2)**

This course trains students to establish a biblical counseling ministry within a local church or parachurch organization. Special focus is given to models for counseling ministries, strategies for developing counseling personnel, principles from ecclesiology, successful organizational structures, policies and procedures for operational effectiveness, resources and documentation, and legal matters.

### **BC575 Counseling and Legal Issues (2)**

This course is designed to provide an in-depth understanding of the legal issues involved in biblical counseling and the distinctive legal challenges raised with particularly difficult counseling situations. Taught from primary sources to the extent possible, topics include "clergy malpractice", whether a biblical counselor has a "duty to refer", pertinent evidentiary privileges, whether a biblical counselor has a duty to maintain confidentiality or has a duty to report specific conduct described by a counselee, and whether information provided by a counselee may be properly used in church discipline. Substantial emphasis will be given to the development of strategies to minimize potential criminal and civil liability.

### **BC579 Studies in Biblical Counseling (1)**

Selected studies in specialized areas within the discipline of biblical counseling, as designed by a biblical counseling faculty member.

### **BC580 Observations and Applied Studies (2)**

This course consists of observations and discussions of counseling sessions, designed to help the student learn practical skills in counseling by observation, evaluation, critique, and discussion. The course also involves practical application of the principles of biblical counseling and the various methodological aspects of the counseling process. The course will include student participation in counseling as a counselor, counselee, and observer. These activities will form the basis of seminar discussions where counseling will be analyzed from a biblical perspective. The goal is to help the student learn, evaluate, and sharpen their practical counseling skills. *Prerequisites: BC501, BC503, BC511, and BC531.*

### **BC585 Counseling Grief and Loss (2)**

This course explores the theological realities and experiential aspects of bereavement, loss, and grief. Students will critique the "stages of grief" approach and consider the role of hope in counseling those in this condition.

### **BC592 Applied Soul Care I (2)**

This is part one of a supervised and evaluated internship, consisting of at least two actual counseling sessions per week and a total of 25 hours of counseling. Assistance will be provided for the student in obtaining counseling opportunities. *Prerequisites: All core courses except BC593 and BC598.*

### **BC593 Applied Soul Care II (2)**

This is part two of a supervised and evaluated internship, consisting of at least two actual counseling sessions per week and a total of 25 hours of counseling. Assistance will be provided for the student in obtaining counseling opportunities. *Prerequisites: All core courses except BC598.*

### **BC598 Thesis Research (2)**

This course introduces the program capstone research project and guides the research task. The student is responsible to compose a fully-documented 20- to 30-page research outline, as the basis for either a seminar presentation or a formal 100- to 120-page thesis paper that deals with a special problem or area of investigation in biblical counseling. The

research goal must be precisely stated in written form, pursued under faculty supervision, and approved by and presented to the chairperson and research coordinator of the Biblical Counseling Department. All students are required to defend their thesis outline in the Thesis Symposium held each year in the spring semester—the day before graduation. *Prerequisite: All core courses.*

**BC599 Thesis Composition (2)**

This guided composition course requires the student to compose a thesis paper, presenting the biblical understanding and counseling methodology for a specific problem that could be encountered in counseling, taking the form of a 100- to 120-page, fully documented paper. Thesis topics are approved by the department chairperson and the research coordinator; research and composition are pursued under an appointed faculty advisor. *Prerequisites: All core courses and BC598.*

# **School of Business & Communication**

*Dr. John C. Beck, Dean*

# Department of Business Administration

*Dr. Dwight D. Ham, Chairperson*

Business Administration is a profession practiced by managers who solve problems and make decisions in the process of leading and guiding an organizational unit in its efforts to achieve an inherent goal or objective. Organizational activities are measured for their effectiveness (the degree to which organizational goals are accomplished) and for their efficiency (the cost in resources used to achieve these goals). In the Business Administration Department, studies develop from a common viewpoint that all truth is of God. Therefore, as led by the Spirit, the student will search for truth to be applied with wisdom to the glory and honor of God.

Every Business student completes the basic core, and then takes additional courses in at least one of the nine Business emphases: Accounting, Christian Ministries Administration, Finance, International Business, Management, Management Information Systems, Marketing, Pre-law, or Public Relations.

## **OBJECTIVES**

Students with a major in Business Administration will study the fundamentals of management theory together with the “tools” used by modern management practitioners; will explore modern theories, concepts, and principles of management and administration; will apply the lessons learned to contemporary management situations; and will be encouraged to develop an appreciation for contemporary literature in the dynamic field of business administration.

## **BUSINESS DEPARTMENT COURSE TRANSFER POLICY**

The Master’s University Department of Business Administration seeks to ensure the quality of its curriculum as reflected in its graduates. One way this quality is safeguarded is through limiting the coursework that may be transferred into the program. With this in mind, the following protocol has been adopted by the Business faculty:

1. The equivalents of ECN200 and ECN210 will be accepted for TMU business courses in transfer from a two-year college. No other courses will be accepted by TMU’s Business Department from a two-year college.
2. Lower-division courses are not accepted in transfer for upper-division Business Department requirements.
3. The Business Department reserves the right to assess the student’s prior coursework in the relevant subject area before accepting a course in transfer.
4. Once a student has declared a TMU Business major, all remaining business courses must be completed at TMU.

## **BUSINESS DEPARTMENT ONLINE BUSINESS COURSE POLICY**

### **Enrollment Restrictions for Traditional Students**

For the purposes of this policy, a student is considered a “traditional student” if he/she has taken one or more on-campus traditional courses in the last 24 months. Traditional students may only take online major-specific courses from the following list (subject to availability):

- CIS200 Information Systems Applications\*
- ECN210 Microeconomics
- MGT310 Management Theory
- INB311 Global Business Strategies
- MGT351 Human Resource Management
- MGT321 Decision Science
- BUS320 Business Law
- BUS483 Business Internship

*\*CIS200 online is equivalent to CIS200 in the on-campus traditional program.*

Traditional Students may take up to three courses from the list above without approval from the Department of Business Administration chair (Dr. Dwight Ham). Students may not take more than two online business management courses during any one fall or spring semester. If a traditional student wishes to take more than three classes from this list, the student must receive approval from the Department of Business Administration chair.

## **BUSINESS DEPARTMENT DIRECTED STUDY COURSE POLICY**

There will be no Business Department courses offered as Directed Study other than internship courses. A student may appeal this policy if:

1. The student is entering his/her final semester and there is a course conflict. An appeal on these grounds will not be considered if the course conflict involves courses to complete more than the one required emphasis.
2. The student needs to retake one course and cannot return to campus to complete his/her degree.

*Note about computers:* Business majors are encouraged but not required to use a computing device that operates on a “PC” platform. In several courses, it is necessary to use functions in Microsoft Excel that are not available in the Apple version of Excel. Some higher level Accounting courses also use software that is not compatible with Apple devices.

## **BACCALAUREATE PROGRAMS**

### **Accounting**

Students with a program emphasis in accounting will study basic accounting theories and principles as recognized and practiced by the accounting profession. Graduates may enter public accounting (CPA) or management accounting (CMA) careers.

### **Christian Ministries Administration**

This emphasis is designed for those who specifically desire to minister in an administrative capacity in a local church or other Christian organization. This emphasis helps prepare students for careers as a pastor, Christian school or Christian college administrator, church administrator, or missions director.

### **Finance**

This emphasis is designed for those students preparing for financial service careers, such as commercial and residential real estate agent, investment broker, wealth manager, corporate financial analyst, and financial officer/treasurer in small/medium enterprises.

### **International Business**

Students pursuing international business will prepare to enter a business career within an international environment (either domestically or abroad) with dual purposes of missional living and wealth generation.

### **Management**

Students pursuing this emphasis will study the functions that managers perform, as well as the conceptual framework of organizations working to achieve common goals and objectives. Graduates may enter career paths in general management or, with further graduate studies, enter one of the specialized management fields.

### **Management Information Systems**

Students pursuing this emphasis will undertake studies to develop a competency in the application of computer technology to the problem-solving and information-handling activities necessary for the effective, efficient conduct of business activities.

### **Marketing**

Students pursuing this business emphasis could enter a career in sales and marketing, including handling such areas as marketing research, social media, and marketing content development used for branding and promotional collateral.

### **Pre-Law**

Students preparing for a legal career may choose a curriculum that emphasizes law and business before entering law school. This emphasis affords an excellent foundation for business law practices.

### **Public Relations**

Students who choose this emphasis will study a combination of business and communication disciplines that will prepare them to influence the opinions and choices of people within a free market.

### **Business Department Policy on Multiple Emphases**

To complete an emphasis beyond the one required emphasis, a student must complete a minimum of three additional unique, designated courses for each added emphasis.



## GRADUATE PROGRAM

The focus of the Master of Business Administration (online only) is to provide graduate-level instruction to equip individuals to work effectively in a broad range of business environments. It is the goal of TMU's MBA program to develop students' ability to:

- Conduct quantitative analyses of complex business situations.
- Strategically solve complex business problems.
- Integrate Scripture into the decision-making process.
- Communicate at an advanced level in a variety of verbal and written formats and business-related situations.
- Apply high-level business concepts to real life business situations.

### B.S. IN BUSINESS ADMINISTRATION CORE COURSES

ACC210	Accounting Fundamentals I.....	3
ACC220	Accounting Fundamentals II.....	3
ACC460	Tax Accounting.....	3
BUS310	Statistics for Business*.....	3
BUS320	Business Law.....	3
BUS490	Advanced Business Seminar (Capstone).....	3
ECN210	Microeconomics.....	3
FIN440	Finance.....	3
INB311	Global Business Strategies.....	3
MGT310	Management Theory.....	3
MGT330	Business Communications**.....	3
MKT350	Marketing Fundamentals.....	3
<i>One of the following.....</i>		<i>3</i>
	CIS200 Information Systems Applications (3)	
	ACC329 Accounting IS Applications (3)	
<i>Total units required for core courses.....</i>		<i>39</i>

\*Fulfills G.E. requirement for MA240.

\*\*Fulfills G.E. requirement for C100.

### Accounting Emphasis Courses

Business Administration core courses.....		39
ACC302	Accounting for Non-Profits and Government.....	3
ACC311	Intermediate Accounting I.....	3
ACC312	Intermediate Accounting II.....	3
ACC331	Accounting Professional Responsibility.....	3
ACC431	Cost Accounting.....	3
ACC442	Auditing.....	3
ACC451	Advanced Accounting.....	3
ACC462	Tax Accounting II.....	3
<i>Total units required for emphasis.....</i>		<i>63</i>

Note: In addition, to qualify for the CPA license, accounting majors need to take BUS330 Business Ethics for their philosophy G.E. requirement (P311) and need to complete a total of 150 semester units.

### Christian Ministries Admin. Emphasis Courses

Business Administration core courses.....		39
ACC302	Accounting for Non-Profits and Government.....	3
BTH376	Theology of the Church and Family.....	3
MGT351	Human Resource Management.....	3
MGT439	Ministry Admin. Practicum.....	1
<i>One of the following.....</i>		<i>3</i>
	BUS483 Business Internship (3)	
	POL445 The Church as a Legal Institution (3)	
	_____ Bible Elective (3)	
<i>Total units required for emphasis.....</i>		<i>52</i>

### Finance Emphasis Courses

Business Administration core courses.....		39
ACC462	Tax Accounting II.....	3
FIN321	Real Estate Principles.....	3
FIN332	Financial Services Management.....	3
FIN341	Investments.....	3
<i>Two of the following.....</i>		<i>6</i>
	ACC311 Intermediate Accounting I (3)	
	ACC312 Intermediate Accounting II (3)	
	ACC431 Cost Accounting (3)	
	BUS483 Business Internship (3)	
	FIN338 Introduction to Risk Management (3)	
	FIN388 Studies in Finance (3)	
	MGT321 Decision Science Fundamentals (3)	
<i>Total units required for emphasis.....</i>		<i>57</i>

### International Business Emphasis Courses

Business Administration core courses.....		39
BMS341	Cultural Anthropology.....	3
INB361	International Economics and Trade.....	3
INB372	International Business Marketing.....	3
<i>Two of the following.....</i>		<i>6</i>
	BMS385 World Religions (3)	
	BUS368 Entrepreneurship (3)	
	C391 Intercultural Communication (3)	
	ESL111 Intro. to TESOL (3)	
	INB488 International Business Experience (3)	
	SS381 Cultural Geography (3)	
<i>Total units required for emphasis.....</i>		<i>54</i>

### Management Emphasis Courses

Business Administration core courses.....		39
MGT321	Decision Science Fundamentals.....	3
MGT351	Human Resource Management.....	3
<i>Any three Business courses with the Business prefix.....</i>		<i>9</i>
<i>Total units required for emphasis.....</i>		<i>54</i>

### Management Info. Systems Emphasis Courses

Business Administration core courses.....		39
CIS111	Introduction to Computer Programming.....	3
CIS112	Data Structures & Algorithms.....	3
CIS202	Computer Hardware.....	3
CIS302	Database Management Systems.....	3
CIS331	Web Application Development.....	3
<i>One of the following.....</i>		<i>3</i>
	BUS483 Business (IS) Internship (3)	
	CIS312 Networking Principles & Architecture (3)	
	CIS332 Linux (3)	

CIS341 Cloud Administration (3)	
CIS342 Project Management & Enterprise Software (3)	
MGT310 Decision Science (3)	
MGT321 Decision Science Fundamentals (3)	
<i>Total units required for emphasis</i> .....	57

### Marketing Emphasis Courses

Business Administration core courses.....	39
INB372 International Business Marketing.....	3
MKT361 Marketing Strategy.....	3
MKT381 Consumer Behavior.....	3
MKT462 Sales and Customer Service.....	3
MKT482 Marketing Research.....	3
<i>Two of the following</i> .....	6
BUS368 Entrepreneurship (3)	
C352 Editing I, Principles of Copyediting (3)	
C368 Fundamentals of Advertising Copywriting (3)	
C373 Graphic Design I (3)	
C382 Persuasion (3)	
CIS331 Web Application Development (3)	
MKT488 Marketing Internship (3)	
<i>Total units required for emphasis</i> .....	60

### Pre-Law Emphasis Courses

Business Administration core courses.....	39
MGT351 Human Resource Management.....	3
POL366 Western Political Philosophy II.....	3
POL424 Law and Public Policy.....	3
<i>Two of the following</i> .....	6
ACC462 Tax Accounting II (3)	
BUS483 Business Internship (3)	
POL343 U.S. Constitutional History (3)	
POL423 The Judicial Process (3)	
POL435 Introduction to Constitutional Law (3)	
POL445 The Church as a Legal Institution (3)	
POL446 The Supreme Court/Bill of Rights (3)	
<i>Total units required for emphasis</i> .....	54

### Public Relations Emphasis Courses

Business Administration core courses.....	39
C211 Introduction to Mass Communication.....	3
C381 Beginning Public Relations.....	3
<i>Three of the following</i> .....	9
BUS368 Entrepreneurship (3)	
BUS483 Business Internship (3)	
C261 Introduction to Journalism (3)	
C368 Fundamentals of Advertising Copywriting (3)	
C382 Persuasion (3)	
C392 Advanced Public Relations (3)	
INB372 International Business Marketing (3)	
MKT361 Marketing Strategy (3)	
MKT381 Consumer Behavior (3)	
MKT462 Sales and Customer Service (3)	
MKT482 Marketing Research (3)	
<i>Total units required for emphasis</i> .....	54

### Minor in Accounting

A minor in Accounting is offered to students not majoring in business, but who wish to develop a marketable skill.

ACC210 Accounting Fundamentals I.....	3
ACC220 Accounting Fundamentals II.....	3
ACC302 Accounting for Non-Profits and Government.....	3
ACC311 Intermediate Accounting I.....	3
ACC312 Intermediate Accounting II.....	3
ACC431 Cost Accounting.....	3
ACC442 Auditing.....	3
ACC451 Advanced Accounting.....	3
ACC460 Tax Accounting.....	3
<i>Total units required for minor</i> .....	27

### Minor in Business Administration

A minor in Business Administration is offered to students not majoring in business, but who desire a basic understanding of the process of people working together to achieve common goals. This administrative process is known as management and is recommended for a student preparing for any career that may call for administrative responsibilities.

For a minor in Business Administration, the following courses are required:

ACC210 Accounting Fundamentals I.....	3
<i>One of the following</i> .....	3
ACC460 Tax Accounting (3)	
FIN341 Investments (3)	
BUS320 Business Law.....	3
CIS200 Information Systems Applications.....	3
MGT310 Management Theory.....	3
MGT330 Business Communications.....	3
MKT350 Marketing.....	3
<i>Total units required for minor</i> .....	21

## MASTER OF BUSINESS ADMINISTRATION (ONLINE) COURSES

*Courses are listed in the order in which they are intended to be taken.\**

BUS510 Enterprise and Public Policy.....	3
ACC510 Managerial Accounting.....	3
ACC520 Financial Accounting.....	3
BUS520 Business Law.....	3
BUS530 Statistics.....	3
FIN540 Corporate Finance.....	3
INB511 International Business.....	3
MGT510 Organizational Behavior.....	3
MGT550 Operations Management.....	3
MGT590 Leadership.....	3
MIS510 IT Management.....	3
MKT561 Marketing Strategy.....	3
<i>Total units required for degree</i> .....	36

*\*For graduate-level course descriptions, see the School of Online Education section.*

# Course Offerings in Business Administration

## ACCOUNTING

### **ACC210 Accounting Fundamentals I (3)**

This course is an intensive study of the processes and procedures that accountants use for analyzing, recording, and reporting a business organization's assets, liabilities, and owner's equity.

### **ACC220 Accounting Fundamentals II (3)**

This course completes the study of financial accounting begun in ACC210 by examining the procedures for reporting liabilities and stockholders' equity on external financial statements for a corporation. Then, the course explores management's use of job order, process, and standard cost accounting systems for decision making. Additional topics include the preparation of budgets, ratio analyses, and federal income tax returns. *Prerequisite: ACC210.*

### **ACC302 Accounting for Non-Profits and Government (3)**

Presents the theories and practices of generally accepted accounting principles and fund accounting techniques used by governmental and non-profit organizations, with an emphasis on Christian ministry accounting. *Prerequisite: ACC210.*

### **ACC311 Intermediate Accounting I (3)**

A comprehensive study of financial statements of business enterprises, focusing on the systematic development of theory and practice from generally accepted accounting principles. *Prerequisite: ACC220.*

### **ACC312 Intermediate Accounting II (3)**

An analytical study of the corporate form of entity accounting with stocks, bonds, long and short-term investments, revenue recognition, pension plans, lease arrangements, and existing reporting practices promulgated by leading professional organizations. *Prerequisite: ACC311.*

### **ACC329 Accounting IS Applications (3)**

This course teaches computer applications that are accepted as standard in the business world. Emphasis is placed on the practical implementation of end-user software in a business environment. The use of spreadsheet and accounting programs to support business processes will be studied in depth. IT topics covered on the CPA exam will also be taught in the course. A computer with Excel and QuickBooks is required for this class. *Prerequisite: ACC210.*

### **ACC331 Accounting Professional Responsibility (3)**

An all-inclusive study of professional responsibility and ethics in the accounting profession. This course will provide students with comprehensive knowledge of ethical standards from state agencies and professional organizations.

### **ACC431 Cost Accounting (3)**

Theories and practices relating to management planning and control through methods of cost accumulation. Job order, process, and standard costing systems are studied as methods of cost accounting and cost distribution. *Prerequisite: ACC220.*

### **ACC442 Auditing (3)**

Presents the procedures and practices employed by auditors to systematically appraise and examine the reliability, adequacy, and effectiveness of the client's financial statements. Describes the duties and responsibilities of independent auditors, the methods of preparing audit reports and the manner of expressing opinion as to the fairness of the financial reports under audit. *Prerequisite: ACC312.*

### **ACC451 Advanced Accounting (3)**

An exhaustive study of earnings per share using dilutive and anti-dilutive securities, preparation of multi-step income statements, and a detailed study of techniques of preparation of consolidated corporate statements. *Prerequisite: ACC312.*

### **ACC460 Tax Accounting (3)**

A study of the chronological progress of the income tax system combined with the Federal Revenue codes under the changing political and economic environments. Emphasis is on the elements of gross income, adjusted gross income, exclusions, itemized deductions, exemptions, and preparation of individual tax returns in detail. A brief introduction to tax laws for corporations, partnerships, estates, and trusts will also be included.

### **ACC462 Tax Accounting II (3)**

A comprehensive study of tax laws and returns for corporations, partnerships, estates, and trusts. Studies include specially taxed corporations, taxation of securities, retirement, pension plans, and gift taxes. *Prerequisite: ACC220; ACC460 is recommended but not required.*

### **ACC483 Accounting Internship (1-4)**

An on-site work experience that gives the student practical training in specific accounting techniques and their application. Evaluation will be made by the work supervisor and an accounting instructor. *Prerequisites: ACC312 and permission of department chairperson.*

### **ACC499 Directed Studies: Accounting (1)**

A variety of study topics are available under this heading as desired to meet the special accounting interest of the student. *Prerequisite: permission of advisor.*

## **GENERAL BUSINESS**

### **BUS310 Statistics for Business (3)**

Topics include descriptive statistics, elements of probability, probability distributions, sampling, estimation and confidence intervals, tests of hypotheses, linear regression, and correlation.

### **BUS320 Business Law (3)**

Principles of business law covering the fields of contracts, agency, personal property, sales, negotiable instruments, partnerships, and corporations.

### **BUS330 Business Ethics (3)**

This course begins with a survey of the philosophical underpinnings of ethical positions followed by relevant biblical considerations. An analysis of contemporary ethical cases taken from economics and from business follows. *Fulfills the P311 G.E. requirement for Business majors.*

### **BUS368 Entrepreneurship (3)**

The course focuses on starting a small business through an emphasis on thinking creatively. The student is encouraged to turn knowledge and skills into entrepreneurial activity, which can include opening a franchise or expanding a family business. Additionally, the curriculum will cover the basic knowledge necessary to operate a small business. Topics include (but are not limited to) writing a business plan, developing entrepreneurial skills, and doing case studies of successful small businesses.

### **BUS483, 484, 485, 486 Business Internship (1-4)**

An on-site work experience that gives the student practical training in specific business techniques and their applications. Evaluation will be made by the work supervisor and a member of the Business Department faculty. *Prerequisites: junior or senior standing and permission of department chairperson.*

### **BUS490 Advanced Business Seminar (Capstone) (3)**

A course examining contemporary business issues through integrating coursework and acquired knowledge in the business discipline. Attention will be given to a biblical worldview, vocational pursuit, and a strategy for life-long learning. An additional course component is senior assessment. *Prerequisite: senior standing or permission of the department chairperson.*

## **ECONOMICS**

### **ECN200 Essentials of Economics & Society (3)**

An introduction to macroeconomic principles and terminology. The primary focus is on the aggregate U.S. economy and the policy decisions that state and federal lawmakers face. Topics include review of the economic problem, measuring GNP, money and banking, interest rates, monetary and fiscal policy, inflation, and unemployment. A basic knowledge of mathematics and graphs is assumed.

### **ECN210 Microeconomics (3)**

An introduction to microeconomic principles and terminology. The primary focus is on the business firm and the decisions it faces. Topics include review of the economic problem, mechanics of supply and demand, elasticities, consumer utility, production costs, and the competitive environment. A basic knowledge of mathematics and graphs is assumed.

## **FINANCE**

### **FIN321 Real Estate Principles (3)**

An introductory course designed to cover real estate fundamentals with practical applications useful in residential and commercial real estate transactions. Topics include investment decision making, valuations, investment performance, financing, real estate management, legal and regulatory considerations, market research, and licensing requirements for brokers and agents. The course prepares the student for the California real estate license examination.

### **FIN332 Financial Services Management (3)**

An introduction to the functions and operations of modern United States financial institutions. The course covers a study of banking laws and regulations with special attention given to the impact of technology within the industry. Additionally, the evolution and subsequent historical, social, and political impact of the Federal Reserve is examined.

### **FIN338 Introduction to Risk Management (3)**

An introduction to basic insurance concepts. Topics include terminology, risk exposure, private consumer coverage, property and liability insurance, health insurance, life insurance, annuities, commercial coverage, and government issues.

### **FIN341 Investments (3)**

A survey of investments including stocks, bonds, government securities, and financial intermediaries. Emphasis is placed on security analysis, valuation, and portfolio management. Topics include personal financial strategies and investment alternatives. *Prerequisite: ECN200.*

### **FIN388 Studies in Finance (3)**

A survey of a selected topic(s) in financial management made available by an adjunct or full-time professor.

### **FIN440 Finance (3)**

Valuation methods available to the manager to determine the optimal financial structure of the firm. Emphasis is on financial statement analysis, cash flow analysis, capital budgeting, investment, and financing decisions. *Prerequisite: ACC220.*

## **INTERNATIONAL BUSINESS**

### **INB311 Global Business Strategies (3)**

This course biblically examines global business ethics, values, and strategies that shape and guide the believer, the church, and the company in the global business enterprise.

### **INB361 International Economics and Trade (3)**

The course includes a comprehensive study of international trade theory, international trade policy, the balance of payments, foreign exchange markets, exchange rates, open-economy macroeconomics, and the international monetary system. *Prerequisite: ECN200.*

### **INB372 International Business Marketing (3)**

The course includes a comprehensive study of international marketing conditions and constant changes. Topics include foreign market research; trade promotion; political, legal, economic, and cultural environments; product and service adaptability; and multinational competition. *Prerequisite: MKT350.*

### **INB488 International Business Experience (3)**

The student will visit a for-profit and/or a not-for-profit enterprise outside the United States with the goals of observing, contributing to, and evaluating the organization(s). *Prerequisite INB311.*

## **MANAGEMENT**

### **MGT299, 399, 499 Directed Studies in Management (1-3)**

Opportunities for the student to pursue individual studies of interest in management at a high level of sophistication. Independent study and research will be encouraged. *Prerequisite: permission of the department chairperson.*

### **MGT310 Management Theory (3)**

An examination of the fundamentals of managerial functions and the basic concepts and principles of modern management. Emphasis is placed on the interrelationships of planning, organizing, controlling, decision making, and accepted practices used in directing the activities of an organization in the achievement of desired objectives.

### **MGT321 Decision Science Fundamentals (3)**

An overview of the scientific methods available to the managerial decision maker. Topics include linear programming, the transportation problem, queuing, simulation, project management, forecasting, facility location and layout, inventory control, quality assurance, and job design. *Prerequisite: BUS310.*

### **MGT330 Business Communications (3)**

Presents comprehensive coverage of the major concepts and principles of the human communication process and analysis of the various forms of communication used by managers. The media of managerial communication include verbal delivery, as well as written letters, reports, memoranda, etc.

### **MGT351 Human Resource Management (3)**

A study of the human factors in business, including the total employee-employer relationship: job analysis, selection, training, transfer, promotion, dismissal of employees, and industrial relations.

### **MGT439 Ministry Administration Practicum (1)**

Through the process of observing and interviewing ministry administrators, the student seeks to discover the job descriptions, routines, attitudes, difficulties, and rewards inherent in Christian ministry administration.

## **MARKETING**

### **MKT350 Marketing Fundamentals (3)**

An introduction to marketing management in relation to the total business environment. Involves a study from the conception of the idea for goods or services to its ultimate utilization by the consumer with emphasis on major decision areas and tools.

### **MKT361 Marketing Strategy (3)**

This course provides students the opportunity to leverage the marketing, managerial, and analytical tools that he/she has acquired in making strategic marketing decisions. The course will emphasize contemporary marketing best practices and provide students the opportunity to generate marketing products. *Prerequisite: MKT350.*

### **MKT381 Consumer Behavior (3)**

This course uses a multidisciplinary approach to understand, explain, and predict consumer behavior with the intent of leveraging this knowledge to make informed marketing decisions. The course will also include an examination of behavior-based marketing decisions from an ethical perspective.

**MKT462 Sales and Customer Service (3)**

This course identifies and develops key sales and customer service skills by discovering customer wants and needs through effective relationship building, clear communication (emphasizing listening), product knowledge, presentation marketing, and closing strategies. The course will also cover related subjects such as developing strong negotiating and persuasive skills and the importance of being authentic when developing an effective winning sales presentation.

**MKT482 Marketing Research (3)**

This course provides students with the skill set necessary to conduct professional market research, perform appropriate statistical analyses on research data, and communicate research results. Special emphasis will be placed on research related to price points, new products and services, demographics, and target markets. *Prerequisites: BUS310 and MKT350.*

**MKT488 Marketing Internship (3)**

An on-site work experience that gives the student practical training in specific business techniques and their applications. Evaluation will be made by the work supervisor and a member of the Business Department faculty.

*Prerequisites: Junior or senior standing and permission of the department chairperson.*

# Department of Communication

*Dr. Robert Dickson, Chairperson*

The basic elements of Christianity—evangelization (leading people to saving faith in Jesus Christ) and edification (discipling believers to maturity)—require effective communication skills. The Department of Communication, therefore, seeks to identify and develop the spiritual gifts of students relating to communication arts and sciences.

Courses in the Department of Communication emphasize the theory and practice of speech communication, and offer hands-on experience in specific professional fields such as broadcast and print journalism, creative writing, editing, graphic design, photography, computer graphics/animation, and video production/short and feature filmmaking. Students majoring in Communication lay a foundation for careers in teaching, law, advertising, professional writing and broadcasting, editing, digital video production, directing, digital video editing, graphic design, photography, missions, and church-related multimedia production.

Students desiring to major in Communication may choose from five available emphases: Communication Studies, Cinema & Digital Arts, Journalism, Creative Writing & Publishing, and Speech Communication. Each emphasis requires 48 units from both core and elective courses.

## **COMMUNICATION DEPARTMENT ONLINE COMMUNICATION COURSE POLICY**

### **Enrollment Restrictions for Traditional Students**

For the purposes of this policy, a student is considered a “traditional student” if he/she has taken one or more on-campus traditional courses in the last 24 months. Traditional students in the Creative Writing & Publishing, Journalism, Speech, and General emphases may only take 24 major-specific units from TMU Online. Traditional students in the Cinema & Digital Arts emphasis have no major-specific restrictions on the number of units they may take from TMU Online.

## **BACCALAUREATE PROGRAMS**

### **Cinema & Digital Arts**

This emphasis offers a course of study for students interested in the visual media industry, including visual storytelling and screenwriting, technical aspects of video editing and videography, lighting, sound, and production.

### **Creative Writing & Publishing**

This emphasis offers a course of study for students interested in the various aspects of print and electronic publication, including writing, publishing, editing, photography, and graphic design.

### **Journalism**

This emphasis offers a course of study for students interested in the various and changing field of journalism, including writing and reporting, sports photography, editing, public relations, media literacy, TV, radio, and multimedia/social media journalism.

### **Speech Communication**

Courses in this emphasis develop the student’s ability to think, write, and speak clearly and effectively. Communication skills at both the interpersonal and public levels are stressed with the view of developing critical thinking skills and problem-solving strategies. This area of concentration helps prepare students for such careers as speech teacher, manager, salesperson, public relations practitioner, lawyer, and customer service representative.

### **Communication Studies**

This emphasis allows courses from ALL listed emphases (along with the core major courses). This emphasis gives students the flexibility to handpick courses specific to their unique interests, gifts, and career goals under the umbrella of communication theory and practice.



## COMMUNICATION CORE COURSES

C211 Introduction to Mass Communication.....	3
<i>One of the following.....</i>	<i>3</i>
C371 Interpersonal Communication (3)	
C391 Intercultural Communication (3)	
<i>One of the following.....</i>	<i>3</i>
C254 Journal and Autobiographical Writing (3)	
C261 Introduction to Journalism (3)	
C321 Screenwriting I (3)	
C351 Creative Writing (3)	
<i>One of the following.....</i>	<i>3</i>
C382 Persuasion (3)	
C481 Argumentation & Debate (3)	
C472 Rhetorical Criticism.....	3
<i>Total units required for core courses.....</i>	<i>15</i>

## Communication Studies Emphasis Courses

Communication core courses.....	15
Communication electives*.....	33
<i>Also Acceptable (maximum of 6 units)</i>	
E333 Drama as Literature (3)	
E334 The Short Story (3)	
E336 Poetry and Poetics (3)	
MGT310 Management Theory (3)	
MGT330 Business Communications (3)	
MGT351 Human Resource Management (3)	
CIS200 Information Systems Applications (3)	
MKT350 Marketing Fundamentals (3)	
E315 Neoclassicism (3)	
E436 Contemporary Critical Theory (3)	
E453 Psychoanalytic Criticism (3)	
E499g Feminist Criticism and Gender Theory (3)	
<i>Total units required for emphasis.....</i>	<i>48</i>
<i>*Political Studies courses cannot be applied.</i>	

## Creative Writing & Publishing Emphasis Courses

Communication core courses.....	15
<i>Eleven of the following.....</i>	<i>33</i>
C121 Fundamentals of Drawing and Design (3)	
C122 Social Media and Communication (3)	
C132 Podcast Studio (3)	
C138 Photo Journalism (3)	
C142 Photoshop (3)	
C201 Digital Photography (3)	
C234 Travel Writing ( <i>Directed Study</i> ) (3)	
C254 Journal & Autobiographical Writing* (3)	
C261 Introduction to Journalism* (3)	
C304 Advanced Photography (3)	
C320 Newspaper Workshop (2)	
C321 Screenwriting I* (3)	
C331 Freelance: Entrepreneurship in the Digital Age (3)	
C338 Multimedia Storytelling (3)	
C341 Magazine Writing (3)	
C351 Creative Writing* (3)	
C352 Editing I, Principles of Copyediting (3)	
C368 Fund. of Advertising Copywriting (3)	
C372 Science Fiction Writing (3)	
C373 Graphic Design I (3)	
C378 Fantasy Fiction Writing (3)	

C404 Graphic Design II (3)	
C430 Honors Internship (1-9)	
C432 Sports Journalism (3)	
C441 Poetry Writing (3)	
C448 Rhetoric of Fantasy Literature (3)	
C452 Editing II, Advanced Copyediting (3)	
C459 Novel Writing ( <i>Directed Study by instructor approval</i> ) (3)	
C471 Writing for Publication (3)	
C482 The Graphic Novel (3)	
C492 In-Depth Reporting (3)	

### *Also Acceptable:*

E333 Drama as Literature (3)	
E334 The Short Story (3)	
E336 Poetry and Poetics (3)	
E348 Genre Studies: Detective Fiction (3)	
<i>Total units required for emphasis.....</i>	<i>48</i>
<i>*Does not count as an elective if used to satisfy the core requirement.</i>	

## Journalism Emphasis Courses

Communication core courses.....	15
C261 Introduction to Journalism*.....	3
C320 Newspaper Workshop ( <i>3 semesters required</i> ).....	6
C338 Multimedia Storytelling.....	3
C492 In-Depth Reporting.....	3
<i>Six of the following.....</i>	<i>18</i>
C122 Social Media and Communication (3)	
C132 Podcast Studio (3)	
C138 Photo Journalism (3)	
C234 Travel Writing ( <i>Directed Study</i> ) (3)	
C303 The Documentary (3)	
C320 Newspaper Workshop** (2)	
C331 Freelance: Entrepreneurship in the Digital Age (3)	
C341 Magazine Writing (3)	
C348 Content Marketing (3)	
C352 Editing I, Principles of Copyediting (3)	
C362 Writing Editorials and Columns (3)	
C373 Graphic Design I (3)	
C399c Winterim Journalism Immersion (3)	
C404 Graphic Design II (3)	
C430 Honors Internship (1-9)	
C432 Sports Journalism (3)	
C452 Editing II, Advanced Copyediting (3)	
<i>Also Acceptable (maximum of 9 units):</i>	
POL325 Political Parties and Elections (3)	
POL333 The Presidency (3)	
POL334 Congress (3)	
POL336 Political Communication (3)	
POL423 The Judicial Process (3)	
POL424 Law & Public Policy (3)	
POL446 The Supreme Court & the Bill of Rights (3)	
<i>Total units required for emphasis.....</i>	<i>48</i>
<i>*Does not count as Communication core course for Journalism majors.</i>	
<i>**Maximum of 12 units, including 6 required units.</i>	

## Speech Communication Emphasis Courses

Communication core courses.....	15
<i>Eleven of the following.....</i>	<i>33</i>
C122 Social Media and Communication (3)	
C148 Introduction to ASL and Deaf Culture (3)	
C284 Group Dynamics (3)	

C331 Freelance: Entrepreneurship in the Digital Age	(3)
C371 Interpersonal Communication*	(3)
C381 Beginning Public Relations	(3)
C382 Persuasion*	(3)
C383 Family Communication	(3)
C384 Nonverbal Communication	(3)
C388 Communication & Social Movements	(3)
C391 Intercultural Communication*	(3)
C392 Advanced Public Relations	(3)
C430 Honors Internship	(1-6)
C448 Rhetoric of Fantasy Literature	(3)
C478 Classical to Contemporary Rhetorical Theory	(3)
C481 Argumentation & Debate*	(3)
C484 Organizational Communication	(3)
C488 Rhetoric of Religion	(3)
C498 Communication Theories	(3)

*Also Acceptable:*

E315 Neoclassicism	(3)
E436 Contemporary Critical Theory	(3)
E453 Psychoanalytic Criticism	(3)
E499g Feminist Criticism and Gender Theory	(3)
MGT310 Management Theory	(3)
MGT330 Business Communications	(3)
MGT351 Human Resource Management	(3)
CIS200 Information Systems Applications	(3)
MKT350 Marketing Fundamentals	(3)
POL336 Political Communication	(3)

Total units required for emphasis.....48

\*Does not count as an elective if used to satisfy the core requirement.

**CINEMA & DIGITAL ARTS EMPHASIS COURSES**

*Cinema & Digital Arts majors do not take Communication Core courses.*

*Courses are listed in the order in which they must to be taken.*

C202 Film History.....	3
C311 Video Production I.....	3
C312 Video Production II.....	3
C181 Introduction to Cinematography.....	3
C321 Screenwriting I.....	3
C322 The Business of Film.....	3
C331 Freelance: Entrepreneurship in the Digital Age.....	3
C231 Digital Video Editing I.....	3
C382 Persuasion.....	3

C401 Directing.....	3
C472 Rhetorical Criticism.....	3
C402 Film Production.....	3
Four of the following.....	12

C122 Social Media & Communication	(3)
C132 Podcast Studio	(3)
C232 Digital Video Editing II	(3)
C322 The Business of Film	(3)
C328 Screenwriting II	(3)
C361 Film Noir: The Genre of Style	(3)
C374 The Western: Myth, Ideology, and Genre	(3)
C394 Introduction to Computer Visual Effects	(3)
C399 Winterim Production	(3)
C404 Graphic Design II	(3)
C430 Honors Internship	(1-6)
C482 The Graphic Novel	(3)

*Also Acceptable:*

MU223 Audio Engineering I	(3)
MU251 Intro. to Audio Technology, Pro Tools I	(2)
MU354 Introduction to Audio Editing, Pro Tools II	(3)
MU355 Introduction to Audio Mixing, Pro Tools III	(3)
MU404 Recording Techniques	(3)
MU426 Audio Engineering II	(3)

Total units required for emphasis.....48

**Minor in Communication**

Available for students who are completing a major in another department at The Master's University. The minor in Communication includes the three required courses listed below, plus five electives chosen from the Communication Department course offerings:

C211 Introduction to Mass Communication.....	3
One of the following.....	3
C371 Interpersonal Communication	(3)
C391 Intercultural Communication	(3)
One of the following.....	3
C254 Journal and Autobiographical Writing	(3)
C261 Introduction to Journalism	(3)
C321 Screenwriting I	(3)
C351 Creative Writing	(3)
Communication Electives.....	15
Total units required for minor.....	24

**Course Offerings in Communication**

**C100 Spoken Communication (3)**

Study and practice of the organization and delivery of prepared material in the conversational style of extemporaneous speaking.

**C121 Fundamentals of Drawing & Design (3)**

This introductory course teaches students the skills of drawing, value, color, composition, balance, and proportion. These skills form the foundation of graphics design and photography courses and provide a solid foundation for improving students' artistic abilities through the application of digital media.

**C122 Social Media and Communication (3)**

An introduction to the dynamics of technologically mediated social discourse with a look at both individual implications as well as larger processes within society including culture, polity, and commercial enterprise.

**C132 Podcast Studio (3)**

An exploration of podcasting as a form of journalism. Students will be introduced to the various types of podcasts and podcast outlets. They will work with classmates to research a podcast concept and then regularly produce and publish it. Components of marketing and attracting subscribers will also be discussed. Computer expertise is not required.

**C138 Photo Journalism (3)**

Visual storytelling through making, selecting, processing, and disseminating photographic images. Technical, artistic, and professional topics are covered, including composition, lighting, portraiture, photo essays, and reproducing and publishing images, as well as legal and ethical issues.

**C142 Photoshop I (3)**

The course teaches the fundamentals of computer graphics using Adobe Photoshop. Students learn to edit photographs, generate digital painting, color correct images, and design layouts for web development. Used as the primary application in the graphics, web, and film industry, Photoshop has become the program that all up-and-coming digital artists and photographers need to learn.

**C148 Introduction to ASL and Deaf Culture (3)**

The course offers an immersive introduction to American Sign Language usage. Students will learn basic elements of signing and will be introduced to nuances of Deaf culture.

**C181 Introduction to Cinematography (3)**

The world of cinematography is a constant battle between the technical and the artistic. This course is designed to approach both by studying cameras, lenses, lighting and color, and camera movement. This course will cover both the theory and practical application of cinematography.

**C191 Pocket Studio (3)**

In a day and age when on-the-street experiences are documented and shared worldwide, this class will explore the best go-to tool: the phone in your pocket. Students will create ready-to-be-viewed short video productions using minimalist technology. Throughout the course, students will focus on elements such as story structure, camera angle, lighting, editing, and sound. Finished productions will be viewed and critiqued by peers and the instructor.

**C201 Digital Photography (3)**

From handheld to professional SLR cameras, students will learn the basics of equipment and advanced methods to make photographs look more professional. This class will cover how to connect, download, and upload your digital images to CDs, the web, or for print. Everything from file management to composition, this class covers a wide range of techniques to make students better, more effective photographers.

**C202 Film History (3)**

A study of film from its early conceptual stages to its familiar modern format. Also included will be film's influence on society and the biblical response.

**C211 Introduction to Mass Communication (3)**

Study of the communicative function of the mass media and the impact of films, radio, television, newspapers, magazines, and books on society.

**C231 Digital Video Editing I (3)**

Students will learn the fundamentals of non-linear editing. They will learn the technical aspects required by the film and television industry, the basics of assistant editing, and workflows.

**C232 Digital Video Editing II (3)**

Students will discuss the theory of editing. They will learn the elements that give a cut emotion and the properties that direct the viewers' attention. Above all, students will be challenged to find and create story from the footage. Students enrolled in this course will edit the department's annual short film production. *Prerequisite: C231.*

**C234 Travel Writing (3)**

Techniques for crafting publishable articles on travel writing, a genre that is featured both in magazines and in every major U.S. newspaper. *Directed Study only.*

**C248 Intermediate ASL (3)**

Students build on the principles learned in C148 Introduction to ASL and Deaf Culture. Students will increase proficiency in ASL skills with an emphasis on vocabulary development and comprehension skills. *Prerequisite: C148.*

**C254 Journal & Autobiographical Writing (3)**

An exploration of journal keeping and autobiographical writing. Students will read and write various types of personal essays and memoirs and share them in small group settings.

**C261 Introduction to Journalism (3)**

Students are introduced to the basics of professional journalism to gain an understanding of how a publication works; develop instincts as an interviewer, reporter, and writer; and understand the various genres associated with journalistic writing. Students will also learn to develop editing skills by using the Associated Press Stylebook and write on deadline to prepare for writing for the campus publication and beyond.

**C284 Group Dynamics (3)**

The process of group communication including verbal and nonverbal messages, leadership, rules and roles, cohesiveness, conflict reduction, and problem solving.

**C303 The Documentary (3)**

This course will expose students to the historical and theoretical elements that compose documentary filmmaking—journalism, research, development, filming, and editing. The course will examine the cultural, legal, and ethical parameters that are crucial to the production, while exploring the major themes often present within documentaries. Students will create documentary projects throughout the class.

**C304 Advanced Photography (3)**

An advanced course in photographic techniques using professional lighting and studio tricks. Students will learn how to manipulate light and shadow to create contrast, form, and interest in portraits, product shots, and landscape photography. *Prerequisite: C201 or instructor approval.*

**C308 Entrepreneurship for Creatives (3)**

This course will focus on determining and establishing identity, branding, media presence, marketing, professional development, ethics, pricing, networking, collaborations, finances, boundaries, and growth plans for creative entrepreneurs.

**C311 Video Production I (3)**

Introduction to the video technical language and creative and aesthetic elements of the production process. Student will gain understanding of lighting, sound, camera operation, composition, and design of visual elements.

**C312 Video Production II (3)**

A continuation of the subjects of Video Production I. *Prerequisite: C311.*

**C320 Newspaper Workshop (2-12)**

By writing for the TMU student publication, students will learn the techniques and methods of mass communication. Laboratory experience in constructing one or more of the news forms of the student publication: news reporting, feature writing, editorials, photojournalism, design, etc. Journalism emphasis majors are required to actively serve on The Mane staff by registering for Newspaper Workshop for a minimum of 2 semesters. May be repeated for up to a combined total of 12 units. *Prerequisite: C261.*

**C321 Screenwriting I (3)**

An introduction to the styles, techniques, content, and forms of screenwriting. Student work is considered for the department annual short film production.

**C322 The Business of Film (3)**

An overview of the business side of film making. Topics include producing, financing, distribution, marketing, contracts, and other legal issues, working with studios, and the history of the film business. Also included will be a discussion of the art versus profit dilemma, and important films that changed the industry.

**C328 Screenwriting II (3)**

Students build on the principles learned in C321. Students will complete a developed screenplay (short). *Prerequisite C321.*

**C331 Freelance: Entrepreneurship in the Digital Age (3)**

This course will examine the entrepreneurial power shift in the world of business and what it means for media practitioners, entrepreneurs, and technologists. The disruptive nature of the Internet, open source technologies, and lower barriers-to-entry have prompted a shift in the power from large media companies toward smaller organizations and individuals. *Prerequisite: junior or senior standing.*

**C338 Multimedia Storytelling (3)**

An introduction to the arena of multimedia journalism. Students will learn the process of combining text, images, sound, videos, and graphics to tell an engaging story on an online platform. Students will produce finished pieces to be viewed and critiqued by peers and the instructor. *Prerequisite: C261 or C311.*

**C341 Magazine Writing (3)**

This course explores the method and artistry of the literary feature. Students will examine the form with an eye toward technique and delivery (finding and framing the story, structure, tone, point of view, writing style, etc.). Students will write several features for possible publication. *Prerequisite: C261.*

**C348 Content Marketing (3)**

This course will teach students the concepts and skills in the area of content marketing. Students will gain theoretical and practical knowledge while actively working on promoting a film in production. This will allow students to gain real-world experience in the who, what, when, where, and why of content marketing. *Prerequisite: Professor approval.*

**C351 Creative Writing (3)**

Students will study the extended short story form (novella), including plot, characterization, and dialogue. The course will include regular writing for peer review, offering ample time for revision and completion of a polished extended short story (novella).

**C352 Editing I, Principles of Copyediting (3)**

Grammar basics and sentence structure are reinforced. However, the bulk of the course covers the real-world issues writers encounter in college and beyond. Issues such as word choice, antecedents, plurals, possessives, punctuation, clarity, conciseness, and self-editing. Chicago, MLA, and Associated Press style formats will be explored. Reading and coursework are also geared for those looking at editing as a career or see it as an important aspect of a chosen job field. Additional topics covered include “editing well means writing well,” the editor-writer relationship, and using style guides. Students learn by dissecting weekly news articles, editing articles for the campus newspaper, and self- and peer-editing various writing assignments.

