

# OUR MISSION

MOTTO~*For Christ and Scripture*

## MISSION STATEMENT

*The mission of The Master's College 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 acknowledgment 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 the 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 professional expertise

The Master's College is accredited to award bachelor's and master's degrees by the Accrediting Commission for Senior Colleges and Universities of the:



*Western Association of Schools and Colleges*  
985 Atlantic Avenue, Suite 100  
Alameda, CA 94501  
(510) 748-9001

**NASM**  
National Association  
of Schools of Music

NASM is the national accrediting agency for music and music-related disciplines. Membership certifies that The Master's College 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 College involvement in programs and services that aid our educational ministry.



As a member of the Council for Christian Colleges and Universities, The Master's College is eligible for participation in Council programs, resources and services.



The Master's College 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 College is committed to promoting equal opportunity and access to our academic programs and events for the disabled community.

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Department of Academic Affairs

The Master's College

21726 Placerita Canyon Road

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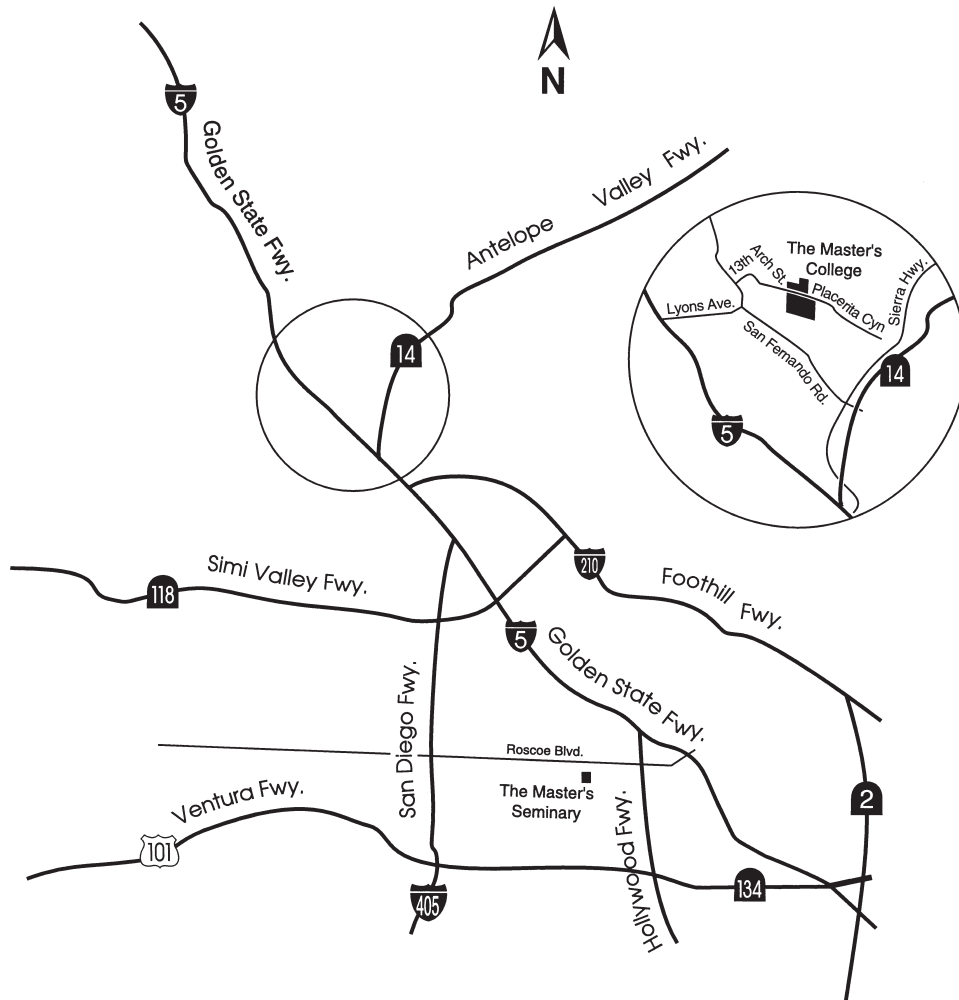
*Information specifically regarding accreditation, approval or licensure should be directed to the Department of Academic Affairs during regular business hours (Monday-Friday; 9am-5pm).*

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# Directions & Map to the College



## By car:

Take the Golden State Freeway (I-5) to the Lyons Avenue exit in Santa Clarita. If traveling from the north, turn left on Lyons Avenue; if traveling from the south, turn right on Lyons Avenue. Proceed on Lyons through Newhall to Newhall/Railroad Ave. Turn left on Newhall/Railroad Ave. and continue to the second stop light (13th Street). Turn right and follow 13th Street until it becomes Placerita Canyon Road and continues to The Master's College.

## By train:

Amtrak provides direct rail service into Los Angeles. Connecting bus service is available into the city of Santa Clarita.

## By plane:

Jet service is provided to the Burbank Airport, which is the closest airport to the college. Visiting students may also be met at Los Angeles International Airport (LAX) although arrival into Burbank is preferred. The following airlines service Burbank Airport: Alaska, Delta, Jet Blue, Sea Port, Southwest, United and US Airways.

## By bus:

Greyhound provides service into the San Fernando Valley, approximately 15 miles from The Master's College campus.



# Campus Map



1. Reese Center for Science and Mathematics
2. Dunkin Student Center/ Mustang Grill
3. Alumni House/Office of Advancement/CIS
4. Powell Library/Legacy Center
5. Administration Building/Office of Admissions
6. Career Services & Academic Counseling
7. Wismer Computer Center
8. Wider Building
9. Under The Oaks (UTO)
10. King Hall/Student Life
11. Chapel Media
12. Swimming Pool
13. Hotchkiss Hall
14. Slight Hall
15. Dixon Hall
16. Weldock Hall
17. C.W. Smith Hall
18. Sweazy Hall
19. Tennis Courts
20. Degree Completion Program
21. TMC Online/Nurse
22. Home Economics Center
23. Campus Safety
24. The MacArthur Center/Bross Court
25. Fitness Center
26. Plant Operations
27. Soccer Clubhouse
28. Communication Center
29. Biblical Studies Center
30. Music Center
31. Business & Teacher Education Center
32. English & History Center

# Directory Listing

<b>Department</b>	<b>On-campus extension</b>	<b>Fax Number</b>
Academic Affairs.....	2227 .....	(661) 362-2698
Academic Resource Center.....	2269 .....	(661) 362-2668
Accounting.....	2686 .....	(661) 362-2711
Admissions.....	2601 .....	(661) 288-1037
Alumni Relations .....	2203 .....	(661) 362-2710
Associated Student Body.....	2835 .....	(661) 362-2695
Athletic Director .....	2767 .....	(661) 362-2697
Athletic Trainer .....	2764 .....	(661) 362-2697
Athletics.....	2761 .....	(661) 362-2697
Biblical Counseling.....	2641 .....	(661) 362-2712
Biblical Studies .....	2621 .....	(661) 362-2712
Biological Sciences.....	2705 .....	(661) 362-2724
Bon Appetit (Food Service).....	2851 .....	(661) 362-2714
Bookstore .....	2862 .....	(661) 362-2715
Business Administration .....	2702 .....	(661) 362-2684
Campus Activities .....	2834 .....	(661) 362-2695
Campus Security .....	2208 .....	(661) 362-2689
Career Services .....	3716 .....	(661) 362-2668
Degree Completion Program .....	2673 .....	(661) 362-2716
Chapel Media.....	2298 .....	(661) 362-2695
Chief Financial Officer .....	2207 .....	(661) 362-2710
Church Ministries.....	2248 .....	(661) 362-2695
CLEP Information .....	2269 .....	(661) 362-2668
Communication .....	2218 .....	(661) 362-2667
Computer & Information Sciences.....	2217 .....	(661) 362-2681
Computer Services & Telecom.....	2344 .....	(661) 362-2664
Dean's Office .....	2833 .....	(661) 362-2695
Development.....	2210 .....	(661) 254-5459
Disability Services Office.....	2844 .....	(661) 260-3384
English .....	2286 .....	(661) 362-2670
Financial Aid .....	2290 .....	(661) 362-2693
Fitness Center .....	3940 .....	(661) 362-2665
Graduate Studies.....	2644.....	(661) 362-2712
History.....	2286 .....	(661) 362-2670
Home Economics - .....	2751 .....	(661) 362-2699
Family and Consumer Sciences		
Human Resources .....	2843 .....	(661) 362-2717
Institutional Research & Assessment ..	2239 .....	(661) 362-2698
International Ministries .....	2839 .....	(661) 362-2695
International Students .....	2249 .....	(661) 362-2695
Israel Bible Extension Program.....	2616 .....	(661) 362-2712
(IBEX)		
Kinesiology and Physical Education ...	2762 .....	(661) 362-2697