**C361 Film Noir: The Genre of Style (3)**

This class will explore the stylized genre known as Film Noir. This dramatic form of film storytelling peaked in American cinema during the 1930s-50s. Students will study selected films to explore the political and artistic elements of the genre and its impact on cinema.

**C362 Writing Editorials and Columns (3)**

Students will develop the skill of writing columns and editorials as they appear in journalistic venues across both print and electronic media.

**C368 Fundamentals of Advertising Copywriting (3)**

Basic principles of copywriting for print and broadcast media. Surveys newspapers, magazines, billboards, brochures, direct mail, radio, and television.

**C371 Interpersonal Communication (3)**

Analysis of the theory and practice of the process of interpersonal communication including verbal and nonverbal messages, self-disclosure, social power, intimacy, emotions, conflict reduction, and various interpersonal relationships.

**C372 Science Fiction Writing (3)**

Students will explore the genre of science fiction short stories—how to read them critically and how to write them effectively. The course will cover the nuances and history of the different forms and motifs of science fiction to help students develop their writing skills across each of those forms and motifs. *Prerequisite: C351.*

**C373 Graphic Design I (3)**

This class introduces the students to the concepts of Desktop Publishing. Topics covered will include color theory, page layout, composition, print requirements, and other production-related techniques. The applications used in this class are Adobe™ Photoshop™ for image editing, Adobe™ Illustrator™ for logo design, and Adobe™ InDesign™ for page layout and composition.

**C374 The Western: Myth, Ideology, and Genre (3)**

The Western is the oldest American film genre. It has served as one of the most important mediums for delivering the myth of the romanticized American frontier. The course surveys the development of the Western film genre and sets it in a historical and cultural context. The class will survey feature films and books that help to put into context the genre's importance in history—both culturally and politically.

**C378 Fantasy Fiction Writing (3)**

Students will practice the craft of writing in the genre of fantasy fiction, with special emphasis placed on the novel and novel series formats. The course will focus on traditional fiction writing components such as plot, character, tone, setting, narrative, point of view, scene building, etc. Additionally, students will engage in discussion and guided practice surrounding genre-specific elements such as world building, history creation, systems of myth and magic, etc.

**C381 Beginning Public Relations (3)**

Theories, processes, and techniques involved in planning and implementing programs designed to influence public opinion and behavior.

**C382 Persuasion (3)**

Theories and techniques of social influence. Course content includes motivation, attitude change, ethics, credibility, nonverbal persuasion, logic and argumentation, emotions, and cultural influences.

**C383 Family Communication (3)**

A survey of communication that occurs within the family, with emphasis on rules, change, development, power, stress, and decision making. Attention will be given to how families seek satisfaction through communication.

**C384 Nonverbal Communication (3)**

Examination of the influence of environmental factors, physical behavior, and vocal cues on human communication.

**C388 Communication & Social Movements (3)**

Social and political movements as rhetorical phenomena. Ideology and influence of recent movements will be analyzed.

**C391 Intercultural Communication (3)**

Analysis of theories and techniques of the process of communication between persons of different cultures or subcultures.

**C392 Advanced Public Relations (3)**

Advanced theories, processes, and techniques involved in planning and implementing programs designed to influence public opinion and behavior. *Requirement: off-campus internship of 10 hours a week. Prerequisite: C381.*

**C394 Introduction to Computer Visual Effects (3)**

Introduces students to basic concepts for producing visual effects using computers. HDRI, rotoscoping, green screen compositing, and explosions are a few methods demonstrated during the class. These effects apply to film, video, animation, graphics, and photography. *Prerequisite: junior or senior standing.*

**C399 Winterim Production (3)**

A crash course in the exciting world of film production. Students will have the opportunity to learn about all the major facets of making a movie, including screenwriting, casting, directing, and producing. The course will culminate with the students working alongside a professional crew to produce a short film. *Note: May be repeated up to two times.*

**C399c Winterim Journalism Immersion (3)**

This course is designed to give students a fully-immersive experience in on-the scene reporting and writing. Students will be embedded with the Winterim Production crew during shoot days for the purpose of filing daily stories (written and filmed) for daily publication and broadcast across department media. *Prerequisites: C261 or professor approval.*

**C401 Directing (3)**

Concentration on the principles and aptitudes of planning and picturization of script material, culminating in the production and editing of various projects.

**C402 Film Production (3)**

CAPSTONE CLASS (CINEMA & DIGITAL ARTS). An advanced course in production. Students will have the opportunity to create and produce a short film with a professional film crew.

**C404 Graphic Design II (3)**

This class builds upon the previous classroom experience from Graphic Design I and covers new concepts for infographics, advertising, electronic publications, production of books, graphic novels, magazines, and newspapers. *Prerequisite: C373.*

**C430 Honors Internship (1-9)**

Students find placement in communication-related departments or firms (film studios, television stations, radio stations, newspapers, advertising companies, public relations firms, etc.). Fifteen hours per week for 3 units. A comprehensive final report completes coursework. *Prerequisites: Junior or senior standing, B average or higher in communication courses, and permission from an instructor.*

**C432 Sports Journalism (3)**

Students will learn the unique and specific nature of sports journalism—first in the written form, and then also in other forms, including TV broadcast and radio. Students will be exposed to various sports journalism practices, including writing game stories and features, conducting on-camera interviews, and taking pictures. *Prerequisite: C261 or instructor approval.*

**C441 Poetry Writing (3)**

An examination of the various poetry rhymes, meters, and additional tools of the poet. Various poetry patterns are explained and illustrated with the goal of helping students become published.

**C442 Computer Visual Effects II (3)**

This course expands on the skills and concepts from C394. Students will participate in creating visual effects for student film projects and explore other, smaller visual effects projects to test their skills. *Prerequisite: C394.*

**C448 Rhetoric of Fantasy Literature (3)**

This course will analyze the rhetorical implications presented in popular, contemporary fantasy literature. Students will explore three main themes: (1) the renunciation of power and the results of humility and restraint, (2) the power of choices and their effects on character, and (3) the power of grace, love, and sacrifice.

**C452 Editing II, Advanced Copyediting (3)**

Building off of the principles of C352, this course explores more deeply the nuances of various style guides (Chicago, MLA, Associated Press). Students will learn to edit on levels beyond mechanics and style. New areas of focus will include editing for corporate voice. PR themes will be explored. *Prerequisite: C352.*

**C459 Novel Writing (1-3) (Directed Study only)**

Students learn the techniques of novel writing, including plot outlining, character development and arcing, conflict, complication, and resolution. Techniques of dialogue and narration will also be explored.

**C471 Writing for Publication (3)**

Covers all facets of publication, from the conception of a book project to shaping its purpose and scope and determining its audience. Requirements involve a daily "To Do" list with tips and assignments that will help the student stay focused and on track toward writing at least 40 pages of a book, as well as a fully developed proposal that will be ready to submit to the publisher(s) of the student's choice. It includes practical topics such as reaching acquisition editors, understanding the role of an agent, understanding contracts, working with an editor, and marketing your manuscript. It also explores alternative methods of publication such as print on demand. *Prerequisite: C351 and junior standing.*

**C472 Rhetorical Criticism (3)**

CAPSTONE CLASS (SPEECH). Theories and methods of evaluating persuasive communication including public address, contemporary drama, and other categories of written discourse. *Prerequisite: C371 or C391.*

**C478 Classical to Contemporary Rhetorical Theory (3)**

A survey of major theories of rhetoric from the fifth century B.C. to the present.

**C481 Argumentation & Debate (3)**

Theories of argumentation including the analysis of propositions, issues, evidence, and reasoning. Training and experience in debate forms.

**C482 The Graphic Novel (3)**

This course explores the history and impact of the graphic novel, both as a form of entertainment and social/cultural commentary. Additionally, the course will explore the process of creating a graphic novel and of visual storytelling. Students will participate in the creation of a graphic novel concept. *Prerequisite: C351.*

**C484 Organizational Communication (3)**

Communicative behavior in organizations. Attention will be given to change, conflict reduction, decision making, leadership, and networks as communication variables.

**C488 Rhetoric of Religion (3)**

Religious advocacy and persuasion. Topics include the strategic use of language and symbolism in religious discourse, forms of religious persuasion, conversion argument and the psychology of the audience, and discussions of the problem of evil.



**C492 In-Depth Reporting (3)**

Students build on the principles learned in C261 in order to dig into the craft of literary nonfiction narrative. Students learn and practice crafting different types of narrative journalism; understand the backbone of narrative; develop and refine interviewing, reporting and research skills; and continue to refine revision and editing skills. The course includes exposure to literary excellence in journalism as students learn the nuances of story shape, structure, and pacing. *Prerequisite: C261.*

**C498 Communication Theories (3)**

A survey of the basic theories associated with human communication. Provides students with a practical understanding of how the major variables of communication systems interact and how information is processed by individuals.

# Bachelor of Arts in Marketing Media

*Dr. John C. Beck, Chair*

Marketing is a profession that involves identifying, cultivating, actively engaging, retaining, and serving customers. It requires strategic decisions about offerings, supply chain, pricing, and above all communication. Advances in communication technology have completely transformed the practice of marketing and the competencies involved in doing it well. In addition to making strategic choices about communication, our graduates are now often required to actually produce the media they will use to carry crucial branding messages. The Marketing Media major is designed to prepare our students to meet this demand through a mix of traditional business and communication courses.

We believe there is also a missional aspect to this degree. Marketing is a field that involves interacting with people at all levels of an organization. This places our graduates in a strategic position to put the gospel on display through the quality of the work that they do.

## **OBJECTIVES**

Students who major in Marketing Media will study the fundamentals of business and marketing together with the “tools” used by marketers to create and utilize media content in a competitive environment. Students will gain proficiency in such areas as visual design, video editing, social media utilization, and copyediting. At the same time, they will be grounded in a classical understanding of marketing as a business discipline including such areas as business statistics, consumer behavior, market segmentation, and research.

## **MARKETING MEDIA COURSE TRANSFER POLICY**

The Master’s University Department of Business Administration seeks to insure the quality of its curriculum as reflected in its graduates. One way this quality is safeguarded is by limiting the business coursework that may be transferred into the Marketing Media major from other institutions. With this in mind, the following protocol applies:

1. No substitutions for business core courses will be accepted from outside institutions.
2. Lower-division courses are not accepted in transfer for upper-division requirements.
3. The Communication Department will reserve the right to assess the student’s prior coursework in the relevant subject areas before accepting a course in transfer.

## **MARKETING MEDIA DIRECTED STUDY COURSE POLICY**

There will be no Business Department courses offered as Directed Study. Directed Study and online courses may be allowed for Communication courses at the discretion of the Communication Department. A student may appeal this policy if:

1. The student is entering his/her final semester and there is a course conflict.
2. The student needs to retake one course and cannot return to campus to complete his/her degree.

*Note about computers:* Majors are encouraged but not required to use a computing device that operates on a “PC” platform. In several courses, it is necessary to use functions in Microsoft Excel that are not available in the Apple version of Excel.

## **MARKETING MEDIA ONLINE BUSINESS COURSE POLICY**

For the purposes of this policy, a student is considered a “traditional student” if he/she has taken one or more on campus traditional courses in the last 24 months. Traditional students may only take online business courses from the following list (subject to availability):

- BUS320 Business Law
- MGT330 Business Communication

Traditional students may take up to three courses from the list above without approval from the online business management chair (Mr. Dwight Ham). Students may not take more than two online business management courses during any one fall or spring semester. If a traditional student wishes to take more than three classes from this list, the student must receive approval from the online business management chair.

## MARKETING MEDIA CORE COURSES

### Required Business Core Courses

BUS310	Statistics for Business*	3
BUS320	Business Law	3
BUS330	Business Ethics**	3
INB372	International Marketing	3
MGT330	Business Communications***	3
MKT350	Marketing Fundamentals	3
MKT361	Marketing Strategies	3
MKT381	Consumer Behavior	3
MKT462	Sales & Customer Service	3
MKT482	Marketing Research	3

Total required business courses.....30

\*Fulfills G.E. requirement for MA240.

\*\*Fulfills G.E. requirement for P311.

\*\*\*Fulfills G.E. requirement for C100.

### Communication Electives

Any 10 of the following◇.....30

BUS483	Business Internship (3)
C122	Social Media and Communication (3)
C132	Podcast Studio (3)
C142	Photoshop (3)
C191	Pocket Studio (3)
C201	Digital Photography (3)
C231	Digital Video Editing I (3)
C261	Introduction to Journalism
C311	Video Production I (3)
C312	Video Production II (3)
C331	Freelance: Entrepreneurship in the Digital Age (3)
C338	Multimedia Storytelling
C341	Magazine Writing
C352	Editing I, Principles of Copyediting (3)
C368	Fundamentals of Advertising Copywriting (3)
C373	Graphic Design I (3)
C381	Beginning Public Relations (3)

Total units required.....60

◇Students may include any other Communication course with permission from the Communication chair or representative designated by the chair.

## Course Offerings in Marketing Media

See Business Administration and Communication sections for course descriptions.

# School of Science, Mathematics, Technology, & Health

*Dr. Joseph W. Francis, Dean*

## **SCHOOL OF SCIENCE, MATHEMATICS, TECHNOLOGY, AND HEALTH ONLINE COURSE POLICY**

The upper division major courses required for degrees offered by the School of Science, Mathematics, Technology, and Health do not overlap with any courses currently offered by TMU Online. Thus, the school does not impose any major-specific limit on the number of online courses traditional students may take in any given term or over the course of their degree program.

# Department of Biological & Physical Sciences

*Dr. Joseph W. Francis, Chairperson*

The Department of Biological & Physical Sciences spans the disciplines of biology, zoology, botany, chemistry, geology, environmental science, paleontology, and physical science. The department seeks to produce in students the ability to carefully analyze any area of knowledge that intersects these diverse disciplines. The department strives to instill in students the desire to be professionally competent, to develop lifelong patterns of intellectual growth, and to be uncompromising in their faith. This is accomplished by a consideration of the history of science and current perspectives in the various scientific disciplines in the context of the Christian worldview based on the Word of God, which includes a commitment to the doctrine of special creation. The internally consistent outcome of these studies forms a basis for the accurate evaluation of science past, present, and future. The goal of all instruction is to send forth the saints with an understanding of science, so that through their professional, academic, and spiritual testimony, the Master is presented and exalted.

The department offers both Bachelor of Science and Bachelor of Arts degrees in Biology, as well as a Bachelor of Science degree in Geoscience.

## CAREER OPPORTUNITIES

The training students receive at The Master's University in biological and physical sciences helps them prepare for the following careers:

- Biochemist
- Dietitian
- Laboratory Technician
- Dentist
- Physician
- Veterinarian
- Nurse
- Zoologist
- Ecologist
- Marine Biologist
- Pharmacist
- Microbiologist
- Park Ranger
- Research Scientist
- Paleontologist
- Forensic Scientist
- Computational Biologist
- Botanist
- Geologist
- Economic Geologist
- Industrial Geologist
- Environmental Scientist
- Environmental Consultant
- Geological Consultant

Students in the natural history/environmental biology emphasis can complete certifications as a certified naturalist, certified land resources analyst, certified water resources analyst, or certified environmental analyst in conjunction with The Master's University and the Au Sable Institute. Interested students should consult with their advisor to coordinate their program early in their university career.

## UNDERGRADUATE RESEARCH OPPORTUNITIES

Students are encouraged to pursue personalized scholarship opportunities with individual faculty in the department. Students may translate such research opportunities into academic credit toward graduation in the form of practicums in industrial settings and/or scholarly articles presented to academic and professional societies.

## CALIFORNIA SINGLE SUBJECT TEACHING CREDENTIAL IN LIFE SCIENCES

For information about obtaining a California Preliminary Single Subject Teaching Credential in Life Sciences, see the Teaching Credential Programs section of this catalog. For questions or more information, contact the Credential Analyst in the School of Education.

## CREDIT-BY-EXAMINATION

Credit-by-examination in the department will be granted for certain course segments if the student has scored 4 or 5 on the Advanced Placement Program examination of the College Board or 55+ on the College Level Examination Program test. This applies to:

- Chemistry exam – CH151 General Chemistry I (4 units). Biology majors must take CH152 at the university level.
- Biology exam – LS151 Organismic Biology (4 units).

## FINAL GRADE POLICY FOR GRADUATION

To fulfill graduation requirements, students must obtain a grade of C- or higher in each core and emphasis course. Courses can be retaken to meet this requirement.

### B.A. IN BIOLOGY CORE COURSES

CH151	General Chemistry I.....	4
CH152	General Chemistry II.....	4
CH351	Organic Chemistry I.....	4
LS151	Organismic Biology.....	4
LS220	Research Methods.....	1
LS252	Cell Biology.....	4
LS342	Genetics and Genomics.....	4
LS372	Origins.....	3
LS420	Seminar in Biology.....	1
LS422	Senior Capstone.....	1
MA262	Elementary Statistics.....	3
<i>Total units required for core.....</i>		<i>33</i>

### General Biology Emphasis Courses

B.A. in Biology core courses.....	33
LS341 Ecology.....	4
Upper division biology, chemistry, & geology electives.....	8
<i>Total units required for emphasis.....</i>	<i>45</i>

### Cellular & Molecular Biology Emphasis Courses

B.A. in Biology core courses.....	33
LS351 Molecular Genetics.....	4
CH352 Organic Chemistry II.....	4
CH461 Biochemistry.....	4
<i>Total units required for emphasis.....</i>	<i>45</i>

### Natural History/Environmental Bio. Emphasis Courses

B.A. in Biology core courses.....	33
LS318 Conservation Biology & Sustainability.....	4
LS341 Ecology.....	4
LS398 Plant Science.....	4
<i>Total units required for emphasis.....</i>	<i>45</i>

### Pre-Med./Dentistry/Allied Health Emphasis Courses

B.A. in Biology core courses.....	33
LS341 Ecology.....	4
CH352 Organic Chemistry II.....	4
CH461 Biochemistry.....	4
<i>Total units required for emphasis.....</i>	<i>45</i>

### Animal Science/Pre-Vet Medicine Emphasis Courses

B.A. in Biology core courses.....	33
LS312 Animal Physiology.....	4
LS341 Ecology.....	4
CH352 Organic Chemistry II.....	4
<i>Total units required for emphasis.....</i>	<i>45</i>

### Pre-Nursing Emphasis Courses

B.A. in Biology core courses.....	33
LS321 Human Anatomy.....	4
LS322 Human Physiology.....	4
LS362 Medical Microbiology.....	4
<i>Total units required for emphasis.....</i>	<i>45</i>

### Paleontology Emphasis Courses

B.A. in Biology core courses.....	33
GS150 Essentials of Geology.....	4
LS341 Ecology.....	4
LS375 Vertebrate Paleontology.....	4
<i>Total units required for emphasis.....</i>	<i>45</i>

### B.S. IN BIOLOGY CORE COURSES

CH151	General Chemistry I.....	4
CH152	General Chemistry II.....	4
CH351	Organic Chemistry I.....	4
LS151	Organismic Biology.....	4
LS220	Research Methods.....	1
LS252	Cell Biology.....	4
LS342	Genetics and Genomics.....	4
LS372	Origins.....	3
LS420	Seminar in Biology.....	1
LS422	Senior Capstone.....	1
MA262	Elementary Statistics.....	3
PS251	General Physics I.....	4
PS252	General Physics II.....	4
<i>Total units required for core.....</i>		<i>41</i>

### General Biology Emphasis Courses

Biology core courses.....	41
LS341 Ecology.....	4
Upper division biology, chemistry, & geology electives.....	19
<i>Total units required for emphasis.....</i>	<i>64</i>

### Cellular & Molecular Biology Emphasis Courses

Biology core courses.....	41
LS351 Molecular Genetics.....	4
CH352 Organic Chemistry II.....	4
CH461 Biochemistry.....	4
<i>Three of the following.....</i>	<i>11</i>
MA121 Calculus I (3)	
LS331 Developmental Biology (4)	
LS355 Parasitology (4)	
LS361 Immunology (4)	
LS362 Medical Microbiology (4)	
LS388 Mathematical Ecology (4)	
LS398 Plant Science (4)	
LS428 Research in Biology (1-4)	
<i>Total units required for emphasis.....</i>	<i>64</i>

### Natural History/Environmental Bio. Emphasis Courses

Biology core courses.....	41
LS318 Conservation Biology & Sustainability.....	4
LS341 Ecology.....	4
LS398 Plant Science.....	4
<i>Three of the following.....</i>	<i>11</i>
CH352 Organic Chemistry II (4)	
GS152 Historical Geology (4)	
GS251 Mineralogy (4)	
GS452 Environmental Geoscience (4)	

LS312 Animal Physiology (4)	
LS346 Marine Biology (4)	
LS348 Bio. Field Studies ( <i>can be repeated for credit</i> ) (3-4)	
LS355 Parasitology (4)	
LS362 Medical Microbiology (4)	
LS375 Vertebrate Paleontology (4)	
LS388 Mathematical Ecology (4)	
LS428 Research in Biology (1-4)	
<i>Total units required for emphasis</i> .....	64

**Pre-Med./Dentistry/Allied Health Emphasis Courses**

Biology core courses.....	41
LS341 Ecology.....	4
CH352 Organic Chemistry II.....	4
CH461 Biochemistry.....	4

<i>Three of the following</i> .....	11
MA121 Calculus I (3)	
LS321 Human Anatomy (4)	
LS322 Human Physiology (4)	
LS331 Developmental Biology (4)	
LS351 Molecular Genetics (4)	
LS352 Medical Physiology (4)	
LS355 Parasitology (4)	
LS361 Immunology (4)	
LS362 Medical Microbiology (4)	
LS398 Plant Science (4)	
LS428 Research in Biology (1-4)	
<i>Total units required for emphasis</i> .....	64

**Animal Science/Pre-Vet Medicine Emphasis Courses**

Biology core courses.....	41
LS312 Animal Physiology.....	4
LS341 Ecology.....	4
CH352 Organic Chemistry II.....	4

<i>Three of the following</i> .....	11
MA121 Calculus I (3)	
CH461 Biochemistry (4)	
LS302 Vertebrate Anatomy and Systematics (4)	
LS318 Conservation Biology & Sustainability (4)	
LS331 Developmental Biology (4)	
LS346 Marine Biology (4)	
LS348 Bio. Field Studies ( <i>can be repeated for credit</i> ) (3-4)	
LS355 Parasitology (4)	
LS361 Immunology (4)	
LS362 Medical Microbiology (4)	
LS375 Vertebrate Paleontology (4)	
LS388 Mathematical Ecology (4)	
LS398 Plant Science (4)	
LS428 Research in Biology (1-4)	
<i>Total units required for emphasis</i> .....	64

**Pre-Nursing (for post-bachelor nursing programs)\***

Biology core courses.....	41
LS321 Human Anatomy.....	4
LS322 Human Physiology.....	4
LS362 Medical Microbiology.....	4
<i>Three of the following</i> .....	11
MA121 Calculus I (3)	
CH352 Organic Chemistry II (4)	

CH461 Biochemistry (4)	
LS231 Human Growth and Development (3)	
LS331 Developmental Biology (4)	
LS352 Medical Physiology (4)	
LS361 Immunology (4)	
LS428 Research in Biology (1-4)	

*Total units required for emphasis*.....64  
 \*Most Bachelor of Science in Nursing (BSN) programs are 4-year programs that include pre-nursing. Many Master of Science in Nursing (MSN) programs are post-bachelor (BS) programs. Our pre-nursing program outlined here offers preparation primarily for BS-BSN or BS-MSN post-bachelor degree programs. Some post-bachelor nursing programs may require additional courses.

**Paleontology Emphasis Courses**

Biology core courses.....	41
GS150 Essentials of Geology*.....	4
LS341 Ecology.....	4
LS375 Vertebrate Paleontology.....	4

<i>Three of the following</i> .....	11
MA121 Calculus I (3)	
CH352 Organic Chemistry II (4)	
GS151 Historical Geology (4)	
LS302 Vertebrate Anatomy and Systematics (4)	
LS307 Biology of Dinosaurs (3)	
LS346 Marine Biology (3)	
LS398 Plant Science (4)	
LS428 Research in Biology (1-4)	

*Total units required for emphasis*.....64  
 \*Fulfills G.E. requirement.

**Life Sciences Education Emphasis Courses**

Biology core courses.....	41
Upper division biology, chemistry, & geology electives.....	14
<i>One of the following</i> .....	3
ED202 Curriculum Instruction & Learning Theory (3)*	
ED301 Cultural & Linguistic Diversity in Teaching (3)*	

ED400 Foundations of Education*.....	3
<i>Or ED101, ED202, and ED301</i>	
P321 History and Philosophies of Education*◇.....	3
<i>Total units required for emphasis</i> .....	64
<i>*Teaching Credential prerequisite, must pass with a B- or better.</i>	
<i>◇Fulfills G.E. requirement for P311.</i>	

**Minor in Biology**

For a minor in biology, the student must complete:

CH151 General Chemistry I.....	4
CH152 General Chemistry II.....	4
LS151 Organismic Biology.....	4
LS252 Cell Biology.....	4
LS372 Origins.....	3
Upper division biology and chemistry electives.....	6
<i>Total units required for minor</i> .....	25

**B.S. IN GEOSCIENCE CORE COURSES**

CH151 General Chemistry I.....	4
CH152 General Chemistry II.....	4
GS150 Essentials of Geology.....	4
GS151 Historical Geology.....	4

GS251	Mineralogy.....	4
GS351	GIS & Geomorphology.....	4
GS420	Senior Seminar in Geoscience.....	1
GS422	Senior Capstone in Geoscience.....	1
GS452	Environmental Geoscience.....	4
LS151	Organismic Biology.....	4
LS220	Research Methods.....	1
LS372	Origins.....	3
MA262	Elementary Statistics.....	3
PS251	General Physics I.....	4
PS252	General Physics II.....	4
<i>Total units required for core.....</i>		<i>49</i>

### Geology Emphasis Courses

B.S. in Geoscience core courses.....	49	
GS322	Petrology.....	4
GS371	Structural Geology.....	4
GS472	Sedimentology and Stratigraphy.....	4
MA121	Calculus I.....	3
<i>One or two of the following.....</i>		<i>4</i>
GS332	Hydrogeology (4)	
GS400	PG Exam Preparation (1)	
GS428	Research in Geology (1-4)	

GS490	Geology Field Camp ( <i>not offered at TMU</i> ) (4-6)	
LS375	Vertebrate Paleontology (4)	
LS307	Biology of Dinosaurs (3)	
<i>Total units required for emphasis.....</i>		<i>68</i>

### Environmental Science Emphasis Courses

B.S. in Geoscience core courses.....	49	
CH351	Organic Chemistry I.....	4
GS332	Hydrogeology.....	4
LS318	Conservation Biology & Sustainability.....	4
LS341	Ecology.....	4
<i>One or two of the following.....</i>		<i>3</i>
GS322	Petrology (4)	
GS371	Structural Geology (4)	
GS400	PG Exam Preparation (1)	
GS428	Research in Geology (1-4)	
GS472	Sedimentology and Stratigraphy (4)	
GS490	Geology Field Camp ( <i>not offered at TMU</i> ) (4-6)	
LS307	Biology of Dinosaurs (3)	
LS375	Vertebrate Paleontology (4)	
<i>Total units required for emphasis.....</i>		<i>68</i>

## Course Offerings in Biological and Physical Sciences

### BIOLOGICAL SCIENCE

#### LS150 Essentials of Biology (3)

A general survey of major concepts in biological science including ecology, diversity of life, history of life, molecular and cell biology, genetics, human biology, animal biology, botany, and contemporary issues in bioethics.

#### LS150L Essentials of Biology Lab (1)

A hands-on laboratory study of the diversity of living organisms from the molecular-cellular level to organismal level. Studies of ecology, botany, zoology, bioethics, human biology, origins, and paleontology are also included. Online version only available to students enrolled in the online degree programs.

#### LS151 Organismic Biology (4)

The first course for biology majors, emphasizing biological life forms, their physiology, origins, and environmental relationships. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Corequisite: CH151.*

#### LS218 Tutorial Studies (1-3)

See LS418.

#### LS220 Research Methods (1)

An introduction to research writing with emphasis on the documentation and communication methods used in biological research. The student will be exposed to major aspects of scientific writing and presentation of scientific data, including library research, data analysis, evaluation of scientific writing, composition of a scientific paper and a prospective research proposal, and presentation of scientific data in a poster format. 1-hour lecture. *Prerequisite: Sophomore standing required.*

#### LS231 Human Growth and Development (3)

A study of human development across the lifespan from birth to death with emphasis on the physical, cognitive, emotional, and social aspects of human life. *Directed study only.*



**LS252 Cell Biology (4)**

The molecular basis for the various structures and physiological functions of prokaryotic and eukaryotic cells. Topics include membrane structure-function, cellular energetics, receptors, and cell-cell communication. 3-hour lecture and 3-hour laboratory. Concurrent laboratory registration required. (Lab fee: \$100.) *Prerequisite: CH151 and LS151.*

**LS302 Vertebrate Anatomy and Systematics (4)**

A study of chordate systematics, comparative anatomy, and morphogenesis. For all biology students with specific relevance to students who choose the Environmental Biology emphasis or those interested in veterinary medicine. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisite: LS151.*

**LS307 Biology of Dinosaurs (3)**

A study of dinosaurs including their fossil record, systematics, origins, biology, and behavior. Discussion will focus on controversies related to the proposed evolution of birds from dinosaurs and the reason for dinosaur extinction.

**LS312 Animal Physiology (4)**

Animal physiological systems and regulatory mechanisms are studied in the context of various types of ecosystems. Consideration is given to regulatory adjustments to seasonal and environmental variations within an ecosystem. The laboratory is a research-oriented study of the physiological adjustments of invertebrates and amphibians in seasonal streams and in the lab. For all biology students with specific relevance to students who choose the Environmental Biology emphasis or those interested in veterinary medicine. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.)

**LS318 Conservation Biology & Sustainability (4)**

This is a comprehensive study of ecological legal issues and the stewardship of sustainability of ecological quality of life and diversity. The bulk of the laboratory will be outdoors. 3-hour lecture and 3-hour laboratory and field work. (Lab fee: \$100.) *Prerequisite: LS341.*

**LS321 Human Anatomy (4)**

A study of human micro and gross anatomy from a systematic approach. The laboratory consists of the use of human models, cats, mammalian body parts, and human histology slides. 3-hour lecture and 2½-hour laboratory. (Lab fee: \$100.) *Prerequisite: LS150 or LS151. Recommended: LS252.*

**LS322 Human Physiology (4)**

An integrated study of the functions of the human body systems in the context of homeostatic control and disease conditions. The laboratory involves clinical applications to the health sciences. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisite: LS150 or LS151. Recommended: LS252.*

**LS331 Developmental Biology (4)**

Students become familiar with the stages of fertilization and the early developmental patterns of representative animals. Emphasis is placed on the genetic basis of differential gene expression during the various stages of development. The lab involves microscopic examination of prepared serial slides of frog, chick, and pig embryos at various stages of development. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Students are expected to be enrolled in the lecture and lab concurrently. Prerequisite: LS252.*

**LS332 Population Genetics (4)**

Classic Mendelian genetics and non-Mendelian genetics are covered in the context of populations in their natural environment. Genetic variations within populations are studied in detail. Modern molecular genetics are used in identification of pure lines and population interactions. The laboratory involves the study of *Drosophila melanogaster* populations and identification of allelic frequencies in successive generations and non-Mendelian interactions. (Lab fee: \$100.)

**LS341 Ecology (4)**

The study of organisms in relation to the environmental complex (the composition, dynamics succession, and growth of plant and animal communities) including field study. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisites: LS150 or LS151.*

**LS342 Genetics and Genomics (4)**

Serves as an introduction to Mendelian, non-Mendelian, and modern molecular genetics. Topics covered include but are not limited to fundamental aspects of inheritance; bacterial and viral genetics; chromosomal linkage and mapping; genome, proteome, and exome analysis; DNA structure and metabolism; and gene expression. The lab includes experiments in transduction, conjugation, transformation, plasmid prep, restriction analysis, cloning, polyacrylamide and agarose gel electrophoresis, and others. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisite: LS252.*

**LS346 Marine Biology (4)**

This course will cover an introduction to oceanography, marine organism diversity, and ecological relationships. The student will be exposed to contemporary techniques for studying marine ecosystems, especially community relations. (Lab fee: \$100.) *Prerequisite: LS151.*

**LS348 Biological Field Studies (3-4)**

The topics for this course are usually taken from wildlife biology, conservation biology, freshwater biology, and marine biology depending upon demand. It also includes courses taught at the Au Sable Institute of Field Biology. The course may be repeated for credit with different topics. (Lab fee: \$100, if taken for lab credit.) *Prerequisite: LS341.*

**LS351 Molecular Genetics (4)**

A lecture course that covers nucleic acid structure, replication, and metabolism. The course focuses particular attention on various aspects regarding the regulation of gene expression both in prokaryotes and eukaryotes, including examinations of epigenetic factors involved in gene regulation. Additionally, attention is given to the theory and underlying principles for many of the popular techniques used in studying DNA/RNA, gene regulation, and expression. (Lab fee: \$100.) *Prerequisite: LS342.*

**LS352 Medical Physiology (3)**

Designed for pre-medical, pre-dental, and pre-veterinary students. The course starts with aspects of cellular physiology, particularly cell transport and osmosis, then endocrine physiology with particular attention paid to cell-surface receptors and second messenger pathways. The physiology of each of the following systems is covered: neural, skeleto-muscular, cardiovascular, respiratory, renal/acid-base, gastrointestinal, and reproductive. Particular attention is given to the regulation of these systems and their integration into a functioning whole. Computer simulations of various physiological processes involving these systems are performed. 3-hour lecture. *Prerequisite: LS252.*

**LS355 Parasitology (4)**

This course will provide an overview of parasitology, focusing on community ecology and epidemiology. This course will explore the mechanisms of parasite biology, ecology, and infection. The course will also explore the techniques used to characterize parasites and will provide information on origins of disease. (Lab fee: \$100.) *Prerequisite: LS151.*

**LS361 Immunology (4)**

Topics include the adaptive and innate immune systems and cell biology of cells and tissues involved in immunity, immunogenetics, antibody structure-function, immunotechniques, complement, autoimmunity, tolerance, and tumor immunology. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisite: LS252.*

**LS362 Medical Microbiology (4)**

The classification, cultivation, physiology, growth, morphology, genetics, and economic significance of microorganisms, with special emphasis on the pathogenic bacteria. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.)

**LS372 Origins (3)**

An introduction to the classical and modern concept of evolution with critical discussion of proposed mechanisms involved and with evaluation of special creation and other alternative origins positions. *Prerequisite: LS252.*

**LS375 Vertebrate Paleontology (4)**

This course provides an overview of the vertebrate fossil record, focusing on paleontology methods, vertebrate relationships, and paleoecology. Through the duration of this course, students will learn about how vertebrate fossils

change through the geologic column, and they will learn about the major groups of extinct and extant vertebrates including dinosaurs. Lab involves observing and handling fossils. *Prerequisite: LS151.*

### **LS387 Special Topics in Plant Sciences (2-4)**

Basic principles, processes, and theories of the topic being presented. Possible topics include medicinal plant biology, economic botany, herbaceous plants, or specific taxonomic plant groups. Instruction is by lecture, lab, class project, or combination. This course may be repeated for credit with varying topics. (Lab fee: \$100.) *Prerequisite: Junior standing.*

### **LS388 Mathematical Ecology (3)**

Organisms in dynamic relationships to their ecosystems over successive generations are studied in the context of mathematical models. Principles of ecology are interwoven throughout the course. This is the first course of a series in mathematical biology. *Prerequisites: MA121 and LS151.*

### **LS392 Bioinformatics (4)**

Statistics and computer analysis tools and their application to molecular data analysis. (Lab fee: \$100.) *Prerequisites: LS342 and MA262.*

### **LS398 Plant Science (4)**

A study of plant biology with emphasis on growth, development, and physiology in an ecological and agricultural context, including the study of soils, plant pathogens, and pests. A lab provides opportunities for hands-on application of concepts through the use of basic plant science research and production practices. (Lab fee: \$100.)

### **LS399 Au Sable Institute Field Biology Courses**

These courses are taken in the summer and Winterim at the Au Sable campuses (Mancelona, Michigan; Whidbey Island, Washington; and other locations). The numbers below are from the Au Sable catalog.

- a. Biol/Geol/Geog 301 Land Resources (4)
- b. Biol/EnvSt/Geog 362 Environmental Applications for Geographic Information Systems (GIS) (4)
- c. Other course listed in the Au Sable catalog

Certifications are available to TMU biology majors through Au Sable: Naturalist, Land Resources Analyst, Water Resources Analyst, Environmental Analyst, and Stewardship Ecologist. See advisor for more information.

### **LS418 Tutorial Studies (1)**

This course will consist of topics not included in the regular curriculum. This course may be based upon independent studies, conferences, and the preparation of a term paper. The topic of the course will be announced prior to the term in which it is to be offered. (Lab fee possible.) *Prerequisite: permission of the instructor. Offered upon demand. May be repeated for credit with varying topics.*

### **LS420 Senior Seminar in Biology (1)**

Designed to give students the experience in presenting a scientific study to an audience of their peers. Students prepare and present two professional oral presentations to students and faculty. Presentations can include topics of chemistry, biochemistry, cell biology, molecular biology, ecology, population biology, evolution, origins, or wildlife biology. Information for the presentation is derived from reading the primary literature in these areas and choosing a primary research paper as the focus of the presentation. Alternatively, a student may present original laboratory research they have done at TMU or during a summer research project. The presenter must do background literature research for their topic and be able to address questions asked by the class or professor. *Prerequisite: senior standing.*

### **LS422 Senior Capstone (1)**

Designed to review major concepts that are foundational to the life sciences. It also serves as a prelude to the major field exam given toward the end of the semester.

### **LS428 Research in Biology (1-4)**

Library and laboratory study on various topics in contemporary biology to be selected. Report required. (Lab fee: \$100.)

## CHEMISTRY

### CH148 Introduction to Chemistry (3)

An introductory study of areas of general chemistry, organic chemistry, and biochemistry with a focus on general qualitative chemistry. 3 hours lecture. *Prerequisite: instructor approval.*

### CH151 General Chemistry I (4)

A course covering fundamental chemical principles and theories. Topics include properties and states of matter, development of atomic theory, atomic structure and periodicity, chemical bonding, stoichiometry, inorganic nomenclature, gas laws, and chemical reactions. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.)

### CH152 General Chemistry II (4)

A continuation of CH151: Introduction to solution equilibria, electrochemistry, kinetics, chemical thermodynamics, organic chemistry, nuclear chemistry, and environmental chemical applications. 3-hour lecture and 3-hour laboratory. (Lab fee \$100.) *Prerequisite: CH151 or its equivalent with a grade of C or better.*

### CH351 Organic Chemistry I (4)

Introduction to the chemistry of carbon-containing compounds. Particular emphasis is given to Lewis acid-base theory and structure-reactivity relationships as predictive tools. The chemistry of alkanes, alkenes, alkynes, stereochemistry, substitution and elimination reactions, radicals, alcohols, and ethers is discussed. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisite: CH152 or its equivalent with a C or better.*

### CH352 Organic Chemistry II (4)

A continuation of CH351: Conjugated systems, aromatic compounds and their reactions, spectroscopy, synthesis, and reactions of carbonyl compounds, including carboxylic acids, esters, amides, beta-dicarbonyl compounds, phenols, amines, and carbohydrates. The philosophy of organic synthesis and a brief introduction to natural products and biochemistry are included. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisite: CH351 or equivalent with a grade of C or better.*

### CH461 Biochemistry (4)

Investigates proteins (structures and functions), enzymes (kinetics and regulation), biological oxidation-reduction, and thermodynamics of living systems. Particular attention is given to the integration and regulation of intermediary metabolism. In the laboratory, students learn the theory underlying many common biochemical techniques. Students also gain practical, hands-on experience for several of these techniques, such as gel filtration chromatography, ion exchange chromatography, affinity chromatography, thin-layer chromatography techniques in enzyme kinetic assays, determination of the binding specificity of proteins, protein fingerprinting, SDS-PAGE and molecular weight determination, agarose gel electrophoresis, peptide mapping, and Western blotting. 3-hour lecture and 3-hour lab. (Lab fee: \$100.) *Concurrent laboratory registration required. Prerequisite: CH352.*

## GEOSCIENCE

### GS150 Essentials of Geology (4)

A survey of the major topics in geology including minerals, rocks, fossils, erosion, weathering, volcanoes, earthquakes, landforms, plate tectonics, and earth history. The lab will be a hands-on study of geology focusing on the identification of rocks, minerals, fossils, landforms, and processes as well as outdoor excursions to study rocks in the field. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.)

### GS151 Historical Geology (4)

A survey of the earth's geological history from its beginning to the present. Topics of study include the fossil record, correlation methods, and dating methods. Particular attention is paid to comparing and contrasting different viewpoints on earth history. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.)

### GS251 Mineralogy (4)

This course focuses on minerals as the building blocks of rocks—their chemistry, occurrence, characteristics, uses, and associations. The lab work consists of identification and recognition of minerals in hand specimen and thin section. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisite: GS150 or equivalent. Corequisite: CH151 or equivalent.*

**GS322 Petrology (4)**

This course surveys the characteristics, occurrences, and origins of igneous, metamorphic, and sedimentary rocks. The laboratory work consists of identification and recognition of rocks in hand specimen and thin section. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisite: GS251 or equivalent. Corequisite: CH152 or equivalent.*

**GS332 Hydrogeology (4)**

This course introduces a practical approach for studying the physical and chemical aspects of groundwater with an emphasis on the relationship of the geologic environment with water quality, underground flow, and infiltration/recharge principles. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisites: GS150, CH151, and PS251 or equivalents.*

**GS351 GIS and Geomorphology (4)**

A course highlighting the formation, development, and weathering of the earth's surface features in relation to the rates and processes involved. Laboratory work will include analysis of geologic maps and topographic maps, but it will mainly focus on familiarizing students with using geoinformatics systems (GIS) software as they study and map landforms. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisite: GS150 or its equivalent.*

**GS371 Structural Geology (4)**

Instruction on the mechanics of rock deformation and analysis of geologic structures, including faults and folds. Required field trip. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisites: GS150 and PS251 or equivalents.*

**GS400 PG Exam Preparation (1)**

This course exists to prepare students for taking the ASBOG geology-proficiency assessment examination and California's Professional Geologist registration exam.

**GS420 Senior Seminar in Geoscience (1)**

Designed to give students the experience in presenting a scientific study to an audience of their peers. Students prepare and present two professional oral presentations to students and faculty. Presentations can include topics related to the geosciences. Information for the presentation is derived from reading the primary literature in these areas and choosing a primary research paper as the focus of the presentation. Alternatively, a student may present original laboratory research they have done at TMU or during a research project. The presenter must do background literature research for their topic and be able to address questions asked by the class or professor. *Prerequisite: senior standing.*

**GS422 Senior Capstone in Geoscience (1)**

Designed to review major concepts that are foundational to the geosciences. Students will be expected to complete a research paper as a capstone assignment for their geoscience major. *Prerequisite: senior standing.*

**GS428 Research in Geology (1)**

Library and laboratory study on various selected topics in contemporary geoscience. Report required. (Lab fee: \$100.)

**GS452 Environmental Geoscience (4)**

This course shows students how to apply geoscience to various natural hazards and environmental problems including landslides, floods, water supply issues, natural resource extraction, and waste disposal. Required field trip. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisites: GS150 or upper division science courses, and junior standing.*

**GS472 Sedimentology and Stratigraphy (4)**

This course introduces students to the principles of sedimentary rock deposition and structure as well as the principles of stratigraphy and rock correlation. Required field trip. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisites: GS151 and GS322.*

**GS490 Geology Field Camp (4-6)**

During the summer, students will take a four- to six-week geologic field camp course, run by another institution, focusing on stratigraphy and structural geology. This course should be taken in a student's junior or senior year. *Prerequisites: GS322, GS351, GS371, and GS472.*

## **PHYSICAL SCIENCE**

### **PS211 College Physics I (4)**

An algebra-based introduction to classical physics, including Newton's laws of motion, work, energy, power, conservation laws, and classical waves. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.)

### **PS212 College Physics II (4)**

An algebra-based continuation of PS211. Topics include electricity, magnetism, and optics. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.)

### **PS231 Physical Science for Elementary Teachers (2)**

A survey of topics from the physical sciences including areas of study relating to modern problems and advances in science and technology. This course is designed to meet the requirement for liberal studies students seeking a teaching credential. 3-hour lecture. *Prerequisite: approval of instructor or School of Education.*

### **PS242 Earth Science (3)**

A survey of the Earth as a planet in the Solar System and its interior, and a detailed study of its crust and atmosphere to serve as a broad-based course for liberal studies majors.

### **PS251 General Physics I (4)**

A calculus-based introduction to classical physics including Newton's laws of motion, work, energy, power, conservation laws, and classical waves. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.) *Prerequisite: MA121 (may be taken concurrently).*

### **PS252 General Physics II (4)**

A continuation of PS251. Topics include electricity, magnetism, and optics. 3-hour lecture and 3-hour laboratory. *Prerequisites: MA121 and PS251.* (Lab fee: \$100.)

### **PS261 Physical Science (4)**

A treatment of topics from the physical sciences to serve as a broad-based course for liberal studies majors. Course will cover a broad area of study relating to modern problems and advances in science and technology. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.)

### **PS338 Astronomy (4)**

Methods of measurement and observation in astronomy are studied from a historical perspective. The solar, stellar, and galactic systems are studied in detail accompanied by observations. Various cosmological viewpoints and their underlying assumptions are presented. 3-hour lecture and 3-hour laboratory. (Lab fee: \$100.)

# Department of Computer & Information Sciences

Prof. David T. Crater, Chairperson

The goal of The Master's University Department of Computer & Information Sciences (CIS) is to prepare students to excel in an increasingly complex technical world while living lives that glorify God. CIS majors study computers both in theory and in practice. They also learn about the impact that computers are having on the world, and ways they can be used to honor Christ and Scripture.

## EMPHASES

The Department of Computer & Information Sciences offers degrees in two emphases: Computer Science and Information Systems. Every CIS student completes the core CIS courses and then takes additional courses in his/her selected emphasis. A CIS degree helps prepare students for a variety of careers. Graduates may also pursue advanced degrees. CIS graduates are highly sought after by employers, and projected employment positions in the field have a faster than average growth rate.

### Computer Science

The Computer Science emphasis is designed to give students an introduction to the science of computers. It focuses on the technical side of computing, presenting basic theoretical material while maintaining a practical focus.

### Information Systems

The Information Systems emphasis approaches computers from a business-oriented perspective. It emphasizes business processes and how computers can be used to improve them. Analysis and design are stressed, along with an appropriate knowledge of business principles.

## CREDIT BY EXAMINATION

Students may receive credit by examination as follows:

- Credit may be granted for Calculus I (MA121), and/or Introduction to Computer Programming (CIS111).
- Credit may be granted if the student submits proof of earned test scores of 3 or above on the appropriate Advanced Placement tests of the College Board.
- The department reserves the right to interview and/or retest students before granting credit by examination.

## COMPREHENSIVE EXAM

Students graduating with a degree in Computer Science or Information Systems will be required to take a comprehensive discipline-specific examination during their senior year, prior to graduation.

## DEPARTMENT REQUIREMENTS

All CIS majors are required to earn a grade of C or above in all courses in the CIS major. A student earning a grade below C must repeat the course until a grade of C or above is earned.

### CIS CORE COURSES

CIS111	Introduction to Computer Programming.....	3
CIS112	Data Structures & Algorithms.....	3
CIS202	Computer Hardware.....	3
CIS301	Computer Organization & Architecture.....	3
CIS302	Database Management Systems.....	3
CIS311	Operating Systems.....	3
CIS312	Networking Principles & Architecture.....	3
CIS321	Programming Languages & Systems.....	3
CIS322	Software Engineering.....	3
CIS490	Internship .....	2
CIS492	Senior Seminar.....	3
MA253	Discrete Mathematics .....	3
<i>Total core courses.....</i>		<i>35</i>

### Computer Science Emphasis Courses

CIS core courses.....	35	
CIS331	Web Application Development.....	3
CIS332	Linux.....	3
CIS351	Computer Security I.....	3
MA121	Calculus I.....	3
<i>Two of the following.....</i>		<i>6</i>
MA122 Calculus II (3)		
MA231 Linear Algebra (3)		
MA262 Elementary Statistics (3)		
CIS Upper Division Electives		
General Upper Division Electives*		
<i>Total units required for emphasis.....</i>		<i>53</i>

\*Upper division electives from other departments are acceptable if approved by CIS chair for incorporation into Senior Seminar Capstone Project.

### Information Systems Emphasis Courses

CIS core courses.....	35
ACC210 Accounting Fundamentals I.....	3
MGT310 Management Theory.....	3
CIS341 Cloud Administration.....	3
CIS342 Project Management & Enterprise Software.....	3
<i>Two of the following.....</i>	<i>6</i>
MA262 Elementary Statistics (3)	
CIS Upper Division Electives	
General Upper Division Electives*	
<i>Total units required for emphasis.....</i>	<i>53</i>
<i>*Upper division electives from other departments are acceptable if approved by CIS chair for incorporation into Senior Seminar Capstone Project.</i>	

### Minor in Computer & Information Sciences

The following courses are required for a minor in Computer & Information Sciences:

CIS111 Introduction to Computer Programming.....	3
CIS112 Data Structures & Algorithms.....	3
CIS202 Computer Hardware.....	3
CIS301 Computer Organization & Architecture.....	3
CIS302 Database Management Systems.....	3
CIS311 Operating Systems.....	3
CIS312 Networking Principles & Architecture.....	3
CIS321 Programming Languages & Systems.....	3
CIS322 Software Engineering.....	3
<i>Total units required for minor.....</i>	<i>27</i>

## Course Offerings in Computer & Information Sciences

### CIS111 Introduction to Computer Programming (3)

This course introduces students to computer organization, programming, and algorithm development. The course covers data representation, storage, problem solving, and programming techniques and principles using the Python programming language.

### CIS112 Data Structures & Algorithms (3)

This course continues to develop students' programming abilities, covering algorithmic analysis, internal search and sort methodology, and several commonly used data structures using the Python programming language. *Prerequisite: CIS111.*

### CIS200 Information Systems Applications (3)

This course teaches computer applications accepted as standard in the business world. Emphasis is placed on the practical implementation of end-user software in a business environment. The use of spreadsheet and database programs to support business processes will be studied in depth. Excel and Access will be used in this class. (Lab fee: \$25.)

### CIS202 Computer Hardware (3)

Presents computer hardware concepts, including components, their structures, and their interfaces. Integral to this class is the tight cohesion of theory (lecture) and practice (hands-on labs). Labs will cover microcomputer components, construction, problem diagnosis and resolution, maintenance, and upgrades. Covers preparation for CompTIA's A+ examination. (Lab fee: \$40.)

### CIS208 Introductory Topics in Computer Systems Organization, Hardware, & Networks (3)

May be repeated for credit if content is different. Topics may include architectures, embedded and cyber-physical systems, real-time systems, dependable and fault-tolerant systems, networks, hardware, etc. *Prerequisite: instructor's consent.*

### CIS218 Introductory Topics in Theory of Computation (3)

May be repeated for credit if content is different. Topics may include models of computation, formal languages and automata theory, computational complexity and cryptography, logic, design and analysis of algorithms, randomness, geometry and discrete structures, theory and algorithms for application domains, semantics and reasoning, etc. *Prerequisite: instructor's consent.*

### CIS228 Introductory Topics in Software & Software Engineering (3)

May be repeated for credit if content is different. Topics may include organization and properties, notations and tools, creation and management, etc. *Prerequisite: instructor's consent.*



### **CIS238 Introductory Topics in Human-Centered Computing (3)**

May be repeated for credit if content is different. Topics may include human-computer interaction, interaction design, collaborative and social computing, ubiquitous and mobile computing, visualization, accessibility, etc. *Prerequisite: instructor's consent.*

#### **CIS238w Web Design (3)**

This course provides students with an introduction to web design and web development, and its foundational principles. Topics covered include learning how to build websites with HTML5/CSS3, responsive web design, and developing for the mobile web.

### **CIS248 Introductory Topics in Information Systems (3)**

May be repeated for credit if content is different. Topics may include data management systems, information storage systems, information systems applications, World Wide Web, information retrieval, etc. *Prerequisite: instructor's consent.*

### **CIS258 Introductory Topics in Security and Privacy (3)**

May be repeated for credit if content is different. Topics may include cryptography, formal methods and theory of security, security services, intrusion/anomaly detection and malware mitigation, security in hardware, systems security, network security, database and storage security, software and application security, human and societal aspects, etc. *Prerequisite: instructor's consent.*

### **CIS268 Introductory Topics in Computing Methodologies (3)**

May be repeated for credit if content is different. Topics may include symbolic and algebraic manipulation, parallel computing methodologies, artificial intelligence, machine learning, modeling and simulation, computer graphics, distributed computing methodologies, concurrent computing methodologies, etc. *Prerequisite: instructor's consent.*

#### **CIS268a Artificial Intelligence for Non-Majors (3)**

An introduction to artificial intelligence and intelligent machines for the non-computer science major. Course is jointly held with CIS468a, but assignments and exams are at a difficulty level accommodating majors in areas such as business, Bible, or the liberal arts.

#### **CIS268m Machine Learning for Non-Majors (3)**

An introduction to machine learning for the non-computer science major. Course is jointly held with CIS468m, but assignments and exams are at a difficulty level accommodating majors in areas such as business, Bible, or the liberal arts.

#### **CIS268n Natural Language Processing for Non-Majors (3)**

An introduction to the techniques and methods that allow machines to hear, speak, read, and write. Jointly held with CIS268n, but assignments and exams are at a difficulty level accommodating majors in areas such as business, Bible, or the liberal arts.

#### **CIS268v Computer Vision for Non-Majors (3)**

An introduction to the techniques and methods that allow machines to process visual input. Includes selected topics from: image formation and processing, optimization, deep learning, recognition, feature detection and matching, image alignment and stitching, motion estimation, computational photography, structure from motion, depth estimation, 3D reconstruction, and image-based rendering. Jointly held with CIS468v, but assignments and exams are at a difficulty level accommodating majors in areas such as business, Bible, or the liberal arts.

### **CIS278 Introductory Topics in Applied Computing (3)**

May be repeated for credit if content is different. Topics may include electric commerce; enterprise computing; physical sciences and engineering; life and medical sciences; law, social, and behavioral sciences; computer forensics; arts and humanities; computers in other domains; operations research; education; document management and text processing; etc. *Prerequisite: instructor's consent.*

### **CIS288 Introductory Topics in Social and Professional Computing (3)**

May be repeated for credit if content is different. Topics may include professional topics, computing/technology policy, user characteristics, etc. *Prerequisite: instructor's consent.*

### **CIS298 Introductory Topics in Computer & Information Sciences (1-3)**

May be repeated for credit if content is different. *Prerequisite: Instructor's consent.*

### **CIS301 Computer Organization & Architecture (3)**

This course introduces computer hardware organization, design, structure, and relationships. Mechanics of digital computer information storage, transfer, and control are addressed. Also explored are fundamentals of logic design, computer arithmetic, addressing, instruction sets and assembler languages, and memory organization. *Prerequisites: CIS112 and CIS202.*

### **CIS302 Database Management Systems (3)**

Design, implementation, and management of business database systems. Includes data analysis, design, and normalization.

### **CIS311 Operating Systems (3)**

An introductory study of the organization and architecture of computer operating systems. Major principles are discussed, including virtualization, concurrency, and persistence. *Prerequisites: CIS112 and CIS202.*

### **CIS312 Networking Principles & Architecture (3)**

This course introduces computer networks. It includes concepts and methods of computer communications, hardware and software components, configurations, and standard layers of communication protocols. *Prerequisites or Corequisites: CIS112 and CIS202.*

### **CIS321 Programming Languages & Systems (3)**

Introduces programming language organization and structure. The course covers program run-time behavior and requirements; compiler and interpreter functions; and basic programming language analysis, design, and specification. It also introduces several programming language alternatives as examples. *Prerequisite: CIS112.*

### **CIS322 Software Engineering (3)**

This course is an introduction to the concepts and practices of software engineering. Topics include software processes, development operations, Agile methodology, requirements engineering, software architecture, project planning, user stories, system design, testing and integration, test-driven development, and software maintenance. *Prerequisite: CIS111.*

### **CIS331 Web Application Development (3)**

This course teaches web application design and development. Students will learn to develop a web-based application using current internet technologies such as HTML, CSS, JavaScript, and Python. Topics include front- and back-end development, web services, client and server programming, and web design frameworks. *Prerequisites: CIS111 and CIS302.*

### **CIS332 Linux (3)**

This course covers preparation for CompTIA's Linux+ examination. Topics include hardware and system configuration, systems operation and maintenance, security, Linux troubleshooting and diagnostics, and automation and scripting.

### **CIS341 Cloud Administration (3)**

This course covers preparation for CompTIA's Cloud+ examination. Topics include configuration and deployment, security, maintenance, management, and troubleshooting. *Prerequisites: CIS302 and CIS312, or instructor's consent.*

### **CIS342 Project Management & Enterprise Software (3)**

This course covers preparation for CompTIA's Project+ examination. Topics include project properties, roles, responsibilities, phases, cost control, team organizational structures, schedules, Agile methodology, management, project constraints, risk strategies and activities, communication and change management, project tools, and documentation. Includes an overview of enterprise software systems, including ERP and CRM.

### **CIS351 Computer Security I (3)**

This course covers preparation for CompTIA's Security+ examination. Topics include threats, attacks, vulnerabilities, technologies and tools, architecture and design, identity and access management, risk management, cryptography, and public key infrastructure. *Prerequisites: CIS312 and CIS332, or instructor's consent.*

### **CIS408 Topics in Computer Systems Organization, Hardware, & Networks (3)**

May be repeated for credit if content is different. Topics may include architectures, embedded and cyber-physical systems, real-time systems, dependable and fault-tolerant systems, networks, hardware, etc. *Prerequisite: instructor's consent.*

#### **CIS408r Robotics (3)**

### **CIS418 Topics in Theory of Computation (3)**

May be repeated for credit if content is different. Topics may include models of computation, formal languages and automata theory, computational complexity and cryptography, logic, design and analysis of algorithms, randomness, geometry and discrete structures, theory and algorithms for application domains, semantics and reasoning, etc.

*Prerequisite: instructor's consent.*

#### **CIS418a Algorithms (3)**

#### **CIS418q Quantum Computation (3)**

### **CIS428 Topics in Software & Software Engineering (3)**

May be repeated for credit if content is different. Topics may include organization and properties, notations and tools, creation and management, etc. *Prerequisite: instructor's consent.*

#### **CIS428c C/C++ Programming (3)**

#### **CIS428j Java Programming (3)**

### **CIS438 Topics in Human-Centered Computing (3)**

May be repeated for credit if content is different. Topics may include human-computer interaction, interaction design, collaborative and social computing, ubiquitous and mobile computing, visualization, accessibility, etc. *Prerequisite: instructor's consent.*

#### **CIS438g Game Programming (3)**

#### **CIS438m Mobile Application Development (3)**

#### **CIS438v Visualization (3)**

### **CIS448 Topics in Information Systems (3)**

May be repeated for credit if content is different. Topics may include data management systems, information storage systems, information systems applications, World Wide Web, information retrieval, etc. *Prerequisite: instructor's consent.*

#### **CIS448d Data Science (3)**

This course serves as an introduction into Data Science and Machine Learning. Topics include data collection, management, modeling, analysis, visualization, prediction and informed decision making while using machine learning.

### **CIS458 Topics in Security and Privacy (3)**

May be repeated for credit if content is different. Topics may include cryptography, formal methods and theory of security, security services, intrusion/anomaly detection and malware mitigation, security in hardware, systems security, network security, database and storage security, software and application security, human and societal aspects, etc.

*Prerequisite: instructor's consent.*

#### **CIS458a Cybersecurity Analyst (CySA+) (3)**

#### **CIS458p Penetration Testing (PenTest+) (3)**

#### **CIS458s CompTIA Advanced Security Practitioner (CASP+) (3)**

### **CIS468 Topics in Computing Methodologies (3)**

May be repeated for credit if content is different. Topics may include symbolic and algebraic manipulation, parallel computing methodologies, artificial intelligence, machine learning, modeling and simulation, computer graphics, distributed computing methodologies, concurrent computing methodologies, etc. *Prerequisite: instructor's consent.*

**CIS468a Artificial Intelligence (3)**

An introduction to artificial intelligence and the major methods, techniques and algorithms of intelligent machines. Course is jointly held with CIS268a but assignments and exams are designed for the CIS major. *Prerequisite: CIS111.*

**CIS468g Computer Graphics (3)**

An introduction to interactive computer graphics using WebGL. Topics include modeling, rendering, model and camera transformations, projections and viewports, lights, surface properties, advanced rendering techniques, and shaders. *Prerequisite: CIS111.*

**CIS468m Machine Learning (3)**

An introduction to machine learning and its major methods, techniques and algorithms. Course is jointly held with CIS268m but assignments and exams are designed for the CIS major. *Prerequisite: CIS111.*

**CIS468n Natural Language Processing (3)**

An introduction to the techniques and methods that allow machines to hear, speak, read, and write. Jointly held with CIS268n, but assignments and exams are designed for the CIS major. *Prerequisite: CIS111.*

**CIS468p Parallel Computing (3)**

An introduction to the hardware and software methods involved in parallel computing, including basic principles, parallel architectures and topologies, languages, metrics, and applications. *Prerequisite: CIS111.*

**CIS468v Computer Vision (3)**

An introduction to the techniques and methods that allow machines to process visual input. Includes selected topics from: image formation and processing, optimization, deep learning, recognition, feature detection and matching, image alignment and stitching, motion estimation, computational photography, structure from motion, depth estimation, 3D reconstruction, and image-based rendering. Jointly held with CIS268v, but assignments and exams are designed for the CIS major. *Prerequisite: CIS111.*

**CIS478 Topics in Applied Computing (3)**

May be repeated for credit if content is different. Topics may include electric commerce; enterprise computing; physical sciences and engineering; life and medical sciences; law, social, and behavioral sciences; computer forensics; arts and humanities; computers in other domains; operations research; education; document management and text processing; etc. *Prerequisite: instructor's consent.*

**CIS478b Bioinformatics (3)****CIS488 Topics in Social and Professional Computing (3)**

May be repeated for credit if content is different. Topics may include professional topics, computing/technology policy, user characteristics, etc. *Prerequisite: instructor's consent.*

**CIS488e Ethics in Computer & Information Sciences (3)****CIS490 Internship (2)**

Provides an applied CIS-related learning experience in a supervised work environment. *Prerequisites: junior or senior standing and instructor's consent.*

**CIS492 Senior Seminar (3)**

This senior seminar course is designed to integrate the field of Computer & Information Sciences into a biblical worldview, including the ethical issues relating to the field. It also provides students the opportunity to demonstrate their proficiency and knowledge through a set of research and writing assignments and a standardized Major Field Test. *Prerequisite: senior standing.*

**CIS498 Topics in Computer & Information Sciences (1-3)**

May be repeated for credit if content is different. *Prerequisite: Instructor's consent.*

# Department of Kinesiology & Physical Education

*Prof. David R. Larsen, Chairperson*

The Department of Kinesiology & Physical Education (KPE) strives to instill two major principles: We are created in God's image and we function according to His design. The KPE major prepares students to be successful, Christian leaders in careers ranging from physical education to allied health professions. KPE majors will learn foundational knowledge relevant to the anatomy and physiology of the human body. Other disciplines within the KPE core expand to the knowledge of skill development, prevention and care of athletic injuries, educational methods, and general health and wellness. Three emphases stem from the KPE core curriculum: Teaching & Coaching, Exercise Science, and Pre-Physical Therapy.

## CALIFORNIA SINGLE SUBJECT TEACHING CREDENTIAL IN PHYSICAL EDUCATION

For information about obtaining a California Preliminary Single Subject Teaching Credential in Physical Education, see the Teaching Credential Programs section in this catalog. For questions or more information, contact the Credential Analyst in the School of Education.

## GENERAL REQUIREMENTS FOR ALL STUDENTS

Kinesiology and Physical Education majors are not required to take the MA240 G.E. requirement. Kinesiology & Physical Education majors within the pre-physical therapy emphasis are not required to take LS150. The LS150 requirement is fulfilled by LS321 and LS322.

## SENIOR COMPETENCY REQUIREMENTS

All graduating seniors in the Kinesiology & Physical Education major are required to pass a department assessment exam with a grade of at least 70%. The exam consists of comprehensive essays that are based on KPE major courses.

## B.A. IN KINESIOLOGY & PHYSICAL EDUCATION CORE COURSES\*

LS321	Human Anatomy**.....	4
LS322	Human Physiology**.....	4
KPE212	Introduction to Kinesiology.....	2
KPE222	Sport Analysis.....	2
KPE223	Sport Analysis Practicum.....	2
KPE303	History and Philosophy of P.E. ....	3
KPE313	Adapted Physical Education.....	3
KPE314	Biomechanics.....	3
KPE316	Physiology of Exercise.....	3
KPE324	Psychology of Coaching.....	2
KPE402	Health Education.....	1
KPE404	Sport in American Culture.....	3
KPE414	Management Theory in Sport & Fitness.....	3
KPE425	Prevention/Care of Athletic Injuries.....	3
KPE436	Motor Learning.....	3
KPE490	Senior Competency.....	1
<i>Total core courses.....</i>		<i>45</i>

*\*For Exercise & Sport Science and Teaching/Coaching emphases only.\*\*Teaching/Coaching emphasis requires only one lab from LS321 or LS322.*

## Teaching/Coaching Emphasis Courses

B.A. in Kinesiology & Physical Education core courses.....	45	
KPE256	Movement Education.....	2
KPE383	Teaching Individual/Dual Sports.....	3
Professional Activities I.....	2	
Professional Activities II.....	2	
Professional Activities III.....	1	

Professional Activities IV.....	1
Professional Activities V.....	3
Professional Activities VI.....	1
Professional Activities VII.....	1
Professional Activities VIII.....	1
Elective Courses*.....	11
<i>Total units required for emphasis.....</i>	<i>72</i>

*\*Students may take any courses offered at TMU, but additional kinesiology courses are recommended.*

## Exercise & Sport Science Emphasis Courses

B.A. in Kinesiology & Physical Education core courses.....	45	
LS252	Cell Biology.....	4
KPE353	Essentials of Nutrition.....	3
KPE396	Program Design for Strength and Conditioning.....	3
KPE426	Advanced Prevention & Care of Athletic Injuries.....	3
KPE446	Reconditioning of Athletic Injuries.....	3
KPE465	Primary Physical Assessment.....	3
Electives courses*.....	9	
<i>Total units required for emphasis.....</i>	<i>73</i>	

*\*Elective fulfillment approval is subject to advisor discretion.*

## PRE-PHYSICAL THERAPY CORE COURSES

BE101	Introduction to Psychology.....	3
CH151	General Chemistry I.....	4
CH152	General Chemistry II.....	4
LS151	Organismic Biology.....	4
LS321	Human Anatomy.....	4
LS322	Human Physiology.....	4
KPE303	History & Philosophy of P.E. ....	3
KPE313	Adapted Physical Education.....	3

KPE314	Kinesiology.....	3
KPE316	Physiology of Exercise.....	3
KPE402	Health Education.....	1
KPE405	Statistical Analysis.....	3
KPE425	Prevention & Care of Athletic Injuries.....	3
KPE426	Adv. Prevention & Care of Athletic Injuries.....	3
KPE436	Motor Learning.....	3
KPE446	Reconditioning of Athletic Injuries.....	3
KPE465	Primary Physical Assessment.....	3
KPE479	Clinical Internship (Practicum 60 hours).....	1-3
KPE490	Senior Competency Exam.....	1
<i>Four of the following.....</i>		<i>16</i>
LS252	Cell Biology (4)	
LS352	Medical Physiology (3)	
LS361	Immunology (4)	
LS362	Medical Microbiology (4)	
CH351	Organic Chemistry I (4)	
PS251, 252	General Physics I, II (4, 4)	
Four other units from the Math, Biology, or KPE Departments		
<i>Total units required for emphasis.....</i>		<i>71-73</i>

The Pre-Physical Therapy emphasis is a Bachelor of Science program that prepares students to enter graduate programs in physical therapy (D.P.T.), occupational therapy (O.T.), physician assistant (PA-C), podiatric medicine (D.P.M.), chiropractics (D.C.), and other allied health programs.

### Minor in Kinesiology & Physical Education

For a minor in physical education, the following courses are required:

LS321	Human Anatomy.....	4
LS322	Human Physiology*.....	3
KPE212	Introduction to Kinesiology.....	2
KPE303	History & Philosophy of P.E. ....	3
KPE314	Biomechanics.....	3
KPE324	Psychology of Coaching.....	2
KPE405	Statistical Analysis.....	3
KPE414	Management Theory in Sport & Fitness.....	3
Physical Education Electives.....		2
<i>Five of the following.....</i>		<i>5</i>
KPE103a Professional Activities I: Soccer (1)		
KPE103b Professional Activities I: Football (1)		
KPE113 Professional Activities III: Beginning/Intermediate Swimming (1)		
KPE113b Professional Activities V: Rhythms (1)		
KPE114a Professional Activities II: Golf (1)		
KPE124 Professional Activities IV: Beginning/Intermediate Gymnastics (1)		
KPE235a Professional Activities I: Basketball (1)		
KPE235b Professional Activities II: Badminton (1)		
KPE245a Professional Activities V: Aerobics (1)		
KPE245b Professional Activities V: Body Conditioning (1)		
KPE266a Professional Activities I: Volleyball (1)		
KPE266b Professional Activities II: Tennis (1)		
<i>Total units required for minor.....</i>		<i>30</i>
<i>*Lab not required.</i>		

## Course Offerings in Kinesiology & Physical Education

### Intercollegiate Athletics (1)

Open only to those individuals participating in an intercollegiate team. No more than four total semester hours, including transfer hours, for any combination of different sports may be taken for credit.

- IA110/410 Intercollegiate Basketball (1)
- IA121/421 Intercollegiate Cross Country (1)
- IA131/431 Intercollegiate Soccer (1)
- IA141/441 Intercollegiate Volleyball (1)
- IA142/442 Intercollegiate Beach Volleyball (1)
- IA151/451 Intercollegiate Golf (1)
- IA162/462 Intercollegiate Track & Field (1)
- IA170/470 Intercollegiate Swimming & Diving (1)
- IA172/472 Intercollegiate Men's Volleyball (1)
- IA192/492 Intercollegiate Baseball (1)

### Professional Activities I: Team Sports (2)

Development of skills in at least two units of the following team sports. Meets three hours per week. No less than a C grade will be accepted in professional activity classes for departmental majors.

- KPE103a Soccer (1)
- KPE103b Football (1)
- KPE120 Track & Field (1)
- KPE235a Basketball (1)
- KPE266a Volleyball (1)

### Professional Activities II: Racket/Club Sports (2)

Development of skills in at least two units of the following racket/club sports. Meets three hours per week. No less than a C grade will be accepted in professional activity classes for departmental majors.

- KPE109 Racquetball (1)

- KPE114a Golf (1)**
- KPE235b Badminton (1)**
- KPE266b Tennis (1)**

### **Professional Activities III: Aquatics (1)**

Development of skills in aquatics. Meets three hours per week. No less than a C grade will be accepted in professional activity classes for departmental majors.

- KPE113 Beginning/Intermediate Swimming (1)**

### **Professional Activities IV: Gymnastics (1)**

Development of skills in gymnastics. Meets three hours per week. No less than a C grade will be accepted in professional activity classes for departmental majors.

- KPE124 Beginning/Intermediate Gymnastics (1)**

### **Professional Activities V: Conditioning/Rhythms (3)**

Development of skills in at least three units of conditioning and rhythms. Meets three hours per week. No less than a C grade will be accepted in professional activity classes for departmental majors.

- KPE113b Rhythms (1)**
- KPE245a Aerobics (1)**
- KPE245b Body Conditioning (1)**

### **Professional Activities VI: Combatives (1)**

Development of skills in at least one combative course.

- KPE268a Self Defense (1)**

*Note: Other types of combative courses would fulfill requirement.*

### **Professional Activities VIII: Nontraditional (1)**

Development of skills in at least one nontraditional activity. Meets three hours per week. No less than a C grade will be accepted in professional activity classes for departmental majors.

- KPE119 Archery (1)**
- KPE125b Disc Golf (1)**
- KPE268b Pickleball (1)**

### **KPE212 Introduction to Kinesiology (2)**

This course will introduce students to the essential components within the field of Kinesiology. Students will be guided through the anatomy and physiology of the human body as well as an introduction to the components of human movement.

### **KPE222 Sports Analysis (2)**

Analysis of the organization, fundamentals, techniques, and strategy of coaching a specific sport.

### **KPE256 Movement Education (2)**

Principles of movement are analyzed and practiced as they apply to locomotor and non-locomotor skills. Stress is placed on the development of creativity, coordination, rhythm, and timing.

### **KPE303 History & Philosophy of Physical Education (3)**

A study of the historical background, aims, and objectives of physical education and the place of physical education in modern life.

### **KPE308 Functional Assessment/Human Performance (3)**

An in-depth study into the purpose and application of assessing physical and functional readiness for exercise and sport performance.

### **KPE313 Adapted Physical Education (3)**

A study of the principles and applications of physical education programs for people with disabilities.

**KPE314 Kinesiology (3)**

Understanding human movement from a mechanical perspective prepares the student to address issues which include reducing the risk of injury, optimizing exercise prescriptions, and understanding clinical evaluations. Concepts related to functional anatomy, muscle and passive tissue mechanics, anthropometry, electromyography and linked segment mechanics are introduced and applied to clinical, occupational and athletic situations. *Prerequisite: LS321.*

**KPE316 Physiology of Exercise (3)**

An in-depth study of physiological adaptations and responses that occur as a result of exercise and sport. *Prerequisite: LS321.*

**KPE324 Psychology of Coaching (2)**

A study of current problems and trends in the administration of athletics.

**KPE353 Essentials of Nutrition (3)**

A study of the foundational elements of nutrition. This course will cover the anatomy and function of the gastrointestinal tract as well as the physiology behind the digestion, absorption and metabolism of carbohydrates, fats and proteins. Additionally, this course will cover the function of vitamins, minerals and the application of nutrition to exercise.

**KPE383 Teaching Individual & Dual Sports (3)**

Analysis of the organization, fundamentals, techniques, and strategy of teaching tennis, archery, badminton, golf, swimming, gymnastics, and track and field.

**KPE394 Medical Terminology (2)**

An in-depth study of the components of medical terminology: prefixes, suffixes, root words, and origins. Students will learn to construct and analyze terminology from 12 systems of the body

**KPE396 Program Design for Strength and Conditioning (3)**

A study of the theory and application of training principles used in designing periodized sport-specific strength and conditioning programs.

**KPE402 Health Education (1)**

A study of the principles of health education. This course meets the requirements needed for a Professional Clear Teaching Credential.

**KPE404 Sport in American Culture (3)**

A study of the impact of sports on American culture.

**KPE405 Statistical Analysis (3)**

Statistical analysis and evaluation of data within physical education. Analysis topics can include descriptive statistics, sampling distributions, bivariate data, probability, and common hypothesis tests. *Fulfills MA240 G.E. requirement only for Kinesiology & Physical Education majors. Counts as an upper division math course for Liberal Studies majors.*

**KPE414 Management Theory in Sport and Fitness (3)**

A study with suggestions for implementing a physical education program, with emphasis on departmental organization, buying and caring for equipment, care of facilities, tests and measurements, and the importance of the interschool and intramural programs.

**KPE415 Elementary P.E. Components & Techniques (2)**

An elective course involving a study of the physical education techniques and materials used in the elementary school. An exploration of physical education activities that can be used at the elementary school levels.



**KPE425 Prevention & Care of Athletic Injuries (3)**

Theory and practice in the prevention and care of athletic injuries. This course will cover injury recognition and evaluation of common upper and lower extremity injuries in the athletic populations. In addition, general medical conditions found in active populations will be discussed. *Prerequisite: LS321.*

**KPE426 Advanced Prevention & Care of Athletic Injuries (3)**

An advanced course in theory and practice in the prevention and care of athletic injuries. Emphasis will be placed on fundamental evaluation and assessment skills needed by an allied health professional working with active populations.

**KPE436 Motor Learning (3)**

A study of the theories related to motor learning and human development, and the nature of learning basic locomotor and sports skills as related to physiological, psychological, and sociological aspects of development.

**KPE446 Reconditioning of Athletic Injuries (3)**

The theory and practice of rehabilitation principles, including pain control, tissue repair, joint range of motion, flexibility, proprioception, and strength acquisition. The information is presented in a lecture and laboratory format.

**KPE448 Research in Kinesiology (1-3)**

An elective course involving intensive library and field study of a selected topic in contemporary kinesiology.

**KPE465 Primary Physical Assessment (3)**

Assessment of cardiovascular and respiratory disorders; neurological disorders; disorders of the eye, ears, nose, throat, and mouth; systematic disorders; and dermatological conditions.

**KPE479 Practicum (1-3)**

Off-campus observation and analysis of various allied health care settings.

**KPE490 Senior Competency Exam (1)**

Required written analysis and skill assessment exam. The student must pass the exam with at least 70% in order to graduate.

# Department of Mathematics

*Dr. Michael Button, Chairperson*

Due to the ever-increasing influence of technology, the study of mathematics is important for both logical thinking and preparation for any technical vocation. Mathematics is also a vital part of a well-rounded liberal arts education. The Mathematics curriculum is designed to provide a strong foundation for the student interested in pursuing graduate study and to offer students preparation in fields relating to applied mathematics, such as statistics and engineering. The Department of Mathematics provides thorough offerings in mathematics as a part of God's creation in a concentrated effort to integrate faith and learning. In addition to the core courses, each student must choose an emphasis: Pure Mathematics, Applied Mathematics, Mathematics Education, or Pre-Engineering. A minor in mathematics is available to students from all other departments and can be pursued in conjunction with every other major on campus.

## CAREER OPPORTUNITIES

The education students receive in Mathematics at The Master's University will provide the first step toward careers in:

- Actuarial Science
- Applied Mathematics
- Bioinformatics
- Biomathematics
- Business
- Economics
- Education
- Engineering
- Financial Analysis
- Information Systems
- Market Analysis
- Mathematical Modeling
- Numerical Analysis
- Operations Research Analysis
- Statistics

## CREDIT BY EXAMINATION

The Department of Mathematics will waive the requirement for MA121 Calculus I for the AP Calculus AB examination, MA121 Calculus I and MA122 Calculus II for the AP Calculus BC examination, MA262 Elementary Statistics for the AP Statistics examination, or CIS111 Introduction to Computer Programming for the AP Computer Science examination. The student must submit proof of an earned test score of 3 or higher on the appropriate Advanced Placement Examination of the College Board or 55 or higher on the College Level Examination Program test.

## CALIFORNIA SINGLE SUBJECT TEACHING CREDENTIAL IN MATHEMATICS

For information about obtaining a California Preliminary Single Subject Teaching Credential in Mathematics, see the Teaching Credential Programs section in this catalog. For questions or more information, contact the Credential Analyst in the School of Education.

## COMPREHENSIVE EXAMINATION

Students graduating with a degree in Mathematics will be required to take the Senior Subject Examination in Mathematics in their senior year prior to graduation.

## MATHEMATICS CORE COURSES

CIS111	Introduction to Computer Programming.....	3
MA121	Calculus I.....	3
MA122	Calculus II.....	3
MA221	Calculus III.....	3
MA231	Linear Algebra.....	3
MA282	Ordinary Differential Equations.....	3
MA302	Introduction to Mathematical Proof.....	3
MA400	Mathematics Seminar.....	2
MA412	Integrated Review.....	1
<i>Total core units.....</i>		<i>24</i>

### Pure Mathematics Emphasis Courses

Mathematics core courses.....		24
MA222	Calculus IV.....	2
MA344	Modern Geometry.....	3
MA355	Number Theory/History of Mathematics.....	3
MA383	Complex Analysis.....	3

MA453	Abstract Algebra I.....	3
MA482	Topics in Mathematics.....	3
Additional upper division mathematics electives.....		9
<i>Total units required for emphasis.....</i>		<i>50</i>

### Applied Mathematics Emphasis Courses

Mathematics core courses.....		24
MA222	Calculus IV.....	2
MA253	Discrete Mathematics.....	3
MA365	Probability.....	3
MA366	Mathematical Statistics.....	3
MA383	Complex Analysis.....	3
MA425	Mathematical Modeling.....	3
MA463	Numerical Analysis.....	3
MA482	Topics in Mathematics.....	3
Additional upper division mathematics electives.....		3
<i>Total units required for emphasis.....</i>		<i>50</i>

<b>Mathematics Education Emphasis Courses</b>	
Mathematics core courses.....	24
MA253 Discrete Mathematics.....	3
MA262 Elementary Statistics.....	3
MA344 Modern Geometry.....	3
MA355 Number Theory/History of Mathematics.....	3
MA425 Mathematical Modeling.....	3
MA453 Abstract Algebra I.....	3
P321 History and Philosophies of Education*.....	3
Additional upper division mathematics elective.....	3
<i>Total units required for emphasis.....</i>	<i>48</i>
<i>*Fulfills G.E. requirement for P311; teaching credential program prerequisite.</i>	

<b>Pre-Engineering Emphasis Courses</b>	
Mathematics core courses.....	24
PS251 General Physics I.....	4
PS252 General Physics II.....	4
MA111 Introduction to Engineering.....	1
MA222 Calculus IV.....	2
MA425 Mathematical Modeling.....	3
MA463 Numerical Analysis.....	3

**Notes**

1. All students who are interested in going to IBEX should consult their advisor as early as possible.
2. All students in the Mathematics Education emphasis are strongly urged to take ED400 and either ED202 or ED301 *in addition to* the courses required for the bachelor’s degree, as a preparation for the Teaching Credential Program. Contact the School of Education for more information.
3. A maximum of two (non-G.E.) upper division courses from another department may be used to satisfy the “additional upper division mathematics electives” requirement, subject to *prior* approval by the student’s advisor.

## Course Offerings in Mathematics

### MA078 Basic Mathematics (1)

This course covers the nature of numbers and fundamentals of operations, an introduction to geometry, solving consumer applications, and algebra. This course does not count toward a degree and is graded on a Pass/Fail basis.

### MA098 Intermediate Algebra (1)

This course covers further studies in linear equations and inequalities, rational expressions, roots and radicals, systems of equations, and functions and their graphs: polynomial, rational, exponential, and logarithmic. This course is intended for those who need a refresher course before enrolling in ACC210, BUS310, and/or MA101. This course does not count toward a degree and is graded on a Pass/Fail basis.

### MA101 College Algebra & Trigonometry (3)

A standard course combining algebra and trigonometry intended as a preparation for MA121 Calculus I. *Prerequisite: Two years of high school algebra, successful completion of MA098, or instructor approval.*

### MA111 Introduction to Engineering (1)

The goal of this course is to provide the interested student an overview of the field of engineering. This course explores the different branches of engineering and provides participants with a broad background necessary for success as a future engineer.

### MA121 Calculus I (3)

The first semester of a unified course, this class covers basic analytic geometry, limits, continuity, differentiation, applications of the derivative, antiderivatives, and the definite integral and its applications. *Prerequisite: MA101 or equivalent.*

<i>Three of the following.....</i>	<i>6</i>
MA365 Probability (3)	
MA383 Complex Analysis (3)	
MA366 Mathematical Statistics (3)	
MA482 Topics in Mathematics (3)	
<i>Total units required for emphasis.....</i>	<i>50</i>

### Minor in Mathematics

For those students interested in pursuing a Mathematics minor, the following courses are required:

CIS111 Introduction to Computer Programming.....	3
MA121 Calculus I.....	3
MA122 Calculus II.....	3
MA221 Calculus III.....	3
MA231 Linear Algebra.....	3
MA282 Ordinary Differential Equations.....	3
<i>One of the following.....</i>	<i>1</i>
MA400 Mathematics Seminar (1)	
MA412 Integrated Review (1)	
Additional upper division mathematics elective.....	3
<i>Total units required for minor.....</i>	<i>22</i>

**MA122 Calculus II (3)**

The second semester of a unified course, this class covers differentiation and integration of exponential, logarithmic, and trigonometric functions; additional integration techniques; numerical methods; indeterminate forms; improper integrals; infinite sequences; and series. *Prerequisite: MA121.*

**MA202 Mathematics for Elementary School Teachers (3)**

This course provides basic mathematical competency for prospective elementary teachers and includes preparation for the CSET examination. Students will develop understanding and skills related to the California Common Core standards for mathematics—both in content and mathematical practice. Emphasis will be placed upon understanding the principles that underlie mathematical concepts and problem-solving skills, with connections made to teaching methodology. Topics to be covered may include: number sense, understanding the four operations with whole numbers, fractions, decimals and integers, proportional reasoning, algebraic thinking, statistics and probability, geometry as shape, measurement, and transforming shapes. *Prerequisite: permission of the School of Education.*

**MA221 Calculus III (3)**

The third semester of a unified course, this class covers such topics as vectors, calculus on vector-valued functions, functions of several variables, partial differentiation, and multiple integration. *Prerequisite: MA122.*

**MA222 Calculus IV (2)**

The fourth semester of a unified course, this class covers topics in advanced vector analysis including vector fields, line integrals, Green's Theorem, surface integrals, the Divergence Theorem, and Stokes' Theorem. *Prerequisite: MA221.*

**MA231 Linear Algebra (3)**

A course on the theory of linear equations and vector spaces. Topics to be covered include linear equations, matrices, determinants, vectors, real vector spaces, eigenvalues, eigenvectors, and linear transformations. *Prerequisite: MA122.*

**MA240 Critical Thinking & Quantitative Analysis (3)**

An interdisciplinary course designed to provide the student with the analytical tools and concepts for dealing with practical “everyday” problems. Emphasis is placed on developing critical, analytical thinking and reasoning skills in the context of quantitative and logical applications. Topics covered may include logic, fallacies, abuse of numbers and percentages, problem-solving techniques, financial calculations, statistics, correlation, the normal distribution, probability, and mathematics in the arts and politics.

**MA253 Discrete Mathematics (3)**

This course is a study of discrete structures commonly used in computer science and mathematics, including topics from sets and relations, permutations and combinations, graphs and trees, induction, recursion, and Boolean Algebras. *Requirement: junior or senior standing, or instructor's approval. Prerequisite: MA121.*

**MA262 Elementary Statistics (3)**

This is a general course in elementary statistics dealing with the collection, organization, display and inferential techniques of modern data analysis. Topics covered may include descriptive statistics, bivariate data, probability distributions, sampling distributions, and common hypothesis tests. *Prerequisite: MA101 or equivalent.*

**MA282 Ordinary Differential Equations (3)**

This course covers the forms and solutions of many different types of ordinary differential equations and their applications in the sciences. *Prerequisites: MA221 and MA231.*

**MA302 Introduction to Mathematical Proof (3)**

A practical introduction to formal mathematical proof emphasizing preparation for advanced study in mathematics. Special attention is paid to reading and building proofs using standard forms and models within the context of specific examples. *Prerequisite: MA221.*

**MA344 Modern Geometry (3)**

This course covers finite geometries, modern Euclidean geometry, constructions, non-Euclidean geometries, and other topics in geometry. *Prerequisite: MA302.*

**MA355 Number Theory & the History of Mathematics (3)**

This course is designed to acquaint the student with the widely known theorems, conjectures, unsolved problems, and proofs of number theory. In addition, the history of mathematics, from the beginning of recorded civilization to the present, will be covered. Topics may include divisibility, primes, congruences, Diophantine equations, and arithmetic functions. *Prerequisite: MA302.*

**MA365 Probability (3)**

A general course in elementary probability theory. Topics to be covered may include the normal distribution, random variables, uni- and multi-variate probability distributions, and the Central Limit Theorem. *Prerequisite: MA221.*

**MA366 Mathematical Statistics (3)**

This class covers the mathematical foundations and some applications of statistical methods. Statistics make possible decision making based on the collection, tabulation, analysis, and interpretation of quantitative and qualitative data. Topics covered will include sampling and estimation techniques, consistency, unbiasedness, maximum likelihood, confidence intervals, hypothesis-testing, type I and II errors, likelihood ratio tests, test for means and variances, regression and correlation, Chi-square tests, decision theory, and nonparametric statistics. This class assumes some prior knowledge of probability theory. *Prerequisite: MA365.*

**MA383 Complex Analysis (3)**

This course is an introduction to complex analysis. Topics to be covered may include complex numbers, analytic functions, elementary functions, integrals, Laurent series, residues, poles, and applications of residues. *Prerequisite: MA302.*

**MA400 Mathematics Seminar (1)**

A lecture/discussion course reviewing recent articles appearing in mathematical journals accessible to undergraduate mathematics majors. May be repeated once for credit. This course is a capstone integrative course. *Prerequisite: MA302.*

**MA412 Integrated Review (1)**

A comprehensive review of the undergraduate mathematics curriculum for the purpose of preparing students for standardized examinations, such as the CSET (for prospective teachers), the GRE (for prospective graduate students), actuarial examinations (for prospective actuaries), and the senior subject examination in mathematics. This course is a capstone integrative course. *Prerequisite: senior standing in Mathematics.*

**MA425 Mathematical Modeling (3)**

This course covers the application of mathematical tools to enlighten and solve selected problems in the “real world.” Areas may include economics, finance, life sciences, computer science, and physics. *Prerequisite: MA282.*

**MA438 Real Analysis I (3)**

The first semester of a unified course, this class covers topology in real space, the axioms of the real numbers, sequences, limits, continuity, convergence, and differentiation. *Prerequisite: MA302.*

**MA448 Real Analysis II (3)**

The optional second semester of a unified course, this class covers the Riemann integral, the inverse and implicit function theorems, integration, and other advanced topics of calculus. This course is recommended for those students who are interested in pursuing graduate studies in mathematics. *Prerequisite: MA438.*

**MA453 Abstract Algebra I (3)**

The first semester of a unified course, this class covers groups, homomorphisms, factor groups, isomorphisms, and free groups. *Prerequisite: MA302.*

**MA458 Abstract Algebra II (3)**

The optional second semester of a unified course, this class will cover rings, factor rings, fields, ideals, factorization, extension fields, automorphisms, and elementary Galois Theory. This course is recommended for those students who are interested in pursuing graduate studies in mathematics. *Prerequisite: MA453.*

**MA463 Numerical Analysis (3)**

This course presents the basic techniques for the efficient numerical solution of problems in science and engineering. Topics covered may include solutions of equations in one variable, interpolation and polynomial approximation, numerical differentiation and integration, differential equations, and solving linear systems. *Prerequisites: MA282 and MA302.*

**MA482 Topics in Mathematics (3)**

This course will consist of selected topics to be chosen by the professor. Since the content of this course changes each year, it may be repeated once for credit. *Prerequisite: instructor approval.*

**MA498 Tutorial Studies in Mathematics (1-3)**

Individual study under the guidance of a faculty member. May be repeated once for credit. *Prerequisite: instructor approval.*

# Pearl C. Schaffer School of Education

*Dr. Jordan Morton, Dean*

## **SCHOOL OF EDUCATION ONLINE COURSE POLICY**

For the purposes of this policy, a student is considered a “traditional student” if he/she has taken one or more on-campus traditional courses in the last 24 months. The School of Education does not impose any major-specific limit on the number of online courses traditional (undergraduate) students may take in any given term or over the course of their degree program.

# Degree Programs

## BACHELOR OF ARTS IN LIBERAL STUDIES

The Liberal Studies major is designed to offer the student a broad, interdisciplinary program of study, the epitome of the liberal arts education. Two emphases are available: General and Teacher Education (Elementary).

### General Emphasis Courses

A total of 122 units are required for the B.A. degree. At least 40 of the 122 must be upper division.

Major units: 15-30 units are required in *each* of the following four subject areas (for a total of 84 semester units across the four areas, with at least 24 upper division units across the four areas)

- |                          |  |
|--------------------------|--|
| a. English/Communication | c. Mathematics/Science/Computer & Information Sciences |
| b. Social Science        | d. Humanities/Fine Arts                                |

All G.E. requirements apply per the catalog regarding Scripture Set, Worldview Set, and Skills Set. Courses used to fulfill G.E. requirements may count as major units in their respective subject area.

Major unit courses may be drawn from the following:

(Note: list is subject to change/approval; students should seek advisor approval prior to registering for courses.)

<p><b>ENGLISH/COMMUNICATION</b> (15-30 units)</p> <ul style="list-style-type: none"> <li>• English (E prefix), such as literature surveys (e.g. American, English, World literature), genres (e.g. poetry, drama), or authors (e.g. Shakespeare, Austen)</li> <li>• Communication (C prefix), such as speech, writing, or other communication areas</li> </ul> <p><i>Some major-specific courses also count (e.g. MGT330 Business Communications).</i></p>	<p><b>MATHEMATICS/SCIENCE</b> (15-30 units)</p> <ul style="list-style-type: none"> <li>• Mathematics (MA prefix)</li> <li>• Science (LS, CH, and PS prefixes)</li> <li>• Computer &amp; Information Sciences (CIS prefix)</li> <li>• Some Kinesiology &amp; P.E. (KPE prefix)</li> <li>• Health and Nutrition</li> </ul> <p><i>Some major-specific courses also count (e.g. KPE405 Statistical Analysis).</i></p>
<p><b>SOCIAL SCIENCE</b> (15-30 units)</p> <ul style="list-style-type: none"> <li>• History (H prefix)</li> <li>• Political studies (POL prefix)</li> <li>• Some Kinesiology &amp; P.E. (KPE prefix)</li> <li>• Psychology, Sociology, and/or Anthropology</li> <li>• Business</li> <li>• IBEX (unless used to fulfill G.E. Bible)</li> </ul>	<p><b>HUMANITIES/FINE ARTS</b> (15-30 units)</p> <ul style="list-style-type: none"> <li>• Music (MU prefix)</li> <li>• Theater (TH prefix)</li> <li>• Fine Arts</li> <li>• World Languages (Modern or Ancient)</li> <li>• Philosophy and/or Theology</li> <li>• Classical Studies</li> <li>• Bible (or IBEX courses used to fulfill G.E. Bible)</li> </ul>

**ED402 LS Senior Capstone** (3 units) is a required course and must be taken during the student's senior year. Additional elective units are required to reach the 122 unit minimum (minimum 40 upper division).

### Teacher Education Emphasis Courses

Students interested in becoming elementary teachers should enroll in the Liberal Studies: Teacher Education emphasis. It has been developed to prepare students to teach the content expected of elementary teachers, to provide an introduction to foundational concepts in education, and to prepare students for the California Subject Examination for Teachers: Multiple Subjects (an exam required for entrance into credential programs in California).

A total of 122 units are required for the B.A. degree. At least 40 of the 122 must be upper division.