## Directory Listing (cont'd.)

<b>Department</b>	<b>On-campus extension</b>	<b>Fax Number</b>
Liberal Studies .....	2233 .....	(661) 362-2684
Library .....	2278 .....	(661) 362-2719
Mail Center .....	2349 .....	(661) 362-2715
MABC.....	2644 .....	(661) 362-2712
Mathematics.....	2726 .....	(661) 362-2724
Missions Office.....	2205 .....	(661) 362-2695
Music .....	2256 .....	(661) 362-2720
Nurse.....	2662 .....	(661) 362-2663
Online Program.....	2690 .....	(661) 259-8799
Operations VP.....	2696 .....	(661) 362-2698
Payroll.....	2611 .....	(661) 362-2711
Plant Operations .....	2794 .....	(661) 362-2721
Political Studies .....	2286 .....	(661) 362-2670
President's Office .....	2220 .....	(661) 362-2723
Registrar .....	2812 .....	(661) 362-2722
Software & Internet Development .....	2219 .....	(661) 362-2681
Sports Information Director.....	2775 .....	(661) 362-2665
Student Employment .....	3716 .....	(661) 362-2692
Student Finance Center.....	2212 .....	(661) 362-2692
Student Life.....	2833 .....	(661) 362-2695
Teacher Education.....	2233 .....	(661) 362-2684
Veterans Affairs .....	2291 .....	(661) 362-2722

# Correspondence Directory

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Each department at The Master's College (TMC) may be reached via e-mail, fax, phone or U.S. mail. So that we may serve you quickly and efficiently, please take note of the following suggestions when you make contact with us.

## 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 College - # (TMC Box # if known)  
21726 Placerita Canyon Road  
Santa Clarita, CA 91321-1200

## E-Mail Correspondence

When e-mailing to a faculty or staff member, our default e-mail address is the first initial of the first name, full last name @ masters.edu. For example, John Doe could be e-mailed using the following address:

jdoe@masters.edu

When e-mailing to students, our default e-mail 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 e-mailed using the following address:

doejd@mail.masters.edu

## Fax Correspondence

When faxing 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 Office of Enrollment fax number is (661) 288-1037. Please consult the Directory Listing, page vi, 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.

- (661) 259-3540

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 using our automated voice messaging system from a touch-tone phone. 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 voice-mail. The voice mail operator will direct you to the "Names Directory" which provides the directory of telephone extensions for The Master's College campus.

# Legal Notices

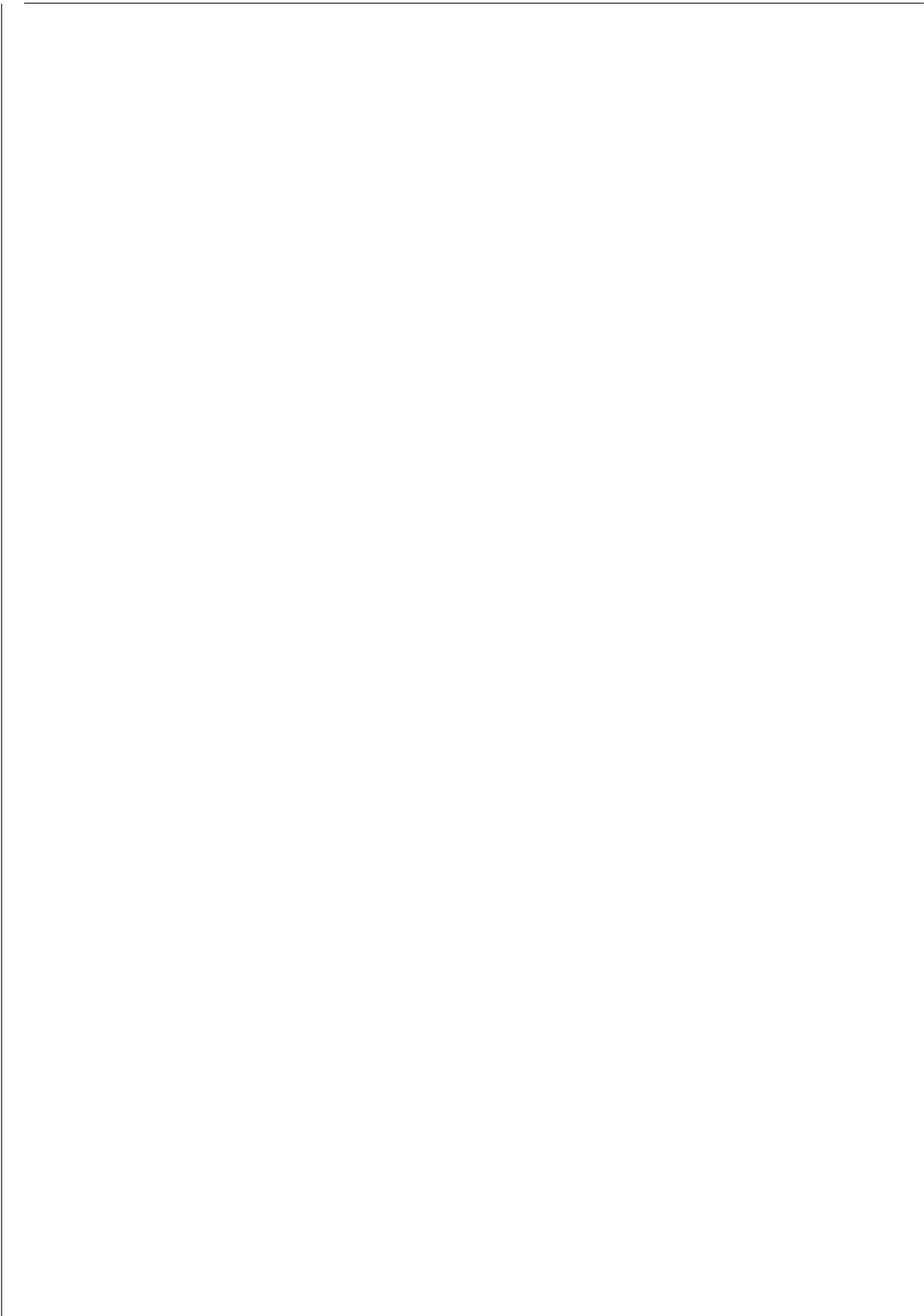
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While every effort is made to provide accurate and up-to-date information, the college reserves the right to change, without notice, statements in the catalog concerning policies, academic offerings, rules of conduct, charges for tuition, room and/or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

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

Accreditation materials may be reviewed in the Office of the Vice President of Academic Affairs.