Major units: 15-30 units are required in *each* of the following four subject areas (for a total of 84 semester units across the four areas, with at least 24 upper division units across the four areas)

- |                          |  |
|--------------------------|--|
| a. English/Communication | c. Mathematics/Science/Computer & Information Sciences |
| b. Social Science        | d. Humanities/Fine Arts                                |

All G.E. requirements apply per the catalog regarding Scripture Set, Worldview Set, and Skills Set. Courses used to fulfill G.E. requirements may count as major units in their respective subject area.



**English/Communication (15-30 units), must include:**

E322 Children’s Literature\*◇.....3
One of the following.....3
E353 Modern English Grammar (3)
ESL303 Introduction to Linguistics (3)
ESL351 Language Acquisition (3)

**Humanities/Fine Arts (15-30 units), must include:**

ART330 Art Components & Techniques for Elem. Teachers....3
MU431 Music Components & Tech. for Elem. Teachers....3
P321 History and Philosophies of Education◇\*\*.....3

**Mathematics/Science/Computer & Information**

**Sciences (15-30 units), must include:**

ED410 Technology Uses in Education.....3
KPE415 Elementary P.E. Components & Techniques.....2
LS150 Essentials of Biology.....3
MA202 Mathematical Systems for Elem. Teachers.....3
PS261 Physical Science.....3
One of the following.....3
GS150 Essentials of Geology (3)
PS242 Earth Science (3)

**Social Science (15-30 units), must include:**

ED301 Cultural & Linguistic Diversity in Teaching◇.....3
H332 California: Past & Present.....3
One of the following.....3
BMS341 Cultural Anthropology (3)
SS381 Cultural Geography (3)

\*Fulfills G.E. requirement for literature elective ONLY for Liberal Studies: Teacher Education majors.

\*\*Fulfills G.E. requirement for P311 ONLY for Liberal Studies: Teacher Education majors.

◇Prerequisite for TMU’s Teaching Credential Program.

**Other Required Courses:**

ED101 Introduction to Teaching & Learning◇.....3
ED202 Curriculum Instruction & Learning Theory◇.....3
ED402 LS Senior Capstone Seminar.....3

◇Prerequisites for TMU’s Teaching Credential Program, in lieu of ED400 Foundations of Education (all three courses—ED101, ED202, ED301—must be taken).

**Minor in Education**

The School of Education offers a minor open to students in other majors.

ED101 Introduction to Teaching & Learning.....3
ED202 Curriculum Instruction & Learning Theory.....3
ED301 Cultural & Linguistic Diversity in Teaching.....3
P321 History and Philosophies of Education.....3

Two of the following.....6
ED410 Technology Uses in Education (3)
ESL351 Language Acquisition\* (3)
ED332 Exploring Disabilities & Special Needs Through Literature (3)

Total units required for minor.....18
\*Another ESL course may be substituted.

**Minimum Grade for Courses in Major**

The University policies for minimum course grades apply. Note: TMU’s Teaching Credential Program admissions requirements specify minimum course grades for certain courses and a minimum grade point average requirement. See the Admissions portion of the Teaching Credential Program section of this catalog.

**MASTER OF EDUCATION IN TEACHING**

The Master of Education in Teaching (online) is a graduate degree program designed to help strengthen teaching practice of classroom teachers. The program is designed to help teachers build on knowledge learned in a credential program and/or on the job, with courses emphasizing practical application of theory with a scriptural lens. Students will complete projects relevant to their current teaching assignment. The capstone project for the program includes a formal action research project. The program follows the cohort model, with students progressing through the sequence of courses together. Note: the program does not lead to a California teaching credential. Upon completion of the program, students will be able to:

- 1. Apply a biblical worldview and specific scriptural principles in the evaluation of any educational program or issue.
2. Apply instructional theory to design and implement effective instructional strategies appropriate for the subject matter and student characteristics (including age, diversity, and exceptionality).
3. Apply assessment theory to design and implement effective student and program assessment strategies in a range of subject areas and educational settings.
4. Work effectively as a leader and/or team member within a collaborative educational environment.
5. Perform and communicate results of graduate-level educational research, which includes effectively analyzing and evaluating the results, as well as applying the results to specific problems or issues as appropriate.

**Master of Education (Online) Courses**

ED534 Essentials of Curriculum Structure.....3
ED542 Classroom Management.....3
ED564 Diversity & Differentiation in Education.....3
ED544 Educational Technology.....3
ED505 History & Philosophy of Education.....3
ED532 Learning Theory.....3

ED536	Assessment of Learning.....	3	ED595	Capstone Seminar.....	3
ED574	Educational Research.....	3	<i>Total units required for degree.....</i>		<i>33</i>
ED552	Educational Leadership.....	3	<i>*For graduate-level course descriptions, see the School of Online Education.</i>		
ED578	Action Research in Education.....	3			

## Course Offerings in Education

### ART330 Art Components & Techniques (3)

Students will learn to teach visual art in the classroom using the elements of art and a variety of media, along with ideas on integrating the arts into other academic curriculum. Participants will be instructed in DBAE (Discipline-Based Art Education), which includes the history of famous artists, viewing artwork critically, and finding the aesthetic value in art. At the end of the course, students will have a compilation of art ideas, history on various artists, and a portfolio of their own art productions.

### ED101 Introduction to Teaching and Learning (3)

In this class, students will learn about different learning modalities and how to create good learning habits, while developing an understanding of the students that are in today’s K-12 classrooms. Students will learn about what they can do now to prepare to become an effective teacher. This class will also link the content of general education courses to teaching and the California State teaching competencies. Observation in classrooms for 5 hours is required.

### ED202 Curriculum Instruction & Learning Theory (3)

In this course, students will learn about best practices in teaching and learning. There will be an emphasis on learning theories as they apply to the use of curriculum and the designing of instruction. Students will be introduced to Culturally Responsive Teaching for the diverse populations in today’s classrooms. Students will explore current issues facing students and teachers. Students will learn how to create an effective lesson plan. Observation and (as allowed) participation in a local public-school classroom for 10 hours is required.

### ED301 Cultural & Linguistic Diversity in Teaching (3)

This course introduces students to issues relating to cultural and linguistic diversity in today’s schools that affect teaching and learning. Students will build on their knowledge base of diverse students in today’s classrooms and develop skills in Culturally Responsive Teaching. Observation and (as allowed) participation in a local public-school classroom for 10 hours is required.

### ED332 Exploring Disabilities & Special Needs through Literature (3)

Students in this course will examine current education issues regarding special education and students with intellectual, emotional, academic, or physical disabilities through reading and responding to literature. The required texts will introduce strategies currently used in today’s classroom that help teachers increase student comprehension and critical thinking. Students in the course will read and evaluate novels using literary standards and the characteristics of the disability. Specific issues relevant to the field will be examined in class sessions, including the ability to build empathy for children with disabilities, working with special education students in a regular classroom, differentiating instruction and curriculum to meet students’ unique needs, and strategies to help build empathy among students.

### ED400 Foundations of Education (3)

This prerequisite professional education course is designed to introduce the prospective teacher candidate to foundational principles relevant to contemporary education. The course helps the prospective teacher candidate develop knowledge and skills related to teaching-learning processes, including effective practices for teaching students of differing gender, ethnicity, culture and socio-economic status. This includes differentiation for English Language Learners and students with special needs. Observation and (as allowed) participation in a local public-school classroom for 10 hours is required. *Prerequisite: senior standing.*

### ED402 LS Capstone Seminar (3)

This course is a capstone course, normally taken in the final spring semester of the student’s program (senior year). The course enables students to integrate and synthesize the content and skills learned in various major courses and reflect on their growth and learning. Students will complete the summative assessment projects required for graduation.

**ED410 Technology Uses in Education (3)**

An in-depth, hands-on study of how current technologies are used in the elementary and secondary school classroom. Topics discussed include Computer Assisted Testing, Computer Managed Instruction, website management, and communication with various technologies. (Course fee: \$20.)

**TESOL****ESL303 Introduction to Linguistics (3)**

This course is a survey of the linguistic principles of morphology, syntax, semantics, pragmatics, phonetics, phonology, and sociolinguistics. Students will develop the basic skills needed for the linguistic analysis of languages.

**ESL351 Language Acquisition (3)**

This course will explore the practical and theoretical structures of language. Attention will be given to the first and second language acquisition as they apply to English language teachers.

# Teaching Credential Programs

The purpose of The Master's University Teaching Credential Programs is to equip and empower effective educators, developing Christ-like, professional practitioners who are called to ensure life-changing learning for all students.

TMU has two California-approved teacher preparation programs, one leading to the Preliminary Multiple Subject Teaching Credential (elementary level) and one leading to the Preliminary Single Subject Teaching Credential (secondary level). In California, a person desiring to teach needs two areas of preparation. The first area is subject matter preparation. This involves obtaining a Bachelor of Arts or Bachelor of Science degree from a regionally accredited institution, meeting specific prerequisite education requirements, and passing a subject matter test. The second area is professional preparation. In order to receive a credential, students must complete a credential program that is approved by the California Commission on Teacher Credentialing (CTC). This professional preparation program consists of courses that are designed to help teachers teach subject(s) authorized by the credential and to teach students with special needs and English learners in the regular classroom setting.

Each program is a two-semester program (Fall start) and includes structured fieldwork and student teaching.

## ADMISSION REQUIREMENTS

The following is required for a student to be considered for admission to the TMU Teaching Credential Program:

1. Bachelor's degree from regionally accredited college or university. Minimum 3.00 GPA. Students with a lower GPA may petition for admission consideration.
2. Prerequisite coursework (or its equivalent as determined by the dean of the School of Education):
  - POL220 U.S. Government or other U.S. Constitution course/exam (C- or above)
  - ED400 Foundations of Education (B- or above) – waived if student has completed ED101, ED202, **AND** ED301 (B- or above in each)
  - P321 History and Philosophies of Education (B- or above)
  - ED202 Curriculum Instruction & Learning Theory **OR** ED301 Cultural & Linguistic Diversity in Teaching (Single Subject only, B- or above)
  - E322 Children's Literature (Multiple Subject only, C- or above)
3. Fulfillment of basic skills requirement (passing the CBEST or other approved verification)
4. Fulfillment of subject matter competency (passing the CSET or other approved verification)
5. Evidence of clear Christian testimony and agreement with TMU doctrinal statement
6. Evidence of excellent interpersonal and social skills, including dispositions for teaching
7. Clear fingerprinting/background check and tuberculosis screening
8. Teaching or other leadership experience working with K-12 students
9. Satisfactory admissions panel interview

## APPLYING FOR ADMISSION

All students must apply for admission to the Teaching Credential Program even if they are a continuing student at TMU. Applications are only submitted through a TaskStream account. There is a \$35 application fee in addition to the fee for a TaskStream subscription. The application deadline for the 2021-2022 program is **Friday, February 12, 2021**.

A completed application must consist of the following:

1. Completed application form on TaskStream
2. Three essays (see TaskStream for details)
3. Three satisfactory recommendations: one academic, one from a teaching supervisor, and one from a pastor or Student Life leader (see TaskStream for instructions on how to obtain/submit recommendations)
4. Official transcript showing:
  - Posted bachelor's degree (degree may be in progress at time of application, but must be posted before July 1, 2021)
  - Completed prerequisite courses (courses may be in progress, but must be completed before July 1, 2021)
5. Verification of fulfillment of basic skills requirement (usually fulfilled by a passing score on the CBEST [California Basic Educational Skills Test])

6. Verification of subject matter competency (usually fulfilled by passing scores on all subtests of the appropriate CSET [California Subject Examination for Teachers])
7. Commission on Teacher Credentialing Certificate of Clearance (includes fingerprinting/background check)
8. Negative tuberculosis test report

A complete application must be submitted by February 12, 2021 in order for candidates to be eligible for an interview with a Teaching Credential Program Admissions Panel. Candidates may be admitted to the Teaching Credential Program on probation or with provisions.

## TRANSFER CREDIT

Acceptance of transfer coursework for the credential programs is determined on a case-by-case basis. Coursework taken more than five years prior to admission may not be accepted. The candidate may also need to retake courses if methods have changed significantly, or if there has been a lapse of time out of the profession. This determination is made at the sole discretion of the TMU Teaching Credential Program. Candidates should provide official transcripts and course descriptions for transfer credit evaluation as part of the admissions process.

*NOTICE: It is important to check with the credential analyst for updates regarding any modifications and/or additions to the stated list of courses and requirements. Periodically, the State of California mandates changes in program structure and content, which the University is required to implement.*

### PRELIMINARY MULTIPLE SUBJECT CREDENTIAL

#### Prerequisites

POL220	U.S. Government (C- or better).....	3
E322	Children’s Literature (C- or better).....	3
ED400	Foundations of Education.....	3
	<i>Or ED101, ED202, AND ED301 (B- or better)</i>	
P321	History and Philosophies of Ed. (B- or better).....	3

Credential courses must be taken concurrently in each semester:

#### Fall Semester (Fieldwork)

ED500	Practicum.....	3
ED510	Teaching Reading/Language Arts in Elementary School.....	3
ED530A	Teaching Strategies for Elementary Mathematics...	2
ED530B	Teaching Strategies for Elementary Social Studies, Visual & Performing Arts, Physical Education & Science.....	3
ED550	Teaching Strategies/English Learners.....	2
ED560	Differentiation for Exceptional Learners.....	3

#### Spring Semester (Student Teaching)\*

ED570	Colloquium.....	2
ED580	Elementary Student Teaching.....	12

*\*Advancement to the Spring Semester (Student Teaching) requires formal application, CPR certification, passing scores on any assigned TPAs, B- or better in all Fieldwork Semester courses, and recommendation of faculty.*

### PRELIMINARY SINGLE SUBJECT CREDENTIAL

#### Prerequisites

POL220	U.S. Government (C- or better).....	3
	<i>One of the following.....</i>	<i>3</i>
	ED202 Curriculum Instruction & Learning Theory (3)	
	ED301 Cultural & Linguistic Diversity in Teaching (3)	
	(B- or better)	
ED400	Foundations of Education.....	3
	<i>Or ED101, ED202, AND ED301 (B- or better)</i>	
P321	History and Philosophies of Ed. (B- or better).....	3

Credential courses must be taken concurrently in each semester:

#### Fall Semester (Fieldwork)

ED500	Practicum.....	3
ED520	Teaching Reading in the Secondary School.....	3
ED540A-H	Discipline Specific Teaching Strategies in the Secondary School.....	5
ED550	Teaching Strategies/English Learners.....	2
ED560	Differentiation for Exceptional Learners.....	3

#### Spring Semester (Student Teaching)\*

ED570	Colloquium.....	2
ED590	Secondary Student Teaching.....	12

*\*Advancement to the Spring Semester (Student Teaching) requires formal application, CPR certification, passing scores on any assigned TPAs, B- or better in all Fieldwork Semester courses, and recommendation of faculty.*

#### Clinical Practice Placements

Concurrently with coursework, candidates in the credential programs must satisfactorily complete clinical practice (sometimes called Fieldwork and Student Teaching) in an assigned public school classroom. Since certain state requirements must be met, all placements must be arranged by TMU. Official contacts for placements are made by the Credential Analyst.

**Fall Semester Placements.** Multiple subject candidates have one 7-week placement in a primary grade classroom (usually K-2) and one 7-week placement in an upper grade classroom (usually 4-6). Required placement hours are Monday – Thursday, 8 a.m. – noon.

Single subject candidates have one 7-week placement in a junior high and one 7-week placement in a high school. Placement hours vary by school site; the candidate is responsible for coordinating a schedule the equivalent of three periods, four days per week. The goal is to “adopt” three classes and follow

their schedule, rather than have a random schedule that is more “hit and miss.”

**Spring Semester Placements.** The goal is to return candidates to the same master teachers as the Fall semester for full-day,

Monday-Friday placements. Multiple subject candidates have one 8-week placement in a primary grade (usually K-2) and one 8-week placement in an upper grade (usually 4-6). Single subject candidates have one 8-week placement in a junior high school and one 8-week placement in a high school.

## **CREDENTIAL ELIGIBILITY**

To be formally recommended for a California Preliminary Teaching Credential by The Master’s University, candidates must:

1. Pass the **RICA** (multiple subject candidates only)
2. Pass all required tasks of the Teaching Performance Assessment (CalTPA)
3. Complete all TMU **credential program** courses with grade of B- or better
4. Successfully complete (pass) **student teaching** (grade of “Pass” in ED580/590)
5. Become certified in infant, child, and adult **CPR**
6. Ensure TMU has received:
  - **All evaluation forms** from all master teachers and university supervisors
  - **Official transcripts** from all colleges/universities attended
7. Fulfill **all financial obligations** to the University before applying for the credential (zero account balance)
8. Complete **Individual Development Plan**, including exit interview
9. Submit a **“Request for Recommendation”** (correctly filled out by candidate)

All candidates who complete their teacher preparation in California must be formally recommended to the California Commission on Teacher Credentialing for the credential by the college or university where the program was completed. At TMU, the credential analyst is responsible for all credential recommendations to the Commission. The credential analyst, or any designated individual recommending candidates for a credential, will always be a current employee of TMU.

California has a two-tier credential structure. A five-year preliminary credential is the first credential issued, and then candidates must obtain a clear credential through an approved Induction program.

## **Course Offerings in the Credential Programs**

*Prerequisite for all courses: admission to the Multiple Subject or Single Subject Credential Program.*

### **ED500 Practicum (3)**

A professional education course that requires classroom experience in all content areas of the public school curriculum. Weekly seminars address teaching strategies and unit planning. Training for CalTPA tasks and the completion of “Subject Specific Pedagogy” and “Designing Instruction” are part of the course. (Course fee: \$150.) *Corequisite: must be taken concurrently with all Fall Semester courses in the Single Subject or Multiple Subject program.*

### **ED510 Teaching Reading/Language Arts in Elementary School (3)**

A professional education course designed to enable prospective teachers to develop an initial theory of integrated reading and language arts. Emphasis is placed on principles, strategies, and materials compatible with children’s developmental levels and California content standards. Addresses unique needs and instruction of diverse populations, including English learners. Approved course for preparing students for the Reading Instruction Competence Assessment (RICA). *Corequisites: must be taken concurrently with all Fall Semester courses in the Multiple Subject program.*

### **ED520 Teaching Reading in the Secondary School (3)**

A professional course designed to expose prospective teachers to effective ways of teaching reading to learn in secondary content classes. Attention is given to selection and use of textbooks, teaching writing patterns and comprehension strategies appropriate to various content areas, informal assessment of students, and ways of adapting assignments to varying reading levels. Classroom fieldwork and observation in reading are required. *Corequisites: must be taken concurrently with all Fall Semester courses in the Single Subject program.*

**ED530A Teaching Strategies for Elementary Math (2)**

A professional education course dealing with strategies for teaching elementary mathematics with the guidelines set in the respective California State Standards (Common Core) for K-12 public schools, including working with English learners and students with special needs. (Course fee: \$30.) *Corequisites: must be taken concurrently with all Fall Semester courses in the Multiple Subject program.*

**ED530B Teaching Strategies for Elementary, Social Studies, Visual & Performing Arts, Physical Education, Science, & Health (3)**

A professional education course dealing with strategies for teaching elementary, social studies, visual and performing arts, physical education, science, and health with the guidelines set in the respective California State Standards (Common Core) for K-12 public schools, including working with English learners and students with special needs. (Course fee: \$20.) *Corequisites: must be taken concurrently with all Fall Semester courses in the Multiple Subject program.*

**ED540A Teaching Strategies in the Secondary School – Mathematics (5)**

A professional education course dealing with strategies for teaching mathematics in the secondary school using the guidelines set in the respective California State Standards (Common Core) for K-12 public schools, including working with English learners and students with special needs. The course is constructed to meet California Commission on Teacher Credentialing program standards for preparation for teaching mathematics, including instruction in how to help students solve real-world problems using mathematical reasoning and concrete, verbal, symbolic, and graphic representations; to understand mathematics as a logical system that includes definitions, axioms, and theorems; and to understand and use mathematical notation and advanced symbols. At least one hundred sixty (160) hours, including those in ED520, ED550, and ED560, of mathematics classroom observations and fieldwork required. *Corequisite: must be taken concurrently with all Fall Semester courses in the Single Subject program.*

**ED540B Teaching Strategies in the Secondary School – Science (5)**

A professional education course dealing with strategies for teaching science in the secondary school using the guidelines set in the respective California State Standards (Common Core and NextGen) for K-12 public schools, including working with English learners and students with special needs. The course is constructed to meet California Commission on Teacher Credentialing program standards for preparation for teaching science, including instruction in how to include explanations, demonstrations, and class activities that serve to illustrate science concepts, principles, scientific investigation, and experimentation; and how to guide, monitor, and encourage students during investigations and experiments. At least one hundred sixty (160) hours, including those in ED520, ED550, and ED560, of science classroom observations and fieldwork required. *Corequisite: must be taken concurrently with all Fall Semester courses in the Single Subject program.*

**ED540C Teaching Strategies in the Secondary School – History/Social Science (5)**

A professional education course dealing with strategies for teaching history/social science in the secondary school using the guidelines set in the respective California State Standards (Common Core) for K-12 public schools, including working with English learners and students with special needs. The course is constructed to meet California Commission on Teacher Credentialing program standards for preparation for teaching history and social science, including instruction in how to connect essential facts and information to broad themes, concepts, and principles; how to connect history/social science content to current or future issues; how cultural perspectives inform and influence understandings of history; and how to select and use age-appropriate primary and secondary documents and artifacts to help students understand a historical period, event, region, or culture. At least one hundred sixty (160) hours, including those in ED520, ED550, and ED560, of history/social science classroom observations and fieldwork required. *Corequisite: must be taken concurrently with all Fall Semester courses in the Single Subject program.*

**ED540D Teaching Strategies in the Secondary School – English (5)**

A professional education course dealing with strategies for teaching English in the secondary school using the guidelines set in the respective California State Standards (Common Core) for K-12 public schools, including working with English learners and students with special needs. The course is constructed to meet California Commission on Teacher Credentialing program standards for preparation for teaching English, including instruction in how to understand, plan, design, and implement instruction that includes the following:

- Word analysis, fluency, and systematic vocabulary development, as evidenced by the use of phonological, morphological, and derivational systems of orthographic development.
- Reading comprehension, including promoting students' ability to access grade-level texts of increasing depth and complexity and activate background knowledge, make connections, synthesize information, and evaluate texts.
- Purposes and characteristics of the major genres of literature.
- Literary response and analysis and critique of texts and media for point of view, bias, power, validity, truthfulness, persuasive techniques, and appeal to both friendly and critical audiences.
- Writing instruction (inclusive of the writing process) on conventions, domains (i.e. response to literature, informational, persuasive, and technical), research, and applications that allow students to produce complex texts.
- Academic language development emphasizing discourse that leads to the production of complex texts.
- Incorporation of technology into language arts as a tool for conducting research.
- Strategies and systematic guidance so that students select texts for reinforcement of independent reading habits.
- Opportunities for listening and speaking, including comprehension, organization and delivery of oral communication, and analysis and evaluation of oral and media communications.
- Instruction in speaking applications, including grade-level genres and their characteristics.

At least one hundred sixty (160) hours, including those in ED520, ED550, and ED560, of English classroom observations and fieldwork required. *Corequisite: must be taken concurrently with all Fall Semester courses in the Single Subject program.*

### **ED540F Teaching Strategies in the Secondary School – Music (5)**

A professional education course dealing with strategies for teaching music in the secondary school using the guidelines set in the respective California State Standards (Common Core) for K-12 public schools, including working with English learners and students with special needs. The course is constructed to meet California Commission on Teacher Credentialing program standards for preparation for teaching music, including instruction in how to teach students to sight sing, sight read, improvise, compose, and arrange music; how to help students understand the roles of musicians, composers, and general instruments in diverse cultures and historical periods; how to help students identify contributions of diverse cultural, ethnic, and gender groups and well-known musicians in the development of musical genres; how to instruct students in voice, keyboard, woodwinds, brass, strings, guitar, and percussion; and how to use a variety of instrumental choral and ensemble rehearsal techniques and employ an understanding of developmental stages of learning in relation to music instruction. At least one hundred sixty (160) hours, including those in ED520, ED550, and ED560, of music classroom observations and fieldwork required. *Corequisite: must be taken concurrently with all Fall Semester courses in the Single Subject program.*

### **ED540G Teaching Strategies in the Secondary School – Physical Education (5)**

A professional education course dealing with strategies for teaching physical education in the secondary school using the guidelines set in the respective California State Standards (Common Core) for K-12 public schools, including working with English learners and students with special needs. The course is constructed to meet California Commission on Teacher Credentialing program standards for preparation for teaching physical education, including instruction in how to balance the focus of education among information, concepts, and skill development to provide students with the foundation for developing active and healthy lifestyles; and how to design a curriculum accessible to all students that includes a variety of fundamental movements, individual/dual/team sports, dance, aquatics, outdoor/adventure activities, combative activities, and fitness activities that meet the developmental needs of all students, including individuals with disabilities, lower-skilled individuals, and higher performers. At least one hundred sixty (160) hours, including those in ED520, ED550, and ED560, of physical education classroom observations and fieldwork required. *Corequisite: must be taken concurrently with all Fall Semester courses in the Single Subject program.*

### **ED540H Teaching Strategies in the Secondary School – World Language (5)**

A professional education course dealing with strategies for teaching world language in the secondary school using the guidelines set in the respective California State Standards (Common Core) for K-12 public schools, including working with English learners and students with special needs. The course is constructed to meet California Commission on Teacher Credentialing program standards for preparation for teaching world language, including instruction in how to teach in a proficiency-oriented program with a commitment to teaching and learning using the four language skills of listening, speaking, reading, and writing. This enables their students to demonstrate communicative ability in the target language from level 1 to advanced, demonstrating knowledge of the nature of language and of basic linguistics, as well



as a thorough understanding of the structural rules and practical use of the target language, including an in-depth knowledge and understanding of the cultures and societies in which the target language is spoken, with validation and appreciation of the language and cultures of heritage and native speakers. At least one hundred sixty (160) hours, including those in ED520, ED550, and ED560, of world language classroom observations and fieldwork required. *Corequisite: must be taken concurrently with all Fall Semester courses in the Single Subject program.*

### **ED550 Teaching Strategies/English Learners (2)**

A professional education course that presents the concepts, methods, and skills for teaching English to speakers of other languages in regular classrooms. Emphasis is on the principles of first and second language acquisition, assessment of student learning, and how to provide comprehensible input. Includes the history and current practices of language teaching and addresses cultural issues related to learning. (Course fee: \$20.) *Corequisite: must be taken concurrently with all Fall Semester courses in the Single Subject or Multiple Subject program.*

### **ED560 Differentiation for Exceptional Learners (3)**

Provides the basic knowledge, skills, and strategies, including Differentiated Instruction and Response to Intervention, for teaching the core curriculum to special populations in the general education classroom. Addresses students with disabilities, students on behavior plans, and gifted and talented students. (Course fee: \$10.) *Corequisite: must be taken concurrently with all Fall Semester courses in the Single Subject or Multiple Subject program.*

### **ED570 Colloquium (2)**

A professional education course to accompany student teaching. Weekly seminars address issues related to teaching and schools. Candidates prepare resumes, practice interviews, and gain other skills to help them obtain teaching positions. Training and support for submitting two CalTPA cycles is also included. (Course fee: \$300.) *Corequisite: ED580 or ED590.*

### **ED580 Elementary Student Teaching (12)**

Full-time supervised teaching experience in approved elementary schools. The candidate is assigned to two different eight-week assignments: one in a primary grade where beginning reading is taught and one in an upper elementary grade. Open only to graduates in the Teaching Credential Program who have completed their subject matter and professional preparation. (Student Teaching fee: \$250.) *Corequisite: ED570.*

### **ED590 Secondary Student Teaching (12)**

Full-time supervised teaching experience in approved secondary schools. The candidate is assigned to two different eight-week assignments: one in a junior high school and one in a senior high school. Open only to graduates in the Teaching Credential Program who have completed their subject matter and professional preparation. (Student Teaching fee: \$250.) *Corequisite: ED570.*

# John P. Stead School of Humanities

*Dr. Gregg Frazer, Dean*

## **JOHN P. STEAD SCHOOL OF HUMANITIES ONLINE COURSE POLICY**

Traditional students may not count any TMU Online units toward major requirements; online students may not count any traditional units toward major requirements. There is no crossover between traditional and online programs in the John P. Stead School of Humanities. The Dean of the John P. Stead School of Humanities reserves the right to grant special exceptions, however, particularly for extenuating circumstances related to graduating seniors.

# Department of English

*Prof. Esther Chua, Chairperson*

The Department of English at The Master's University regards the study of language and literature as central to a Christian liberal arts education. It merits this centrality, in part, because of the very nature of the Christian faith: God chose to reveal His dealings with humans in a historical and literary way—the Word of God, which employs literary forms and rhetorical strategies to engage its audience. It also merits a central position because literature contains traces of God's truth (e.g. truthfulness to the human experience), occupies a place in human culture receiving God's blessing, and often fulfills the qualifications of Philippians 4:8. We affirm that the noblest reasons for acquiring literacy are to read the Scriptures with understanding and sympathy; to articulate the truth of God clearly, attractively, and convincingly; and to be equipped to recognize truth expressed in many sources, discerning it from partial truth and error, testing all by the biblical standard.

Through the study of poetry, drama, fiction, essays, and critical theory, students in the English major can

- Begin to understand how God has unfolded history, as they explore literature that both illuminates the past and becomes itself part of the historical record.
- Acquire critical reading and thinking skills that enable them to develop biblically based discernment.
- Extend the range of their intellectual, moral, and spiritual vision as they explore works that deal with the great issues of life, death, purpose, and destiny.
- Grow as persons as they participate in the vicarious experience of literature and see life from a variety of viewpoints.
- Develop their abilities to write clearly, attractively, and perceptively and learn to converse in the marketplace of ideas.
- Prepare for advanced studies in English.

The Department of English offers a primarily traditional curriculum. The philosophy and practice of the faculty is to emphasize works of recognized and enduring merit in the canon of English, American, and world literature. At the same time, they remain receptive to the inclusion of new or neglected works that are compatible with the department's philosophy. Several courses examine critical theory, and faculty members employ a variety of methodologies in literary analysis, while favoring a historical and exegetical approach. Students may choose to obtain a major or a minor in English or work toward qualifying for the California Single Subject Teaching Credential in English (additional requirements).

## **THE MASTER'S UNIVERSITY IN ITALY PROGRAM**

Led by Dr. Grant Horner and Prof. Esther Chua, TMU Italy is a study-abroad program based in incomparably beautiful Italy. Students, upon acceptance to the program, will spend six weeks from late June through early August to earn 9 undergraduate credits in a variety of courses while deeply immersed in Italian culture. The entire program will be based on exploring the question “quid est homo?” (“what is Man?”) asked by the Italian Renaissance Christian Humanist scholars, and the related biblical question “what is man that Thou art mindful of him?” (Psalm 8). This program is open to all majors. For additional information, visit the website: [www.masters.edu/italy](http://www.masters.edu/italy).

## **CAREERS FOR THE ENGLISH MAJOR**

The English major is not a career-specific major, such as accounting. Instead, alert and competent graduates with an English major have acquired a habit of thought and a range of skills that open opportunities for careers in a diversity of fields: teaching, missions, journalism, publishing, insurance, law, paralegal work, banking, personnel management, public relations, and government service. With additional specific training, graduates in English can enter these and other occupations, careers, and vocations.

## **CALIFORNIA SINGLE SUBJECT TEACHING CREDENTIAL IN ENGLISH**

For information about obtaining a California Preliminary Single Subject Teaching Credential in English, see the Teaching Credential Programs section in this catalog. For questions or more information, contact the Credential Analyst in the School of Education.

## CREDIT BY EXAMINATION

Students may receive credit by examination as follows:

### Advanced Placement (AP)

- Credit for E110 English Composition (3 units) for a score of 3+ on the *Language and Composition* exam or the *Literature and Composition* exam.
- Credit for E120 Introduction to Literature (3 units) for a score of 3+ on the *Literature and Composition* exam (but not *Language and Composition*); counts as literature elective.

### College Level Examination Program (CLEP)

- Credit for E110 English Composition (3 units) for a score of 55+ on the *College Composition* exam (includes two CLEP-scored essays).
- Credit for E120 Introduction to Literature (3 units) for a score of 55+ on the *Analyzing and Interpreting Literature* exam; counts as literature elective.
- Three units of credit for E211 English Literature I or E212 English Literature II for a score of 55+ on the *English Literature* exam; fulfills the G.E. Essentials of Literature requirement.
- Three units of credit for E231 American Literature I or E232 American Literature II for a score of 55+ on the *American Literature* exam; fulfills the G.E. Essentials of Literature requirement.

## ENGLISH CORE COURSES

E211, 212 English Literature I, II.....	3, 3
E231, 232 American Literature I, II.....	3, 3
E364 History of the English Language.....	3
E435 Literary Criticism & Critical Theory.....	3
E436 Contemporary Critical Theory.....	3
E491 Senior Thesis & Capstone Portfolio.....	3
One of the following.....	3
E221 World Literature I (3)	
E222 World Literature II (3)	
Two of the following.....	6
E313 Age of Romanticism (3)	
E314 Victorian Age (3)	
E416 Modern British Writers (3)	
E425 Twentieth Century American Literature* (3)	
One of the following.....	3
E332 Advanced Composition (3)	
E353 Modern English Grammar (3)	
One of the following.....	3
E333 Drama as Literature (3)	
E334 The Short Story (3)	
E335 The English Novel (3)	
E336 Poetry & Poetics (3)	
One lower division English elective.....	3
Three upper division English electives**.....	9
Total units required for the major.....	51

\*English majors taking E425 may waive E232 and select an additional elective.

\*\*Six of these nine units may be from the following writing courses offered in the Department of Communication: C351, C362, C441, or C471.

## Course Offerings in English

### E110 English Composition (3)

Instruction and supervised practice in the techniques of effective written expression, with emphasis on analytical reading and writing of expository prose. Includes one or more researched and documented essays.

## English Education Emphasis Courses

English core courses.....	51
One of the following.....	3
ED202 Curriculum Instruction & Learning Theory (3)*	
ED301 Cultural & Linguistic Diversity in Teaching (3)*	
ED400 Foundations of Education*+.....	3
P321 History and Philosophies of Education* <sup>◇</sup> .....	3
Total units required for emphasis.....	60
*Teaching Credential prerequisite; must pass with B- or better.	
+May be substituted with ED101, ED202, and ED301.	
<sup>◇</sup> Fulfills G.E. requirement for P311.	

### Minor in English

A minor in English is offered to students not majoring in English, but who wish to pursue their interest in the English language and in imaginative literature. For a minor in English, the following courses are required:

E120 Introduction to Literature.....	3
Four of the following.....	12
E211, 212 English Literature, I, II (3, 3)	
E221, 222 World Literature I, II (3, 3)	
E231, 232 American Literature I, II (3, 3)	
Three upper division English electives.....	9
Total units required for minor.....	24

**E120 Introduction to Literature (3)**

An introduction to literary forms: short story, novel, poetry, and drama. This course intends to foster an appreciation for the range of literature and to instruct students in close reading and analysis. Provides further instruction in expository writing through personal response to an analysis of the literature. *May be counted as a literature elective; does not fulfill the G.E. Essentials of Literature requirement.*

**E211, 212 English Literature I, II (3, 3)**

A chronological survey of the development of English literature, with emphasis on the major writers; some attention to the parallel developments in history, language, religion, and culture. First semester: Anglo-Saxon period through the Neoclassical period. Second semester: Romantic period through contemporary period. *Non-English majors may fulfill the G.E. Essentials of Literature requirement with either E211 or E212.*

**E221, 222 World Literature I, II (3, 3)**

A chronological and geo-politico-religious survey of the major literary works that contributed to the shaping of world history. This course examines selected literary works from three major regions from antiquity to the present: the Greco-Roman world and Europe, the Middle Eastern world and India, and the Far East (China and Japan). First semester: antiquity to the Renaissance. Second semester: the Renaissance to the present. *Non-English majors may fulfill the G.E. Essentials of Literature requirement with either E221 or E222.*

**E231, 232 American Literature I, II (3, 3)**

A survey of the writings of famous American authors, this course emphasizes those who help students to understand the American heritage and the influences combining to shape American literature. First semester: 1607-1860, Puritans through Whitman and Dickinson. Second semester: 1860-1960, Twain through selected contemporary writers. *Non-English majors may fulfill the G.E. Essentials of Literature requirement with either E231 or E232.*

**E299 Studies in Classic Film (3)**

An introduction to film history, technique, and theory, with an emphasis on genre conventions. Students will study approximately 12 feature-length and several shorter films, with particular attention to how the technical and artistic elements such as cinematography, plot, and direction control meaning and worldview. The focus of the course is on developing a biblical-critical-analytical approach to film viewing, resulting in discernment of the philosophical foundations of individual works. *Fulfills the G.E. non-survey literature elective.*

**E313 Age of Romanticism (3)**

A study of the poetry and prose of the major writers of the English Romantic Movement (1785-1830) with a view to understand their lives, work, and literary importance. Selected minor writers and one novel are also included.

**E314 Victorian Age (3)**

A study of major poets and prose writers of England's Victorian period (1830-1901). Emphasizes those writers whose work both created and responded to crucial issues during this transitional era. Several minor authors and at least three Victorian novels are included.

**E315 Neoclassicism: Restoration and Eighteenth-Century British Literature (3)**

Between the end of the Milton era in the 1660s and the appearance of the Romantic writers in the 1780s lies a rich period of literature, philosophy, music, and art. Known by several names—the Age of Reason, the Neoclassical Era, the Age of Elegance, the Enlightenment—this time period reflects the shift from the biblicentric worldview to the philosophical acceptance of the rationalistic worldview. This course seeks to study the literature of Britain from the time of the Restoration of 1660 through the latter part of the eighteenth century. Writers included are John Dryden, Aphra Behn, John Bunyan, Samuel Pepys, Daniel Defoe, Lady Montagu, Jonathan Swift, Alexander Pope, Joseph Addison, Richard Steele, and Samuel Johnson.

**E322 Children's Literature (3)**

A survey of the various types of literature for children. Requires extensive reading and evaluation of children's books. *May be counted as a literature elective by English majors only when they intend to pursue a Multiple Subject Teaching Credential.*

**E332 Advanced Composition (3)**

An advanced writing course emphasizing theory and praxis of composition. Special attention given to the five canons of Classical Rhetoric (i.e. invention, arrangement, style, memory, and delivery) to develop conceptual depth in content and to broaden and refine stylistic and organizational repertoire in expression. Involves extensive practice in writing (rewriting) and oral presentation of the work. *May not be counted to fulfill the G.E. literature elective.*

**E333 Drama as Literature (3)**

A study of selected works of Western playwrights from ancient to modern. Concurrently, this genre course explores the history, nature, and types of drama, especially the tragic and comic traditions, as well as the rise of new forms.

**E334 The Short Story (3)**

A study of short fiction from masters of the short story genre. Explores the fictional elements, techniques, themes, and interpretation of representative works from classic and contemporary authors. Includes attention to the historical development of the genre.

**E335 The English Novel (3)**

An historical study of the development of the English novel. Emphasis on the critical reading and writing through a study of selected novels from the 18<sup>th</sup> century to the present.

**E336 Poetry & Poetics (3)**

A study of metrical and stanzaic conventions of poetry. Emphasis on close reading of a wide range of representative poems from an anthology.

**E346 International Writers: Russians (3)**

Russian literature has been noted for probing the depths of the human soul in its attempt to understand the place of mankind in the universe and in relation to God. Two writers, Fyodor Dostoevsky and Anton Chekhov, represent the golden age of Russian literature, a period in the 19<sup>th</sup> century when Russian writers are said to have equaled the achievements of Western Europe. Dostoevsky represents the high point while Chekhov writes in the sunset of the time. This course will look at the decline of the Tsarist Russian and the beginnings of Marxist Leninism.

**E348 Genre Studies: Detective Fiction (3)**

This course addresses the concept of detective/mystery fiction. Because of the popularity of this genre and the increasing attention to serious scholarship, the study will work through the history of its development from the seminal work by Poe to contemporary authors in various historical and cultural settings. In addition to Poe, writers are selected from among Sir Arthur Conan Doyle, Agatha Christie, Dorothy L. Sayers, Dashiell Hammett, Raymond Chandler, Ellis Peters, P. D. James, and others of students' choices. The course attempts to answer questions such as, "What is the appeal of detective fiction?" and "What vision of human nature and society emerges from the detective genre?" Other issues involve questions about meaning, knowledge, law, justice, gender, society, and morality.

**E353 Modern English Grammar (3)**

A detailed structural examination of Modern English at the level of the clause, sentence, and discourse. Explores the concept and vocabulary behind traditional grammar as well as contemporary linguistic theories. Involves extensive practice in text analysis. Strongly recommended for all students seeking to qualify for the California Single Subject Teaching Credential in English. *May not be counted to fulfill the G.E. literature elective.*

**E364 History of the English Language (3)**

A systematic survey of the major periods in the development of the English language: Old English, Middle English, Early Modern English, and Modern English. Provides deeper understanding of the nature of language and language change. Incorporates discussion of contemporary linguistic (and sociolinguistic) theories.

**E374 Studies in Jane Austen (3)**

Reading and analysis of the major Austen canon (seven novels), focusing on the context of Austen's life and times, modes of reading, thematic implications, and issues raised by Austen criticism. Some attention to film adaptations of her fiction.

### **E404 Studies in John Calvin (3)**

This is a study of the life and work of the great magisterial Reformer. The approach will be that of an “intellectual history” course, featuring biographical, literary, theological, and philosophic content concerning the man and his times. Specific attention is paid to Calvin’s status as a master 16<sup>th</sup> century literary Humanist who guided the systematic intellectual development of Reformation thought.

### **E405 Shakespeare (3)**

Intensive reading of ten of Shakespeare’s 37 plays and viewing a film version of an eleventh; additional extensive readings from the Sonnets. Short lectures and discussions on a wide range of topics throughout the semester explore the cultural background of Elizabethan England. Two-thirds of class sessions revolve around student group performance. Substantial term paper project also required.

### **E406 Milton (3)**

Reading of John Milton’s major poetry and much of the prose. Includes substantial amount of contextual reading in Calvin, Luther, Erasmus, Arminius, Augustine, Pelagius, Origen, and other theological and non-theological writers from the ancient to the early modern world. Additional attention to the scriptural passages that Milton used as catalysts for his own writing.

### **E415 Contemporary Literature (3)**

An intensive study of selected contemporary literary works from around the world. This course examines the current international trends in literature, with special attention given to the body of literature loosely labeled “postmodern.” Students will become familiar with its concept, content, and style; they also will develop, from a biblical perspective, a critical ability to respond to its cognitive and aesthetic challenges.

### **E416 Modern British Writers (3)**

A study of British fiction, drama, poetry, and prose from 1910 to the 1940s. Authors are selected from among the following: Thomas Hardy, Joseph Conrad, James Joyce, the War Poets, E. M. Forster, W. B. Yeats, George Eliot, Virginia Woolf, George Orwell, D. H. Lawrence, Aldous Huxley, Katherine Mansfield, Graham Greene, W. H. Auden, and C. S. Lewis. Reading of whole works, together with identification and discussion of techniques, subject matters, themes, historical influences, and crux issues.

### **E425 Twentieth Century American Writers (3)**

An in-depth study of influential twentieth century American novelists, short story writers, poets, and playwrights. Students will read whole works or a body of work by authors selected from among the following: Saul Bellow, Michael Bishop, Raymond Carver, Countee Cullen, E. E. Cummings, John Dos Passos, Ralph Ellison, T. S. Eliot, William Faulkner, F. Scott Fitzgerald, Robert Frost, Allen Ginsberg, Ernest Hemingway, Zora Neale Hurston, Jack Kerouac, Maxine Hong Kingston, David Mamet, Cormac McCarthy, Arthur Miller, Toni Morrison, Flannery O’Connor, Eugene O’Neill, Sylvia Plath, Katherine Anne Porter, John Steinbeck, Amy Tan, John Updike, Kurt Vonnegut, Alice Walker, Eudora Welty, John Edward Williams, and Thomas Wolfe. Includes contextual readings to help identify and engage with significant historical and cultural trends and events. *English majors selecting E425 may waive E232 and select an additional elective.*

### **E435 Literary Criticism & Critical Theory (3)**

An introduction to literary criticism and theoretical/conceptual systems from the Pre-Socratics and Plato to modern and emerging postmodern thinking. Readings in primary texts, with emphasis on developing a biblical-critical theory for approaching literature, philosophy, art, culture, and *theory itself*. This basic theoretical model will derive from the scriptural record regarding human wisdom and knowledge.

### **E436 Contemporary Critical Theory (3)**

An examination of the main trends in the development of critical and cultural theories since the New Criticism, focusing on (French) post-structuralism, (German) hermeneutics, and (American) pragmatism, as well as (post-Marxism, Lacanian, and post-Lacanian) psychoanalysis. This course also looks at some major outgrowths of these approaches, namely, contemporary feminism, deconstruction, and (so-called) postmodernism.

**E453 Psychoanalytic Criticism (3)**

An in-depth investigation and critique of the theory and praxis of psychoanalysis as it is applied to the study of literature and culture. Introduces students to the terminology and the concept of Freudian and Lacanian psychoanalysis (and biblically and critically examines their origin and development) and applications to the field of literary and cultural criticism (as well as to aesthetics and gender theory). Recommended for advanced English majors seeking to pursue graduate education (or others who seek graduate education in various disciplines within the humanities).

**E489 Directed Studies in Literature (1-3)**

Intensive study of a selected topic in literature under direction of a member of the English faculty. *Prerequisite: open to English majors only with permission of the department chairperson.*

**E491A Senior Thesis and E491B Senior Capstone Portfolio (2, 1)**

During the last two semesters before graduation, all English majors prepare an extensive research paper on a complex literary topic, question, or issue. Each student also compiles an academic portfolio of four papers representative of their scholarship and prepares an oral presentation of their senior thesis. After the student's nationally-normed Area Concentration Achievement Test in Literature in English (ACAT) score is available, it is included in the portfolio. *Note: E491A is a prerequisite course that needs to be taken before E491B. Also, student fees are required.*

**E499 Seminar in Literature (3)**

Selected writer, group of writers, or area of study. May be repeated for credit when topics vary.

**E499e Classical Christian Humanism (3)**

**E499g Feminist Criticism and Gender Theory (3)**

**E499h Rhetoric of Technology (3)**

**E499j Existentialism (3)**

**E499k Great Books, Great Questions (3)**

**E499l Postmodernism (3)**

**E499m The Epic Tradition (3)**

**E499p Women Writers (3)**

**E499r Gothic: The Art of Fear (3)**



# Department of History & Political Studies

*Dr. Clyde P. Greer, Jr., Chairperson*

The Department of History & Political Studies is designed to help all students develop an understanding of the complex factors that have produced the civilizations of the present and also aid students in becoming responsible Christian citizens. Especially because of our emphasis on systematic research and analysis, the history and political studies majors receive instruction in preparing for careers in law, education, business, government service, public relations, or library work, as well as graduate study in law, theology, history, or political science.

The department acknowledges that God is sovereign in human affairs of the past, present, and future. With that foundational truth, students are aided in developing Christian philosophies of history and politics as parts of an overarching biblical worldview. Every course should help students integrate Christian faith and the academic fields. The department offers two Bachelor of Arts degrees. Students desiring a major in political studies may choose from three available emphases: American Politics, Constitutional Law, or Political Theory. Although a capable person can get into law school with almost any major, the Constitutional Law emphasis provides excellent preparation for law school.

## CALIFORNIA SINGLE SUBJECT TEACHING CREDENTIAL IN SOCIAL STUDIES

For information about obtaining a California Preliminary Single Subject Teaching Credential in Social Science, see the Teaching Credential Programs section. For more information, contact the credential analyst in the School of Education.