The Master's College 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 College 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 the TMC Student Disability Services: 21726 Placerita Canyon Road, Santa Clarita, CA 91321-1200.





## Philosophy of Education Statement

The Master's College 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.

## 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 Corinthians 2:13; 1 Thessalonians 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).

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 the whole or in the 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), 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 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 virgin-born (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, redeem men, and rule over God’s kingdom (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 now 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 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); and
- 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; Ezekiel 37:24-28; 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), eternality (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; and 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 the 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. His 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 8:9-11; 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 (2 Peter 1:19-21). 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 (Romans 8:9; Ephesians 5:18; 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. 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).

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 1:4-7; 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 3:3-8; 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 5:17-21; Philippians 2:12b; Colossians 3:12-17; 2 Peter 1:4-11). 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 8:16-17; 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; 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 8:30-33) by which He declares righteous those who, through faith in Christ, repent of their sins (Isaiah 55:6-7; Luke 13:3; Acts 2:38; 3:19; 11:18; Romans 2:4; 2 Corinthians

7:10) 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 1:2, 30; 6:11; 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 likeness of Christ 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 1:4-9;

Ephesians 4:30; Hebrews 7:25; 13:5; 1 Peter 1:4-5; 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, 16-17, 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 spiritual 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 (Ephesians 1:22; Colossians 1:18) and that leadership, gifts, order, discipline, and worship in the church 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 lead or 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 18:15-17), as well as the need for discipline for 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).

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. 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. 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 (Matthew 24:24). 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 18:1-8; 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 always be preceded by solemn self-examination (1 Corinthians 11:23-32). 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).

**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 (End Times)

**Death.** We teach that physical death involves no loss of our immaterial consciousness (Revelation 6:9-11), that there is a separation of soul and body (James 2:26), that the soul of the redeemed passes immediately into the presence of Christ (Luke 23:43; 2 Corinthians 5:8; Philippians 1:23), 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 (1 Corinthians 15:35-44, 50-54; Philippians 3:21). 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 1:32-33; 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 20:1-6).

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 (John 5:28-29), 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 15:23-28) that in all spheres the triune God may reign forever and ever (1 Corinthians 15:28).

## History of The Master's College

From a commitment that began more than eighty years ago to educate tomorrow's Christian leaders, The Master's College 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 and the arts.

The school began 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. Los Angeles Baptist College (LABC) received its initial regional accreditation from the Western Association of Schools and Colleges (WASC) in the spring of 1975. Early in 1985, Dr. John R. Dunkin stepped down as president after 25 years of leadership at 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). With Dr. MacArthur's international reputation in the evangelical Christian community, and because of increased publicity for the College through his daily radio ministry, TMC quickly grew from a student enrollment of 305 in fall 1984 to 863 students in fall 1989. Fall 2010 was another landmark for TMC, presenting the largest incoming class in the history of college

The College currently offers a wide range of traditional undergraduate degree programs in 13 fields of study encompassing more than 60 distinct emphasis areas, and four degree-completion programs that are specifically geared toward the needs of adult learners. Also at the undergraduate level, The Master's Institute Award of Achievement program is available for students desiring one year of intensive study in the Bible. At the graduate level, the college offers a fifth-year California Single

Subject and Multiple Subject credential program, and Master of Arts programs in Biblical Counseling (MABC) and Biblical Studies (MABS).

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

“At The Master's College 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





# Admission

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

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

To assist in the admission and financial aid process (commonly referred to as Enrollment), each student is assigned to an Admissions Counselor. Counselors are geographically assigned to prospective students and an interactive territory map along with biographical information is available online at [www.masters.edu/admissions](http://www.masters.edu/admissions).

## ADMISSION POLICIES & PROCEDURES

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

1. Submit a complete "Application for Undergraduate Admission" along with the appropriate processing fee. Electronic options are available at [www.masters.edu/downloads](http://www.masters.edu/downloads).
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.

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.

Applicants must arrange to have their results from either exam sent to The Master's College. 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 with the exception of Winter Break. Please check the TMC website for school holidays, closures, or conflicts.

## Grade Point Average

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

## Application Deadlines

The Master's College holds three application deadlines: two for Fall applicants (Early Action and Priority) and one for Spring applicants.

	Postmark Deadline	Notification Mailed
Fall	November 15 ( <i>Early Action</i> )	Rolling beginning November 1
Fall	March 2 ( <i>Priority Decision</i> )	Rolling beginning February 1
Spring	December 8	Rolling

## Application Fees

Applications within their respective deadlines should be accompanied by a non-refundable processing fee of \$40.00. Those who encounter a financial hardship may submit a Fee Waiver Request available on our website at [www.masters.edu/downloads](http://www.masters.edu/downloads).

## ADMISSION REQUIREMENTS

### Early Action Applicants

Early Action is intended for students with strong academic records who have selected The Master's College as their first choice. Students interested in Early Action should submit their application and supporting credentials no later than November 15. All forms must be postmarked by 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: English - 4 years; Mathematics - 3 years; Science - 2 years; History - 2 years.
2. The applicant must take the SAT I or ACT. These scores help assess preparedness for a collegiate workload.
3. The college may admit students who have not graduated from traditional high school. These students 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 College welcomes applications from anyone who has been home-schooled for all or part of their high school education. The requirements for admission are as follows:

1. The applicant should have completed a high school curriculum as follows: English - 4 units; Mathematics - 3 units; History - 2 units; Science - 2 units. One unit represents two semesters or one school year.

2. The applicant must take the SAT I or ACT. These scores help assess preparedness for a collegiate workload.
3. The Master's College accepts transcripts produced by home-schooling parents as well as transcripts provided by charter, cluster, or publishing organizations. A sample transcript form is available online at [www.masters.edu/homeschool](http://www.masters.edu/homeschool).

The following format should be used when submitting a home-school 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 percent ages 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 meets daily.

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?

4. Some home-schooled applicants may finish their high school education at an accelerated pace and be ready to attend The Master's College at an earlier age than their public or private high school counterparts. The college 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 TMC. 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 desiring to transfer from Christian colleges should also provide a completed Christian College Transfer Recommendation Form (available at [www.masters.edu/downloads](http://www.masters.edu/downloads)).

Students who wish to transfer to TMC from another college or university, but will not have completed 24 post-high school semester units (36 quarter units) at the time of application, will be considered freshman 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 test scores.

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

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

Since 1949 The Master's College has been authorized under federal law to enroll non-immigrant alien students. Students from abroad are welcome, provided they meet the admission requirements of the college. International students are urged to contact the International Admissions Counselor or view the college's website to obtain the appropriate

application forms. The following are requirements for both The Master's College and U.S. Immigration:

1. International students must submit transcripts reflecting the completion of high school education or the equivalent of it for the undergraduate programs. Graduate level programs require completion of a bachelor's degree or the equivalent. All transcripts must be translated into English and must be official copies.
2. All applicants to The Master's College must submit an acceptable standardized test score. If the student's first language is English, he or 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 college 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 College 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-immigration student status, and intend to be a full-time student at The Master's College. 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 College, United States Federal law requires that an international student must be registered as a full-time student. Minimum requirements for full-time status for the following programs are:
  - Undergraduate - 12 units
  - Teacher Credential (5th year) program - 15 units
  - MABC/MABS resident program - 8 units
  - Degree Completion Program - 12 units
  - MABC SIP/MABS SIP - 8 units
  
6. Upon receipt of all documentation, an international student will be notified of the Admission Committee's decision. Once a student 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 which grants a foreign student permission to apply for a student visa at a U.S. consulate or embassy.
  
7. The Master's College requires that undergraduate F-1 visa international students begin their studies in the fall semester (September). F-1 visa international students are not permitted to begin as new TMC students in the Spring (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, who continues to reside in the United States, and who has at one time enrolled in the two-unit Thesis Prep course, can take less than a full load of classes and still maintain full time status. 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 the Thesis Prep course. 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) 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 College 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

## FINANCIAL AID POLICIES & PROCEDURES

### Eligibility

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

1. Be a U.S. citizen or permanent resident (except for international scholarships).
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, was born after December 31, 1960 and is 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 college.

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.

### Determination of Need

Financial need is calculated by information the student provides on the Free Application for Federal Student Aid (FAFSA). *International students will need to complete the International Student Financial Aid Application, which is available upon request from the International Student Office.* 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

is what is commonly referred to as the Expected Family Contribution or (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 College is a function of both our cost of attendance and your expected family contribution.

### Application Process

For Federal, State and Institutional aid you will need to:

1. Complete and submit the Free Application for Federal Student Aid (FAFSA).
2. Complete The Master's College Financial Aid Application (FAA) and return it to the Office of Financial Aid.
3. Submit the appropriate Federal Verification Worksheet
4. If required for verification, complete IRS Data Retrieval or IRS transcript

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 2nd and have the FAFSA completed by March 2nd.

**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. Home schooled students will need to send SAT or ACT scores to the California Student Aid Commission before March 2nd.

**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

January applicants can expect to receive a notice instructing them where to retrieve their award by mid March. Be aware, the “wait period” between application and award lengthens the longer one waits to complete financial aid paperwork. 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.

## Continuing Students

Continuing students will be notified of their financial aid offer through an e-mail instructing them how to retrieve their financial aid award. January applicants can expect to receive a letter by mid March although the “wait period” between application and award lengthens the longer one waits to complete financial aid paperwork. 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.

## 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 College. A student required for verification will need to submit a Federal Verification Worksheet along with, completion of IRS Data Retrieval or IRS transcript. This process is required of The Master’s College 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 the TMC secure site. In order to keep the site secure, students are not to share their password with anyone, including their parents.

## SATISFACTORY ACADEMIC PROGRESS

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 credit hours only.

A student must also complete 80 percent of the institutional 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 time-frame in which a student finishes his degree cannot exceed 150% of the published length of the program. For example, for an academic program with a program length of 122 units, the time-frame 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 your GPA as outlined in the school catalog.

## Evaluation of Student’s Progress

GPA and unit evaluation is done at the beginning of each semester. If either of the criteria are not met at their times of evaluation, the student will be notified of his/her failure to meet the qualifications and the student will be placed on Financial Aid Warning.

## 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 semester of the beginning 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.** After maintaining a 2.00 cumulative GPA for one semester, the student will again be eligible for financial aid.

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. After such a time as the requirements have been met, the student may again apply for financial aid.

## 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 percent of the attempted units, they will be placed on Financial Aid Warning and will be notified of the failure to meet the requirements. That student will have one semester in which to improve this percentage. If, by the end of that semester, the student has not completed 80 percent 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 why you have failed to meet satisfactory progress. It must also include what has and will change in order for you to achieve Satisfactory Progress by the next 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 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 from federal and local governments, independent and private organizations and from funds set aside by the college 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 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. Once application materials are received, students are assigned counselors to assist them through the financial aid process. New students continue to work with their Admissions counselors while continuing students are assigned a counselor from the Office of Financial Aid.

Information on financial aid for the Degree Completion program and the Master of Arts in Biblical Counseling is located within their respective sections of the catalog.

## 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 Official Day of Record, as listed in the class schedule. If a student registers for, and then drops a class (or classes) prior to the Official Day of Record, the student’s eligibility for aid will be recalculated based on the hour remaining as of the Official Day of Record. Since financial aid is released prior to the Official Day of Record, students who receive a financial aid payment based on more hours than those remaining as of the Official Day of Record 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 canceled 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 cash financial aid received. See Return of Title IV Funds.

## SCHOLARSHIPS

<b>President's Scholarship</b>	Competitive scholarship awarded to full-time incoming freshmen. Applicants must have a high school GPA of 3.85 and a SAT I score (Critical Reasoning and Math sub-tests only) of 1400 or ACT score of 32. Renewable with a college GPA of 3.5.	\$14,000
<b>Distinguished Scholar Scholarship</b>	Awarded to traditional, full-time students Minimum GPA: 3.85 and Minimum GPA: 3.85 and SAT I score: 1050 - 1600 (incoming freshmen only; based on Critical Reasoning and Math sub-tests only) or ACT score: 22 - 36; Renewable with a 3.45 cumulative GPA	\$6,000 - \$11,000
<b>Honors Scholarship</b>	Awarded to traditional, full-time students minimum GPA: 3.65 and SAT I score: 1050 - 1600 (incoming freshmen only; based on Critical Reasoning and Math sub-tests only) or ACT score: 22 - 36; Renewable with a 3.45 cumulative GPA	\$4,000 - \$8,500
<b>Merit Scholarship</b>	Awarded to traditional, full-time students; Minimum GPA: 3.45 and SAT I score: 1050 - 1600 (incoming freshmen only; based on Critical Reasoning and Math sub-tests only) or ACT score: 22 - 36; Renewable with a 3.45 cumulative GPA	\$3,000 - \$6,500
<b>Achievement Scholarship</b>	Awarded to traditional, full-time students; Minimum GPA: 3.25 and SAT I score: 1050 - 1600 (incoming freshmen only; based on Critical Reasoning and Math sub-tests only) or ACT score: 22 - 36; Renewable with a 3.25 cumulative GPA	\$2,000 - \$5,000
<b>Music Scholarship</b>	Awarded by the Music Department to students who demonstrate superior music ability and who are committed to The Master's College and the ministry focus of the programs. Annual application is required.	Varies
<b>AWANA Citation Award</b>	Awarded to full-time incoming freshman or transfer students who have completed twelve years of AWANA training and who are designated as Citation Award winners.	\$1,000

## WORK STUDY PROGRAM

<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 ten and twenty hours per week. Wages at the minimum wage. Often, these jobs complement students' educational and career objectives, providing them with valuable vocational and technical experience. Whether a student works on-campus or off-campus, these programs offer many opportunities for employment which are sure to enhance a resume upon graduation. Annual application required.	\$2,500 - \$5,000
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## GRANTS

<b>THE MASTER'S COLLEGE 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</b>	Awarded to new and continuing international students. Based on financial need and academic achievement. Annual application required.	Varies
<b>CHRISTIAN MINISTRY DEPENDANT</b>	Awarded to full-time students demonstrating need, who are dependents of full-time Christian ministry personnel who provide the family's primary support and whose ministries are consistent with the mission of TMC. Annual application required.	\$3,000 per year.
<b>MINISTRY MATCHING GRANT</b>	Awarded to students who receive sponsorship from a Christian ministry. TMC will match, on a dollar-for-dollar basis, up to a total of \$2,500 per student as long as funds remain available. Annual application required.	Up to \$2,500 per year.
<b>PASTOR AND MISSIONARY DEPENDENT GRANT</b>	Awarded to full-time students demonstrating need, who are dependents of a full-time pastor or missionary who provide the family's primary support and whose ministries are consistent with the mission of TMC.	\$5,000
<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 \$5,730 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.
<b>JOHN R. DUNKIN ALUMNI SCHOLARSHIP</b>	Available for the dependent children of graduates (with bachelor's degree conferred) of Los Angeles Baptist College or The Master's College. The applicant must demonstrate financial need, be attending TMC full time and have a minimum cumulative GPA of 2.0	\$1,000

## LOANS

<b>FEDERAL PERKINS LOAN</b>	Need-based, 5% interest rate student loan. Must meet satisfactory progress requirements. Loan is deferred until 9 months after student graduates or drops below half-time (6 units). Annual application required.	Up to \$3,000 per year.
<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.	Up to \$3,500 (Fr) \$4,500 (So) \$5,500 (r&Sr)
<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.	Up to \$3,500 (Fr) \$4,500 (So) \$5,500 (r&Sr)
<b>FEDERAL PLUS LOAN FOR PARENTS OF UNDERGRADUATE STUDENTS</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.