## CREDIT BY EXAMINATION

The Department of History & Political Studies will grant credit-by-examination on the following conditions only: course credit and semester unit credit for H211/H212 (3, 3), H230 (3), and/or POL220 (3) when the student submits proof of earned test scores of 3+ on Advanced Placement examinations or 55+ on College Level Examination Program tests.

Students who have taken neither H211 nor H212 may take a competency test sponsored by the department. Those who score a 70% or better will be exempted from taking H211 and H212. These students will be required to take only one upper division history course to fulfill the G.E. world history requirement. (Students in state-approved teacher credentialing programs, however, must take both H211 and H212.) The test costs nothing but may be taken only once.

## HISTORY CORE COURSES

H211, 212	Essentials of World History I, II.....	6
H230	Essentials of U.S. History.....	3
H332	California: Past & Present.....	3
H334	20 <sup>th</sup> Century World Wars, Crises, & Resets.....	3
H343	United States Constitutional History.....	3
H421	Historical Research Techniques.....	3
H492	Senior Seminar in History.....	3
SS381	Cultural Geography.....	3
<i>One of the following (Church History).....</i>		<i>3</i>
	H367 History of the Church (3)	
	H487 U.S. Church History (3)	
	H467 The Reformation Era, 1500-1648 (3)	
<i>One of the following (U.S. History).....</i>		<i>3</i>
	H323 Early National Period of the U.S. (3)	
	H324 The United States from 1900 to 1941 (3)	
	H325 The United States from 1941 to 1973 (3)	
	H326 Contemporary United States History (3)	
	H335 Colonial & Revolutionary America (3)	
	H353 U.S. Diplomatic History (3)	
	H363 Ethnic America (3)	
	H424 Civil War & Reconstruction (3)	
<i>One of the following (European History)*.....</i>		<i>3</i>
	H315 Medieval Europe (3)	
	H316 Renaissance Europe (3)	

H383	Ancient Roman History (3)	
H385	Ancient Greek History (3)	
H454	Nineteenth Century Europe (3)	
<i>One of the following (Non-U.S., Non-European History)**.....</i>		<i>3</i>
	H327 Latin American History (3)	
	H347 The Intertestamental Period (3)	
	H346 East Asian History to 1945 (3)	
	H364 History of Ancient Israel (3)	
	H487 U.S. Church History (3)	
Upper Division History Electives.....		6
Upper Division History <b>or</b> Social Science Electives.....		6
<i>Total units required.....</i>		<i>51</i>
<i>*TMU Italy courses may fulfill this requirement, subject to advisor approval.</i>		
<i>**IBEX courses may fulfill this requirement, subject to advisor approval.</i>		

## History Education Emphasis

History core courses.....		51
<i>One of the following.....</i>		<i>3</i>
	ED202 Curriculum Instruction & Learning Theory (3)*	
	ED301 Cultural & Linguistic Diversity in Teaching (3)*	
ED400	Foundations of Education*+.....	3
P321	History and Philosophies of Education* <sup>o</sup> .....	3
<i>Total units required for emphasis.....</i>		<i>60</i>
<i>*Teaching Credential prerequisite; must pass with B- or better.</i>		
<i>+May be substituted with ED101, ED202, and ED301.</i>		
<i><sup>o</sup>Fulfills G.E. requirement for P311.</i>		

### Minor in History

For a minor in history, the following courses are required:

H211, 212 Essentials of World History I, II.....	6
H230 Essentials of U.S. History.....	3
Upper Division History Electives*.....	9
Total units required for minor.....	18

\*These units must be fulfilled by courses listed by the TMU History Department or explicitly History courses offered by IBEX or TMU Italy.

### POLITICAL STUDIES CORE COURSES

POL326 Introduction to American Politics.....	3
POL343 U.S. Constitutional History.....	3
POL354 The Christian & Politics.....	3
POL365 Western Political Philosophy I.....	3
POL366 Western Political Philosophy II.....	3
POL393 Introduction to Political Research.....	3
POL492 Senior Seminar in Political Studies.....	3
Total core courses.....	21

### American Politics Emphasis Courses

Political Studies core courses.....	21
Four of the following.....	12
POL325 Political Parties & Elections (3)	
POL333 The Presidency (3)	
POL334 Congress (3)	
POL336 Political Communication (3)	
POL353 U.S. Diplomatic History (3)	
POL466 The Federalist Papers (3)	
Upper Division Political Studies Electives.....	9
Total units required for emphasis.....	42

### Constitutional Law Emphasis Courses

Political Studies core courses.....	21
Four of the following.....	12
POL423 The Judicial Process (3)	
POL424 Law & Public Policy (3)	
POL435 Introduction to Constitutional Law (3)	
POL445 The Church as a Legal Institution (3)	
POL446 The Supreme Court & the Bill of Rights (3)	
POL466 The Federalist Papers (3)	
Upper Division Political Studies Electives.....	9
Total units required for emphasis.....	42

### Political Theory Emphasis Courses

Political Studies core courses.....	21
Four of the following.....	12
POL455 Christian Political Thought (3)	
POL464 Machiavelli (3)	
POL466 The Federalist Papers (3)	
POL473 American Political Thought I (3)	
POL474 American Political Thought II (3)	
Upper Division Political Studies Electives.....	9
Total units required for emphasis.....	42

### Minor in Political Studies

POL220 U.S. Government.....	3
Upper Division Political Studies Electives.....	21
Total units required for minor.....	24

## Course Offerings in History & Political Studies

### GENERAL EDUCATION HISTORY

#### H211, 212 Essentials of World History I, II (3, 3)

A broad two-semester survey integrating important geographical, intellectual, cultural, social, political, and economic developments within the world's major civilizations from earliest times to the 17th century in the first semester and from the 17<sup>th</sup> century to present in the second semester.

#### H230 Essentials of U.S. History (3)

An examination of noteworthy political, geographical, social, cultural, and economic trends in the United States from the colonial era to the present.

### HISTORY CORE COURSES

#### H332 California: Past & Present (3)

A study of cultural, economic, geographical, and political developments in California starting with its Native American residents, through the Spanish and Mexican periods, and continuing to its present multicultural state. California's present government structure is also examined.

#### H334 20<sup>th</sup> Century World Wars, Crises, & Resets (3)

Military, political, diplomatic, social, and economic history of World War I and the Treaty of Versailles, the Great Depression, the rise of fascism, World War II, and the early Cold War.

#### H343 U.S. Constitutional History (3)

A broad survey of U.S. Constitutional history beginning with the influences of English Common Law and colonial constitutional practices to the present Roberts Court. Case law is integrated within the historical contexts so that students will understand the interrelatedness between American history and jurisprudence. *Same as POL343.*

### **H421 Historical Research Techniques (3)**

A course on research methods in history, introducing both traditional research techniques and contemporary computer-based strategies. Problems in writing and documentation will also be addressed, while historiography comprises a main topic for readings.

### **H487 U.S. Church History (3)**

A historical survey of U.S. church history, especially American Protestantism, from deep colonial Puritan roots through the First and Second Great Awakenings, the shattering of basic biblical unity in the modernist/fundamentalist controversy, and the rebuilding of modern evangelicalism in contemporary times. *Same as BCH487.*

### **H492 Senior Seminar in History (3)**

A capstone course involving a review of historiography issues as well as historical & social science data to prepare history majors for national tests.

## **UNITED STATES HISTORY**

### **H323 Early National Period of the U.S. (3)**

A study of formative political, economic, geographical, social, diplomatic, and cultural developments between 1789 and 1848. Topics include constitutional questions; origins and evolution of political parties; early industrialization; wars with Britain, Mexico, and Native Americans; and Jacksonian era democratic and social reforms.

### **H324 The United States from 1900 to 1941 (3)**

Social, cultural, economic, geographic, political, and diplomatic developments in the U.S. from the beginning of the 20<sup>th</sup> century to the bombing of Pearl Harbor. Major topics include the progressive movement, WWI, the Roaring Twenties, and the Great Depression.

### **H325 The United States from 1941 to 1973 (3)**

Social, cultural, economic, geographic, political, and diplomatic developments in the United States from Pearl Harbor to the end of the Vietnam War. The following topics are included: WWII, various Cold War conflicts, 1960s protests, debates over the welfare state, and Civil Rights movements for African Americans, other minority groups, and women.

### **H326 Contemporary United States History (3)**

Social, cultural, economic, geographical, political, and diplomatic developments in the United States from approximately 1968 to the present. The following topics are addressed: post-industrial economics, the end of the Cold War, and various manifestations of the “culture wars.”

### **H335 Colonial & Revolutionary America (3)**

An examination of economic, political, social, geographical, and cultural developments in the North American colonies from their discovery to the writing of the Constitution in 1787. Topics include the clash of Native-American and European cultures, colonial religious beliefs and practices, the institutionalization of slavery, formative experiences in self-government, and the ideologies of the Revolution and Constitution.

### **H353 U.S. Diplomatic History (3)**

A survey of U.S. foreign relations events, policies, and policy-makers from the colonial era to the present. Geopolitics since WWII receives extra emphasis to facilitate an understanding of the context for contemporary international relations. *Same as POL353.*

### **H363 Ethnic America (3)**

An examination of the historical conditions and contributions of Native Americans, African Americans, Hispanic Americans, Asian Americans, and various European Americans from the colonial era to the present. Geographical implications of settlement and residential patterns are also explored.

### **H424 Civil War & Reconstruction (3)**

An examination of political, social, economic, and military facets of the Civil War and Reconstruction periods, including such topics as the nature of the Union under the Constitution, the importance of regional economic specialization, the crucial role of race relations in American society, and ethical questions concerning slavery and war.

## **EUROPEAN HISTORY**

### **H315 Medieval Europe (3)**

A broadly cultural history of Western Europe from the fall of Rome through the High Middle Ages (A.D. 300 to 1300). Topics covered include the collapse of Rome, Byzantium, the great church councils, the rise of Islam, Charlemagne, monasticism, the Crusades, papacy vs. empire, feudal society, and the rise of towns, universities, and monarchies.

### **H316 Renaissance Europe (3)**

A survey of the historical events in Renaissance Europe (A.D. 1300 to 1550) with special attention given to the events, personages, and themes of Renaissance Italy. A particular area of focus is the society and culture of Florence during this period.

### **H383 Ancient Roman History (3)**

This course is a survey of the history of the Roman Republic and Empire and an introduction to the histories written by the ancient Romans. Students will read selections from Livy, Tacitus, Caesar, and others.

### **H385 Ancient Greek History (3)**

This course is a survey of Greek history to the death of Alexander and an introduction to the histories written by the ancient Greeks. Students will read selections from Herodotus, Thucydides, Xenophon, and others.

### **H454 Nineteenth Century Europe (3)**

A study of Europe from the French Revolution to the eve of WWI (1789 to 1914). Major areas of interest to be covered include the French Revolution, Napoleon and empire, the concert of Europe, revolutions of '48, Industrial Revolution, Napoleon III, unification of Germany and Italy, Bismarck, colonialism and empire building, the Victorian era, ferment in art and thought, alliance system, and diplomatic crises preceding WWI.

## **NON-U.S./NON-EUROPEAN & CHURCH HISTORY**

### **H327 Latin American History (3)**

A broad survey integrating geography, politics, economics, and culture, including the ancient Native-American civilizations, Iberian conquest and colonization, wars of independence, modern national trends, and relations with the United States.

### **H347 The Intertestamental Period (3)**

A survey of the historical movements and events in Judea from 400 B.C. to A.D. 70 that serve as the background for the New Testament. The literature (apocryphal books, Dead Sea Scrolls), institutions (synagogue, Sanhedrin, temple), and religious sects (Pharisees, Sadducees, Essenes, etc.) will be closely examined. Finally, the Hellenistic, Roman, and Jewish political rulers will be surveyed to understand better the context in which the early Christian events took place. *Same as BCH347.*

### **H346 East Asian History to 1945 (3)**

A survey of East Asian history and geography with the major emphasis on the political and cultural histories of China and Japan to 1945. This course uses a historical and comparative approach.

### **H364 History of Ancient Israel (3)**

A careful study of the history of the people and the nation of Israel, from Abraham through the period of restoration. Special attention is given to the relationship of the Old Testament prophetic and wisdom literature to that historical narrative. *Same as B364.*

### **H367 History of the Church (3)**

A survey of personalities and issues in church history from the first century church to the present. The course includes discussions of the church fathers, major councils, the Reformation, and key church leaders over the last 2,000 years. *Same as BCH367.*

### **H467 The Reformation Era, 1500-1648 (3)**

A study of the historical/theological development of the Reformation and post-Reformation period through Calvin. Other areas of the Reformation not covered in class lectures are pursued through research papers and class discussion. *Same as BCH467.*

### **H489 Internship (1-3)**

Experience-based internship in some external setting, usually organized by the student interested in study. *Optional.*

### **H499 Special Historical Studies (1-3)**

Studies that deal with subjects not normally covered in departmental courses. Sometimes in a directed studies format. *Prerequisite: permission of the instructor.*

## **GENERAL EDUCATION POLITICAL STUDIES**

### **POL220 U.S. Government (3)**

A survey of United States institutions and processes. Included are such topics as the Constitution, federalism, Congress, the presidency, the judiciary, and civil rights.

## **POLITICAL STUDIES CORE COURSES**

### **POL326 Introduction to American Politics (3)**

A general overview of the important fields of study and seminal works in American politics.

### **POL343 U.S. Constitutional History (3)**

A broad survey of U.S. Constitutional history beginning with the influences of English Common Law and colonial constitutional practices to the present Roberts Court. Case law will be integrated within the historical contexts so that students will understand the interrelatedness between American history and jurisprudence. *Same as H343.*

### **POL354 The Christian & Politics (3)**

A biblical approach to Christian citizenship and activity. Emphasis on general and specific scriptural principles and their application to contemporary issues, including an introduction to various viewpoints. *Same as BCW354.*

### **POL365 Western Political Philosophy I (3)**

An in-depth study of the foundational works of classical political philosophy: Plato's *Republic* and Aristotle's *Politics* and *Nicomachean Ethics*.

### **POL366 Western Political Philosophy II (3)**

An in-depth study of the major modern political philosophers and their thought from Machiavelli through the social contract theorists to Marx.

### **POL393 Introduction to Political Research (3)**

A basic introduction to the appropriate methods, procedures, and sources for political research and writing.

### **POL492 Senior Seminar in Political Studies (3)**

Capstone course for senior students in political studies, emphasizing summary integration of a biblical worldview within the context of political studies, review of contemporary emphases in the discipline, and summary reinforcement and assessment of student learning.

## **AMERICAN POLITICS**

### **POL325 Political Parties & Elections (3)**

American political parties: their history, structure, operation, and impact on the American electoral process.

### **POL333 The Presidency (3)**

A study of the presidency and various schools of thought concerning the president's role and powers. Particular attention is paid to the constitutional presidency view vs. the modern presidency view.

### **POL334 Congress (3)**

A study of the United States Congress; its members, functions, and procedures; and its relationship with other elements of the governmental system and processes.

### **POL336 Political Communication (3)**

A study of the various media and their impact on politics. Particular emphasis on television, political cartoons, and propaganda.

### **POL353 U.S. Diplomatic History (3)**

A survey of U.S. foreign relations events, policies, and policy-makers from the colonial era to the present. Geopolitics since WWII receives extra emphasis to facilitate an understanding of the context for contemporary international relations. *Same as H353.*

### **POL489 Internship (15)**

Opportunity to spend a semester in Washington, D.C. with the American Studies Program. Seminars on selected topics and field experience working in a professional environment. Requires application to the American Studies Program.

## **POLITICAL THEORY**

### **POL455 Christian Political Thought (3)**

A study of major Catholic and Protestant political ideas from Augustine and Aquinas through the Reformers. Analysis stresses comparison of each with Scripture. *Same as BCW455.*

### **POL464 Machiavelli (3)**

An in-depth study of the political philosophy and influence of Niccolo Machiavelli, including detailed analysis of *The Prince* and *Discourses on Livy*.

### **POL466 The Federalist Papers (3)**

An in-depth study of the seminal work of American political thought, *The Federalist Papers*.

### **POL473 American Political Thought I (3)**

A study of important American political ideas from the Puritans through the Founding period.

### **POL474 American Political Thought II (3)**

A study of important American political ideas from the Jeffersonian era to the present.

## **CONSTITUTIONAL LAW**

### **POL423 The Judicial Process (3)**

An examination of the dynamics of the national judicial system, with emphasis on the Supreme Court as a working institution, the politics of selecting judges, external influences on the courts, internal procedures of decision-making, and relations with other political institutions.

### **POL424 Law & Public Policy (3)**

An examination of American political culture and its dynamics through selected current issues in law with an emphasis on their effect on policy formation and implementation.

**POL435 Introduction to Constitutional Law (3)**

General principles of federal and state constitutional law, powers of the national government, and federal-state relations. A study of the leading decisions of the United States Supreme Court.

**POL445 The Church as a Legal Institution (3)**

A survey of statutory and case law related to the institution of the church, its members, and leaders. Includes church discipline and the law, church finances and the law, the first amendment and the church, and more.

**POL446 The Supreme Court & the Bill of Rights (3)**

An in-depth study of the evolution of the Bill of Rights and its effect upon individual rights and federal and state law enforcement.

**POL488 Directed Study in Politics (1-3)**

Intensive study of a selected area under direction of a political studies faculty member. *Prerequisite: permission of the instructor.*

# Bachelor of Arts in Classical Liberal Arts

Dr. Grant Horner, Coordinator

The Bachelor of Arts in Classical Liberal Arts is the first undergraduate program of its kind in the United States. It is designed specifically to train students in both the content and pedagogy of the classical liberal arts in order to prepare them for teaching positions in the rapidly growing Classical Christian Education movement, and/or to pursue graduate work in the Humanities. Students are trained in the content of the Western Classical heritage (history, literature, art, philosophy, and theology) beginning with Greece and Rome, the Middle Ages, the Renaissance, and the Enlightenment, and continuing to the present day. This is augmented with intensive and continual training in Socratic pedagogy: the art of leading rich and invigorating discussions as opposed to lecturing on an academic topic. Students study the classical languages and master the classical arts of Grammar, Logic, and Rhetoric while pursuing the *studia humanitatis* (“study of the human things”) through a fully articulated theological framework in a manner similar to Medieval and Renaissance universities, the Geneva Academy started by John Calvin in 1559, and the church schools envisioned by Martin Luther.

## CLASSICAL LIBERAL ARTS CORE COURSES

CLA201	Introduction to the Classical Liberal Arts.....	3
CLA301	Socratic Pedagogy I.....	3
CLA402	Socratic Pedagogy II.....	3
CLA308	Classical Christian Education Internship.....	3
CLA309	Colloquium in Classical Christian Education*.....	0
ART338	Art History of the Western World** <sup>0</sup> .....	3
<i>One of the following</i> .....		3
BCH347 Intertestamental Period (3)		
BCH367 History of the Church (3)		
BCH404/E404/H404 Studies in John Calvin (3)		
BCH408 Puritanism (3)		
BCH409/E409 Studies in Martin Luther (3)		
BCH467 The Reformation Era, 1500-1648 (3)		
BCW363	Apologetics.....	3
BCW/POL455	Christian Political Thought.....	3

E405	Shakespeare.....	3
E499m	The Epic Tradition.....	3
E__	Literature Elective.....	3
H315	Medieval Europe.....	3
H316	Renaissance Europe.....	3
H383	Ancient Roman History.....	3
H385	Ancient Greek History.....	3
<i>Two of the following</i> .....		6-8
LAT399** Latin I (3)		
LAT499 Latin II (3)		
BL301 Elementary Greek II (4)		
BL302 Elementary Greek II (4)		
General Electives.....		6
<i>Total units required</i> .....		57-59 units
<i>*Must be taken every semester, starting in the sophomore year.</i>		
<i>**Offered during The Master's University Italy summer program.</i>		
<i><sup>0</sup>Fulfills G.E. requirement for MU190.</i>		

## Course Offerings in Humanities

### CLASSICAL LIBERAL ARTS

#### CLA201 Introduction to the Classical Liberal Arts (3)

This course is designed to introduce the history and development of educational theory and practice in the ancient world and its renewal in recent times. Readings and discussion of sources from Greek, Roman, late Antiquity, Medieval, and Renaissance/Early Modern periods, including Plato, Aristotle, Cassiodorus, Augustine, Aquinas, Alcuin, Ascham, Mulcaster, and Milton. The ancient tradition is shown as recast in the modern era, beginning with the work of Mortimer Adler, Dorothy Sayers, Doug Wilson, and others. This renewal has been in reaction to, and opposed to, the work of the majority of 20<sup>th</sup>-century educational theory without rejecting all of its observations.

#### CLA301 Socratic Pedagogy I (3)

The course begins with an historical survey of varying theories of teaching throughout history, culminating in the modernist, materialist, naturalist, and behaviorist models of the late 19<sup>th</sup> and 20<sup>th</sup> centuries, which began in Prussia and moving across Europe and the United States. This is contrasted with the ancient method of group dialectic as exemplified by Socrates, which is then considered by deploying a theological critique of Plato's pagan theories of the Eternal Forms, the formation of virtue through knowledge, and the doctrine of recollection in reincarnated souls. The course is built around Paul's description in Romans: *quia, quod noscibile est Dei, manifestum est in illis* (“For that which may be known of God is made manifest clearly in them”). Students begin the regular practice of leading intensive dialogues instead of simply lecturing, and learn to tell the difference between various ways of teaching and when they are most appropriate, from authoritative biblical preaching to learned lecturing to Socratic dialectical conversation.



### **CLA308 Classical Christian Education Internship (3)**

A structured observation and work experience in a local classical school. Students will see experienced classical educators deploying the classical model in a highly successful example of the classical renewal movement. Opportunities exist to observe leadership, support staff, board leadership, and faculty in their different but interlocking roles, and to gain experience serving in staff and teaching capacities.

### **CLA309 Colloquium in Classical Christian Education (0)**

Regular small group mentoring sessions with the program director. The colloquium is designed to help students integrate all that they are learning across the disciplines into an internally coherent and consistent worldview, work through professional questions, and develop their own intellectual growth plans and teaching personae.

### **CLA402 Socratic Pedagogy II (3)**

Building on the level I course, this advanced practicum offers extensive experience for students in leading dialectical conversation aimed at uncovering Truth, Goodness, and Beauty—as well as how to discern deception, evil, and ugliness.

## **ART**

### **ART330 Art Components & Techniques (3)**

Students will learn to teach visual art in the classroom using the elements of art and a variety of media, along with ideas on integrating the arts into other academic curriculum. Participants will be instructed in DBAE (Discipline-Based Art Education), which includes the history of famous artists, viewing artwork critically, and finding the aesthetic value in art. At the end of the course, students will have a compilation of art ideas, history on various artists, and a portfolio of their own art productions.

### **ART338 Art History of the Western World (3)**

Built on the foundation of 14 three-hour-long art slide programs ranging from Neolithic stonework and cave painting to ancient Greek sculpture to the Middle Ages to the masterpieces of the Renaissance to 20<sup>th</sup>-century art, the course surveys the major periods, media, and styles. Strong emphasis on the Italian Renaissance and somewhat greater emphasis on painting than on architecture and sculpture. Format is viewing, discussion, and writing, with a comprehensive final and several short papers. A major goal is to establish a historical and cultural “canon” in Western art history as seen from a theological aesthetic. Currently only offered through TMU Italy.

## **LANGUAGES**

### **Italian**

#### **ITA123, 124 Beginning Italian I, II (3, 3)**

Designed to introduce beginning students to the Italian language. The curriculum will emphasize conversation, the fundamentals of grammar, and pronunciation. *The year course fulfills the (pre-2015) G.E. requirement for cross-cultural studies.*

### **Latin**

#### **LAT399 Latin I (3)**

An upper division course serving as an introduction to the grammar, vocabulary, semantics, and interpretation of texts in Classical Latin. Daily readings, grammar lessons, translation, and vocabulary memorization. The goal is to prepare students to read basic Latin texts with some facility. Texts include Julius Caesar, Cicero, Martial, and the New Testament.

#### **LAT499 Latin II (3)**

An upper division course for students who have successfully completed Latin I or equivalent. Texts are specially selected to meet the needs and interests of those who would like to pursue the further study and perhaps teaching of Latin. Texts may include Virgil, Cicero, Ovid, Tacitus, Horace, Martial, Augustine, Aquinas, John Calvin, and other Reformers and Renaissance writers. Emphasis is on advanced grammar, vocabulary expansion, sight reading, and accurate translation of poetry and prose

## **PHILOSOPHY**

### **P212 Introduction to Logic (3)**

The principles and techniques of correct thinking, including the scientific method of deriving truth by induction from observation as well as by deduction from given premises. The aim is to discipline the student in soundness of reasoning, sifting of evidence, and recognition of superficialities and fallacies in the thinking of others.

### **P311 Essentials of Philosophy (3)**

A survey of the field of philosophy: its vocabulary, aims, and purposes; the great systems of speculative thought; and the leading thinkers.

### **P321 History and Philosophies of Education (3)**

A G.E. elective, this course presents a survey of educational theorists, their philosophies, and how those philosophies have been exercised in educational practices, and the implications for students, teachers, parents, and administration. Students will read the historical background of and original documents by the educational theorists. *Fulfills the P311 G.E. requirement for Liberal Studies: Teacher Education, English Education, History Education, Music Education, Mathematics Education, and Life Sciences Education majors.*

### **P367 Ethics (3)**

A survey of the main approaches to ethics; issues in personal ethics, such as moral responsibility, decision making, honesty, and conscience; and topics in special ethics such as war, abortion, euthanasia, genetic engineering, and church-state relations. *Fulfills the P311 G.E. requirement for Music Production majors. Same as BCW367.*

### **P488 Problem of Evil (3)**

Explanation for the existence of pain and evil. *Same as BCW488.*

## **Course Offerings in Social Sciences**

### **BEHAVIORAL STUDIES**

#### **BE101 Introduction to Psychology (3)**

General introduction to the basic concepts of psychology, with emphasis given to the various theories of psychology along with a thorough biblical analysis and critique.

### **GEOGRAPHY**

#### **SS381 Cultural Geography (3)**

An examination of human geography, including worldwide patterns and developments concerning demographics, race, language, religion, industrialization, urbanization, and ecology. Locations of all the world's nations will be learned during studies of regional geography.

# School of Music

*Dr. Paul T. Plew, Dean*

## **SCHOOL OF MUSIC ONLINE COURSE POLICY**

The upper division major courses required for degrees offered by the School of Music do not overlap with any courses currently offered by TMU Online. Thus, the school does not impose any major-specific limit on the number of online courses traditional students may take in any given term or over the course of their degree program.

# Degree Programs

The School of Music continually works to create an atmosphere for the entire student body that is conducive to cultural growth and an appreciation for the fine arts. As an institutional member of the National Association of Schools of Music, the school aims to offer a well-balanced scope of many styles of music and opportunities for exposure to those styles. The curriculum offered by the School of Music is designed to serve the entire University community. Applied music courses (private lessons, ensembles, etc.) are available to all students of the University for active participation and development of individual musical skills. Additional courses are also open for growth in the knowledge and expression of the musical arts.

## MISSION

“Excellence in music is our passion, because glorifying God with our best offering is what drives us.” -Dr. Paul T. Plew

At The Master’s University we believe that music fulfills what nothing else can satisfy. It fosters creativity, confidence, and community responsibility while promoting diligence and multicultural understanding. Music equips the mind and the spirit and produces skills that transfer to all areas of life. Our school, which is large enough to provide a variety of performance opportunities but small enough to grant individual attention to each student, seeks to develop musicians who have the desire to excel for the glory of God.

## DEGREES

Students select from three degrees and 13 emphases. The Bachelor of Music degree is offered in Vocal Performance, Piano Performance, Performance with Emphasis in Piano Pedagogy, Instrumental Performance, Traditional Worship, Music Education, and Composition. The Bachelor of Arts in Music is offered as a general degree or with emphases in Biblical Studies, Business, Communication, Modern Worship, or Music Production. A Bachelor of Arts degree is also offered in Audio Production & Communication. Degrees are designed to be completed in four years.

### General Education Requirements

Bachelor of Music majors are exempted from the following G.E. requirements: 3 units of H211/212 Essentials of World History I/II, the General Literature Elective, ECN200 Essentials of Economics and Society, and C100 Spoken Communication. Bachelor of Arts majors fulfill the normal G.E. requirements. All majors should check the list of required courses in the General Education section.

### The Bachelor of Music Degree

This is a professional degree designed for those with a strong music background who anticipate a vocation in music. It prepares candidates in comprehensive musicianship and performance skills for graduate school and a variety of music careers. Students must demonstrate satisfactory ability and preparation in order to be considered for the degree and must show adequate progress by the end of the sophomore year in order to continue in the B.M. program.

**The Composition emphasis** gives students the foundation to continue in graduate school or engage in one of many careers in music. Examples include composing, teaching, performing, and careers in the recording industry. Students acquire skills in instrumentation, arranging, and other aspects of composition, along with experiencing performances of their own compositions. Students learn to write both short and long forms in various representative musical and instrumental idioms, are encouraged to explore trends in modern music composition, and experiment with compositional styles in order to discover a personal compositional “voice.”

**The Music Education emphasis** equips the student with the necessary skills, understanding, and methodologies to teach vocal, instrumental, and general music in the K-12 grade school system. Credentialing comes in the fifth year of study with advanced studies in teacher education and student teaching through the School of Education.

**The Performance emphasis** prepares students for careers in performance, teaching, or advanced study in piano, voice, or another instrument. The program includes a breadth and depth of music studies to ensure a thorough foundation.

**The Piano Performance with Piano Pedagogy emphasis** allows piano majors who plan to teach the opportunity to focus on pedagogy through coursework and practical experience.

**The Traditional Worship emphasis** prepares students to reach the body of worshipers in evangelical churches with a traditional worship style. It equips them with a foundation of theology and a variety of skills in music, including areas of conducting, arranging, and building choirs and orchestras of all ages. It includes training in sound systems, acoustics, and design. A major component, the area of leadership and organization, enables students to have good interpersonal relationships with staff and provides hands-on experience with an internship in a local church. Students are prepared for more specialized graduate study in music or Christian ministry.

### **The Bachelor of Arts in Music Degree**

This degree is for students with a musical background who desire to achieve a solid education in music along with a significant amount of study in other areas. Emphases provide a secondary focus comprising about 10-20% of the total degree requirements. Performance requirements may be satisfied by a recital or a project.

**The B.A. in Music** serves students who choose music as the focus of a broader liberal arts education. The program offers flexibility in focus and course content. The wide range of learning coupled with the discipline of music engenders open doors in numerous music-related and non-music fields.

**The Biblical Studies emphasis** provides a foundation in both music and selected areas of biblical studies, such as counseling, Bible exposition, missions, languages, education, and more. It serves as a valuable precursor to seminary or graduate study in music, as well as preparing entry-level music pastors and assistant pastors.

**The Business emphasis** empowers students in entrepreneurship and business knowledge for employment in many areas, from running a small music studio to working in churches to a variety of roles in the music industry.

**The Communication emphasis** provides well-rounded skills in both areas to prepare students for graduate school or for entry-level positions in a wide range of vocations. Examples include public relations, the recording industry, sound engineering, church music ministry, musical theater, music editing, music publishing, and teaching.

**The Music Production emphasis** is designed to prepare students to work with the latest audio technology in numerous arenas in the media industry and in churches. Students may achieve AVID Certification. Combined with studies in music, the program becomes a unique preparation to better suit students for music recording and production.

**The Modern Worship emphasis** prepares students to reach the whole body of worshipers in evangelical churches. It equips them with a foundation of theology and a variety of skills in music that will be applicable to the ever-changing climate of worship, including areas of worship band leadership, arranging, training in sound systems and multimedia, and service design. A major component, the area of leadership and organization, enables students to have good interpersonal relationships with staff and provides hands-on experience with an internship in a local church.

### **The Bachelor of Arts in Audio Production & Communication Degree**

This inter-disciplinary degree requires courses in sound production and electronic communication to prepare students for careers that incorporate sound, film, production, music, etc. in many aspects of the entertainment industry, as well as in churches.

In addition, the school offers a minor in music, which provides grounding in the basics of music and worship, along with individual training and ensemble performance opportunities. Music is so much a part of church life that the music minor is highly recommended to all who are involved in the church in any capacity. It also provides a well-rounded education for any major.

## **FACILITIES**

The school provides an acoustically mastered recital hall that is flexible for rehearsals, concerts, and recording sessions, in addition to 15 Wenger sound-proof practice rooms, including some V-rooms with built-in emulation of larger environments. Students have access to 33 pianos (18 grands: one upright, one seven-foot, and one nine-foot Steinway concert grand), two organs (an Allen digital organ, 705 series two-manual with 32 pedals, the equivalent of 55 ranks; and a Rogers organ model 755), and two harpsichords (a Peter Tkach double-manual and a Zuckermann single-manual).

## Computer Lab

The Master's University music facilities include a computer lab that features Macintosh/Roland music workstations, each complemented with the most recent music notation and sequencing software programs. The Master's University music student has access to the latest in computer-generated composition, digital sequencer recording, and educational technology. The School of Music offers courses in conjunction with the music technology lab that focus on equipping students with the abilities and experience to utilize the technologies available to the music profession.

## Sound Studio

The state-of-the-art recording facility is integrated into the recital hall. This all-digital room is anchored by a 32-fader ICON D-Control work surface and features an industry standard Avid Pro Tools HDX2 system with a variety of plug-ins and outboard processing. The studio is used for classes as well as school ensemble projects, giving audio technology students the opportunity to put their knowledge to the test in a real-world studio recording context.

## CAREERS

A major in music provides the discipline and whole-brain learning that prepare the conscientious graduate for success in nearly any field. The school strives to acquaint majors with musical careers by inviting individuals from diverse sectors of the industry to share their experience with students. A music degree opens many possibilities, such as the following:

- Music recording, editing, production, and composing
- Sound mixing
- Post production
- Performer
- Educator
  - Elementary & secondary
  - College & university
- Private studio
- Worship music ministries
- Pastor
- Music and recording industries specialist
- Music software developer
- Community arts manager
- Performing arts administrator
- Composer/arranger
- Conductor
- Financial officer in music or theater
- Music librarian
- Music therapist
- Ethnomusicologist

## CONCERTS

The Master's University School of Music presents choral and instrumental concerts, recitals, and theater productions each semester. At Christmas and during Passion Week, all music students and many non-majors come together to produce major oratorios with choir and orchestra. The "Come ChristmasSing" concert series also features all the performing groups along with a piano ensemble and vocal and instrumental chamber ensembles. All students taking private instruction are involved in performances each semester. In addition, the music faculty offers a variety of faculty recitals. All musical events are open to the University and the community.

## Performing Groups

Vocal choirs include University Singers, a non-auditioned campus community choir, and two auditioned ensembles: The Master's Chorale and Opera Workshop. Instrumental groups include the Wind Ensemble, String Ensemble, Jazz Ensemble, piano, percussion and other chamber ensembles, and handbell choirs. These groups present concerts on and off campus and some tour annually. The Master's University Chorale has been requested by major Christian recording labels for nationally released albums and is invited to give concerts every four years in Israel as guests of the Ministry of Tourism. The School of Music's Theatre Arts program produces entertaining drama productions of Broadway plays or musicals each semester with auditioned roles open to all TMU students.

## GENERAL REQUIREMENTS

All incoming music majors must give a satisfactory audition in their primary instrument and be approved by the faculty. At the end of two semesters of private instruction, all B.M. students must obtain approval by the faculty in a jury examination to continue in the B.M. program.

Concert attendance and performance are necessary for all music majors to enrich their musical understanding. Enrollment in Concert Attendance and University Singers or University Orchestra is required every semester.

Each music major must choose a primary performance instrument and enroll in individual instruction in that instrument and in Performance Practicum (MU390). All students enrolled in private lessons for their primary instrument are required to take a jury examination each semester. Students giving a recital must demonstrate that they meet the school standards for student recitals at a pre-recital jury; they must submit their entire program and be prepared to perform it.

Students must be concurrently enrolled in private instruction the semester a recital is given. Students completing a project must obtain approval by a faculty committee before beginning the project. A reasonable level of keyboard proficiency, required for most music degrees, may be met through Piano Foundations or by examination. Music majors must achieve a 2.0 in all their music courses in order to graduate.

## BACHELOR OF MUSIC CORE COURSES

MU131	Piano Foundations I*	1
MU132	Piano Foundations II*	1
MU141A	Music Theory I	3
MU141B	Aural Skills I	1
MU142A	Music Theory II	3
MU142B	Aural Skills II	1
MU150	Staff Accompanist***	0
MU160/360	Individual Instruction in primary instrument	8
MU221	Digital Music Technology	2
MU231	Piano Foundations III*	1
MU232	Piano Foundations IV*	1
MU241A	Music Theory III	4
MU241B	Aural Skills III	1
MU242A	Music Theory IV	4
MU242B	Aural Skills IV	1
MU271	Basic Conducting	2
MU295	Music and Art for Musicians**	3
<i>One of the following</i>		4
MU310 University Singers (0.5/semester)		
MU310O University Orchestra (0.5/semester)		
MU330	Concert Attendance	0-0.5
MU333	Worship and Songs of the Church	3
MU390	Performance Practicum	0-0.5
MU393	Music History & Literature I	3
MU394	Music History & Literature II	3
MU396	World Music	3
MU482	Senior Seminar	2
Performing Ensemble		8
<i>Total core courses</i>		61-62

\*Testing out allowed for any or all semesters of Piano Foundations.

\*\*Fulfills G.E. requirement for MU190.

\*\*\*Required for primary instrument: voice.

## Composition Emphasis Courses

Bachelor of Music core courses		59-60
MU160W/360W	Individual Instruction in Composition*	6
MU222	Introduction to Composition	2
MU366	Tonal Counterpoint	2
MU406	Popular Music Since 1900	3
MU443	20 <sup>th</sup> Century Analysis	2
MU445	Arranging	2
MU474	Orchestration	2
MU460	Full Recital	2
<i>Total units required for emphasis</i>		80-81

\*Fulfills two units of Individual Instruction in primary instrument.

## Music Education Emphasis Courses

Bachelor of Music core courses		61-62
MU181	Introduction to Music Education	1
MU313	Percussion Techniques	1
MU314	Woodwind Techniques	1
MU315	Brass Techniques	1
MU316	String Techniques	1

MU360	Individual Instr. in primary instrument (add'l)	4
MU416	Teaching Music in the Elementary & Secondary School	3
MU476	Advanced Conducting	2
<i>One of the following</i>		3
ED202 Curriculum & Learning Theory (3)		
ED301 Cultural & Linguistic Diversity in Teaching (3)		
ED400	Foundations of Education	3
P321	History and Philosophies of Education*	3
<i>One of the following</i>		2
MU366 Tonal Counterpoint (2)		
MU445 Arranging (2)		
MU474 Orchestration (2)		
Performance Track		5-6
<i>Instrumental:</i>		
MU170C Class Voice (1)		
MU340 Instrumental Chamber Ensembles (2)		
MU414 Instrumental Methods (2)		
<i>Vocal:</i>		
MU428 Choral Methods (2)		
MU436 Vocal Pedagogy (2)		
<i>Two of the following</i>		2
MU311 Opera Workshop** (1)		
MU320 The Master's Chorale** (1)		

MU260B	Half Recital (Senior)	1
<i>Total units required for emphasis</i>		92-94

\*Fulfills G.E. requirement for P311.

\*\*May be repeated to satisfy this requirement.

## Traditional Worship Emphasis Courses

Bachelor of Music core courses		61-62
MU160	Individual Instruction in a keyboard instrument other than piano	1
MU334	Music Leadership and Administration	2
MU360	Individual Instr. in primary instrument (add'l)*	2
MU428	Choral Methods	2
MU445	Arranging	2
MU474	Orchestration	2
MU476	Advanced Conducting	2
MU494	Worship Internship	2
MU260B	Half Recital (Senior)	1
Electives		4
<i>Total units required for emphasis</i>		81-82

\*May be satisfied by MU340 Chamber Ensembles.

## PERFORMANCE DEGREES

### Instrumental Performance Emphasis Courses

Bachelor of Music core courses		53-54
MU340	Instrumental Chamber Ensemble in primary instrument	4
MU340/S	Wind or String Ensemble*	8
MU360	Individual Instr. in primary instrument (add'l)	6
<i>One of the following</i>		2
MU366 Tonal Counterpoint (2)		
MU445 Arranging (2)		
MU474 Orchestration (2)		

MU477	Instrumental Pedagogy.....	1
MU478	Instrumental Literature.....	1
MU260A	Half Recital (Junior).....	1
MU460	Full Recital.....	2
<i>Total units required for emphasis.....</i>		<i>78-79</i>

*\*Satisfies Performance Ensemble in the B.M. Core.*

### Piano Performance Emphasis Courses

Bachelor of Music core courses.....		57-60
MU160/360	Individual Instruction in a keyboard instrument other than piano.....	1
MU356	Teaching Piano Internship I.....	1.5
MU360A	Individual Instruction in Piano (additional).....	6
MU374	Functional Keyboard Skills.....	2
MU385	Piano Pedagogy I.....	2
MU386	Piano Pedagogy II.....	2
MU440	Collaborative Keyboard*.....	2-4
MU473	Advanced Piano Literature.....	2
MU260A	Half Recital (Junior).....	1
MU460	Full Recital.....	2
<i>Total units required for emphasis.....</i>		<i>80.5-81.5</i>

*\*Fulfills 2-4 units of Performing Ensemble.*

### Performance w/ Emphasis in Piano Pedagogy Courses

Bachelor of Music core courses.....		57-60
MU356	Teaching Piano Internship I.....	1.5
MU360A	Individual Instruction in Piano (additional).....	6
MU374	Functional Keyboard Skills.....	2
MU385	Piano Pedagogy I.....	2
MU386	Piano Pedagogy II.....	2
MU440	Collaborative Keyboard*.....	2-4
MU453	Teaching Piano Internship II.....	1.5
MU454	Teaching Piano Internship III.....	1.5
MU473	Advanced Piano Literature.....	2
MU483	Piano Pedagogy III.....	2
MU484	Piano Pedagogy IV.....	2
MU460	Recital (50 minutes; 10 minutes showcases teaching internship).....	2
<i>Total units required for emphasis.....</i>		<i>85.5-86.5</i>

*\*Fulfills 2-4 units of Performing Ensemble.*

### Vocal Performance Emphasis Courses

Bachelor of Music core courses.....		60-61
MU283/284	Diction (Foreign Language).....	4
MU311	Opera Workshop*.....	1
MU346	Stage Training.....	2
MU360B	Individual Instruction in Voice (additional).....	6
<i>Two of the following.....</i>		<i>4</i>
MU336 Italian for Singers (2)		
MU363 French for Singers (2)		
MU364 German for Singers (2)		
MU435	Vocal Literature.....	2
MU436	Vocal Pedagogy.....	2
MU260A	Half Recital (Junior).....	1
MU460	Full Recital.....	2
<i>Total units required for emphasis.....</i>		<i>84-85</i>

*\*Satisfies 1 unit of performance ensemble.*

### B.A. IN MUSIC CORE COURSES

MU131, 132	Piano Foundations I, II*.....	2
MU141A	Music Theory I.....	3
MU141B	Aural Skills I.....	1
MU142A	Music Theory II.....	3
MU142B	Aural Skills II.....	1
MU150	Staff Accompanist***.....	0
MU221	Digital Music Technology.....	2
MU271	Basic Conducting.....	2
MU295	Music and Art for Musicians**.....	3
<i>One of the following.....</i>		<i>4</i>
MU310 University Singers (0.5/semester)		
MU310O University Orchestra (0.5/semester)		
MU330	Concert Attendance.....	0-0.5
MU333	Worship and Songs of the Church.....	3
MU390	Performance Practicum.....	0-0.5
MU396	World Music.....	3
MU482	Senior Seminar.....	2
<i>Total core courses.....</i>		<i>29-30</i>

*\*Testing out allowed for any or all semesters of Piano Foundations.*

*\*\*Fulfills G.E. requirement for MU190.*

*\*\*\*Required for primary instrument: voice.*

### General Music Emphasis Courses

B.A. in Music core courses.....		29-30
MU160/360	Individual Instruction in primary instrument.....	8
MU241A	Music Theory III.....	3
MU241B	Aural Skills III.....	1
MU242A	Music Theory IV.....	3
MU242B	Aural Skills IV.....	1
<i>One of the following.....</i>		<i>3</i>
MU393 Music History & Literature I (3)		
MU394 Music History & Literature II (3)		
Non-Music Electives.....		8
Other Electives.....		4
Performing Ensemble.....		4
<i>One of the following.....</i>		<i>1</i>
MU260B Half Recital (Senior) (1)		
MU490 Senior Capstone Project (1)		
<i>Total units required for emphasis.....</i>		<i>65-66</i>

### Biblical Studies Emphasis Courses

B.A. in Music core courses.....		29-30
MU160	Individual Instruction in primary instrument.....	6
MU334	Music Leadership and Administration.....	2
<i>One of the following.....</i>		<i>3</i>
MU393 Music History & Literature I (3)		
MU394 Music History & Literature II (3)		
Performing Ensemble.....		4
Biblical Studies Electives.....		18
Music Electives.....		4
<i>One of the following.....</i>		<i>1</i>
MU260B Half Recital (Senior) (1)		
MU490 Senior Capstone Project (1)		
<i>Total units required.....</i>		<i>67-68</i>

### Business Emphasis Courses

B.A. in Music core courses.....		29-30
MU160	Individual Instruction in primary instrument.....	6



MU334	Music Leadership and Administration.....	2
MU406	Popular Music Since 1900.....	3
	Performing Ensemble.....	4
	<i>At least two of the following.....</i>	<i>6</i>
	MU223 Audio Engineering I (3)	
	MU251 Intro. to Audio Technology, Pro Tools I (2)	
	MU313 Percussion Techniques (1)	
	MU314 Woodwind Techniques (1)	
	MU315 Brass Techniques (1)	
	MU316 String Techniques (1)	
	MU348 Production Techniques (1)	
	MU354 Intro. to Audio Editing, Pro Tools II (3)*	
	MU355 Intro. to Audio Mixing, Pro Tools III (3)*	
	MU385 Piano Pedagogy I (2)	
	MU404 Recording Techniques (3)*	
	MU476 Advanced Conducting (2)*	
	Music Business Internship (1-2)	
	Other choices available on request	
MKT361	Marketing Strategies.....	3
MKT462	Sales and Customer Service.....	3
MGT330	Business Communications.....	3
BUS320	Business Law.....	3
	Business Electives.....	6
	<i>One of the following.....</i>	<i>1</i>
	MU260B Half Recital (Senior) (1)	
	MU490 Senior Capstone Project (1)	
	<i>Total units required for emphasis.....</i>	<i>69-70</i>
	<i>*Prerequisites apply.</i>	

### Communication Emphasis Courses

B.A. in Music core courses.....	29-30	
MU160	Individual Instruction in primary instrument.....	6
MU334	Music Leadership and Administration.....	2
	<i>One of the following.....</i>	<i>3</i>
	MU393 Music History & Literature I (3)	
	MU394 Music History & Literature II (3)	
C211	Introduction to Mass Communication.....	3
C371	Interpersonal Communication.....	3
C472	Rhetorical Criticism.....	3
	Communication Electives.....	9
	Performing Ensemble.....	4
	Music Electives.....	4
	<i>One of the following.....</i>	<i>1</i>
	MU260B Half Recital (Senior) (1)	
	MU490 Senior Capstone Project (1)	
	<i>Total units required for emphasis.....</i>	<i>67-68</i>

### Modern Worship Emphasis Courses

B.A. in Music core courses.....	29-30	
MU160	Individual Instruction in primary instrument.....	6
MU160	Individual Instruction in worship band instruments other than primary instrument—guitar, piano, bass, drums.....	2
MU233	Popular Music Theory I.....	3
MU251	ProTools 101/110.....	2
MU324	Worship Band Leadership.....	2
MU334	Music Leadership and Administration.....	2
MU406	Popular Music Since 1900.....	3
MU494	Worship Internship.....	2
	Performing Ensemble.....	4

<i>Electives, including six units from the following.....</i>	<i>8</i>	
	Biblical Studies Courses	
	MU223 Audio Engineering I (3)	
	MU348 Production Techniques (1)	
	MU404 Recording Techniques (3)	
	MU354 Intro. to Audio Editing, Pro Tools II (3)	
	<i>One of the following.....</i>	<i>1</i>
	MU260B Half Recital (Senior) (1)	
	MU490 Senior Capstone Project (1)	
	<i>Total units required for emphasis.....</i>	<i>64-65</i>

### Music Production Emphasis Courses

B.A. in Music core courses*.....	27-27.5	
ACC210	Accounting Fundamentals I.....	3
ACC220	Accounting Fundamentals II.....	3
BUS368	Entrepreneurship.....	3
MKT350	Marketing Fundamentals.....	3
MU223	Audio Engineering I.....	3
MU251	ProTools 101/110.....	2
MU354	Introduction to Audio Editing, Pro Tools II.....	3
MU355	Introduction to Audio Mixing, Pro Tools III.....	3
MU404	Recording Techniques.....	3
MU406	Popular Music Since 1900.....	3
MU426	Audio Engineering II.....	3
MU460E	Senior Project.....	2
MU498	Internship in Music Production.....	2
	Music Electives.....	4
	<i>Total units required for emphasis.....</i>	<i>67-67.5</i>
	<i>*MU271 and MU390 are waived for the Music Production major.</i>	

### Minor in Music

For a minor in Music, the following courses are required:

MU131, 132	Piano Foundations I, II*.....	0-2
MU141A	Music Theory I.....	3
MU141B	Aural Skills I.....	1
MU160/360	Individual Instruction.....	4
MU271	Basic Conducting.....	2
MU295	Music & Art for Musicians**.....	3
MU310	University Singers or Orchestra.....	2
MU330	Concert Attendance (4 semesters).....	0
MU333	Worship and Songs of the Church.....	3
	Music Electives.....	4
	<i>Total units required for minor.....</i>	<i>22-24</i>
	<i>*Testing out allowed for one or both semesters.</i>	
	<i>**Fulfills G.E. requirement for MU190.</i>	

## B.A. IN AUDIO PRODUCTION & COMMUNICATION

### Audio Production Core Courses

MU221	Digital Music Technology I.....	2
MU223	Audio Engineering I.....	3
MU251	ProTools 101/110.....	2
MU354	Introduction to Audio Editing, Pro Tools II.....	3
MU355	Introduction to Audio Mixing, Pro Tools III.....	3
MU404	Recording Techniques.....	3
MU426	Audio Engineering II.....	3
MU460E	Senior Project.....	2
MU498	Internship in Audio Technology.....	2

## Music Core Courses

MU108	Music Fundamentals.....	2
MU330	Concert Attendance (4 semesters).....	0-0.5
MU334	Music Leadership and Administration.....	2
MU406	Popular Music Since 1900.....	3
MU482	Senior Seminar.....	2
	Choice of Ensemble (2 semesters).....	1-2
	Music Electives.....	4

## Communication Electives

<i>Four of the following.....</i>	<i>12</i>
C132 Podcast Studio (3)	
C202 Film History (3)	
C211 Introduction to Mass Communication (3)	
C371 Interpersonal Communication (3)	
C382 Persuasion (3)	
C472 Rhetorical Criticism (3)	
<i>Total units required for major.....</i>	<i>49-51</i>

## Course Offerings in Music

### MU105 Song Writing (2)

An introduction to song writing for non-music majors. Topics covered will include basic music theory, selecting or writing a good text and setting it to appropriate music, and song structuring. Designed for those who would like to be able to write down a song or worship music and future pastors who desire to work more knowledgeably with their worship leaders and church musicians. The ability to play a musical instrument is helpful but not required.