(Continued from page 17)

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.

### **FINANCIAL AID PROGRAMS**

On the previous two pages are descriptions of Scholarships, 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 College at:  
[www.masters.edu/HEOA](http://www.masters.edu/HEOA).

# Student Account Policies

Through the financial assistance of faithful Christian friends and churches, The Master's College 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 College is able to keep student's 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 and December 10 for the Spring semester. A late fee for payments not received within a 5-day grace period may be charged to overdue accounts. All Post Session charges may be rolled into the Spring semester billing; Winterim charges are due before the start of class. For the regular semesters, the following option is available at a payment plan fee per semester.

**5-Month Plan.** 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.

## PAYMENTS FROM GOVERNMENT AGENCIES OR PRIVATE FOUNDATIONS

Students who anticipate receiving financial assistance from Government Agencies or Private Foundations and will not be able to meet the payment deadlines need to submit a Request for Payment Deferment to the Student Finance Center. If approved, the anticipated amount will be deferred until October 10th (Fall semester) or March 10th (Spring semester). Students will be responsible for paying any charges that exceed this assistance by the published due dates.

## REFUNDS

Refunds are based upon the week that the official withdrawal form, signed by the registrar and the appropriate dean, is presented to the Student Finance 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.**

## Tuition.

### Undergraduate, Master of Arts, & Credential

No attendance.....	100%
During first week.....	100%
During second week.....	100%
During third week.....	75%
During fourth week.....	60%
During fifth week.....	45%
During sixth week.....	30%
During seventh week.....	15%
During eighth week.....	5%
Ninth week and later.....	none

### Degree Completion Program

Before first meeting of class.....	100%
Before second meeting of class.....	50%
After second meeting of class.....	0%

\*90% of tuition may be refunded if classes are dropped within 6 weeks of registration date.

Post session and winterim classes are refundable in full if dropped prior to or on the first day of class. After this there will be no refund of tuition.

**Board.** Any refund for board will be prorated on a weekly basis.

**Room.** The refund will be prorated for the part of the semester remaining. There will be no room refund for Post Session or Winterim.

**Fees.** Course and lab fees (including individual music lessons) are fully refundable if the student drops the course during the first two weeks of class following registration. After that, they are not refundable.



## General Education Requirements

The general education 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 which will aid in understanding their society and culture.

The college has developed a general education program designed to form the minimum core of each student's liberal arts education. Each candidate for a bachelor's degree must complete a minimum of 68-71 semester units of general education requirements.

Some courses could satisfy a general education requirement in several possible areas. In these cases, the student must declare which general education requirement a course is intended to satisfy. One course can be used to satisfy **ONLY ONE** requirement.

These requirements may be completed through courses accepted by the Office of the Registrar upon transfer or through specifically designated courses distributed in the following areas:

### Biblical Studies (24)

- B101, 102 Old Testament Survey I, II (3,3)
- B201, 202 New Testament Survey I, II (3,3)
- BTH321, 322 Christian Theology I, II (3,3)
- Upper Division Bible Electives (6)

A student entering the college as a freshman is required to take all of the Biblical Studies courses listed above. Any student entering TMC having attended an accredited college or university for at least two semesters after high school graduation and earning at least 24 units of accepted transfer work is required to take one of the above courses for each semester of full-time attendance. Transfer students must begin with courses from the Old Testament, New Testament, and Christian Theology sequences prior to taking the upper-division Bible electives. No other courses will satisfy these requirements.

### Business Administration (3)

- ECN200 Economics & Society (3)

### Communication (3)

- C100 Spoken Communication (3)  
*Note: All students majoring in Bible may substitute BMN370 (for men) or BMN310 (for women).*

### Cross Cultural Studies (3 or 6)

- Option A: Complete any one of the following courses and its accompanying missions or IBEX semester program:
  - BMS311 Introduction to Urban Ministry (3)
  - BMS312 Preparation for Global Outreach (3)
  - IBEX320 Jewish Thought & Culture (3)
- Option B: Any 6 units of coursework from the following:
  - Any Bible Missions (BMS) course (3)
  - C391 Intercultural Communication (3)
  - ESL344 Cultural Anthropology (3)
  - H327 Latin American History (3)
  - H332 California: Past & Present (3)
  - H346 East Asian History to 1945 (3)
  - H376 Ethnic America (3)
  - HE483B Culture & Lifestyle of Women in Israel (1-3)
  - INB311 Global Business Strategies (3)
  - INB361 International Economics & Trade (3)
  - INB372 International Business Marketing (3)
  - INB488 International Business Experience (3)
  - ITA123, 124 Beginning Italian I & II (3,3)
  - MU396 World Music (3)
  - MU448 Overseas Music Missions Trip (3)
  - SP221, 222 Introductory Spanish I & II (4,4)
  - SS381 Cultural Geography (3)

*Note: Additional courses may be approved in the future that will also satisfy this requirement.*

**Exemptions.** Requests for exemption from the cross-cultural studies requirements will be accepted according to the following guidelines:

1. All internationally-born students who have lived outside of the United States for five of the last ten years may be exempted.



2. All children of U.S. citizens who have lived outside of the United States in a foreign culture for at least five years during school grades 7 - 12 may be exempted.
3. No semester units will be awarded. Any student who received an exemption is still held accountable for the minimum number of required units to meet graduation requirements.
4. Appeals for special cases should be made to the Office of the Registrar. The Registrar reserves the right to make the final decision.

### English (9)

- E110 English Composition (3)  
OR  
Pass one of the following writing proficiency examinations:
  - Minimum score of 700 on the Verbal section of the *SAT I*.
  - Minimum score of 710 on the *SAT II: Writing Subject Test*.
  - Minimum score of 31 on the English section of the *ACT*.
  - Minimum score of 10 on the *WritePlacer* examination administered by the College Board.
  - Minimum score of 5 on the *Criterion Examination* administered by ETS Technologies.
  - Minimum score of 6 on the *Compass e-Write* examination administered by ACT.
- American/English/World Literature (3)  
*One of the following:*  
E211, E212, E221, E222,  
E231 or E232 (3)
- English Elective (3)  
  
*Any other English except:* E322, E332, E353,  
E364, E489, and E491

#### Notes:

- *LSte majors may take E322 as an English elective*

### Fine Arts (3)

- MU190 Introduction to Music & Art (3)
- MU295 Music & Art for Musicians (3)  
for music majors and students with a music

background only.

- MU333 Worship & Songs of the Church (3)  
for Biblical Studies majors only.