### MU108 Music Fundamentals (2)

Course designed for the non-music major. Provides basic knowledge of the elements of music, including melody, chords, and rhythm. Requires no prior instruction in music.

### MU131 Piano Foundations I (1)

This course facilitates the development of functional piano skills for the non-keyboard music major. Special emphasis will be given to the areas of keyboard theory and technique, sight reading, solo/ensemble repertoire, and creative activities (harmonization, improvisation). *Prerequisite: permission.*

### MU132 Piano Foundations II (1)

Continues development of the skills begun in MU131. *Prerequisite: MU131 or permission.*

### MU141A Music Theory I (3) and MU141B Aural Skills I (1)

Designed for the music major. Study of the fundamentals of music including proper notation procedures, scales, keys, intervals, rhythm, and melody. In addition, study of chord construction with emphasis on four-part writing and analysis of harmonic progressions involving diatonic triads and non-harmonic tones; melodic, rhythmic and harmonic dictation; and sight singing. Class meets 5 hours weekly.

### MU142A Music Theory II (3) and MU142B Aural Skills II (1)

Further harmonic study including diatonic seventh chords; secondary dominants; leading-tone chords; modulation; binary and ternary form; popular music symbols; melodic, rhythmic, and harmonic dictation; and sight singing. Class meets 5 hours weekly. *Prerequisite: MU141A, B.*

### MU160 Individual Instruction (1-2)

Private lessons in performance areas as listed below. One half-hour lesson per week for 1 unit. This 160 course number applies to students in their first four semesters of private instruction. May be repeated for credit. Areas of instruction:

MU160A Piano	MU160M Trombone
MU160B Voice	MU160N Euphonium/Tuba
MU160C Organ	MU160O Percussion
MU160D Guitar	MU160P Violin
MU160F Flute	MU160R Harp
MU160G Oboe	MU160S Cello
MU160H Clarinet	MU160T String Bass
MU160I Saxophone	MU160U Harpsichord
MU160J Bassoon	MU160V Viola
MU160K Trumpet	MU160W Composition
MU160L Horn	MU160X Bagpipe

Other areas may be added as needed. *All music majors must also register for MU390 Performance Practicum.*

**MU170 Class Instruction (1)**

Small class ( $\leq 8$ ) instruction in performance areas of voice, piano, or other areas. Designed for the student with little or no previous private training. May be repeated once for credit.

**MU181 Introduction to Music Education (1)**

Orientation and introduction course designed to encourage students interested in the teaching profession. Field observations in public school music classrooms are included.

**MU188 Basic Theory for Music Ministry (1)**

Popular music theory designed for non-music majors for use in worship or for personal enrichment. Involves an introduction to harmonic, melodic, and rhythmic principles of music, including key signatures, scales, intervals, chords, chord construction, and chord progression as a basis for understanding traditional, contemporary Christian, popular, and jazz music.

**MU190 Essentials of Music & Art (3)**

An overview of music and art in Western civilization. Integrates culture, philosophy, and history and helps the student to verbalize a biblically-based philosophy of music and art. Includes a segment on hymnology and worship, concert attendance, and a field trip to an art museum. For non-music majors.

**MU221 Digital Technology I (2)**

An introductory course designed to introduce students to digital music technology including computer assisted music notation, MIDI, sequencing, audio recording, and sampling using Pro Tools and other virtual studio technology (VST) programs.

**MU222 Introduction to Composition (2)**

The study of the craft of musical composition: thematic organization and development, pacing, and formal continuity.

**MU223 Audio Engineering I (3)**

Exploration of sound, acoustics, and sound systems, including system processors and signal processing; building a live mix; and producing live sound for worship, theater, concert, and corporate events.

**MU231 Piano Foundations III (1)**

Continues development of the skills taught in MU132. *Prerequisite: MU132 or permission.*

**MU232 Piano Foundations IV (1)**

Continues development of the skills taught in MU231, with added emphasis in accompanying and instrumental, vocal, and choral score reading. *Prerequisite: MU231 or permission.*

**MU233 Popular Music Theory I (3)**

Worship-focused improvisation, harmonization, arranging, analysis, charting, and other skills. *Prerequisite: MU142.*

**MU241A Music Theory III (3) and MU241B Aural Skills III (1)**

Study of advanced harmonic materials, including borrowed chords, the Neapolitan sixth and augmented sixth chords, enharmonic spellings, and enharmonic modulations. Study of variation technique, analysis of large forms such as sonata allegro and rondo form, written analysis, aural recognition, composition, and keyboard performance. Class meets 5 hours weekly. *Prerequisite: MU142A.*

**MU242A Music Theory IV (3) and MU242B Aural Skills IV (1)**

Further study of altered dominants and chromatic mediants; ninth, eleventh, and thirteenth chords; and expanded tonal materials. Study of contrapuntal practices of the sixteenth and eighteenth centuries with analysis, writing assignments, and applications to linear aspects of twentieth century music. Study of modes, scalar materials, and extended techniques used in Impressionism and other post-tonal styles, and analysis and original composition using these devices. Class meets 5 hours weekly. *Prerequisite: MU241A, B.*

**MU251: ProTools 101/110 (2)**

A comprehensive introduction to using the Pro Tools system for audio production that prepares students for the AVID Certified User exam.

**MU260A Half Recital (1)**

A 30-minute recital given either in the fall of the junior year by performance majors or in the spring of the senior year for other music degrees. Permission to give a recital must be acquired the previous semester, and the program and/or pre-recital jury must be approved at least one month before the recital date.

**MU260B Recital or Project (1)**

A 30-minute recital generally given in the senior year by non-performance majors as required. Permission to give a recital must be acquired the previous semester, and the program and/or pre-recital must be approved at least one month before the recital date. Students qualified to substitute a project for the recital must submit a proposal and obtain faculty approval before beginning the project; they must give the faculty periodic progress reports, and on completion, turn in a thorough written description of the project with appropriate ancillary materials. Projects must involve significant research and require the amount of time equivalent to preparation for a junior recital.

**MU271 Basic Conducting (2)**

Basic study of song-leading and conducting patterns and styles through practical experience in the classroom, using hymns and choral materials. *Prerequisite: MU141.*

**MU283 Diction for Singers: IPA, English (2)**

Study of the International Phonetic Alphabet and singing in English.

**MU284 Diction for Singers: Italian, German, French (2)**

Study of singing diction in Italian, German, and French languages using the International Phonetic Alphabet.

**MU295 Music & Art for Musicians (3)**

Establishes a foundation in music and art in Western Civilization. Relates music and art to culture, philosophy, and history and helps the student develop a biblically based philosophy of music. Includes segments on American music and Non-Western music and an art museum field trip. *Prerequisite: major in music or approval of the instructor.*

**MU310 University Singers (0.5)**

Preparation and performance of major oratorio and other selected works each semester. Meets once weekly. Open to all students. No auditions. May be repeated for credit.

**MU310O University Orchestra (0.5)**

Preparation and performance of major oratorio and other selected works each semester. Meets once weekly. Open to all students. May be repeated for credit.

**MU311 Opera Workshop (1)**

Opera scenes from a variety of styles and time periods are performed in English, with staging and costumes. Open to all students by audition. May be repeated for credit.

**MU313 Percussion Techniques (1)**

Basic elements of playing percussion instruments related to teaching school. Areas studied are rudiments, techniques, teaching strategies and analysis, manufacturer overview, and maintenance of percussion instruments.

**MU314 Woodwind Techniques (1)**

Basic elements of playing woodwind instruments related to school teaching. Areas studied are performance skills, literature, teaching strategies and analysis, and maintenance of woodwind instruments.

### **MU315 Brass Techniques (1)**

Basic elements of playing brass instruments related to school teaching. Areas studied are performance skills, literature, teaching strategies and analysis, and maintenance of brass instruments.

### **MU316 String Techniques (1)**

Basic elements of playing string instruments related to school teaching. Areas studied are fingering positions, bowings, teaching strategies and analysis, maintenance, and literature of string instruments.

### **MU320 The Master's Chorale (1)**

Concert choir of 50 to 60 voices. Membership is open to all students by audition with the director. Strong emphasis on concert chorale literature of varied eras and styles. Area concerts and spring tour, with tours to Israel every four years. May be repeated for credit. *Corequisite: MU310.*

### **MU324 Worship Band Leadership (2)**

Acquaints students with current worship band practices and trends and provides an understanding of technologies used for worship ministry in regards to scheduling and chart resources. Band rehearsals, organization, and musician discipleship and relationships will also be discussed.

### **MU330 Concert Attendance (0-0.5)**

Attendance at a specified number of concerts. Required concerts include a combination of on- and off-campus concerts. Pass/fail; no tuition.

### **MU333 Worship and Songs of the Church (3)**

Traces the thread of worship from early Hebrew times to the present. Explores the varied paradigms of worship and reasons why we worship as we do. Presents the historical development of psalms, hymns, and spiritual songs. *Fulfills the MU190 G.E. requirement for Biblical Studies majors.*

### **MU334 Music Leadership and Administration (2)**

Addresses current changes in church music and teaches organizational and leadership skills for the music ministry of a church. Focuses on a commitment to the preeminence of Scripture and Christ-centered worship, advocating that hymns, praise songs, and all music of the church must support the Word of God and remain the servant of our faith. Covers philosophy of church music, praise teams, choirs, congregational singing, special programs, equipment and materials, and working with the music committee and pastoral staff.

### **MU336 Italian for Singers (2)**

A one-semester course focused on grammar and vocabulary for translation rather than for conversation. Offered every other spring in odd-numbered years. Open to all students.

### **MU340 Wind Ensemble (1)**

The instrumental performance ensemble for wind and percussion musicians that is open to all students through audition. Designated to provide the wind and percussion instrumentalist opportunities to study, rehearse, and perform a variety of wind band literature composed for accomplished wind and percussion ensembles. May be repeated for credit. Other auditioned ensembles, which may be repeated for credit, include:

**MU340B Brass Ensemble (1)**

**MU340C Chamber Orchestra (1)**

**MU340F Flute Ensemble (1)**

**MU340G Guitar Ensemble (1)**

**MU340H Handbell Ensemble (1)** *No audition required.*

**MU340I Piano Ensemble (1)**

**MU340J Jazz Band (1)**

**MU340P Percussion Ensemble (1)**

**MU340S String Ensemble (1)**

**MU340W Woodwind Ensemble (1)**

**MU346 Stage Training (2)**

A beginning study of improvisational techniques for the stage. Very interactive class structure.

**MU348 Production Techniques (1)**

This class provides an environment where students may, through a hands-on approach, learn the techniques, problems, and solutions of producing a large-scale musical and/or dramatic presentation in a school or church environment.

**MU354 Introduction to Audio Editing, Pro Tools II (3)**

The study of sound editing techniques using Digital Audio Workstations (DAWs) like Pro Tools as it applies to modern media: film, television, radio, etc. *Prerequisite: MU251.*

**MU355 Introduction to Audio Mixing, Pro Tools III (3)**

The study of sound mixing techniques using DAWs like Pro Tools as it applies to modern media: film, television, radio, music, etc. *Prerequisite: MU354.*

**MU356 Teaching Piano Internship I (1.5)**

This course offers students an opportunity to observe a weekly 45-minute group piano class of beginning-level students and to teach a private piano lesson with supervision. Weekly meetings address topics such as lesson planning, promoting parent/teacher/student relationships, and organizing recitals and other performance opportunities. *Corequisite: MU386. Prerequisite: MU385.*

**MU360 Individual Instruction (1-2)**

Private lessons in performance (for areas see MU160). One half-hour lesson per week for 1 unit. This 360 course number applies to students who have completed at least 4 semesters of individual instruction. May be repeated for credit. *All music majors must also register for MU390 Performance Practicum.*

**MU363 French for Singers (2)**

A one-semester course focused on grammar and vocabulary for translation rather than for conversation. Offered every other fall in odd-numbered years. Open to all students.

**MU364 German for Singers (2)**

A one-semester course focused on grammar and vocabulary for translation rather than for conversation. Offered every other spring in even-numbered years. Open to all students.

**MU366 Tonal Counterpoint (2)**

A study of and practice in the materials and methods of polyphonic harmony. Primary stress is placed on the practices of the 18<sup>th</sup> century. *Prerequisite: MU242.*

**MU374 Functional Keyboard Skills (2)**

Designed to give the advanced keyboard student greater fluency in the arts of sight-reading, improvisation, and accompanying.

**MU380H Advanced Handbell Ensemble (1)**

Open to all students by audition. May be repeated for credit.

**MU385 Piano Pedagogy I (2)**

An introduction to teaching beginning-level piano lessons, including a summary of methods with practical direction on the administration of a piano studio. This course highlights the observation and discussion of beginning-level piano teaching. *Prerequisites: MU141A and MU142A.*

**MU386 Piano Pedagogy II (2)**

An introduction to teaching intermediate-level piano lessons, including an overview of available materials and an introduction to leveling repertoire. This course highlights the observation and discussion of intermediate-level piano teaching. *Prerequisite: MU385.*

**MU390 Performance Practicum (0-0.5)**

Weekly or biweekly meetings involving student performances in recital or studio settings. Provides a time for combined performances (vocalists, pianists, and instrumentalists) and acquaints the student with a breadth of literature beyond his/her own study. Allows the opportunity for faculty and students to critique performances in a wide variety of efficient and encouraging ways. Required of all music majors every semester.

**MU393 Music History & Literature I (3)**

A study of the history and literature of Western music from ancient times through the Baroque period.

**MU394 Music History & Literature II (3)**

A study of the history and literature of Western music from the Classical period through the modern period.

**MU396 World Music (3)**

A multidisciplinary study of peoples around the world and their music. Identifies various people groups geographically and culturally and defines the role of music in their religion, daily lives, and history. Introduces indigenous musical instruments, performance practices, and a visit to a non-Western musical instrument museum. Includes attendance requirement at ethnic (non-Western) music concerts. *Fulfills 3 units of the (pre-2015) G.E. cross-cultural requirement.*

**MU404 Recording Techniques (3)**

Live recording and studio recording techniques. *Prerequisite: MU251.*

**MU406 Popular Music Since 1900 (3)**

A survey of popular music from 1900 to the present, covering composers, performers, styles, and major works.

**MU414 Instrumental Methods (2)**

This course enables instrumental students to gain a greater understanding and working knowledge to become successful teachers of instrumental music in K-12 schools. Detailed discussion of each performing group, concert band, marching band, jazz band, and orchestra investigates recruiting, grading, planning, organizing, seating, rehearsal techniques, full score analysis, literature, discipline, fundamental marching techniques, and public relations.

**MU416 Teaching Music in the Elementary & Secondary School (3)**

The cornerstone course for Music Education students. Covers a survey of materials, teaching strategies, school year calendar projection, Music Standards, course offerings, lesson planning, booster clubs, and philosophies of vocal, general, and instrumental music programs found in elementary through senior high schools. At least 9 classroom hours of observation/fieldwork are required.

**MU421 Directed Studies (1-3)**

Intensive study in a selected area of music. *Prerequisite: permission of the school dean.*

**MU426 Audio Engineering II (3)**

Final studio course involving increased independence at the workstation. Attention will be given to the senior project.

**MU428 Choral Methods (2)**

A broad survey of choral repertoire from Gregorian chant to present-day compositions. Emphasis is placed upon knowing the availability and sources of music and of appropriateness for the church and school. Includes a plan for the establishment of the graded music program with special attention given to methods and materials. Field experience required.

**MU431 Music Components & Techniques for Elementary Teachers (3)**

Introduction to the fundamentals of music notation and structure and their application in musical activities within the elementary classroom. Not for music majors.

**MU435 Vocal Literature (2)**

Performance and study of vocal literature from all the major periods. Purpose is to survey as much literature as possible to study the development of vocal music and its use for teaching purposes, as well as recital preparation.

**MU436 Vocal Pedagogy (2)**

The science and art of training the singing voice. Vocal anatomy, resonance, breath support, registration, acoustics, expression and teaching methodologies will be explored as well as applied within observed teaching experience. *Prerequisite: permission of the instructor.*

**MU440 Collaborative Keyboard (0-1)**

Designed for pianists who accompany student recitals and other performances. Does not meet as a class but provides credit for student accompanists. Requires accompanying a minimum of two students, a junior or senior recital, or a performing ensemble. Must have approval of the piano faculty. May be repeated for a maximum of 4 credits.

**MU443 20<sup>th</sup> Century Analysis (2)**

An analytical survey of 20<sup>th</sup> century composition techniques. *Prerequisite: MU242A.*

**MU445 Arranging (2)**

Equips students with compositional skills and techniques that facilitate arranging music in both vocal and instrumental genres from a range of style periods and sources to fit diverse needs and levels. *Prerequisite: MU241A.*

**MU448 Overseas Music Missions Trips (3)**

Background and biblical history of Israel given as preparation for The Master's University Chorale's concert tour as guests of the Israeli Ministry of Tourism. Offered once every four years in the spring semester as a part of the concert tour.

**MU453 Teaching Piano Internship II (1.5)**

This course offers students an opportunity to teach a weekly 45-minute group piano class of beginning level students and to teach a private piano lesson with supervision. Weekly meetings address topics such as lesson planning, promoting parent/teacher/student relationships, and organizing recitals and other performance opportunities. *Prerequisite: MU356.*

**MU454 Teaching Piano Internship III (1.5)**

Continuation of MU453. *Prerequisite: MU453.*

**MU460 Recital (2)**

A 60-minute recital given in the spring of the senior year by performance majors. Permission to give a recital must be acquired the previous semester, and the program and/or pre-recital jury must be approved at least one month before the recital date.

**MU460E Senior Project for Music Production (2)**

Final project incorporating audio content, such as sound for a short film or music video, sound recording, and post-production, etc.

**MU473 Advanced Piano Literature (2)**

Performance and study of keyboard literature from early Baroque to the present. Purpose is to survey as much literature as possible to study development of keyboard music and its use for teaching purposes.

**MU474 Orchestration (2)**

The instruments: ranges and limitations. Scoring for sections and full orchestra. The church orchestra. *Prerequisite: MU242A.*

**MU476 Advanced Conducting (2)**

Advanced techniques in choral and instrumental conducting, including score analysis, transpositions, and listening skills with ensembles. *Prerequisite: MU271.*



**MU477 Instrumental Pedagogy (1)**

Survey of methods and literature as they apply to an instructor in a specific instrument.

**MU478 Instrumental Literature (1)**

Performance and study of literature for the specific instrument from early stylistic periods to the present. Purpose is to survey as much literature as possible to study the development of music for the instrument as well as to study its use for teaching purposes.

**MU482 Senior Seminar in Music (2)**

A course for graduating seniors that correlates music history, literature, and theory, with a writing component expressing the student's philosophy of life from the Christian perspective. Emphasizes leadership and encompasses the wide-sweeping expectations of the profession. Includes preparation for the major field exam, career possibilities, and an exit interview. Combines with the recital requirement to provide a capstone course.

**MU483 Piano Pedagogy III (2)**

An introduction to teaching piano lessons within a group setting (whether adult, average age, or pre-school) by examining the approaches of various music educators and by comparing examples of group piano methods. *Prerequisite: MU386.*

**MU484 Piano Pedagogy IV (2)**

A course on current pedagogy topics, ranging from the use of technology in the classroom to approaches to teaching technique, sight reading, improvisation, and composition, as well as directed readings in piano pedagogy. *Prerequisite: MU483.*

**MU488 Handbell Directing & Advanced Techniques (1)**

A study of the particulars of directing a handbell choir. Topics include music selection and preparation, ringer placement, rehearsals, performance techniques, and advanced ensemble ringing techniques. *Prerequisite: MU340H. Corequisite: MU380H.*

**MU490 Senior Capstone Project (1)**

In lieu of a recital in the senior year, a student may give a culmination project that showcases understanding and synthesis of a musically interesting topic through both written and presentation components. The student must acquire permission to complete a project from the music faculty two semesters prior to the semester in which the project will be completed. Only available to certain degree programs/areas of emphasis.

**MU494 Worship Internship (2)**

A supervised experience in which the student observes, works with, and then is observed and evaluated by church pastoral leadership.

**MU498 Internship in Audio Technology (2)**

A supervised experience in which students work in a commercial studio and are observed and evaluated by a professional technician.

# School of Online Education

*Dr. Thomas Michener Hopewell, Dean*

The Master's University School of Online Education provides an opportunity for conservative evangelical believers worldwide to experience the academic excellence and spiritual influence consistent with the University's on-campus programs. The School of Online Education offers both complete degree programs in selected academic fields and a variety of online courses that can be used to fulfill G.E. and elective requirements at TMU and for transfer to other colleges and universities. All online courses are taught from a distinctively biblical worldview and provide the options of enrollment for credit.

Courses are offered in two eight-week sessions each semester (Fall, Spring, and Summer), and thus are eligible for federal and state financial aid for qualifying individuals. Students may take one or two courses each session depending on their personal schedule.

The School of Online Education employs a variety of proven online instructional approaches, including video lectures, topical videos from the Internet or other resources, interactive exercises, and lessons. In addition, students engage each other and the instructor in online discussion forums, chat and video conferencing sessions, and instant messaging. Student assessments include online quizzes and exams, written papers, online speeches, role-play, and presentations, depending on the program.

## ONLINE DEGREE PROGRAMS

The School of Online Education offers online Bachelor of Arts degree programs in **Biblical Studies**, **Biblical Counseling**, **Christian Ministries**, and **Organizational Management**; as well as a Bachelor of Science in **Business Management**. At the graduate level, the School of Online Education offers **Master of Business Administration** (MBA), **Master of Arts in Biblical Studies** (MABS), and **Master of Education in Teaching** (M.Ed.) degree programs.

## ADMISSIONS

The Master's University welcomes applications from all individuals who have a testimony of personal faith in Jesus Christ as Lord and Savior. The University is committed to a policy of non-discrimination on the basis of ethnic origin or sex in its admission policies.

### Undergraduate Admission Requirements

To be admitted as an undergraduate degree-seeking student in the School of Online Education, an applicant must:

1. Have a clear profession of faith in Jesus Christ as his/her personal Savior.
2. Be a high school graduate or have a GED certificate.
3. Submit official transcripts (high school, college, trade school, etc.).
4. Biblical Counseling majors only must submit a recommendation from a Christian leader (pastor, elder, etc.).

### Graduate Admission Requirements\*

To be admitted as a graduate degree-seeking student in the School of Online Education, an applicant must:

1. Have a clear profession of faith in Jesus Christ as his/her personal Savior.
2. Have completed a bachelor's degree at a regionally accredited college or university with a cumulative grade point average (GPA) of at least a 2.75.\*\*
3. Submit official transcripts from all other colleges and universities attended.
4. No GRE or GMAT requirement.

*\*Individual programs may have additional requirements.*

*\*\*M.Ed. applicants must have a cumulative GPA of at least 3.0.*

### Program Prerequisites

- Prior to beginning **MBA** coursework, the student must complete a baccalaureate-level course with at least a "C" grade (2.0) in each of the following subjects: introductory biblical studies, macroeconomics, microeconomics, and

business strategy. If necessary, these units may be taken concurrently with MBA classes within certain limitations. Contact the School of Online Education for details.

- Prior to beginning **M.A. in Biblical Studies** coursework, it is *recommended* the student complete at least 18 semester units of undergraduate biblical studies coursework in the Old Testament (6 units), New Testament (6 units), and Christian theology (6 units).
- Prior to beginning **M.Ed.** coursework, students must demonstrate foundational knowledge of teaching concepts and practices, such as found in teaching credential coursework and/or teaching experience. The M.Ed. program is designed for those who are employed as teacher of record in their own classroom, though such employment is not a requirement for admission.

### **Dual Enrollment Admission Requirements**

The Dual Enrollment Program enables 11<sup>th</sup> and 12<sup>th</sup> grade high school students to take accredited, college-level Bible and G.E. courses (at a reduced tuition price) that meet high school requirements and count toward an undergraduate degree at TMU or can be used at another higher education institution.

An 11<sup>th</sup> or 12<sup>th</sup>-grade student must meet the following requirements to be admitted to the Dual Enrollment Program:

- Have a clear profession of faith in Jesus Christ as his/her personal Savior.
- Must be 15-19 years old
- Submit official high school transcripts demonstrating completion through at least his/her 10<sup>th</sup> grade year with a cumulative GPA of at least 2.75.
- Enroll in only G.E. classes.
- Maximum eligibility is limited to two years or six consecutive semesters of dual enrollment classes.
- Students may not take more than 8 units in a semester and no more than 4 units in an 8-week session.

There are three options for which high school dual enrollment students may be eligible:

#### **Online**

Students can take select 8-week courses in a fully online format. Online dual enrollment students are integrated with degree-seeking students.

#### **On-Campus**

Students can take select 16-week courses on campus with our traditional students. The student can attend select activities such as chapel and sporting events.

#### **High School Partnership**

TMU develops relationships with Christian high schools and homeschool co-op groups to offer our courses to their students for dual credit. Administrators may reach out to TMU online to inquire about establishing a relationship for this program. Student take these 16-week courses in a fully online format with the other high school students in this program.

#### **Application Process**

1. Complete and submit an application with the \$35 application fee.
2. Request official transcripts from all schools attended.

#### **Requirements for International Students in Undergraduate- and Graduate-Level Programs**

1. International students must submit transcripts reflecting the completion of high school education or the equivalent for the undergraduate programs. Graduate-level programs require completion of a bachelor's degree or equivalent. All transcripts must be translated into English and must be official copies.
2. All applicants to The Master's University must submit an acceptable standardized test score. Students whose first language is not English must submit a score from either the TOEFL (school code 4411) or the IELTS. Minimum scores required for entry into the University programs are as follows:

PROGRAM	TOEFL PAPER BASED	TOEFL COMPUTER BASED	TOEFL iBT	IELTS
Undergraduate	550	210	80	6.5
Graduate	600	250	100	7.0

## ONLINE ADD/DROP POLICY

Students can add and drop courses within the open registration period before courses begin. After the first day of class, students must submit a *Petition to Add or Drop a Class* form and email it to their advisor or [tmuonline@masters.edu](mailto:tmuonline@masters.edu). Traditional students must work directly with the Registrar's Office for all add/drop requests. The session drop dates are:

Online Courses Dropped	Refund Given	Grade Given
By the Friday of the second week	100%	No grade will be given
By the Friday of the third week	50%	W
By the Friday of the fifth week	0%	W
After Friday of the fifth week	0%	F

*Note: Must be timestamped by Friday at 11:59 p.m. PST.*

### Adds

Due to the accelerated pace of online courses, requests to add a course after Thursday of the first week of the class will be considered on a case-by-case basis.

### Drops

The student must email their advisor to inform the University that they wish to add or drop a course. The email must include the course(s) they wish to drop. The add/drop will be effective based on the timestamp of the email received by their advisor.

### First Week Attendance/Participation Policy

Any student taking an online course is required to participate during the first week of class by completing the Course Syllabus Confirmation. First week participation requires all students to read the course syllabus and complete the syllabus quiz in all TMU Online courses by Monday of the second week of class. If the student has not completed the Course Syllabus Confirmation, he/she will be dis-enrolled by Tuesday of the second week and his/her tuition will be refunded. Students who have been dropped due to inactivity will not have the option to re-enroll for that session.

### Add/Drop Policy for 16-week Online High School Partnership Courses

The add/drop period (the first two weeks of each semester) allows students to make changes to their class schedules. We strongly recommend that students work with their academic advisor to ensure that they are on track to meet their program requirements. Classes may be added during the first two weeks of each semester. Between the 3<sup>rd</sup> and 13<sup>th</sup> weeks of each semester, students may withdraw from classes without a grade penalty by completing an add/drop form and submitting it to their advisor in the TMU Online Office to make the changes. The student will receive a W (withdrawal) grade in that course. A student who never attends (or stops attending) a course for which he/she is officially registered, without following the accepted procedures, will be awarded the grade earned in that course. This policy applies to those enrolled in any 16-week online course.

### Financial Aid

In order to be eligible for federal and state financial aid, an individual must be a high school graduate and be enrolled as a degree-seeking student at the University. Any prospective TMU Online student wishing to apply for financial assistance should contact the Financial Aid Office, which will provide all necessary applications and counseling to complete the application. The University's online degree programs are accredited and offered during three semesters per year. The following financial aid options may be available to the student depending on his/her qualifications:

1. Federal Pell Grants
2. Federal Family Educational Loan Program
3. Veterans Benefits

4. Employer Tuition Reimbursement (undergraduate degree programs only)

### **BIBLICAL STUDIES, BIBLICAL COUNSELING, & CHRISTIAN MINISTRIES MAJOR REQUIREMENT**

Students are required to earn a grade of C (2.0) or better in every major course except Elementary Greek or Hebrew. A student who earns a grade below C (2.0) must repeat the course until they earn a grade of C (2.0) or above.

### **ONLINE TRANSFER & SCHEDULE POLICIES FOR ON-CAMPUS B.A./B.S./B.M. PROGRAMS**

For the purposes of these policies, a student is considered a “traditional student” if he/she has taken one or more on-campus traditional course(s) in the last 24 months.

#### **Campus-Wide Policy**

Traditional students must enroll for 12 units of traditional classes before they can take additional online classes as part of their semester package tuition. In addition, these students will be charged the online course fee of \$125 per unit. The one exception to the 12-unit traditional class threshold applies to those students who are in the last semester of their senior year. For those students, the following policy applies:

- Full-Time Students must take at least 6 units of traditional on-campus classes and 6 units of online classes in order to be considered traditional undergraduate. They can take more on-campus classes if they choose.
- Less-than-full-time Students must be enrolled in at least 3 units of traditional on-campus classes to still be considered a traditional undergraduate. No institutional aid is available for less-than-full-time students, and Federal Aid eligibility will be discussed between Financial Aid and the students.
- If a student takes all online units in the traditional program, they will not be eligible for any financial aid, TMU or federal.

#### **Department of Biblical Studies Policy**

Traditional students may take any online G.E. courses. However, they may not take upper division Bible courses, or any major courses from the Biblical Studies, Biblical Counseling, or Christian Ministries online degree programs.

#### **Department of Business Administration Policy**

Traditional students may only take online courses from the following list (subject to availability):

- MIS320 Information Systems Applications
- ECN210 Microeconomics
- MGT310 Management Theory
- INB311 Global Business Strategies
- MGT351 Human Resource Management
- MGT321 Decision Science
- BUS320 Business Law
- BUS483 Business Internship

Traditional Students may take up to three courses from the list above without approval from the online Business Management chair (Mr. Dwight Ham). Students may not take more than two online business management courses during any one fall or spring semester. If a traditional student wishes to take more than three classes from this list, the student must receive approval from the online business management chair.

#### **Department of Communication Policy**

Traditional students in the Creative Writing & Publishing, Journalism, Speech, and General emphases may only take 24 major-specific units from TMU Online. Traditional students in the Cinema & Digital Arts emphasis have no major-specific restrictions on the number of units they may take from TMU Online.

#### **School of Education Policy**

The School of Education does not impose any major-specific limit on the number of online courses traditional students may take in any given term or over the course of their degree program.

#### **School of Humanities Policy**

Traditional students may not count any TMU Online units toward major requirements; online students may not count any traditional units toward major requirements. There is no crossover between traditional and online programs in the School of Humanities. The Dean of the School of Humanities reserves the right to grant special exceptions, however, particularly for extenuating circumstances related to graduating seniors.

## School of Music Policy

The upper division major courses required for degrees offered by the School of Music do not overlap with any courses currently offered by TMU Online. Thus, the school does not impose any major-specific limit on the number of online courses traditional students may take in any given term or over the course of their degree program.

## School of Science, Mathematics, Technology, and Health Policy

The upper division major courses required for degrees offered by the School of Science, Mathematics, Technology, and Health do not overlap with any courses currently offered by TMU Online. Thus, the school does not impose any major-specific limit on the number of online courses traditional students may take in any given term or over the course of their degree program.

### B.A. IN BIBLICAL COUNSELING

This program is designed to equip individuals with the principles and procedures of biblical counseling in order to further prepare them for service in their local church. Grounded in the Word of God and aimed at building up the saints, this course of study emphasizes the sufficiency of God's Word to meet the needs of everyday life. The goal of the program is to train the whole person. The courses are designed to include the academic content, skills, and purposeful character development necessary to enable an individual to become a wise, loving counselor to fellow believers within a church-related context. Students will be prepared for the Association of Certified Biblical Counselors (ACBC) exam and to move toward certification

#### Biblical Counseling Major Courses

*Courses are listed in the order in which they are intended to be taken.*

BC310	Foundations of Biblical Study.....	3
B340	Biblical Interpretation.....	3
BC300	Introduction to Biblical Counseling.....	3
BL305	Elementary Greek I.....	3
BL306	Elementary Greek II.....	3
BL307	Elementary Greek III.....	3
BC330	Methods of Biblical Change.....	3
BC311	Theological Basis for Biblical Counseling.....	3
BE311	Introduction to Psychology.....	3
BC342	Marriage & Family.....	3
BC362	Biblical Conflict Resolution.....	3
BC433	Applied Counseling Theory.....	3
BC421	Problems & Procedures I*.....	3
BC452	Counseling Observation & Analysis*.....	3
BC422	Problems & Procedures II*.....	3
BC400	Senior Integration Seminar*.....	3

*Total units required for major.....48*

*\*Only online Biblical Counseling students may take BC421, BC451/BC452, BC422, and BC400.*

*Note: Once per semester (up to 4 semesters) one unit of BIB101 is required.*

### B.A. IN BIBLICAL STUDIES

The program will offer individuals an in-depth study of the Old and New Testaments. The major coursework stresses the understanding, interpretation, and application of biblical literature. The biblical content is studied in light of its original historical context so that an accurate biblical understanding can be applied to the theological and cultural issues of the current day. The program attempts to assist students in developing a biblical worldview in which the principles and norms derived

from the Word of God are applied to the whole of life. Spiritual values are emphasized so that practical spiritual growth is experienced along with academic achievement.

#### Biblical Studies Major Courses

*Courses are listed in the order in which they are intended to be taken.*

B310	Foundations of Biblical Study.....	3
B340	Biblical Interpretation.....	3
B300	Land of the Bible.....	3
B364	History of Ancient Israel.....	3
BL305	Elementary Greek I.....	3
BL306	Elementary Greek II.....	3
BL307	Elementary Greek III.....	3
B306	Genesis.....	3
B346	Life of Christ.....	3
BC300	Introduction to Biblical Counseling.....	3
BTH337	Theology of God.....	3
B407	Isaiah.....	3
B342	Romans.....	3
B335	Revelation.....	3
BCW363	Apologetics.....	3
B400	Senior Integration Seminar.....	3

*Total units required for major.....48*

*Note: Once per semester (up to 4 semesters) one unit of BIB101 is required.*

### B.A. IN CHRISTIAN MINISTRIES

The Christian Ministries major is composed of 14 major courses totaling 42 semester units. This program has been designed to provide working adults with a comprehensive biblical philosophy of ministry through a systematic examination of key aspects of God's program within a local church. The goal of the major is to provide graduates with a thorough understanding of what God is doing in the world through the church and the role of each believer within that work.

#### Christian Ministries Major Courses

*Courses are listed in the order in which they are intended to be taken.*

BIB310	Foundations of Biblical Study.....	3
B340	Biblical Interpretation.....	3
BTH336	Theology of the Church.....	3
B342	Romans.....	3
BIB355	Worldview, Apologetics, Evangelism.....	3
BIB375	Church History.....	3
BIB380	Christian Education.....	3
BIB390	Principles of Effective Teaching.....	3
BIB400	Church Administration.....	3

BIB410	Corporate Worship.....	3
BC300	Introduction to Biblical Counseling.....	3
BIB430	Principles of Discipleship.....	3
BIB460	Missions.....	3
BIB470	Contemporary Issues in Church Ministry.....	3
<i>Total units required for major.....</i>		<i>42</i>

*Note: Once per semester (up to 4 semesters) one unit of BIB101 is required.*

### **B.A. IN ORGANIZATIONAL MANAGEMENT**

The Organizational Management major is composed of 13 major courses totaling 39 semester units. This program has been designed to help working adults develop effective leadership and management skills in the business arena from a distinctly biblical perspective. The curriculum is organized to provide a greater understanding of the management field, the communication tools necessary for success, and the biblical framework for a Christian in the workplace.

#### **Organizational Management Major Courses**

*Courses are listed in the order in which they are intended to be taken.*

BIB306	Christian Worldview/Ethics.....	3
MGT335	Organizational Communications – Fundamentals.....	3
MGT336	Organizational Communications – Advanced.....	3
MGT411	Organizational Management.....	3
MGT409	Leadership Principles & Strategic Management.....	3
ECN210	Microeconomics.....	3
MGT351	Human Resource Management.....	3
MGT430	Technology & Organizational Decision Making.....	3
BUS320	Business Law.....	3
BIB453	Biblical Ethics in the World of Business.....	3
MGT425	Strategic Marketing.....	3
MGT435	Financial & Managerial Accounting.....	3
MGT461	Capstone – Management Project.....	3

*Total units required for major..... 39*

*Note: Once per semester (up to 4 semesters) one unit of BIB101 is required.*

### **B.S. IN BUSINESS MANAGEMENT**

The Business Management degree develops leaders that solve problems and make decisions with understanding of how Scripture impacts every area of business practice. Students study, explore, and apply management theory, concepts, and principles of business administration.

#### **Business Management Major Courses**

*Courses are listed in the order in which they are intended to be taken.*

MGT330	Business Communications*.....	3
ECN210	Microeconomics.....	3
MKT350	Marketing Fundamentals.....	3
MGT310	Management Theory.....	3
ACC210	Accounting Fundamentals I.....	3
ACC220	Accounting Fundamentals II.....	3
MIS320	Information System Applications.....	3
INB311	Global Business Strategies.....	3
BUS320	Business Law.....	3
BUS310	Statistics for Business**.....	3
MGT351	Human Resource Management.....	3
FIN440	Finance.....	3
ACC460	Tax Accounting.....	3
MGT321	Decision Science.....	3

*Choose three of the following:*

BUS368	Entrepreneurship.....	3
FIN341	Investments.....	3
MKT462	Sales and Customer Service.....	3
BUS487	Applied Business Theory.....	3
BUS490	Advanced Business Seminar (Capstone).....	3

*Total units required for major..... 54*

*\*Fulfills G.E. requirement for C100.*

*\*\*Fulfills G.E. requirement for MA240.*

*Note: Once per semester (up to 4 semesters) one unit of BIB101 is required.*

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

The purpose of the Master of Arts in Biblical Studies is to provide a systematic graduate-level study of the various sections of the Old and New Testaments, as well as the major categories of Christian theology with particular focus on their application to current societal issues. In addition to 28 units of biblical/theological studies, the student will take 8 additional units (4-5 courses) in one of the following emphases. The emphases allow the student to develop a more advanced understanding of the biblical foundation and methods of specific aspects of church ministry that are particularly relevant to their life situation.

#### **Master of Arts in Biblical Studies Core Courses**

*Courses are listed in the order in which they are intended to be taken.*

BTS500	Introduction to Biblical Studies.....	2
BTS501	Hermeneutics.....	2
BTS510	Land of the Bible*.....	2
BTS511	Creation and Covenant.....	2
BTS512	History of the Covenant People.....	2
BTS513	Prophecy and Prophets in Context.....	2
BTS515	Worship and Wisdom.....	2
BTS521	Historical Background of the New Testament.....	2
BTS522	Life, Ministry, and Theology of Christ.....	2
BTS520	Early Church and Book of Acts.....	2
BTS523	Letters and Theology of Paul.....	2
BTS524	Hebrews and General Epistles.....	2
BTS550	Central Themes in Biblical Theology.....	2
BTS571	Contemporary Issues in Theology.....	2

*Total units required for core courses..... 28*

*\*By petition of the program chair, students may elect to take IBEX570*

*Physical Geography of Israel in place of BTS510.*

#### **Biblical Languages Emphasis Courses**

Building on a required elementary knowledge of Greek and Hebrew, the student will learn more grammatical features of each language and learn an exegetical method to interpret the Bible in light of its original languages. *Prerequisite: students must have 6 undergraduate units of elementary Greek (or Greek I, II, and III through TMU Online) and 6 undergraduate units of elementary Hebrew prior to beginning the program.*

MABS core courses.....		28
BTS600	Intermediate Greek.....	2
BTS601	Intermediate Greek Exegesis.....	2
BTS602	Intermediate Hebrew.....	2
BTS603	Intermediate Hebrew Exegesis.....	2

*Total units required for emphasis..... 36*

### Missions Emphasis Courses

The Missions emphasis will equip the student to understand, support, and participate in the mission of God through the local church at home and around the world.

MABS core courses.....	28
BTS620 Mission in the Bible.....	2
BTS621 Mission in History.....	2
BTS622 Mission of God in the Local Church.....	2
BTS623 Mission of God in the World.....	2
<i>Total units required for emphasis.....</i>	<i>36</i>

### Music & Worship Emphasis Courses

The emphasis in Music & Worship is designed to enrich the life of the church. Students will learn to design, produce, and lead theologically sound worship services.

MABS core courses.....	28
BTS640 Worship Theology.....	2
BTS641 Worship Design.....	2
BTS642 Worship Production.....	2
BTS643 Worship Vocal Lab.....	1
BTS644 Music Fundamentals.....	1
<i>Total units required for emphasis.....</i>	<i>36</i>

### Theological Studies Emphasis Courses

Building on a basic knowledge of theology, the student will explore a deeper understanding of each doctrine, and learn how to defend each doctrine in the face of challenges. A theology of practical ministry will also be developed.

MABS core courses.....	28
BTS660 Systematic Theology.....	2
BTS661 Theological Apologetics.....	2
BTS662 Research in Theology.....	2
BTS663 Practical Theology.....	2
<i>Total units required for emphasis.....</i>	<i>36</i>

### Women's Ministry Emphasis Courses

The emphasis in Women's Ministry prepares women to lead and design unique ministry opportunities for other women, which will deepen and enrich the spiritual life of the church.

MABS courses.....	28
BTS680 Foundations of Women's Ministry.....	2
BTS681 Message Preparation for Women.....	2
BTS682 Counseling and Discipling Women.....	2
BTS683 Women in Church History.....	2
<i>Total units required for emphasis.....</i>	<i>36</i>

## MASTER OF BUSINESS ADMINISTRATION

The focus of this program is to provide graduate-level instruction to equip individuals to work effectively in a broad range of business environments. It is the goal of TMU's online MBA program to develop students' ability to:

- Conduct quantitative analyses of complex business situations.
- Strategically solve complex business problems.
- Integrate Scripture into the decision-making process.
- Communicate at an advanced level in a variety of verbal and written formats and business-related situations.

- Apply high-level business concepts to real life business situations.

### Master of Business Administration Degree Courses

*Prerequisites:*

B121 Essentials of Christian Thought.....	3
ECN200 Essentials of Economics and Society.....	3
ECN210 Microeconomics.....	3
MGT422 Business Strategy.....	3

*Courses are listed in the order in which they are intended to be taken.*

BUS510 Enterprise and Public Policy.....	3
ACC510 Managerial Accounting.....	3
ACC520 Financial Accounting.....	3
BUS520 Business Law.....	3
BUS530 Statistics.....	3
FIN540 Corporate Finance.....	3
INB511 International Business.....	3
MGT510 Organizational Behavior.....	3
MGT550 Operations Management.....	3
MGT590 Leadership.....	3
MIS510 IT Management.....	3
MKT561 Marketing Strategy.....	3

*Total units required for degree..... 36*

## MASTER OF EDUCATION IN TEACHING

The Master of Education in Teaching (M.Ed.) program is an online graduate degree program designed to help strengthen teaching practice of classroom teachers. The program is designed to help teachers build on knowledge learned in a credential program and/or on the job, with courses emphasizing practical application of theory with a scriptural lens. Students will complete projects relevant to their current teaching assignment. The capstone project for the program includes a formal action research project. The program follows the cohort model, with students progressing through the sequence of courses together. Note: the program does not lead to a California teaching credential. Upon completion of the program, students will be able to:

- Apply a biblical worldview and specific scriptural principles in the evaluation of any educational program or issue.
- Apply instructional theory to design and implement effective instructional strategies appropriate for the subject matter and student characteristics (including age, diversity, and exceptionality).
- Apply assessment theory to design and implement effective student and program assessment strategies in a range of subject areas and educational settings.
- Work effectively as a leader and/or team member within a collaborative educational environment.
- Perform and communicate results of graduate-level educational research, which includes effectively analyzing and evaluating the results of educational research, as well as applying the results to specific problems or issues as appropriate.



## Master of Education Degree Courses

*Courses are listed in the order in which they are intended to be taken.*

ED534	Essentials of Curriculum Structure.....	3
ED542	Classroom Management.....	3
ED564	Diversity & Differentiation in Education.....	3
ED544	Educational Technology.....	3
ED505	History & Philosophy of Education.....	3
ED532	Learning Theory.....	3

ED536	Assessment of Learning.....	3
ED574	Educational Research.....	3
ED552	Educational Leadership.....	3
ED578	Action Research in Education.....	3
ED595	Capstone Seminar.....	3
<i>Total units required for degree.....</i>		<i>33</i>

## Online General Education & Elective Courses

In addition to its degree programs, the School of Online Education also offers a variety of online elective and G.E. courses that can be used to meet graduation requirements at TMU and/or for transfer to other colleges and universities. Online Education students must complete the same G.E. requirements as traditional program students. For a complete list of required G.E. courses, refer to the General Education Requirements.

Online courses are available to current TMU traditional program students, students at other colleges, and for individuals seeking personal enrichment. Many of the courses can be taken by qualifying 11<sup>th</sup> and 12<sup>th</sup> grade students for dual enrollment purposes. Church members desiring a rigorous study of Scripture and college-age international students being mentored by a missionary will also find TMU Online courses to be an excellent equipping resource, whether taken for credit or audit.

### ONLINE GENERAL EDUCATION REQUIREMENTS

#### General Education Courses

B101	Old Testament Survey I.....	3
B102	Old Testament Survey II.....	3
B201	New Testament Survey I.....	3
B202	New Testament Survey II.....	3
B121	Essentials of Christian Thought.....	3
BTH321	Christian Theology I.....	3
BTH322	Christian Theology II.....	3
C100	Spoken Communication.....	3
E110	English Composition.....	3
ECN200	Macroeconomics.....	3
H211	Essentials of World History I.....	3
H212	Essentials of World History II.....	3
H230	Essentials of U.S. History.....	3
<i>One of the following science lecture courses.....</i>		<i>3</i>
GS150 Essentials of Geology (3)		
LS150 Essentials of Biology (3)		
LS150L	Essentials of Biology Lab*.....	1
MA240	Critical Thinking & Quantitative Analysis.....	3
MU190	Essentials of Music and Art.....	3
P311	Introduction to Philosophy.....	3
E120	Introduction to Literature.....	3
E221	World Literature.....	3
POL220	United States Government.....	3

*\*The online version of LS150L is only available to students exclusively enrolled in online classes. If students choose to enroll in the traditional program after taking LS150L, they may transfer the course into their program; however, current traditional students are not permitted to take LS150L online.*

#### Elective Coursework

**Students may also satisfy elective units through transfer coursework or by taking courses that are not a requirement for their declared major.**

# Online Undergraduate Course Offerings

## BIBLICAL COUNSELING AND BIBLICAL STUDIES

### **B101, B102 Old Testament Survey (3, 3)**

An introduction to the entire Old Testament, employing both thematic and exegetical methods. Literary structure, historical background, and parallel passages are also utilized to discover the unique and priceless lessons of each book. The first course surveys Genesis through Samuel, and the second covers Kings through Malachi.

### **B121 Essentials of Christian Thought**

This course is designed to provide the first-year student with the proper framework to think biblically via exploration of inerrancy, hermeneutics, and worldview. The student will begin to form a conviction about the nature of God's Word, how it should be interpreted, and that every part of life and existence must be informed by truth. This sets up the importance of the education at The Master's University in its entire curriculum, both G.E. and major courses, and helps every student understand how Christian thought builds the church and makes an eternal impact.

### **B201, B202 New Testament Survey (3, 3)**

An introduction to the books of the New Testament, with special emphasis on the life, teachings, and redemptive work of Christ; the founding and growth of the church; and the teachings of the Epistles and Revelation. On the basis of the biblical text, parallel readings, projects, and lectures, the events and messages of the New Testament will be portrayed against their historical and cultural setting. The first course surveys the Gospels and Acts, while the second is devoted to the Epistles and Revelation.

### **B300 Land of the Bible (3)**

This course is a visual study of the Land of Israel, with emphasis on the biblical sites. It employs aerial videos of the sites and 34 hours of lectures explaining the sites. In-depth study of a biblical atlas and the geographical aspects of the life of Christ are included.

### **B306 Genesis (3)**

A systematic study of the Book of Beginnings, in which problem areas are studied, introductory materials are given, the best English texts are analyzed verse by verse, and devotional application is made. *Prerequisites: B101, B102, B201, B202, B340, B310, BTH321, and BTH322.*

### **B310 Foundations of Biblical Study (3)**

This course introduces the student to the necessary skills and techniques that promote educational success in the online environment. Academic writing and research techniques promoting information literacy are examined and applied. This course is also undergirded by an essential focus on spiritual formation foundational to healthy ministry, personal as well as corporate, within the life of the church. Guiding principles for biblical ministry are established within the curriculum.

### **B335 Revelation (3)**

An introduction and detailed study of this book, with special attention given to the eschatological significance of its message. *Prerequisites: B101, B102, B201, B202, B340, B310, BTH321, and BTH322.*

### **B340 Biblical Interpretation (3)**

An analysis of how to study and understand Scripture. Emphasis will be placed on the vital methods used to apply a passage and the specific rules used to interpret biblical narratives, poetry, parables, and prophecy.

### **B342 Romans (3)**

An analysis emphasizing the great soteriological themes, including sin, justification, sanctification, and glorification, in addition to an investigation of the practical implication of these doctrines. *Prerequisites: B101, B102, B201, B202, B340, B310/BIB310, BTH321, and BTH322.*

**B346 Life of Christ (3)**

A thorough overview of the life of Jesus Christ on earth, with special attention to the developing emphases and distinctive purposes that prevailed during our Lord's public ministry. Theological and chronological difficulties are also considered. *Prerequisites: B101, B102, B201, B202, B340, B310, BTH321, and BTH322.*

**B364 History of Ancient Israel (3)**

A careful study of the history of the people and nation of Israel, from Abraham through the restoration period. Special attention is given to the relationship of Old Testament prophetic and wisdom literature to that historical narrative. *Prerequisites: B101, B102, B201, B202, B340, B310, BTH321, and BTH322.*

**B400 Senior Integrative Seminar (3)**

A senior integrative seminar covering such topics as the credentialing process, seminary and graduate school discussion, transitional issues, career placement, and the senior competency examination. *(Must be taken last in major course sequence.)*

**B407 Isaiah (3)**

A study of the message of this book, with special attention given to its historical and eschatological significance. *Prerequisites: B101, B102, B201, B202, B340, B310, BTH321, and BTH322.*

**BC300 Introduction to Biblical Counseling (3)**

A general introduction to basic concepts and distinctive features of biblical counseling. Students will discuss what biblical counseling is and what it involves, the role of the counselor in biblical counseling, the different kinds of counseling that are needed, the place of counseling in the ministry of the church, and how biblical counseling theory and practice relate to and differ from some of the more common secular models and theories. Part of the course will involve a personal improvement project in which the student will evaluate his/her own counseling qualifications, design a plan for improving some area of his/her life, put that plan into action, and then evaluate his/her progress as the course draws to a close.

**BC310 Foundations of Biblical Study (3)**

This course introduces the student to the necessary skills and techniques that promote educational success in the online environment. Academic writing and research techniques promoting information literacy are examined and applied. This course is also undergirded by an essential focus on spiritual formation foundational to healthy ministry, personal as well as corporate, within the life of the church. Guiding principles constituting biblical ministry within the curriculum are established.

**BC311 Theological Basis of Biblical Counseling (3)**

A consideration of the theological realities that form the basis of a proper approach to counseling. Special emphasis is given to the nature of God and of man (unfallen and fallen), a biblical definition of the image of God, the nature of sin, the realities of regeneration and progressive sanctification, the concept of "the flesh" (old man/new man), an understanding of the heart/mind as used in Scripture, and the place of the local church in the ministry of counseling. *Prerequisites: B101, B102, B201, B202, B340, BC300, BC310, BTH321, and BTH322.*

**BC330 Methods of Biblical Change (3)**

An overview of the counseling process presenting a comprehensive methodological model for promoting biblical change in people. The goal is to encourage biblical thinking and procedures in the process of helping people. *Prerequisites: B101, B102, B201, B202, B340, BC300, BC310, BTH321, and BTH322.*

**BC342 Marriage & Family (3)**

Marriage and family problems are present in the majority of counseling cases. This course will give an overview of general marriage and family counseling issues relating to the content and process of counseling. It will then proceed to specifically deal (from a biblical perspective) with the major difficulties that troubled marriages and families experience. Included in the course are discussions of the biblical basis and purposes of marriage, family stages, in-law problems, developing unity, husband/wife roles and responsibilities, correcting communication problems, why conflicts arise, and how to resolve them. *Prerequisites: B101, B102, B201, B202, B340, BC300, BC310, BTH321, and BTH322.*

### **BC362 Biblical Conflict Resolution (3)**

This course is designed to help the student think biblically about conflict and how to respond to life's conflicts in a way that glorifies the Lord (1 Cor. 10:31). In particular, the student will be taught a model and a plan for how to think about struggles in relationships and evaluate their own typical patterns of response. These principles apply to business and the church, but there will be a special focus on handling marriage difficulties. *Prerequisites: B101, B102, B201, B202, B340, BC300, BC310, BTH321, and BTH322.*

### **BC400 Senior Integration Seminar (3)**

A senior integrative seminar covering such topics as the credentialing process, seminary and graduate school, transitional issues, career placement, and the senior competency examination. *(Must be taken last in major course sequence.)*

### **BC421, 422 Problems & Procedures I, II (3, 3)**

These courses are designed to apply the biblical principles taught in BC330 Methods of Biblical Change to a range of specific counseling problems. Topics discussed include anger, fear, depression, sexual deviancy, anxiety, eating disorders, decision making, one's past, self-concept, various syndromes, ADHD, and crisis counseling. During the second semester of this course, each student will be part of a team that will develop and present to the class a detailed biblical counseling outline for a teacher-approved counseling problem. *Prerequisites: B101, B102, B201, B202, B340, BC300, BC310, BC311, BC330, BTH321, and BTH322.*

### **BC433 Applied Counseling Theory (3)**

This course is designed to consider the practical application of the principles of biblical counseling and the various methodological aspects of the counseling process. These courses will include student participation in counseling as counselors, counselees, and observers. These activities will form the basis of seminar discussions where counseling will be analyzed from a biblical perspective. The goal of these courses is to help the student learn, evaluate, and sharpen practical counseling. *Prerequisites: B101, B102, B201, B202, B340, BC300, BC310, BC311, BC330, BTH321, and BTH322.*

### **BC451 Counseling Internship (3)**

Because of our desire to train those who not only know about counseling but can actually do counseling, the student will do 10-12 sessions of supervised counseling during the eight-week term of this capstone course. This counseling will also be under the authority of the student's local church, even though other venues may be approved if counseling through the local church is not available. This counseling will be directly overseen by a Fellow with the Association of Certified Biblical Counselors. There is an additional fee for this course because of the smaller class size and intensive nature of the mentoring. The supervised sessions done for this course will count toward certification with the Association of Certified Biblical Counselors (see [biblicalcounseling.com](http://biblicalcounseling.com) for details on becoming certified). It is our desire that all students do this course, but there is an application process to do so. If the student is accepted into this course, they do not need to take BC452 Counseling Observation and Analysis. BC451 must be taken as a culminating course for the degree (except for BC400 Senior Integration Seminar) and could be taken simultaneously with BC400 and BC422 Problems & Procedures II. *Available on a case-by-case basis. All other core Biblical Counseling classes are prerequisites.*

### **BC452 Counseling Observation and Analysis (3)**

This course provides the student with the opportunity to complete in-depth review and analysis of a range of biblical counseling cases and issues and is taken in the place of BC451 in the event that the student's application for that course is not accepted. The student will be required to view recorded biblical counseling sessions and complete an ACBC (Association of Certified Biblical Counselors) case report for each session. The student's case reports for each session will be assessed and feedback from an experienced biblical counselor will be provided. BC452 must be taken as a culminating course for the degree (except for BC400 Senior Integration Seminar) and could be taken simultaneously with BC400 and BC422 Problems & Procedures II. *All other core Biblical Counseling classes are prerequisites.*

### **BCW363 Apologetics (3)**

A survey of the main approaches to apologetics and an examination of evidences for the Christian faith from such fields as science, history, archaeology, and philosophy. *This will satisfy the G.E. requirement for P311.*

### **BE311 Introduction to Psychology (3)**

A general introduction to the basic concepts of psychology, with emphasis given to the various theories of psychology along with a thorough biblical analysis and critique.

### **BIB101a-d Distinctives of Biblical Living (4)**

The Master's University is committed to helping all students develop a comprehensive biblical worldview and to grow in their biblical thinking and living. We have imbedded strategic opportunities for our students to develop spiritually within our traditional undergraduate experience and desire to give similar opportunities within our online degrees. Throughout our students' online program they will take four one-unit courses entitled Distinctives of Biblical Living (I-IV). These courses are designed to help students comprehend, reflect, and apply through their own spiritual development according to four main biblical principles. These principles are Divine Authority, Heart Transformation, Sanctifying Relationships, and Gospel Witness. Each course is designed to promote these biblical principles of spiritual growth through practical expressions in the students' lives that complement their online educational experience. We recognize that no formal program can create genuine spiritual growth, but we are confident these courses give every student the opportunity to biblically develop lives that give glory to our Master.

### **BIB306 Christian Worldview & Ethics (3)**

This course is designed to reintroduce the student into the rigor of university life. Academic skills such as becoming a master student, time management, goal setting, and study principles are examined. The process of critical thinking and analysis as well as the concept of a Christian worldview will be covered. The characteristics of successful leaders and the traits they exhibit in everyday decision-making responsibilities are identified and studied.

### **BIB310 Foundations of Biblical Study (3)**

This course introduces the student to the necessary skills and techniques that promote educational success in the online environment. Academic writing and research techniques promoting information literacy are examined and applied. This course is also undergirded by an essential focus on spiritual formation foundational to healthy ministry, personal as well as corporate, within the life of the church. Guiding principles constituting biblical ministry within the curriculum are established.

### **BIB349 Dynamics of Grace (3)**

The course will examine why the gospel is the energizing truth that drives the believer's sanctification. In-depth attention will be paid to the spiritual discipline of ongoing faith in the gospel ("preaching the gospel to oneself each day"). Attention will also be given to the biblical connection between the gospel and the believer's worship, walk, warfare, witness, oneness, and worldview. The practical theology of this course is designed especially to address the "disconnect" that commonly exists between faith and life, between doctrine and practice. *Prerequisites: B101, B102, B201, B202, B340, BIB310, BTH321, and BTH322.*

### **BIB355 Worldview, Apologetics, Evangelism (3)**

This class will examine why a biblical worldview is about total reality, not just religious truth. It will equip the student to critique erroneous worldviews for the purpose of becoming effective in evangelism. The class will also examine the need for and the methodology used in pre-suppositional apologetics. It will also consider the appropriate use of Christian evidences and their proper place in the apologetic presentation. *Prerequisites: B101, B102, B201, B202, B340, BIB310, BTH321, and BTH322.*

### **BIB375 Church History (3)**

This course presents an overview of church history, tracing the growth and development of Christianity from the Apostolic Age to the present. The course will include discussions of the church fathers, major councils, the Reformation, and key church leaders over the last 2,000 years. *Prerequisites: B101, B102, B201, B202, B340, BIB310, BTH321, and BTH322.*

### **BIB380 Christian Education (3)**

This course is a survey of the history, philosophy, principles, and practice of Christian education. The student will be exposed to, discuss, and evaluate the varied contexts of Christian education. Differing age levels will be considered. The student will be expected to interact with the course materials, the instructor, and other students in an effort to refine

the understanding and practice of Christian education. The student is also expected to explore various ministries within their local church and evaluate each biblically. *Prerequisites: B101, B102, B201, B202, B340, BIB310, BTH321, and BTH322.*

### **BIB390 Principles of Effective Teaching (3)**

A seminar on the teaching-learning process with attention given to current research, the dynamics of classroom instruction, curriculum development, and the application of instructional methodology and technology. *Prerequisites: B101, B102, B201, B202, B340, BIB310, BTH321, and BTH322.*

### **BIB400 Church Administration (3)**

This course will consider key issues in church administration. Budget preparation, multi-staff planning and development, committee work, relations between pastoral and lay leadership, and other practical aspects of the day-to-day operations of a typical local church will be discussed. *Prerequisites: B101, B102, B201, B202, B340, BIB310, BTH321, and BTH322.*

### **BIB410 Corporate Worship (3)**

This course will examine the practical outworking of corporate worship in light of a biblical understanding of the person and nature of God. The course will develop a theology of worship consistent with the teaching of Scripture and applicable for the church today. The course will also introduce a wide range of historical and contemporary issues related to worship. *Prerequisites: B101, B102, B201, B202, B340, BIB310, BTH321, and BTH322.*

### **BIB430 Principles of Discipleship (3)**

This course will explore the Great Commission Mandate. In doing so, it will seek to unpack a biblical definition of discipleship, examining its practices and carefully considering its implementation within the local church. Students will be encouraged to strengthen their commitment to the practice of discipleship and thereby live out its reality as disciplers. *Prerequisites: B101, B102, B201, B202, B340, BIB310, BTH321, and BTH322.*

### **BIB453 Biblical Ethics in the World of Business (3)**

This course discusses the current thought and application of secular situational business ethics and how it affects our society and the market place. These ethics are compared and contrasted to biblical ethical standards. This course directly instructs the Christian in practicing moral decision making based on the Bible.

### **BIB460 Missions (3)**

The biblical approach to missions and evangelism in the local church setting is presented. Examination of both local and international missions from a biblical perspective and a basic model of a local church missions program are discussed. Personal evangelism and discipleship are pursued as an integral part of the course. Christian apologetics will also be reviewed and discussed. *Prerequisites: B101, B102, B201, B202, B340, BIB310, BTH321, and BTH322.*

### **BIB470 Contemporary Issues in Church Ministry (3)**

This course is designed to allow the student to make use of the theological material and skills acquired throughout the program. Along with short research papers in which students will interact with various issues and challenges facing the contemporary church, they will also identify and present in written form the philosophy of ministry, statement of leadership philosophy, doctrinal foundation, and curriculum strategy they would use to start a church. *(Must be taken as last course in the Christian Ministries degree program.)*

### **BL305, 306, 307 Elementary Greek I-III (3, 3, 3)**

Designed for beginners in Greek. Includes a thorough study of the pronunciation and acquisition of a working vocabulary, exercises in translation from Greek to English as well as from English to Greek, and translation of selected passages of the Greek New Testament. *Prerequisites: B340 and BC310/B310.*

### **BL311, 332 Elementary Hebrew I and II (3, 3)**

A study of the grammar of the Hebrew language, as well as the translation of selected passages of the Old Testament.

### **BL325 Introduction to Biblical Languages (3)**

An introduction to the fundamentals of biblical languages with a particular emphasis upon their correct usage in Bible study and ministry. This semester-long course aims to develop competency interacting with exegetical commentaries, as well as initial ability to employ them in personal study through the aid of tools.

### **BTH321 Christian Theology I (3)**

A survey of Christian theology in the areas of God (Theology Proper), the Bible (Bibliology), angels (Angelology) including Satan and demons, Christ (Christology), and the Holy Spirit (Pneumatology).

### **BTH322 Christian Theology II (3)**

A survey of Christian theology in the areas of humanity (Anthropology), sin (Hamartiology), salvation (Soteriology), the church (Ecclesiology), and last things (Eschatology).

### **BTH336 Theology of the Church (3)**

An in-depth analysis of the doctrine of origin, nature, purpose, ordinances, government, and ministries of the church, with particular attention given to the various conceptions of the church in the history of theology. Key contemporary issues on ecclesiology will be examined with the intent of gaining biblically sound conclusions. *Prerequisites: B101, B102, B201, B202, B340, BIB310, BTH321, BTH322.*

### **BTH337 Theology of God (3)**

An in-depth study of the doctrine of God, including His existence, names, attributes, and the Trinity. *Prerequisites: B101, B102, B201, B202, B340, B310, BTH321, BTH322.*

## **BUSINESS**

### **ACC210 Accounting Fundamentals I (3)**

This course is an intensive study of the processes and procedures that accountants use for analyzing, recording, and reporting a business organization's assets, liabilities, and owner's equity.

### **ACC220 Accounting Fundamentals II (3)**

This course completes the study of financial accounting begun in ACC210 by examining the procedures for reporting liabilities and stockholder's equity on external financial statements for a corporation. Then, the course explores management's use of job order, process, and standard cost accounting systems for decision making. Additional topics include the preparation of budgets, ratio analysis, and federal income tax returns. *Prerequisite: ACC210.*

### **ACC460 Tax Accounting (3)**

A study of the chronological progress of the income tax system combined with the Federal Revenue codes under the changing political and economic environments. Emphasis is on the elements of gross income, adjusted gross income, exclusions, itemized deductions, exemptions and preparation of individual tax returns in detail. A brief introduction to tax laws for corporations, partnerships, estates, and trusts will also be included.

### **BUS310 Statistics for Business (3)**

Topics include descriptive statistics, elements of probability, probability distributions, sampling, estimation and confidence intervals, tests of hypotheses, linear regression, and correlation.

### **BUS320 Business Law (3)**

A study of legal theory as it applies to the everyday business world inhabited by organizational managers. The student studies the principles of business law and the legal environment including the legal process, contracts, commercial relations, business formations, and special topics such as property, environmental law, labor-management relations, and international law. *Prerequisites: BIB306 and MGT335.*

### **BUS368 Entrepreneurship (3)**

The course focuses on starting a small business through an emphasis on thinking creatively. The student is encouraged to turn knowledge and skills into entrepreneurial activity and will also include opening a franchise or expanding a family business. Additionally, the curriculum will cover the basic knowledge necessary to operate a small business. Topics

include (but are not limited to) writing a business plan, developing entrepreneurial skills, and doing case studies of successful small businesses.

### **BUS487 Applied Business Theory**

This course is designed to consider the practical application of business principles and the various methodological aspects in the business environment. This course will include student participation in a live business environment. These activities will form the basis of seminar discussions where the business will be analyzed from a biblical perspective. The goal of these courses is to help the student learn, evaluate, and sharpen practical business management skills.

### **BUS490 Advanced Business Seminar (Capstone) (3)**

A course examining contemporary business issues through integrating coursework and acquired knowledge in the business discipline. Attention will be given to a biblical worldview, vocational pursuit, and a strategy for life-long learning. An additional course component is senior assessment. *Must be taken as last course in major program.*

### **ECN200 Macroeconomics (3)**

An introduction to macroeconomic principles and terminology. The primary focus is on the aggregate U.S. economy and the policy decisions that state and federal lawmakers face. Topics include a review of the economic problem, measuring GNP, money and banking, interest rates, monetary and fiscal policy, inflation, and unemployment. A basic knowledge of mathematics and graphs is assumed.

### **ECN210 Microeconomics (3)**

An introduction to microeconomic principles and terminology. The primary focus is on the business firm and the decisions it faces. Topics include review of the economic problem, mechanics of supply and demand, elasticities, consumer utility, production costs, and the competitive environment. A basic knowledge of mathematics and graphs is assumed.

### **FIN341 Investments (3)**

A survey of investments including stocks, bonds, government securities, and financial intermediaries. Emphasis is placed on security analysis, valuation, and portfolio management. Topics include personal financial strategies and investment alternatives. *Prerequisite: ECN200.*

### **FIN440 Finance (3)**

Valuation methods available to the manager for the determination of the optimal financial structure of the firm. Emphasis is on financial statement analysis, cash flow analysis, capital budgeting, investment, and financing decisions. *Prerequisite: ACC220.*

### **INB311 Global Business Strategies (3)**

This course biblically examines global business ethics, values, and strategies that shape and guide the believer, the church, and the company in global business enterprise.

### **MGT310 Management Theory (3)**

An examination of the fundamentals of managerial functions and the basic concepts and principles of modern management. Emphasis is placed on the interrelationships of planning, organizing, controlling, decision making, and accepted practices used in directing the activities of an organization in the achievement of desired objectives.

### **MGT321 Decision Science Fundamentals (3)**

An overview of the scientific methods available to the managerial decision maker. Topics include linear programming, the transportation problem, queuing, simulation, project management, forecasting, facility location and layout, inventory control, quality assurance, and job design. *Prerequisite: BUS310.*

### **MGT330 Business Communications (3)**

Presents comprehensive coverage of the major concepts and principles of the human communication process and analysis of the various forms of communication used by managers. The media of managerial communication include verbal delivery, as well as written letters, reports, memoranda, etc.



### **MGT335 Organizational Communication – Fundamentals (3)**

The principles of communication within an organization are presented. Effective communication methods, both oral and written, will be taught and practiced with an emphasis on using the proper communication method for any given situation. *Prerequisite: BIB306.*

### **MGT336 Organizational Communication – Advanced (3)**

This course continues to develop and advance the concepts and skills introduced in MGT335 Organizational Communication – Fundamentals. *Prerequisites: BIB306 and MGT335.*

### **MGT351 Human Resource Management (3)**

A study of human factors in business, including the total employee-employer relationship: job analysis, selection, training, transfer, promotion, dismissal of employees, and industrial relations.

### **MGT409 Leadership Principles & Strategic Management (3)**

This course provides an introduction to both secular and biblical examples of leaders and how Christian ethics make a difference in their leadership role. The student is confronted with organizational management issues faced by a manager in today's marketplace. The course assists students in conducting strategic analyses and making strategic decisions while emphasizing the ability to defend the recommendations that are made. *Prerequisites: BIB306 and MGT335.*

### **MGT411 Organizational Management (3)**

A study of organizational structure, its processes and associated human behavior in a constantly changing environment. Management is presented in terms of the four major functions: planning, organizing, leading, and controlling. A comparison of organizational behavior and biblical principles are discussed.

### **MGT422 Business Strategy (3)**

This course is designed to give students a comprehensive introduction to all primary business elements. In preparation for the MBA program, students are guided through the strategic process of business decision making. Students develop a cursory understanding of mission, vision, financial analysis, marketing, internal analysis, external analysis, decision making, ethics, and global issues.

### **MGT425 Strategic Marketing (3)**

Basic marketing theory and terminology in a global environment are presented. Students will have the opportunity to analyze real-world cases, explore domestic and international situations and problems, identify and evaluate critical marketing data, and present their solutions to complex global marketing issues. *Prerequisites: BIB306 and MGT335.*

### **MGT430 Technology & Organizational Decision Making (3)**

With the rapidly changing landscape of how businesses function and the communication between them, this course seeks to provide the foundational understanding necessary to making timely decisions in the midst of changing landscapes and resources. *Prerequisites: BIB306 and MGT335.*

### **MGT435 Finance & Managerial Accounting (3)**

Financial concepts and tools for the organizational manager are presented. The objectives of the course are to study and understand the general concepts of financial and management accounting, to understand these concepts in relation to "real world" organizational activities, and to learn how to perform analytical functions essential to successful organizational management. *Prerequisites: BIB306 and MGT335.*

### **MGT461 Capstone Management Project (3)**

This course is used to finalize preparation of the student's curriculum portfolio and to measure the student's academic achievement in the Organizational Management subject matter. The course requires students to take knowledge learned in the OM curriculum and construct a viable action plan that could be used for the capitalization of a small business start-up or buyout. The overall objective is that the students develop the knowledge and skills necessary to own and/or operate a small company that effectively uses biblical principles and Christian ethics that honor the Lord. This would also be practical for students conducting an operational/organizational business plan within their existing corporation. *(Must be taken as the last course in the Organizational Management degree program.)*

### **MIS320 Information Systems Applications (3)**

This course teaches computer applications that are accepted as standard in the business world. Emphasis is placed on the practical implementation of end user software in a business environment. The use of spreadsheet and database programs to support business processes will be studied in depth. Excel and Access will be used in this class. *Prerequisite: instructor's approval.*

### **MKT350 Marketing Fundamentals (3)**

An introduction to marketing management in relation to the total business environment. Involves a study from the conception of the idea for goods or services to its ultimate utilization by the consumer with emphasis on major decision areas and tools.

### **MKT462 Sales and Customer Service (3)**

This course identifies and develops key sales and customer service skills by discovering customer wants and needs through effective relationship building, clear communication (emphasizing listening), product knowledge, presentation marketing, and closing strategies. The course will also cover related subjects such as developing strong negotiating and persuasive skills and the importance of being authentic when developing an effective winning sales presentation.

## **COMMUNICATION**

### **C100 Spoken Communication (3)**

Study and practice of the organization and delivery of prepared material in the conversational style of extemporaneous speaking.

### **C122 Social Media and Communication (3)**

An introduction to the dynamics of technologically mediated social discourse with a look at both individual implications as well as larger processes within society including culture, polity, and commercial enterprise.

### **C371 Interpersonal Communication (3)**

Analysis of the theory and practice of the process of interpersonal communication including verbal and nonverbal messages, self-disclosure, social power, intimacy, emotions, conflict reduction, and various interpersonal relationships.

### **C382 Persuasion (3)**

Theories and techniques of social influence. Course content includes motivation, attitude change, ethics, credibility, nonverbal persuasion, logic and argumentation, emotions, and cultural influences.

### **C472 Rhetorical Criticism (3)**

Theories and methods of evaluating persuasive communication including public address, contemporary drama and other categories of written discourse. *Prerequisite: C371.*

## **ENGLISH**

### **E110 English Composition (3)**

Instruction and supervised practice in the techniques of effective written expression, with emphasis on analytical reading and writing of expository prose. Includes one or more researched and documented essays. *Fulfills the G.E. requirement for writing competency.*

### **E120 Introduction to Literature (3)**

An introduction to literary forms: short story, novel, poetry, drama. This course intends to foster an appreciation for the range of literature and to instruct students in close reading and analysis. Provides further instruction in expository writing through personal response to an analysis of the literature. *May be counted as a literature elective; does not fulfill the G.E. literature survey requirement.*

### **E221 World Literature I (3)**

A chronological and geo-politico-religious survey of the major literary works that contributed to the shaping of world history. This course examines selected literary works from three major regions from antiquity to the Renaissance: the Greco-Roman world and Europe, the Middle Eastern world and India, and the Far East (China and Japan).

## **HISTORY**

### **H211, 212 World History I, II (3, 3)**

A broad two-semester survey integrating important geographical, intellectual, cultural, social, political, and economic developments within the world's major civilizations from the earliest times to the 17<sup>th</sup> century in the first semester and from the 17<sup>th</sup> century to the present in the second semester.

### **H230 Essentials of U.S. History (3)**

A broad survey integrating significant political, economic, geographical, social, and cultural developments from colonial times to the present.

## **HUMANITIES**

### **P311 Introduction to Philosophy (3)**

A survey of the field of philosophy: its vocabulary, aims, and purposes; the great systems of speculative thought; and the leading thinkers.

### **SP221 Spanish IA & IB (2, 2)**

Designed to introduce the beginning student to the Spanish language. The curriculum will include the fundamentals of grammar, pronunciation, and conversation.

## **MATHEMATICS**

### **MA240 Critical Thinking & Quantitative Analysis (3)**

This course empowers students to use the tools of math to understand the “what,” “why,” and “wherefore” of the universe around them. This course focuses on facilitating quantitative reasoning ability, thinking logically and critically, and providing accurate information to create a foundation for analysis of new information and wise decisions.

## **MUSIC**

### **MU190 Essentials of Music and Art (3)**

This course surveys the history of music and art in Western civilization from the Middle Ages to the present. The student will be introduced to the main styles and forms of the day, as well as the primary artists and composers and their work for each major stylistic period. The course also includes a segment on hymnology, a visit to a local art museum, and attendance at two local concerts.

## **POLITICAL STUDIES**

### **POL220 United States Government (3)**

A survey of United States institutions and processes. Included are such topics as the Constitution, federalism, Congress, the presidency, the judiciary, and civil rights.

## **SCIENCES**

### **CH151 General Chemistry I (3)**

A course covering fundamental chemical principles and theories. Topics include properties and states of matter, development of atomic theory, atomic structure and periodicity, chemical bonding, stoichiometry, inorganic nomenclature, and chemical reactions.

### **CH152 General Chemistry II (4)**

A continuation of CH151: introduction to solution equilibria, electrochemistry, kinetics, chemical thermodynamics, organic chemistry, nuclear chemistry, and environmental chemical applications.

### **GS150 Essentials of Geology (3)**

A survey of the major topics in geology including minerals, rocks, fossils, erosion, weathering, volcanoes, earthquakes, landforms, plate tectonics, and earth history.

### **LS150 Essentials of Biology (3)**

A general survey of major concepts in biological science including ecology, diversity of life, history of life, molecular and cell biology, genetics, human biology, animal biology, botany, and contemporary issues in bioethics.

### **LS150L Essential of Biology Lab (1)**

A hands-on laboratory study of the diversity of living organisms from the molecular-cellular level to organismal level. Studies of ecology, botany, zoology, bioethics, human biology, origins, and paleontology are also included.

## **Online Graduate Course Offerings**

### **BIBLICAL STUDIES**

#### **BTS500 Introduction to Biblical Studies (2)**

A graduate seminar focusing on foundational issues in the field of biblical studies. Seminar topics include inspiration, origin, authority, canonicity, transmission, and translation. Students will be exposed to the assumptions of critical scholarship related to the Bible and an evangelical response to those assumptions. Issues of special introduction to selected portions of the Old and New Testaments will be treated with particular attention to the conclusions of modern “higher criticism.”

#### **BTS501 Hermeneutics (2)**

A graduate seminar focusing on hermeneutical theory and practice related to the biblical text. Attention is given to the philosophical and literary foundations that describe relationship between author, text, and reader; the interpretative methodologies that are applied to various scriptural genres; and the application of interpretive theory to specific passages of Scripture. *Prerequisite: BTS500.*

#### **BTS510 Land of the Bible (2)**

This course is a visual study of the Land of Israel, with emphasis on the biblical sites. It employs aerial videos of the sites and 34 hours of lectures explaining the sites. In-depth study of a biblical atlas and the geographical aspects of the life of Christ are included. This course is taken if the student cannot personally visit Israel and take the IBEX570 course. *Prerequisites: BTS500 and BTS501.*

#### **BTS511 Creation and Covenant (2)**

A graduate seminar focusing on the biblical-theological study of the Pentateuch. Emphasis will be given to the foundational themes of creation and covenant as essential to biblical theology, the exploration of critical issues of authorship and composition, the discussion of interpretive options for crucial passages, and the formative influence of creation on the current public debate on origins and age of the earth. *Prerequisites: BTS500 and BTS501.*

#### **BTS512 History of the Covenant People (2)**

A graduate seminar focusing on the history of Israel from the period of the patriarchs through the Babylonian exile. Emphasis will be given to placing the history of Israel against the backdrop of the ancient Near East, from the perspective that God used the nations surrounding Israel to accomplish His purposes for her and orchestrated world history around her. Further attention will be given to the historical method and historiography concerning ancient Israel. *Prerequisites: BTS500 and BTS501.*

#### **BTS513 Prophecy and Prophets in Context (2)**

A graduate seminar focusing on the Old Testament prophetic literature with attention given to historical backgrounds and context, internal message, theological themes, and issues of criticism. *Prerequisites: BTS500 and BTS501.*

#### **BTS515 Worship and Wisdom (2)**

A graduate seminar focusing on the worship and wisdom literature of the Old Testament and its application to the contemporary church and the sanctification of every believer. Issues like the problem of pain, the value of worship, and the prosperity of the wicked will all be addressed. The student will learn to seek answers to life in the true worship of God and in the wisdom of God provided in these books. *Prerequisites: BTS500 and BTS501.*

**BTS520 Early Church and Book of Acts (2)**

A graduate seminar that stresses both the Greco-Roman and the Jewish historical backgrounds that underlie the events in the Book of Acts. Particular attention is then given to the roles of Peter and James in the book. *Prerequisites: BTS500 and BTS501.*

**BTS521 Historical Background of the New Testament (2)**

A graduate seminar focusing on the history, literature, and culture of the intertestamental period from the end of the OT period to 70 A.D. *Prerequisites: BTS500 and BTS501.*

**BTS522 Life, Ministry, and Theology of Christ (2)**

A graduate study of the earthly life and ministry of Jesus Christ, including His role as Messiah and as Son of God. Special attention will be given to the Jewish historical and cultural background of His life, to the implications of His true humanity, and to the modern alternative theories about the facts and meaning of His life. *Prerequisites: BTS500 and BTS501.*

**BTS523 Letters and Theology of Paul (2)**

A graduate seminar focusing on the writings of Paul. Attention is first given to the historical and cultural settings of Paul's life, in addition to the messages, theological themes, and analysis of selected passages in his epistles. *Prerequisites: BTS500 and BTS501.*

**BTS524 Theology of Hebrews & General Epistles (2)**

A graduate seminar focusing on the theology of Hebrews and the General Epistles. Emphasis will be placed on critical issues relating to authorship, acceptance into the canon, historical settings, messages, theological themes, and interpretive problems. Special emphasis will be placed on the high priesthood of Jesus Christ as seen in Hebrews and the eschatology of 2 Peter 3. *Prerequisite: BTS500 and BTS501.*

**BTS550 Central Themes of Biblical Theology (2)**

A survey of how the great theological themes progressively develop through both the Old and New Testaments. The difference between this approach and that of systematic theology is the tracing of how the theme develops through the successive stages of redemptive history. Particular attention is given to the promise of a Messiah in both testaments. *Prerequisites: BTS500 and BTS501.*

**BTS571 Contemporary Issues in Theology (2)**

A culmination seminar that seeks to integrate biblical studies with Christian faith and ministry. Students will use an evangelical theological method to address contemporary trends and emphases in theology confronting the contemporary Christian church. Students will be exposed to a wide diversity of theological literature and perspectives within and beyond the evangelical spectrum. *Prerequisites: BTS500, BTS501, and BTS550.*

**BTS600 Intermediate Greek (2)**

A review of grammar learned in Elementary Greek with additional experience in translation of NT passages. *Prerequisite: 6 units of Elementary Greek or ability to pass a placement exam in Elementary Greek.*

**BTS601 Intermediate Greek Exegesis (2)**

A continuation of Intermediate Greek with further experience in translation of LXX texts and Apostolic Fathers, as well as an entire NT book.

**BTS602 Intermediate Hebrew (2)**

A review of grammar learned in Elementary Hebrew with additional experience in translation of OT passages. *Prerequisite: 6 units of Elementary Hebrew or ability to pass a placement exam in Elementary Hebrew.*

**BTS603 Intermediate Hebrew Exegesis (2)**

A continuation of Intermediate Hebrew with further experience in translation of OT passages and the development of a basic exegetical analysis of OT passages.

**BTS620 Missions in the Bible (2)**

A study of the mission of God through His pursuant character through the Old and New Testaments.

**BTS621 Missions in History (2)**

A study of the background, origin, and expansion of the Christian church with attention to the people and dynamics which have contributed to its growth.

**BTS622 Mission of God in the Local Church (2)**

A study of the centrality of the local church in missions, focusing on the church's role of sending missionaries and caring for them.

**BTS623 Mission of God in the World (2)**

A study of worldviews and religions with a focus on current trends in world missions.

**BTS640 Worship Theology (2)**

An in-depth investigation of theology as it relates to the corporate worship setting. Services in several different styles are viewed and evaluated. Culminates in creation of a biblically based theology of worship.

**BTS641 Worship Design (2)**

An exploration of all components in a worship service. Students create their own standard for lyrics and music, evaluate service orders, and consider essentials in worship leadership. Culminates in design of a worship service.

**BTS642 Worship Production (2)**

An overview of the technology and key principles associated with the operation and maintenance of audio, visual, and lighting systems in a church setting. Concepts include sound reinforcement, microphone choice and placement, mixing best practices, display systems, and lighting fixtures and basic principles.

**BTS643 Worship Vocal Lab (1)**

This course covers basic singing technique, consisting of learning and practicing breath control, posture, diction, range extension, and improvement of tone quality. Healthy vocal production and practice habits are also discussed. All concepts are presented in a way that is applicable for use in church music ministry.

**BTS644 Music Fundamentals (1)**

Leaders of worship music should be conversant in the language of music. This class provides training in rhythm, meter, pitch, melody, harmony, keys, and form, with application to music ministry.

**BTS660 Systematic Theology (2)**

A study of the major doctrines of Scripture, including their relationship to theological systems and competing views, along with their connections to historical and practical theology.

**BTS661 Theological Apologetics (2)**

A focused study of controversial beliefs crucial to Christianity, and interaction with diverse views in contemporary theology, sects, and world religions.

**BTS662 Research in Theology (2)**

Under the direction of the professor, the student will choose, conduct, and defend a research project in theology. Attention will be to given assessing the need for the research; determining the scope of the project and a point of view; finding, assessing, and using resources; constructing an outline; and writing and defending the paper.

**BTS663 Practical Theology (2)**

A course emphasizing the application of theology to such topics as preaching, teaching, counseling, missions, and ethics in ministry.

**BTS680 Foundations of Women's Ministry (2)**

This course lays a biblical foundation for students' understanding of womanhood and women ministering in a variety of ways within biblically appropriate roles. Practical issues such as working alongside and supporting pastors and elders, building a Word-centered ministry, and facilitating discipleship in the church will also be dealt with.

**BTS681 Message Preparation for Women (2)**

This course assists women in developing their public speaking skills, specifically for giving messages from God's Word in biblically appropriate ministry opportunities.

**BTS682 Counseling and Discipling Women (2)**

This course will prepare women to minister to the spiritual needs of other women. Students will gain insights into the different opportunities, challenges, and temptations that arise in different stages of women's lives. Counseling issues addressed will include identity in Christ, body image, cutting, singleness, infertility, sexual issues, sexual abuse, and widowhood.

**BTS683 Women in Church History (2)**

This course will examine how women have historically contributed to God's plan of redemption. Students will study the biographies of women in biblical and church history.

**IBEX570 Physical Geography of Israel (2)**

A field-based examination of the physical geography of the land of Israel with attention to regional structure and topography as they relate to the development of routes and settlement. This course is taught as part of a 19-day study trip to Israel led by a Master's University or a Master's Seminary professor. *By petition of the program chair, students may elect to take IBEX570 in place of BTS510.*

**BUSINESS ADMINISTRATION****ACC510 Managerial Accounting (3)**

The course covers the application of basic and advanced accounting methods for the purpose of informing management decisions. *Prerequisite: ACC520.*

**ACC520 Financial Accounting (3)**

Students learn to prepare and analyze financial statements. Students apply these skills to corporate decision making and evaluation processes. *Prerequisite: BUS510.*

**BUS510 Enterprise and Public Policy (3)**

A comprehensive study of the relationship between government policy, economic trends, and business performance. This course includes an overview of the contents and structure of TMU's entire online MBA program and must be taken as the first course in the program.

**BUS520 Business Law (3)**

The course is a study of the procedures and organization of the United States legal system. The course will also provide an in-depth study of tort liability, contracts, and common law. *Prerequisite: BUS510.*

**BUS530 Statistics (3)**

Students learn to conduct and interpret statistical analyses of common business problems using ANOVA, single and multiple regression, probability, and other techniques. *Prerequisite: BUS510.*

**FIN540 Corporate Finance (3)**

A comprehensive study of financial forces on the firm. Students learn advanced financial analysis techniques for use in management decisions. *Prerequisites: ACC510, ACC520, and BUS510.*

**INB511 International Business (3)**

A study of the current state of international business, which will include an advanced analysis of the economic and cultural environments present in today's global marketplace. *Prerequisite: BUS510.*

**MGT510 Organizational Behavior (3)**

A study of current organizational design and management theory and practices. Students will apply these concepts to complex real-life organizational scenarios. *Prerequisite: BUS510.*

**MGT550 Operations Management (3)**

Students learn operational and decision-making methods to quantitatively optimize business processes. *Prerequisites: BUS510 and BUS530.*

**MGT590 Leadership (3)**

The course is a study of the knowledge, skills, and exceptional traits possessed by successful leaders. This course includes a capstone experience in which the students apply what they have learned to the study of business cases and simulations of business situations. *(This course must be taken as the last course in the online MBA program.)*

**MIS510 Information Technology Management (3)**

A critical overview of the design, application, and assessment of information systems. Students also learn effective practices for the management of information technology specialists. *Prerequisite: BUS510.*

**MKT561 Marketing Strategy (3)**

An introduction to foundational marketing concepts followed by a study of advanced and cutting-edge techniques. *Prerequisite: BUS510.*

**EDUCATION****ED505 History & Philosophy of Education (3)**

This course provides a critical examination of major philosophies of education. Students will also examine the philosophy's relationship to historical and current school structure and teaching practice in the United States. Students will develop a personal philosophy of education, grounded in scriptural principles and theoretical knowledge.

**ED532 Learning Theory (3)**

This course provides a critical examination of various theories of learning. Course topics will include main principles of both historical and contemporary models of cognitive processing, constructivism, experiential learning, and learning styles. Students will explore implications for teachers and students, relating theory to their own teaching practice.

**ED534 Essentials of Curriculum Structure (3)**

This course provides students with an overview of the structure and design of school curriculum, including historical and contemporary factors that influence it. Students will learn how to create, evaluate, and develop curriculum, with an emphasis on standards-based, learning-centered instruction. Various curriculum models and theories will be examined, and students will apply theoretical learning to their current teaching practice.

**ED536 Assessment of Learning (3)**

This course examines various theories about and types of student assessment. Topics include formal and informal assessment, formative and summative assessment, test construction, rubrics, and authentic assessment. Students will apply theory to their teaching practice, using appropriate strategies to design, implement, and evaluate assessments effectively to enhance learning.

**ED542 Classroom Management (3)**

This course examines various research-based models, theories, and best practices for effective classroom management in service of student learning. Topics include strategies for developing effective learning communities, effective classroom procedures and expectations, anticipating and managing student behavior, rewards and motivation, positive behavior intervention and support, and strategies for working with reluctant or difficult students. Students will develop a personal classroom management system for use in their own teaching practice.

**ED544 Educational Technology (3)**

This course examines best practices for incorporating educational technology in the classroom. Includes strategies for using technology in the teaching/learning process, assessing student learning, and communicating with stakeholders



(parents, colleagues, administration, and community members). Students will learn best practices regarding selection and evaluation of specific hardware and applications and will develop a plan to implement those in their teaching practice.

### **ED552 Educational Leadership (3)**

This course provides an overview of the principles and best practices of educational leadership from a biblical perspective. Topics include organizational structure and behavior, building positive relationships, professional learning communities and coaching, communication, decision making, and program improvement.

### **ED564 Diversity and Differentiation in Education (3)**

This course provides an overview of principles and practices related to diversity in contemporary schooling, including topics such as the overarching concepts of culture, race, class, and group, cultural and neuro-diversity, and ways cultural and neuro-diversity influence education structure and practice, with a special focus on the inclusion of English learners and students with special needs in a regular education classroom. In addition, the course examines ways teachers can implement culturally responsive, neuro-differentiated teaching practices to meet student needs.