### History (6 + competency exam) or (9)

- *One of the following:* H241, H242 or H228 (3)
- H211 World History I & H212 World History II (3,3)  
OR  
Pass the World History competency exam and take one upper division history course (3). *See History section for details.*

### Political Studies (3)

- POL220 U.S. Government (3)

### Mathematics (3)

- MA240 Critical Thinking & Problem Solving (3)

#### Notes:

- *MA240 is waived for Business Administration and CIS Majors.*
- *LSte majors may substitute MA201 AND MA202 for MA240.*
- *Students may use MA121 or MA262 (or above) to meet the MA240 requirement.*
- *KPE majors may substitute KPE 405.*

### Philosophic Studies (3)

- *One of the following:*
  - BCW363 Apologetics (3)
  - P311 Introduction to Philosophy (3)
  - P321 Philosophies of Education (3)
  - P364 Ethics (3)
  - BUS330 Business Ethics (3) for Business Majors

### Science (7)

- LS200 Foundations of Science (3)
- One science lecture course (3)
- One science laboratory course (1)

## Graduation Requirements

The Bachelor of Arts, Bachelor of Music and the Bachelor of Science degrees are granted subject to the following:

1. Minimum of 122 semester units of credit. Cannot exceed 150% of the minimum credits for the enrolled program (i.e. Min 122 credits x 150% = 183 credits)
2. Minimum of 40 semester units in upper division courses.
3. Minimum grade point average of 2.00 in all work attempted at TMC and in the major.
4. Minimum of 32 semester units of Fall/Spring semester traditional program (non-DS) coursework, or 32 semester units of TMC DCP major program courses.
5. Complete at least 12 of the final 24 semester units at The Master's College.
6. Maximum of 60 semester units of Online Learning coursework.
7. Maximum of 60 semester units of TMC intensive format courses (e.g., Post-session, Winterim, GE school, etc.)
8. Completion of the curriculum as given for the chosen major field of study.
9. Four-year students must complete at least 24 semester units of general education requirements in Bible. Transfer students must take a minimum of one general education Bible survey course (B101, B102, B201, B202, BTH321, BTH322) each semester of full-time attendance. Part-time students (taking fewer than 12 semester units) are not required to take a Bible course. However, a student taking several semesters of part-time coursework must complete one general education Bible course for every 15 semester units taken at The Master's College.
10. A student will be allowed to participate in commencement exercises only if he/she has completed, or is in progress to complete, all academic requirements by the time of commencement ceremonies. A student may have no more than one Directed Studies course still in progress during the third week of March to be eligible to participate in the May commencement ceremonies.

## General Policies and Procedures

### Student Academic Classification

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

**Sophomore.** A student with at least 30 semester units and a 2.00 GPA.

**Junior.** A student with at least 60 semester units and a 2.00 GPA.

**Senior.** A student with at least 90 semester units and a 2.00 GPA. There must be reasonable assurance of the fulfillment of all requirements for graduation within the academic year. A student must begin the graduation contract process in the Office of the Registrar prior to the beginning of the second semester of the senior year.

**Full-Time Student.** One 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.

**Non-Matriculating Student.** One who has not formally declared a degree objective and is carrying six or fewer semester units.

**Advanced Start Academic Program (ASAP).** The Master's College Advanced Start Academic Program (ASAP) enables high school students who are juniors or seniors to take accredited, college-level Bible and general education courses which can meet both high school graduation requirements and be counted toward an undergraduate degree at The Master's College.

Students enrolling in ASAP will be allowed to register in select undergraduate classes taught at The Master's College campus. ASAP students are able to take up to six units per semester and will be expected to meet the same requirements as other students in the class. In order to qualify for ASAP, a student must have a minimum cumulative high school GPA of 3.0 and must meet the minimum test scores of :

ACT composite: 21

SAT (math and verbal combined): 1100

There is an application requiring a fee, personal statements, high school transcripts, and pastoral and educator recommendations. These should be submitted to the Admissions Department.

*For more information visit [www.masters.edu/asap](http://www.masters.edu/asap)*

**Transfer Student.** A student who enters TMC 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.

### Business Department Course Transfer Policy

The Master's College Department of Business Administration seeks to insure the quality of its curriculum as reflected in its graduates. One way this quality is safeguarded is through limiting the coursework which may be transferred into the program. With this in mind, the following protocol has been adopted by the Business faculty:

1. Only the equivalents of MA090, ECN200, and ECN210 will be accepted in transfer for TMC Business courses from a two-year college. No other courses will be accepted by TMC'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 TMC Business major, all remaining Business courses must be completed at TMC.

### Letter Designations of Courses

ACC	- Accounting
ART	- Art
B	- Bible: General
BC	- Bible: Biblical Counseling
BCE	- Bible: Educational Ministries
BCH	- Bible: Church History
BCW	- Bible: Christian World View
BE	- Behavioral Studies

BL	- Bible: Biblical Languages
BMN	- Bible: Ministries
BMS	- Bible: Intercultural Studies
BTH	- Bible: Theology
BYM	- Bible: Youth Ministry
BUS	- Business
CH	- Chemistry
CHIN	- Chinese
C	- Communication
CS	- Computer Science
E	- English
ESL	- English as a Second Language
ECN	- Economics
ED	- Education
FIN	- Finance
H	- History
HE-FCS	-Home Economics - Family & Consumer Sciences
HU	- Humanities
IA	- Intercollegiate Athletics
IBEX	- Israel Bible Extension
INB	- International Business
ITA	- Italian
KPE	- Kinesiology and Physical Education
LS	- Life Science
MA	- Mathematics
MGT	- Management
MIS	- Management Information Systems
MKT	- Marketing
MU	- Music
P	- Philosophy
PS	- Physical Science
POL	- Political Studies
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. Thus:

- 100-199 are freshman level courses
- 200-299 are sophomore level courses
- 300-399 are junior level courses
- 400-499 are senior level courses
- 500-599 are graduate level courses
- 600-699 are graduate level courses

The third digit in the course number usually indicates the frequency at which the course is offered. Thus:

<u>third digit:</u>	<u>the course is usually offered:</u>
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

Consistent with general academic practice, not all courses listed in this catalog are offered every semester. Students should consult the schedule of classes prepared prior to registration in planning their programs. The college 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	Thorough mastery of subject material & demonstrates effective use of creative resourcefulness.
A-	3.7	
B+	3.3	Good mastery of subject material, and evidences 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-	.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 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 3 units per calendar year. Audit-only students must submit an application for admission and 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 particular classes are given with each course description.

**Failure (F).** No credit or grade points given. This policy means that all units attempted which 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. An Incomplete will be granted only upon submission of a completed *Incomplete Contract* to the Office of the Registrar.
2. 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 or graduation, such as MA072, 082, 090.

**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).** Withdrawal from a course from the third week of classes through the twelfth week. After the twelfth week a student may not withdraw and is awarded the grade earned.

## Transfer Credit Policies

TMC grants credit for college level course work 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 which will apply toward the student's course of study at The Master's College.
3. No more than 70 units of credit will be accepted from a community college. Courses for which credit is allowed toward the bachelor's degree 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 College. Transfer students must take at least 12 semester units of upper division work in their major at TMC.
5. 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 College may: (a) choose to retake the course at TMC to earn upper division credit for the course; or (b) choose to pass a competency exam to verify that the lower division course was comparable in rigor to the upper division course at TMC. Passing the competency exam entitles the student to enroll in another upper division course to earn sufficient upper division credits.
6. Transfer credit may be granted to students from unaccredited schools of collegiate rank upon approval of the Vice President of Academic Affairs or the Registrar.
7. The Master's College 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 met.
8. The maximum number of transfer credits

which will be awarded for various types of "non traditional" college course work from accredited institutions are as follows:

- **32 units** of Advanced Placement (maximum of 32 units), College Level Examination Program (maximum of 18 units), and credit by TMC assessment (maximum of 12 units).
- **45 units** of transfer credit from military transcript with a maximum of 30 units applicable toward meeting TMC general education requirements.
- **36 units** of non-traditional course work. Directed Studies courses, correspondence courses, computer and WWW-based distributed education courses or Video/ITV based courses may be applied toward meeting TMC general education requirements.