### **ED574 Educational Research (3)**

This course provides an introductory overview of concepts, principles, and methods of educational research, including both qualitative and quantitative approaches, to enable students to become informed consumers of educational research. Topics include purposes of educational research, research design and typical methods (such as experimental, grounded theory, ethnography, narrative, action research, and mixed methods), and the research process.

### **ED578 Action Research in Education (3)**

This course provides opportunity for students to examine action research theory and method and design a research project with the aim of improving their teaching practice. Student will gain the knowledge and skills necessary to design and implement an action research project, including identifying and stating the problem, conducting a literature review, collecting and analyzing data, and presenting findings in a formal report.

### **ED595 Capstone Seminar (3)**

This is a core course in the TMU M.Ed. program and must be taken as the last course in the program. In this course students will design, propose, implement, and present a capstone project (or projects) through which they will demonstrate achievement of the M.Ed. program learning outcomes:

- Apply a biblical worldview and specific scriptural principles in the evaluation of any educational program or issue.
- Apply instructional theory to design and implement effective instructional strategies appropriate for the subject matter and student characteristics (including age, diversity, and exceptionality).
- Apply assessment theory to design and implement effective student and program assessment strategies in a range of subject areas and educational settings.
- Work effectively as a leader and/or team member within a collaborative educational environment.
- Perform and communicate results of graduate-level educational research, which includes effectively analyzing and evaluating the results of educational research, as well as applying the results to specific problems or issues as appropriate.

# Graduate Program Policies

## GRADUATE ADMISSIONS

### General Graduate Admission Requirements

- Testimony of faith in Jesus Christ as their Lord and Savior
- Undergraduate GPA of 2.75 or higher from a regionally accredited institution\*
- Official transcripts
- TOEFL Scores for International Students (refer to Admission section for specific information)
- Insert full-time status
- Additional program requirements as specified by each school

*\*MABC and M.Ed. programs require a GPA of 3.0 or higher.*

## GRADUATION

### Graduation Requirements

1. A student must complete his/her graduate degree with a minimum 3.0 cumulative GPA and no letter grade lower than a C.
2. For credit hour requirements, refer to each school's specific program information.

### Commencement Exercises

TMU holds commencement exercises once a year at the end of the Spring semester. A student may participate only if he/she has completed (or is expected to complete) all graduation requirements by the date of the commencement exercises. (Courses in progress but not completed are allowed.) A student who wishes to participate in the commencement exercises must begin the Graduation Contract (formerly "Senior Contract") process with the Registrar's Office prior to the beginning of the second semester of the final year. This process is intended to document the student's progress towards graduation and to facilitate TMU's preparations for commencement exercises and diploma production.

## GRADUATE DEGREES

The following graduate-level degrees are offered by The Master's University:

- **Master of Arts in Biblical Counseling** (see Biblical Counseling Department)
- **Master of Arts in Biblical Studies** (see Biblical Studies Department) *with emphases in:*
  - Biblical Languages
  - Missions
  - Music & Worship
  - Theological Studies
- **Master of Business Administration** (see Business Administration Department)
- **Master of Education in Teaching** (see School of Education)

# Program-Level Learning Outcomes

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This section lists the program-level student learning outcomes that have been established by the faculty and staff for the University's undergraduate general education program, for each of the academic majors and emphases, and for the co-curricular/student development area.

## General Education

### Biblical Studies

1. Demonstrate a working knowledge of the background, content, and theological contributions of each book of the Old and New Testaments.
2. Describe the essential teaching of Scripture in each major area of theology and the interrelationship among the areas.

### Biological & Physical Sciences

1. Explain the scientific method, its use, and limitations within each of its various disciplines, and its relation to Truth.
2. Demonstrate an understanding of how the glory of God is revealed through an increased understanding of the complexity and beauty of His creation.
3. Compare and contrast the effect of various theocentric and naturalistic worldviews on the development of biological and physical sciences and scientific thought in general.
4. Explain the use of the scientific process within the biological and physical sciences, identifying foundational assumptions, processes for inquiry, establishment of conclusions, and application of those principles in the day-to-day happenings in the world.
5. Demonstrate an ability to use the scientific process to solve qualitative and quantitative problems in the biological and physical sciences in both the classroom and laboratory settings.
6. Demonstrate the ability to perform the basic operations associated with standard laboratory procedures in the biological and physical sciences.

### Economics

1. Demonstrate the ability to develop a life-long approach to personal financial management, understanding resource allocation as stewardship from God.
2. Explain resource allocation expressed in the laws of supply and demand as they relate to human nature in particular and to the shaping of history in general.
3. Describe the implications of free-market forces as they relate to Classical vs. Keynesian theories.

### History

1. Grasp the general sweep of human history from the Creation to the present, especially those persons, events, trends, nations, and ideologies that have had the greatest impact on our present civilization, including our American experience.
2. Evaluate historical developments in a larger context, especially the most salient cultural and intellectual elements of the past that have shaped the present.
3. Integrate a biblical view of man and society into the study of the past.

### Information Literacy

1. Demonstrate baccalaureate-degree-level information literacy competency within the context of the major academic disciplines.

### Listening Skills

1. Identify and evaluate basic concepts at the heart of a spoken presentation, including purpose, assumptions, evidence, argument, and inference.

## **Logic & Critical Thinking**

1. Demonstrate a mastery of the basic principles of logical reasoning/critical thinking to construct and evaluate accurate lines of inductive or deductive reasoning in real life applications.
2. Demonstrate baccalaureate-degree-level critical thinking competency within the context of the major academic disciplines.

## **Mathematics & Quantitative Reasoning**

1. Use arithmetic operations, basic geometric, and algebraic operations to solve typical “daily life” problems.
2. Use estimation to evaluate whether quantitative data presented in “daily life” situations is reasonable and/or representative.
3. Evaluate the accuracy, validity, and reliability of statistical information presented in “daily life” situations.
4. Demonstrate baccalaureate-degree-level quantitative reasoning competency within the context of the major academic discipline.

## **Music & Art**

1. Identify and discuss the historical styles and periods of music and art, and the interrelationship with general history, philosophies, culture, church history, and other arts.
2. Articulate a biblically based philosophy of music and art.

## **Philosophy**

1. Demonstrate a basic knowledge of major philosophers and their times, the issues they sought to resolve, and their effect on the development of philosophical thought.
2. Accurately explain the major elements of at least one current philosophical worldview and evaluate how the worldview will affect individual and societal responses to contemporary moral and ethical issues.
3. Evaluate the major elements of at least one current philosophical worldview in light of the Bible and biblical worldview assumptions.

## **Political Studies**

1. Demonstrate a foundational working knowledge of the basic principles that form the basis of the American governmental system and the context in which it was established.
2. Explain in broad terms the American political process.
3. Describe in broad terms the U.S. Constitution and the duties, responsibilities, and rights therein.

## **Reading & Literature**

1. Recognize key elements within literary texts, both fiction and nonfiction, and identify their literary, cultural, and biblical implications.
2. Read literary texts attentively to identify how the theme(s) inherent in the work may have been influenced by the author’s purpose, presuppositions, historical and/or contemporary culture.
3. Demonstrate a grasp of the philosophical outline of English, American, or World literature, together with an awareness of intertextuality and contributions to the literary canon.

## **Spoken Communication**

1. Demonstrate a mastery of basic English vocabulary.
2. Prepare and present a range of speeches that:
  - a. Present information, ideas, positions, or opinions in a manner that reflects the virtues of clarity, concision, accuracy, and persuasion.
  - b. Adapt words and rhetorical strategies according to varying situations and audiences.
  - c. Make assumptions clear.
  - d. Use relevant logical arguments and appropriate examples.
  - e. Incorporate various aspects of nonverbal communication, including intonation, pause, gesture, and body language.
  - f. Present creative and original thoughts and ideas, extending beyond summarization and repetition of readily available published information.

3. Demonstrate baccalaureate-degree-level oral communication competency within the context of the major academic discipline.

### **Written Communication**

1. Prepare and present essays and other types of written documents that demonstrate the writer's ability to write clearly and appropriately for a variety of purposes and audiences.
2. Give evidence of ability to revise, edit, and proofread a written draft to produce work that is ready for its readers, including but not limited to skill in appropriate word usage, knowledge of the conventions of Standard Written English, and consistently accurate spelling.
3. Demonstrate baccalaureate-degree-level written communication competency within the context of the major academic disciplines.

## **Areas of Study**

### **AUDIO PRODUCTION & COMMUNICATION (B.A.)**

1. Demonstrate mastery of an industry-standard audio production software.
2. Demonstrate mastery of audio recording and production techniques.
3. Demonstrate mastery of audio post-production techniques.
4. Engage in discussion as both speaker and listener through interpreting, analyzing, and summarizing; contribute to discussions in a way that is readily understood by listeners; present an opinion persuasively; and analyze the shape and goals of a discourse.

### **BIBLICAL STUDIES (B.A.)**

#### **Biblical Studies Core**

1. Demonstrate a working knowledge of either Greek or Hebrew at a level appropriate for the emphasis.
2. Demonstrate the correct application of hermeneutical principles to develop an interpretation of a biblical text.
3. Clearly articulate a biblical philosophy of ministry as it relates to the purpose of the Church.
4. Describe the concept of vocation from a biblical perspective.

#### **Biblical Counseling**

1. Demonstrate the correct application of hermeneutical principles to develop an interpretation of a biblical text, including a foundational working knowledge of biblical Greek.
2. Explain the foundational theological principles of biblical counseling with particular focus on the doctrines of inspiration, inerrancy, and sufficiency of the Scriptures, leading to the ability to biblically interact with and respond to current trends, conceptual approaches, and practices in the counseling field.
3. Explain from Scripture the role of biblical counseling within the larger work of the church, particularly its relationship to evangelism and discipleship.
4. Based on interaction with and data gathering about a counselee, develop a counseling methodology that effectively applies a broad range of relevant biblical passages to counselee issues—in particular core issues of the heart—and understand the centrality of the gospel as the basis for biblical change that leads to true worship.
5. Demonstrate a consistent pattern of biblically based self-reflection leading to growth in Christlike character qualities necessary for effective biblical counseling.

#### **Biblical Studies**

1. Discuss the significant historical, geographical, cultural, and theological background, themes, and interpretive problems of each Bible book.
2. Demonstrate a working knowledge of available written and electronic Bible study tools.
3. Produce undergraduate-level written research in Bible-related topic areas.
4. Effectively communicate biblical truths in teaching settings.

#### **Biblical Languages**

1. Translate both the Hebrew and Greek texts with the use of standard aids, giving attention to correct morphology, syntax, vocabulary, and structure.

2. Demonstrate mastery of basic Greek and Hebrew vocabulary.
3. For Greek or Hebrew biblical passages, discuss the applicable interpretive and hermeneutical principles, literary characteristics or features, intertextual allusions, critical issues, and theological contributions.

### **Global Studies**

1. Demonstrate the ability to apply various research methods to the observation of culture.
2. Trace the historic progression of the Church within a target country.
3. Demonstrate the ability to utilize the skills and methodologies of second language acquisition.
4. Articulate the theological rationale for the missional role of the local church.
5. Demonstrate the skills and character for effective cross-cultural adaptation.
6. Articulate the gospel and explain the grand scheme of redemption.

### **Christian Education**

1. Demonstrate the ability to design and implement a Christian Education program (within a local church or parachurch organization) through its full educational cycle.
2. Explain the key components and structure of the instructional framework.

### **Theology**

1. Identify the significant individuals who have shaped the development of historical theology and describe the contributions of each.
2. Articulate basic Christian doctrines of both Old and New Testaments, and provide clear biblical support for each.
3. Describe the key issues involved in the major theological controversies that have occurred in the Christian community from Pentecost to present.
4. Describe the major options in apologetic methodology.
5. Construct a defensible argument for the existence of God and the truth of Christianity.
6. Compare and contrast the foundational beliefs of major world religions and major cults.

## **BIOLOGICAL SCIENCES (B.A. & B.S.)**

### **Biological Sciences Core**

1. Employ the methods of science to solve research questions.
2. Employ a knowledge of cell structure and function to analyze and interpret scientific data.
3. Apply taxonomy, phylogeny, and diversification of living organisms to analyze and interpret scientific data.
4. Apply the principles of inheritance, and use genomes to compare organisms and diagnose disease.
5. Integrate Scripture and science to explain God's revealed Truth.
6. Employ mathematical tools to analyze data and solve research questions. (*B.S. Core only.*)

### **General Biology**

1. Analyze an ecosystem to identify relationships among organisms and that environment.

### **Animal Science/Pre-Veterinary Medicine**

1. Analyze an ecosystem to identify relationships among organisms and that environment.
2. Analyze patterns of physiological processes to explain how various animal groups maintain homeostasis.

### **Cellular & Molecular Biology**

1. Apply the principles of molecular processes to analyze and interpret scientific data.
2. Integrate thermodynamics and biochemical pathways to describe metabolism.

### **Natural History/Environmental Biology**

1. Analyze an ecosystem to identify relationships among organisms and that environment.
2. Evaluate conservation strategies to identify consequences on the ecosystem.

### **Paleontology**

1. Analyze an ecosystem to identify relationships among organisms and that environment.
2. Interpret geological processes using the fossil record.

## **Pre-Medical/Pre-Dentistry/Pre-Allied Health**

1. Analyze an ecosystem to identify relationships among organisms and that environment.
2. Integrate thermodynamics and biochemical pathways to describe metabolism.

## **Pre-Nursing**

1. Analyze patterns of physiological processes to explain how humans maintain homeostasis.
2. Analyze the form and function of pathogens to identify and predict pathogenicity.

## **Secondary Teacher Education in Life Sciences**

1. Demonstrate a working knowledge of vertebrate and invertebrate natural history, systematics, comparative anatomy, and their applications to biological origins.
2. Effectively conduct selected field research techniques in plant and animal ecology.
3. Demonstrate a working knowledge of the interrelationship among species, population dynamics, and the study of human impacts on ecosystems as it relates to stewardship ecology.

## **BUSINESS (B.S.)**

### **Business Administration Core**

1. Demonstrate a strong working knowledge of accounting.
2. Demonstrate a strong working knowledge of economics.
3. Demonstrate a strong working knowledge of the management field.
4. Demonstrate a strong working knowledge of selected information system applications.
5. Demonstrate a strong working knowledge of finance.
6. Demonstrate a strong working knowledge of international commerce.
7. Demonstrate a strong working knowledge of marketing.
8. Demonstrate a strong working knowledge of the quantitative analysis techniques applied within common business situations.
9. Demonstrate a thorough working knowledge of business law, including partnerships, contracts, and personnel.
10. Demonstrate the ability to interpret business-related qualitative and quantitative analyses, and to explain them to others in both written and oral form.
11. Demonstrate the ability to work effectively in teams.
12. For given business ethics situations, identify applicable biblical imperatives.

### **Accounting**

1. Given necessary financial data for a business situation, demonstrate an in-depth working knowledge of the accounting cycle, including development of accurate financial reports in accordance with generally accepted accounting principles (GAAP).
2. Describe auditing standards, reports, and procedures necessary for performing an audit.
3. Demonstrate a basic working knowledge of taxation principles.
4. Demonstrate a working knowledge of cost accounting principles within a business situation.

### **Christian Ministries Administration**

1. Demonstrate a working knowledge of key principles governing financial management in not-for-profit ministry environments.
2. Articulate a biblical philosophy of church structure.
3. Articulate a practical understanding for Christian ministry administration.
4. Demonstrate a basic working knowledge of the laws that affect personnel issues in ministry.

### **Finance**

1. Demonstrate a working knowledge of the role of banking in the financial community.
2. Demonstrate a basic working knowledge of vehicles and strategies that relate to investments in the stock and bond markets.
3. Demonstrate a basic working knowledge in either decision science or intermediate accounting.
4. Demonstrate a working knowledge of cost accounting principles within a business situation.
5. Demonstrate a basic working knowledge of real estate principles.

## **International Business**

1. Demonstrate understanding of business expansion overseas.
2. Apply knowledge of differences in international laws to business situations.
3. Demonstrate working knowledge of how international economic and political challenges relate to business.
4. Apply biblical principles to international business decisions.

## **Pre-Law**

1. Demonstrate a basic working knowledge of the philosophical underpinnings of the U.S. legal system.
2. Demonstrate a basic working knowledge of the laws that affect personnel issues in a business organization.
3. Demonstrate a basic working knowledge of the laws affecting confessional organizations.

## **Management**

1. Given a business situation, identify and develop appropriate quantitative tools for operational management.
2. Demonstrate a basic working knowledge of the laws that affect personnel issues in a business organization.
3. Demonstrate a basic working knowledge in at least one of the following management-related areas:
  - a. The role of financial intermediation in society.
  - b. Vehicles and strategies that relate to investments in the stock and bond markets.
  - c. Cost accounting.

## **Management Information Systems**

1. Demonstrate a working knowledge of the software development cycle and the purposes and activities of each phase.
2. Demonstrate the ability to effectively design, write, debug, and test computer programs accurately using syntax, semantics, and common data structures.
3. Demonstrate a working knowledge of major computer hardware components, including the ability to troubleshoot, repair, upgrade, and install components.
4. Demonstrate a working knowledge of the principles underlying modern operating systems.
5. Demonstrate a working knowledge of modern layered network technologies.
6. Demonstrate a working knowledge of web development by designing and creating complex websites.

## **Marketing**

1. Demonstrate ability to construct effective marketing strategies.
2. Conduct appropriate market research.
3. Evaluate marketing approaches through a biblical filter.

## **Public Relations**

1. Demonstrate a basic working knowledge of public relations theory.
2. Demonstrate basic public relations skills within an organizational setting.
3. Demonstrate the ability to make effective written and oral presentations using both logical and persuasive reasoning

## **CLASSICAL LIBERAL ARTS (B.A.)**

1. Demonstrate a strong working knowledge of the development of political and cultural history of the western world.
2. Demonstrate a strong working knowledge of the broad historical outline of the western tradition in literature and the arts.
3. Demonstrate a strong working knowledge of the development of philosophy and theology in western tradition.
4. Demonstrate a working knowledge of at least one classical language.
5. Demonstrate the ability to implement the primary teaching methodologies associated with historical classical liberal education (i.e. Socratic dialog).
6. Demonstrate a biblical worldview foundation and perspective in the approach to teaching classical liberal arts.



## **COMMUNICATION (B.A.)**

### **Cinema and Digital Arts**

1. Demonstrate a working knowledge of media history and theory.
2. Demonstrate basic mastery of film/video pre-production techniques including conceptualizing, scripting, storyboarding, pitching, critique, general shoot preparation, location scouting, basic set design, and casting.
3. Demonstrate basic mastery with film/video production skills including producing, directing, lighting, shooting, and basic sound recording.
4. Demonstrate basic mastery of film/video post-production techniques including video editing, sound editing, basic ADR, effects, and motion graphics.

### **Creative Writing and Publishing**

1. Effectively incorporate a biblical worldview in writing as appropriate for the situation.
2. Write effectively in several forms and genres, including short stories, essays, memoirs, and features.
3. Demonstrate a working knowledge of photography (portrait and journalistic), and photo editing for the purpose of producing print and digital documents.
4. Demonstrate basic proficiency in textual editing for elements of story, style, grammar, tone, and institutional appropriateness.

### **Journalism**

1. Effectively incorporate a biblical worldview in writing as appropriate for the situation.
2. Demonstrate proficiency in journalistic reporting and writing (news story, feature, editorial, and column writing) and Associated Press style. This includes writing a concise journalistic lead and proper quote attribution.
3. Demonstrate proficiency in utilizing forms of multimedia journalism beyond print media: visual elements in concert with writing and editing elements to produce effective pieces of visual journalism.
4. Demonstrate knowledge of journalistic ethics and fairness. Produce stories that are balanced, framing complex issues in a way to present all sides to the reader without interpretation or editorializing. Utilize quoted sources to generate a fair representation of various sides of the issue.

### **Speech Communication**

1. Engage in discussion as both speaker and listener through interpreting, analyzing, and summarizing; contribute to discussions in a way that is readily understood by listeners; present an opinion persuasively; analyze the shape and goals of a discourse; and recognize and take notes on important points in lectures and discussions.
2. Demonstrate the ability to correctly analyze and interpret a discourse.
3. Determine appropriate language and usage in various communicative situations (considering the peculiarities of language, dialect, and culture).
4. Demonstrate a working knowledge of one of the following various theories of rhetoric: Neo-Aristotelian, Generic, Fantasy-Theme, Feminist, Ideological, Metaphoric, Narrative, and Dramatic.
5. Prepare and effectively present various types of oral discourse: discussions, reports, speeches, and debates.

## **COMPUTER & INFORMATION SCIENCES (B.S.)**

### **Computer & Information Sciences Core**

1. Demonstrate a working knowledge of the software development cycle, its phases, and the purposes and activities of each.
2. Demonstrate the ability to effectively design, write, debug, and test computer programs accurately using syntax, semantics, and common data structures.
3. Demonstrate a working knowledge of the major hardware components, including the ability troubleshoot, repair, upgrade, and install components.
4. Demonstrate a working knowledge of the principles underlying modern operating systems.
5. Demonstrate a working knowledge of modern layered network technologies.
6. Demonstrate a working knowledge of web development by designing and creating complex websites.

### **Computer Science**

1. Demonstrate a working knowledge of the structure and design of computer circuitry, including ALU, CPU control, datapath, cache, memory, registers, busses, interrupts, etc.

2. Demonstrate the ability to define, analyze, classify, and use common computer science algorithms and related data structures.
3. Demonstrate a working knowledge of the terms, issues, and tools related to computer languages and their design.
4. Effectively prepare written and give oral presentations from research literature in the computer science field including related ethical and moral issues.

### **Information Systems**

1. Demonstrate a working knowledge of accounting and business management theory.
2. Demonstrate a working knowledge of the protocols and systems necessary to install, configure, and support a website.
3. Display a working knowledge of database principles and technologies.
4. Effectively prepare written and give oral presentations from research literature in the information systems field including related ethical and moral issues.

### **ENGLISH (B.A.)**

1. Demonstrate knowledge of a variety of genres, historical periods, styles, and modes.
2. Write clear, effective, researched, and imaginative projects and articulate them within appropriate conceptual and methodological frameworks.
3. Demonstrate an understanding of the historical development of the English language from Old English to the present.
4. Demonstrate a working knowledge of the content and historical context of British and American literary works, as well as selected authors and works from world literature.
5. Demonstrate a working knowledge of various theoretical approaches that inform the interpretation of literature and culture.

### **HISTORY (B.A.)**

1. Describe essential developments of U.S. history, answering “who, what, when, where, why, and how” questions relating to these important events and trends.
2. Describe essential developments in world history, answering “who, what, when, where, why, and how” questions relating to these important events and trends.
3. Compare and contrast a biblical philosophy of history with other major philosophies of history.
4. Demonstrate the ability to identify, categorize, and describe different philosophical perspectives of history.
5. Demonstrate the ability to conduct research using traditional primary and secondary source materials as well as current technological resources and techniques to produce lucid, logical, and reasonable historical essays.

### **KINESIOLOGY & PHYSICAL EDUCATION (B.A. & B.S.)**

#### **Kinesiology & Physical Education Core**

1. Identify and describe the significant events and individuals associated with the development of physical education from ancient times to the present.
2. Perform a kinesiological evaluation of skilled and unskilled physical movement activities.
3. Identify and describe key physiological responses and adaptations that occur in the human body during sport and exercise.
4. Demonstrate a basic working knowledge of the significant psychological and sociological sport-related issues and their societal effects.
5. Utilize basic statistical tools necessary to conduct physiological, psychomotor, and cognitive evaluations and sociological analyses.
6. Design, implement, analyze, and manage an effective physical education program in teaching, administrative, and coaching settings.
7. Demonstrate the ability to provide care and treatment of athletic injuries and of safety factors in the prevention of injuries.
8. Demonstrate a working knowledge of the physical development levels from infancy to adulthood and the implications in regard to physical education.
9. Demonstrate the ability to design a program of conditioning components as related to life-long fitness activities, physical training, competitive sports, and nutritional factors.

### **Coaching/Teaching (B.A.)**

1. Demonstrate a mastery of the basic skills associated with required sports/activity areas.
2. Effectively teach the basic physical skills, rules, and strategies of traditional sports/activity areas.

### **Exercise & Sport Science (B.A.)**

1. Recognize and evaluate both acute and chronic athletic injuries.
2. Demonstrate the ability to implement treatment, rehabilitation, and reconditioning programs for athletic injuries.
3. Demonstrate the ability to implement strength and conditioning strategies.
4. Demonstrate the ability to implement nutritional strategies.

### **Pre-Physical Therapy (B.S.)**

1. Demonstrate a foundational working knowledge of organismic biology
2. Demonstrate a foundational working knowledge of general chemistry.
3. Recognize and evaluate both acute and chronic athletic injuries.
4. Demonstrate the ability to implement treatment, rehabilitation, and reconditioning programs for athletic injuries.
5. Demonstrate the ability to implement strength and conditioning strategies.

## **LIBERAL STUDIES & EDUCATION (B.A.)**

### **Liberal Studies – General**

1. Demonstrate an advanced baccalaureate-level working knowledge in written communication, literature, and/or spoken communication skills.
2. Demonstrate an advanced baccalaureate-level working knowledge in at least two of the following subject areas within the science and mathematics disciplines: mathematics, biological sciences, physical sciences, kinesiology, and computer information systems.
3. Demonstrate an advanced baccalaureate-level working knowledge in at least three of the following subject areas within the social science disciplines: history, political studies, geography, business, social science, health, and physical education.
4. Demonstrate an advanced baccalaureate-level working knowledge in at least two of the following subject areas within the humanities and fine arts disciplines: music, art, theater, philosophy, and foreign language.
5. Identify and analyze the interrelationships existing between the various academic disciplines.

### **Liberal Studies – Teacher Education**

1. Demonstrate an advanced baccalaureate-level working knowledge in written communication, literature, and/or spoken communication skills.
2. Demonstrate an advanced baccalaureate-level working knowledge in at least two of the following subject areas within the science and mathematics disciplines: mathematics, biological sciences, physical sciences, kinesiology, and computer information systems.
3. Demonstrate an advanced baccalaureate-level working knowledge in at least three of the following subject areas within the social science disciplines: history, political studies, geography, business, social science, health, and physical education.
4. Demonstrate an advanced baccalaureate-level working knowledge in at least two of the following subject areas within the humanities and fine arts disciplines: music, art, theater, philosophy, and foreign language.
5. Identify and analyze the interrelationships existing between the various academic disciplines.
6. Identify and design teaching techniques and strategies for the specific subject areas included in California K-8 elementary school classrooms.
7. Demonstrate a strong working knowledge of the diverse dimensions of K-8 student characteristics.

## **MARKETING MEDIA (B.A.)**

1. Demonstrate the ability to respond to moral and ethical situations in the electronic media environment from a biblical basis.
2. Demonstrate basic mastery of media production.
3. Demonstrate a strong working knowledge of marketing.
4. For given business ethics situations, identify applicable biblical imperatives.
5. Demonstrate a strong working knowledge of fundamental business skills.

## **MATHEMATICS (B.A.)**

### **Mathematics Core**

1. Demonstrate mastery of calculus.
2. Demonstrate mastery of elementary linear algebra.
3. Demonstrate mastery of elementary differential equations.
4. Effectively prepare and give oral presentations from research literature in mathematics.

### **Applied Mathematics**

1. Demonstrate a working knowledge of probability theory.
2. Use probability and statistical inferences to draw conclusions.
3. Demonstrate a basic working knowledge of the concepts and methods of applied mathematics especially through the use of computational tools.
4. Demonstrate a working knowledge of mathematical applications in a variety of applied fields.
5. Demonstrate mastery of the various methods of discrete mathematics.
6. Demonstrate a basic working knowledge of the properties of complex numbers and complex-valued functions.

### **Mathematics Education**

1. Demonstrate a working knowledge of fundamental algebraic structures (e.g. groups and rings).
2. Demonstrate a working knowledge of number theory and a familiarity with the history of mathematics.
3. Demonstrate a basic working knowledge of the nature and applications of discrete structures.
4. Demonstrate a basic mastery of the principles of Euclidean and non-Euclidean geometries.

### **Pre-Engineering**

1. Demonstrate a basic working knowledge of the concepts and methods of applied mathematics especially through the use of computational tools.
2. Demonstrate a working knowledge of mathematical applications in a variety of applied fields.
3. Demonstrate a working knowledge of the physics principles of motion, energy, and force.
4. Demonstrate a working knowledge of the physics principles of electricity and magnetism.
5. Demonstrate a working knowledge of the physics principles of optics.

### **Pure Mathematics**

1. Demonstrate a working knowledge of fundamental algebraic structures (e.g. groups, rings, and fields).
2. Demonstrate mastery of the rigorous development and theory of calculus.
3. Demonstrate a working knowledge of number theory and a familiarity with the history of mathematics.
4. Demonstrate a basic working knowledge of the properties of complex numbers and complex-valued functions.

## **MUSIC (B.A.)**

### **Music Core**

1. Demonstrate a familiarity with the “grammar” of music, including notation, chord progressions, part writing, and melody harmonization.
2. Articulate a biblically based theology of music and worship.
3. Demonstrate musicianship either through the mastery of at least one musical instrument or through successful completion of a project.

### **Modern Worship**

1. Demonstrate the ability to organize and conduct praise teams and modern worship programs in the local church context.
2. Demonstrate the ability to give leadership to the total music ministry (children through adult) and to work with church staff.

### **Music and Communication**

1. Engage in discussion as a speaker who is easily understood and can present a persuasive argument, and as a listener who can correctly interpret and analyze intentions and techniques.
2. Explain the function and impact of the mass media on society from a biblical worldview.

3. Demonstrate a working knowledge of the process of interpersonal communication, including verbal and nonverbal messages.
4. Evaluate persuasive speeches, drama, and written discourse.
5. Demonstrate a working knowledge of spoken, written, or electronic media, especially as it correlates with music and the music industry.

### **Music and Biblical Studies**

1. Articulate basic Christian doctrines of both Old and New Testaments and provide clear biblical support for each.
2. Demonstrate a working knowledge of one or more specialization areas within the biblical studies discipline.

### **Music Production**

1. Demonstrate mastery of an industry-standard audio production software.
2. Demonstrate mastery of audio recording and production techniques.
3. Demonstrate mastery of audio post-production techniques.

## **MUSIC (B.M.)**

### **Music Core**

1. Demonstrate a mastery of aural and written skills associated with the “grammar” of music, including notation, chord progressions, part writing, and melody harmonization.
2. Demonstrate a thorough working knowledge of the major composers and significant works, styles, and forms of the six eras of music history (Medieval, Renaissance, Baroque, Classical, Romantic, 20<sup>th</sup> Century).
3. Articulate a biblically based theology of music and worship.

### **Music Education**

1. Articulate the value of music in a society and the school classroom and articulate a personal philosophy of music education that serves as a catalyst in developing musical awareness, musicianship, and performance skills.
2. Analyze and provide advice, recommendations, and suggestions to further musical growth in an individual or group, based upon an understanding of learning theory and developmental growth of school-age students.

### **Applied Music – Instrumental**

1. Perform with a high level of musicianship as demonstrated through a developed technical skill, artistic interpretation, listening skills, and ability to perform jointly with an accompanist.

### **Applied Music – Piano**

1. Demonstrate the musical understanding, technical facility, and poise needed to successfully perform a range of advanced solo literature from the representative classical styles of Baroque to Contemporary eras.

### **Applied Music – Piano Pedagogy**

1. Demonstrate the ability to develop key elements of a piano teaching studio business plan.
2. Demonstrate the ability to construct effective piano lesson plans that incorporate current good practice in terms of teaching methods and materials and include theory, repertoire, and technique.
3. Demonstrate the ability to effectively teach beginning piano students in individual and group settings.
4. Articulate a well-developed educational philosophy for piano pedagogy that reflects a clear biblical worldview and a sense of identity as a musician & teacher.
5. Demonstrate the musical understanding, technical facility, and poise needed to successfully perform a range of advanced solo literature from the representative classical styles of Baroque to Contemporary eras as well as present evidence of teaching competency through the performance of his/her student(s).

### **Applied Music – Voice**

1. Perform with a high level of musicianship as demonstrated through a developed technical skill, artistic interpretation, good quality of tone, and ability to perform jointly with an accompanist.

### **Traditional Worship**

1. Demonstrate the ability to organize and conduct choral and instrumental programs in the local church context.

2. Demonstrate the ability to give leadership to the total music ministry (children through adult) and to work with church staff.

### **Composition**

1. Demonstrate a proficiency in composition, arranging, orchestration, and counterpoint, including the ability write in classical forms and contrasting styles.

## **POLITICAL STUDIES (B.A.)**

### **Political Studies Core**

1. Describe the philosophies of the major political philosophers of Western civilization.
2. Articulate a biblical political philosophy and apply it to contemporary issues.
3. Trace the major events and individuals in the development of the U.S. Constitution and the history of key cases in its application to American jurisprudence.
4. Demonstrate a working knowledge of the key works and theories that have shaped American politics.
5. Conduct effective undergraduate-level research using primary and secondary sources and technological resources relating to political studies.

### **American Politics**

1. Describe the specific areas of interrelationship between the branches of the national government.
2. Demonstrate a working knowledge of the major processes of the American political system (e.g., legislation, representation, election, executive action, political communication).
3. Trace the major events, individuals, and structures in the development of American political institutions.

### **Constitutional Law**

1. Describe the evolution of judicial supremacy in the United States.
2. Succinctly contrast the extent to which principles of local, national, and international law have advanced or hindered the development of human rights within the United States.
3. Develop effective case briefs for selected constitutionally related political issues.

### **Political Theory**

1. Trace the major events, individuals, and theories in the development of American political thought.
2. Analyze the major political philosophical works to identify the major theoretical principles being presented and identify applications of the principles within practical situations.

## **BIBLICAL COUNSELING (M.A.)**

1. Articulate—with appropriate biblical support—key components and distinctive principles for counseling individuals.
2. Demonstrate the ability to interact with scripturally based conservative theological doctrines to functionally derive effective biblical counseling theory and methodology.
3. Meaningfully and insightfully differentiate and critique various Christian and secular counseling theories and methods, and compare them with the fundamental assumptions of biblically based counseling.
4. Use proper interpretive tools and correct hermeneutical principles to accurately exegete biblical passages for counseling purposes.
5. Discern and evaluate a person's character, mental processes, and behaviors from a biblical anthropology.
6. Demonstrate the ability to counsel and disciple individuals using biblical principles and effective interpersonal skills within the context of the local church.
7. Apply the principles of progressive sanctification in his/her own life, seeking to model holiness and spiritual growth to his/her counselees.
8. Demonstrate the ability to conduct and communicate graduate-level biblical research that includes application of those principles for practical ministry, particularly in the field of biblical counseling.

## **TEACHING CREDENTIAL**

### **Multiple Subject Teaching Credential**

1. Candidates will demonstrate the knowledge, skills, and dispositions needed for:

- a. Engaging and supporting all students in learning (TPE1).
- b. Creating and maintaining effective environments for student learning (TPE2).
- c. Understanding and organizing subject matter for student learning (TPE3).
- d. Planning instruction and designing learning experiences for all students (TPE4).
- e. Assessing student learning (TPE5).
- f. Developing as a professional educator (TPE6).

### **Single Subject Teaching Credential**

1. Candidates will demonstrate the knowledge, skills, and dispositions needed for:
  - a. Engaging and supporting all students in learning (TPE1).
  - b. Creating and maintaining effective environments for student learning (TPE2).
  - c. Understanding and organizing subject matter for student learning (TPE3).
  - d. Planning instruction and designing learning experiences for all students (TPE4).
  - e. Assessing student learning (TPE5).
  - f. Developing as a professional educator (TPE6).

## **Online Degrees**

### **BIBLICAL COUNSELING (B.A.)**

1. Demonstrate the correct application of hermeneutical principles to develop an interpretation of a biblical text, including a foundational working knowledge of biblical Greek.
2. Explain the foundational theological principles of biblical counseling with particular focus on the doctrines of inspiration, inerrancy, and sufficiency of the Scriptures, leading to the ability to biblically interact with and respond to current trends, conceptual approaches, and practices in the counseling field.
3. Explain from Scripture the role of biblical counseling within the larger work of the church, particularly its relationship to evangelism and discipleship.
4. Develop a counseling methodology that effectively applies a broad range of relevant biblical passages to counselee issues—in particular core issues of the heart—and understand the centrality of the gospel as the basis for biblical change that leads to true worship.
5. Demonstrate a consistent pattern of biblically based self-reflection leading to growth in Christlike character qualities necessary for effective biblical counseling.

### **BIBLICAL STUDIES (B.A.)**

1. Discuss the significant historical, geographical, cultural, and theological background, themes, and interpretive problems of each Bible book.
2. Demonstrate the correct application of hermeneutical principles to develop an interpretation of a biblical text.
3. Demonstrate a working knowledge of available written and electronic Bible study tools.
4. Produce undergraduate university-level written research in biblical-related topic areas.
5. Demonstrate a foundational working knowledge of biblical Greek.

### **BUSINESS ADMINISTRATION (B.S.)**

#### **Business Administration Core**

1. Demonstrate a strong working knowledge of accounting.
2. Demonstrate a strong working knowledge of economics.
3. Demonstrate a strong working knowledge of the management field.
4. Demonstrate a strong working knowledge of selected information system applications.
5. Demonstrate a strong working knowledge of finance.
6. Demonstrate a strong working knowledge of international commerce.
7. Demonstrate a strong working knowledge of marketing.
8. Demonstrate a strong working knowledge of the quantitative analysis techniques applied within common business situations.
9. Demonstrate a thorough working knowledge of business law, including partnerships, contracts, and personnel.

10. Demonstrate the ability to interpret business-related qualitative and quantitative analyses, and to explain them to others in both written and oral form.
11. Demonstrate the ability to work effectively in teams.
12. For given business ethics situations, identify applicable biblical imperatives.

### **Management**

1. Given a business situation, identify and develop appropriate quantitative tools for operational management.
2. Demonstrate a basic working knowledge of the laws that affect personnel issues in a business organization.
3. Demonstrate a basic working knowledge in at least one of the following management-related areas:
  - a. The role of financial intermediation in society.
  - b. Vehicles and strategies that relate to investments in the stock and bond markets.
  - c. Cost accounting.

### **CHRISTIAN MINISTRIES (B.A.)**

1. Demonstrate a strong working knowledge of the content of biblical Scriptures.
2. Demonstrate the correct application of hermeneutical principles to develop an interpretation of a biblical text.
3. Articulate with biblical support the major doctrines of the Christian church.
4. Clearly articulate a biblical philosophy of ministry as it relates to the purpose of the local church.
5. Demonstrate the ability to effectively disciple and counsel other believers biblically.
6. Demonstrate the necessary entry-level skills to establish and implement core ministry functions within a typical local church environment.
7. Develop a thoughtful, biblically supported response to current societal issues from a biblical worldview.

### **BUSINESS ADMINISTRATION (MBA)**

1. Conduct quantitative analyses of complex business situations.
2. Strategically solve complex business problems.
3. Integrate Scripture into the decision-making process.
4. Communicate at an advanced level in a variety of verbal and written formats, and a range of business-related situations.
5. Apply high-level business concepts to real life business situations.

### **EDUCATION (M.ED.)**

1. Apply a biblical worldview and specific scriptural principles in the evaluation of any educational program or issue.
2. Apply instructional theory to design and implement effective instructional strategies appropriate for the subject matter and student characteristics (including age, diversity, and exceptionality).
3. Apply assessment theory to design and implement effective student and program assessment strategies in a range of subject areas and educational settings.
4. Work effectively as a leader and/or team member within a collaborative educational environment.
5. Conduct and communicate graduate-level educational research, which includes effectively analyzing and evaluating the results of that research, as well as applying the results to specific problems or issues as appropriate.

### **BIBLICAL STUDIES (M.A.)**

1. Research available biblical and theological literature to develop a concise, biblically supported synthesis of the supernatural and historical origin, the primary purposes, focus, and content outline of each of the 66 books of the biblical canon.
2. Use correct hermeneutical principles to present a theologically defensible explanation, interpretation, and application(s) of any given biblical text in its historical and theological dimensions.
3. Research available biblical and theological literature to construct a detailed biblically supported analysis of the central theological themes of the Scriptures, relating them to the appropriate categories of systematic theology.
4. Analyze the key presuppositions of selected prevailing worldviews and develop a detailed, biblically supported comparison of each with the foundational assumptions of a biblical worldview.
5. Develop thoughtful, defensible responses to prevalent contemporary personal, ecclesiastical, and societal issues that are founded on a biblical worldview, make accurate and effective use of the biblical text, and are consistent with the principles of systematic theology.



6. Demonstrate the ability to conduct and communicate graduate-level biblical research that includes application principles for practical ministry and living where appropriate.

### **ORGANIZATIONAL MANAGEMENT (B.A.)**

1. Demonstrate, in a business management context, the ability to effectively communicate using both written and oral skills.
2. Demonstrate, in a business management context, the ability to work with others in task coordination and goal achievement using a team approach.
3. Demonstrate, in a business management context, the application of analytical and critical thinking.
4. Demonstrate an overall ability to use in an integrated manner all aspects of organizational management practices (including business communication, management, finance, marketing, and human resources).

## **Student Development and Co-curricular**

1. Demonstrate a lifestyle of worship.
2. Exhibit a commitment to missions.
3. Live responsibly when in a biblical community.
4. Model Christlike discipleship.
5. Practice biblical restoration.
6. Practice servant leadership.
7. Support God's Church.

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# Index

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## A

Absence Policy for Classes .....	48
Academic Advising.....	48
Academic Dishonesty.....	49, 79
Academic Probation.....	48, 79
Academic Programs .....	53
Academic Terms and Definitions.....	43
Accounting .....	89
Administration.....	21
Admission (Online).....	176
Admission (Teaching Credential).....	138
Admission (Undergraduate).....	26
Advanced Placement (AP).....	44, 45, 107, 117, 128, 146, 151
American Politics.....	152
American Studies Program .....	56, 152
Animal Science.....	108, 109
Apologetics.....	62
Appeals Process.....	49, 79
Application Deadlines.....	26
Applied Mathematics .....	128
Art .....	159
Association of Certified Biblical Counselors .....	77, 81, 180, 186
Athlete Eligibility Regulations .....	50
Audio Production & Communication .....	167
Au Sable Institute of Environmental Studies .....	107, 113

## B

Bachelor of Arts Degree.....	53
Bachelor of Music Degree .....	53
Bachelor of Science Degree.....	53
Behavioral Studies .....	160
Bible Exposition .....	63
Biblical Counseling.....	66, 77, 179
Biblical Languages.....	61, 68, 181
Biblical Studies .....	59, 179, 180
Biology .....	107
Board of Directors .....	25
Business Administration.....	85

## C

Cal Grant .....	34
Campus Map .....	5
Cellular & Molecular Biology .....	108
Chemistry.....	114
Christian Education .....	68
Christian Ministries .....	180
Christian Ministries Administration .....	86
Church History .....	68, 154
Cinema & Digital Arts.....	99

Class Changes .....	46
Classical Liberal Arts .....	158
CLEP .....	6, 45, 146
Communication.....	94
Composition .....	165
Computer and Information Sciences (CIS).....	117
Computer Science.....	117
Constitutional Law.....	152
Cooperative Programs.....	55
Correspondence Directory.....	7
Course Numbering System.....	43
Creative Writing & Publishing.....	95
Credit by Examination .....	45, 117, 128, 146, 151

## D

Directed Studies .....	46
Directory Listing.....	6
Disability Services .....	8, 51
Distinguished Scholarship .....	33
Doctrinal Statement.....	9
Dual Enrollment .....	42, 177

## E

Economics .....	91
Email Correspondence.....	7
English.....	145
English Education .....	145
Environmental Biology .....	108
Environmental Science .....	110
European History .....	154
Exercise & Sport Science.....	123

## F

Faculty (Full-Time) .....	21
Family Education Rights and Privacy Act of 1974.....	51
Fax Correspondence.....	7
Federal Parent Loan for Undergraduate Students (PLUS).....	34
Federal Pell Grant.....	34
Federal Stafford Loan .....	34
Federal Supplemental Educational Opportunity Grant.....	34
Finance.....	91
Financial Aid.....	30

## G

General Business.....	90
General Education Requirements .....	38
General Policies and Procedures .....	42
Geology .....	110
Geoscience.....	109, 114

Global Studies.....	69
Grading System.....	43
Graduation Requirements.....	41
Grants.....	34
Greek.....	68, 188, 195

## H

Hebrew.....	68, 74, 195
History.....	151
History of The Master’s University.....	20
Homeschool Graduates.....	27
Honors Scholarship.....	33
Humanities.....	158

## I

Information Systems.....	118
Instrumental Performance.....	165
International Business.....	92
International Student Grant.....	34
International Students.....	6, 28
Israel Bible EXtension (IBEX).....	55, 74
Italian.....	159

## J

Journalism.....	95
-----------------	----

## K

Kinesiology & Physical Education.....	123
---------------------------------------	-----

## L

Languages.....	159
Legal Notices.....	8
Letter Designations of Courses.....	42
Liberal Studies.....	134
Life Sciences Education.....	109
Loans.....	34

## M

M.Div. ....	76
Management.....	92, 181
Management Information Systems.....	87
Marketing.....	92
Marketing Media.....	104
Master of Arts in Biblical Counseling (MABC).....	77
Master of Arts in Biblical Studies (MABS).....	62, 181
Master of Business Administration (Online).....	88, 182
Master of Education (Online).....	135, 181
Mathematics.....	128
Mathematics Education.....	129
Ministries.....	70
Ministry Matching Grant.....	34
Minors.....	54

Mission Statement.....	1
Modern Worship.....	167
Music.....	162
Music & Biblical Studies.....	166
Music & Business.....	166
Music & Communication.....	167
Music Education.....	165
Music Production.....	167

## N

Natural History.....	108
----------------------	-----

## O

Online Degree Programs.....	180
-----------------------------	-----

## P

Paleontology.....	109
Pastor and Missionary Student Grant.....	34
Pell Grant.....	34
Personnel.....	21
Philosophy.....	160
Physical Science.....	116
Piano.....	166
Political Studies.....	152
Political Theory.....	152
Pre-Allied Health.....	109
Pre-Dentistry.....	109
Pre-Engineering.....	129
Pre-Law.....	87
Preliminary Multiple Subject Credential.....	139
Preliminary Single Subject Credential.....	139
Pre-Medical.....	109
Pre-Nursing.....	109
Pre-Physical Therapy.....	123
President’s Scholarship.....	33
Pre-Veterinary Medicine.....	108
Program-Level Learning Outcomes.....	201
Public Relations.....	87
Pure Mathematics.....	128

## R

Registration Procedures.....	45
ROTC.....	51, 56

## S

Satisfactory Academic Progress.....	31
Scholarships.....	33
Scholastic Honors.....	47
Social Sciences.....	160
Spanish.....	193
Speech Communication.....	95
Student Academic Classification.....	42
Student Account Policies.....	36

Student Employment Program .....	33
Subsidized Federal Stafford Loan.....	34

**T**

Teaching/Coaching.....	123
Teaching Credential ....	107, 123, 128, 138, 145, 151, 162
Telephone Correspondence.....	7
TESOL.....	137
The Master’s Seminary.....	55, 76
The Master’s University Grant.....	34
The Master’s University in Italy .....	55, 146, 158
Theology .....	61, 71, 182
Traditional Worship.....	165
Transfer Applicants.....	28
Transfer Credit Policies .....	44

**U**

United States History .....	153
Unsubsidized Federal Stafford Loan .....	34

**V**

Veteran’s Benefits .....	50
Vocal Performance .....	166

**W**

Work Study Program.....	33
Written Correspondence.....	7

**Y**

Youth Ministries.....	73
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