## Credit Limits for Non-Traditional TMC Coursework

The maximum number of semester units from non-traditional format TMC courses that a student may count toward a degree program is as follows:

- 13 units of TMC Directed Studies courses.
- 24 units of intensive format TMC courses (Post-session, Winterim, or GE school).
- 60 units of TMC Online program courses.
- 24 units of credit for life experience assessment.

## Credit by Examination

The Master's College, as a member of the College Entrance Examination Board, recognizes the merits of the Advanced Placement (AP), College Level Examination Program (CLEP) and the International Baccalaureate (IB), 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 (32 units max.), IB exams (32 units max.), and CLEP exams (18 units max.). If a student takes a college course for which he/she has already received AP credit, then he/she forfeits that transfer credit.

The Master's College reserves the right to determine the amount of credit that will be awarded for all AP/CLEP transfer credit examinations. Credit for all AP courses other than science, is awarded based on a score of "3", "4" or "5". Credit for science AP 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 college will grant credit for IB examinations with scores of “5”, “6” or “7”.

For students entering TMC as freshmen or sophomores, CLEP credit will only be awarded up to the end of the student’s first semester of his/her senior year. For transfer juniors or seniors, CLEP credit will be awarded up to the fourth week of the final semester of the senior year.

**Note:** The Master’s College 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 Office of Career Services.

## Registration Procedures

The college 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.
3. An evaluation of credits is made of all transfer college work, and new transfer students, in addition to their advisor, will receive a copy of this evaluation. A student may contact the Office of the Registrar or refer to the bottom of their student schedule on Self-Service for the name of his/her advisor.
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.

## Class Changes

1. **Adding Courses.** Courses may be added

electronically only during the first two weeks of a semester.

2. **Dropping Courses.** Courses may be dropped electronically during the first two weeks of a semester and will not appear on the student’s permanent transcript. Courses dropped from the third to the twelfth week of a semester will appear on the transcript with a grade of “W.” Courses may not be dropped after the twelfth week of class except in the case of serious illness.
3. **Repeating of Courses.** Students may repeat courses in which grades of ‘D’ or ‘F’ are earned. Repeats of ‘D-’ courses or above earn no units. When a course is repeated where a ‘D’ or ‘F’ grade was earned, only the repeated grade will count in the computation of the GPA. The course and grade of ‘D’ or ‘F’ will, however, remain on the student’s academic record. Some departments may demand the repeat of a course within the major that was credited with a ‘C-’.
4. **Changes in Course Schedule.** If a student desires to drop a course following the first two weeks of a semester, he/she must have the permission of his/her instructor, academic advisor, and the Office of the Registrar to make changes. Forms are available in the Office of the Registrar.
5. **Course and Lab Fees.** These fees will be refunded if a student drops a course during the first two weeks of the semester. After that time, course and lab fees are not refundable.
6. **Withdrawing from School.** Withdrawal is processed on a form available from the Office of the Registrar. Any refund due the student is determined according to the refund policy found in the financial information 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 College and have attained the following cumulative grade point average:

Summa Cum Laude	3.85
Magna Cum Laude	3.65
Cum Laude	3.50

### **TMC 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 college-sponsored travel to represent TMC (e.g., intercollegiate athletic events, 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., college 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 college, 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 college program properly. Students on academic probation receive special advising and must enroll in courses designed to help them meet the academic demands of college life.

Although the college seeks to provide students the assistance that 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 general education courses and grade point average. The academic requirements of the catalog under which a student enters becomes 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 entering on academic probation are limited to 15 units per semester. They must earn a minimum GPA of 2.00 at the end of the semester to be removed from probation. All students whose cumulative GPA falls below 2.00 will be placed on academic probation for one semester. If their cumulative GPA remains below 2.00 at the end of that semester, they will be subject to academic disqualification. A student subject to academic disqualification may appeal by submitting a letter to the Vice President of Academic Affairs stating why he/she should not be disqualified. The student's request will then be reviewed by the Academic Affairs Council for a final decision.

The procedure for readmission of an academically disqualified student includes: (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 twelve semester units of transferable coursework with no course grade lower than a "C", and (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 monitoring/probation and will be required to meet regularly with the academic counselor during the semester. The student will have that semester to achieve a 2.00 cumulative GPA to be removed from academic monitoring/probation and continue their enrollment at the college.

Any student whose cumulative GPA falls below 2.0 may not participate in extracurricular activities such as student government, athletics, music and missions teams.

### **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 Vice President of Academic Affairs. 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 college) will result in automatic failure of the course and expulsion of the student from the college for a minimum of one academic year.

### **Student Appeal 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 or 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 Vice President of Academic Affairs. 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 Vice

President of Academic Affairs will constitute an appeals committee within a week following the submission of the appeal. The committee will consist of:

- The Vice President of Academic Affairs.
- One full-time faculty member chosen by the faculty member whose decision has been appealed.
- One full-time faculty member chosen by the student.
- One full-time faculty member chosen by the Vice President of Academic Affairs.

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 be available to respond to questions relating to the issue. The committee will consider all of the information and come to a decision relating to the appeal. The Vice President of Academic Affairs 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 Vice President of Academic Affairs 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 Academic Affairs Council with input from the student's advisor, faculty who have had the student in recent classes, and the academic counselor. The council will make a decision on the appeal which will be communicated in writing to the student by the Vice President of Academic Affairs.

#### ***Appeals of Student Development 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. If, after their careful consideration of the issue, they conclude it is in the best interests of the individual and the college 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 Dean for Student Life within forty-eight 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 Dean for Student Life acting as the presiding officer (with no vote), one faculty member, the student's RD, one member of the Student Life Staff, the Student Body Chaplain, and, if the appealing student desires, two character references of his/her choice (with no vote). The Dean for Student Life 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 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 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.

### **Directed Studies**

A Directed Studies (DS) course is defined as a course that is being taken in a non-regularly scheduled class format. The policy for taking DS courses at The Master's College is outlined below:

1. A student is allowed to take a maximum of 13 semester units of TMC DS coursework during his/her undergraduate program.
2. A student may be enrolled in no more than two DS courses at any one time.
3. A student may have no more than one DS course still in progress during the third week in March to be eligible to participate in the May commencement ceremonies.
4. A student may enroll for a DS course at any time during the school year excluding finals week.
  - If the student enrolls at any time during a semester, the course will be added to the student's schedule for that semester, and

the cost for that semester will be adjusted as necessary.

- If the student registers between the Fall and Spring semesters, the course will be added to and posted as a part of the student's Spring schedule.
  - If the student registers for the course at any time between the Spring and Fall semesters, the course will be added to the student's summer term.
5. A grade for a DS course can be posted no sooner than one week per semester unit following the student's official enrollment date in the course.
  6. A student may withdraw from a course (and receive a "W" grade) only during the first 12 weeks of the contract. If the work is not completed by the deadline (a maximum of 4 months), the Registrar's office will assign a grade of "F" to the student for this course.
  7. The percentage of tuition refunded to a student dropping a DS course will be based on the number of weeks the student has been enrolled in the DS course and will be parallel to the tuition refund schedule for regular Fall and Spring semester courses.
  8. A per-unit fee will be charged to the student to cover faculty and institutional expenses. The per-unit fee is non-refundable after the first two weeks of enrollment in the course.

### **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's Benefits

The Master's College is approved as a degree-granting institution for the attendance of veterans under Title 38, United States Code. This includes the programs covered in chapters 30, 31, 32, 33 (Post 9/11 and Yellow Ribbon) and 35 of Title 38, relating also to the education of disabled veterans and war orphans, and 1606 of Title 10. The Bureau for Private Postsecondary and Vocational Education under the State of California Department of Consumer Affairs has also authorized the college for the attendance of veterans and veterans' dependents. Veterans, or their dependents, who plan to enroll in the college are urged to contact the veteran's certifying official in the Office of Financial Aid well in advance of registration so that the necessary arrangements may be made with the Veterans Administration or the California Department of Veteran's Affairs. You may also contact the Veteran's Administration directly at 1-800-827-1000 to request Form DD-214. To access downloadable forms, please go to [www.va.gov](http://www.va.gov).

## Reserve Officer Training Corps (ROTC) Program

Both the Air Force and the Army offer the ROTC program to TMC students under special arrangements which allow TMC students to attend academic classes and earn their degree at TMC 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 College complies with the provisions of

the Family Education Rights and Privacy Act of 1974. The college 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 college, 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 college may release directory information unless the student withholds permission. Directory information is defined as: student's name, address, telephone number, date and place of birth, major field of study, participation in sports and officially recognized college activities, height and weight of members of athletic teams, dates of attendance at the college, degrees and honors received, e-mail address, full or part-time status, year in school, other educational institutions attended and honors received.

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 college'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 College has an institutional commitment to try to provide equal educational opportunities for qualified students with disabilities in accordance with applicable state and federal laws and regulations, including the Americans with Disabilities Act of 1990, (as amended) and Section 504 of the Rehabilitation Act of 1973. To ensure equality of access for students with disabilities, academic and/or non-academic accommodations and auxiliary

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aids shall be provided to the extent required to comply 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 which adversely affects equal educational opportunity. The Master's College and Seminary has established the Office of Disability Services (ODS) to coordinate compliance with the various regulations and sovereign scriptural issues and to assist qualified students with disabilities. Students wanting to inquire of such services should contact the Students with Disabilities Services (SDS) at (661) 362-2269, or alternatively by FAX (661) 362-2717.



## Administration

**Dr. John MacArthur**  
*President*

**Dr. Lee Duncan**  
*Executive Vice President*

**Mr. Nate Prince**  
*Chief Information Officer*

**Mr. Jason Hartung**  
*Chief Financial Officer*

**Dr. John Stead**  
*Vice President of Academic Affairs*

**Dr. John Hughes**  
*Vice President of Institutional Planning and Research*

**Dr. Joe Keller**  
*Vice President of Student Life*

**Mr. Kent Haney**  
*Director of Human Resources*

**Mr. Kirk Linahan**  
*Director of Marketing*

**Mr. Luke Cherry**  
*Director of Development*

**Mr. Steve Waldeck**  
*Athletic Director*

## Full-Time College Faculty

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

**Baker, Ernest**  
*Professor of Biblical Counseling*  
B.A., Washington Bible College; M.Div., Capital Bible Seminary; D.Min., Westminster Theological Seminary. Joined TMC 2005.

**Behle, J. Gregory**  
*Professor of Christian Education*  
B.A., Biola University; Th.M., Dallas Theological

Seminary; Ph.D., University of Southern California. Joined TMC 1986.

**Bloomfield, Ruta**  
*Assistant Professor of Music*  
B.A., Bowling Green State University, M.M. Northwestern University, D.M.A. Claremont Graduate University, Joined TMC 1989.

**Board, Darren**  
*Assistant Professor of Kinesiology & Physical Education*  
B.A., The Master's College. National Athletic Trainer's Association, certified. Joined TMC 2006.

**Bolen, Todd**  
*Associate 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 TMC 1996.

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

**Chou, Abner**  
*Associate Professor of Biblical Studies*  
B.A., The Master's College; M.Div., Th.M., Th.D. (in progress), The Master's Seminary. Joined TMC 2007.

**Chua, Esther Joy Tan**  
*Assistant Professor of English*  
B.A., The Master's College; M.A., California State University, Northridge. Joined TMC 2000.

**Dell, Wayne**  
*Director of the Degree Completion Program*  
B.S., California Polytechnic State University; M.A., California State University, Northridge. Joined TMC 1995.

**Dickson, Bob**  
*Associate Professor of Communication*  
M.S., Northeastern Oklahoma State University; B.A., University of California, Santa Barbara. Joined TMC 2002.

**Drai, Remi**  
*Associate Professor of Mathematics*  
B.A., M.A., Ph.D., University of Nice. Joined TMC 2011.



**Eickemeyer, John**

*Associate Professor of Computer & Information Sciences*

B.A., Occidental College; M.S., Ph.D., University of California, Los Angeles. Joined TMC 2003.

**Englin, Dennis**

*Professor of Biological Sciences*

B.A., Westmont College; M.S., California State University, Northridge; Ed.D., University of Southern California. Joined TMC 1981.

**Foreman, Benjamin**

*Assistant Professor of Biblical Studies, IBEX Program*

B.A., The Master's College; M.A., The Hebrew University, Israel; Ph.D., University of Aberdeen. Joined TMC 2009.

**Forgerson, Michael**

*Professor of Business Administration*

B.S., M.S. California State University, Northridge; M.Div., The Master's Seminary; J.D., Southwestern University of Law; CPA; Attorney at Law. Joined TMC 1993.

**Francis, Joseph**

*Professor of Biological Sciences*

B.S., Michigan State University; Ph.D., Wayne State University. Joined TMC 2002.

**Frazer, Gregg**

*Professor of Political Studies*

B.A., Los Angeles Baptist College; M.A., California State University, Los Angeles; Ph.D., Claremont Graduate University. Joined TMC 1988.

**Greer, Clyde, Jr.**

*Professor of History*

B.A., James Madison University; M.S., Radford University; D.A., Carnegie-Mellon University. Joined TMC 1986.

**Hallman, Cindy**

*Associate Professor of Education*

B.A., The Master's College; M.Ed. University of Laverne. Joined TMC 2014.

**Halstead, Thomas**

*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 TMC 1985.

**Ham, Dwight**

*Assistant Professor of Business Administration*

B.S., California State University, Northridge; M.A., The Master's College; M.B.A., Pepperdine University. Joined TMC 2007.

**Hild, Kurt**

*Professor of Education*

B.A., Kearney (NE) State College; M.A., California State University, Northridge; Ed.D., Nova Southeastern University. Joined TMC 1987; Rejoined TMC 2000.

**Hill, Kevin**

*Professor of Business Administration*

B.S., University of Southern California, M.A., California State University, M.B.A., University of California, Ph.D., Northcentral University, Joined TMC 2011.

**Horner, W. Grant**

*Associate Professor of English*

B.A., York College; M.A., University of Alabama; Ph.D. (ABD), University of North Carolina-Chapel Hill; Ph.D. (in progress), Claremont Graduate University. Joined TMC 1999.

**Hutchison, Dennis**

*Professor of New Testament*

B.A., Biola University; M.Div., Th.M., Talbot School of Theology; Th.D., Grace Theological Seminary. Joined TMC 2003.

**Jensen, Jeffrey**

*Associate Professor of History*

A.S., York College of Pennsylvania; B.A., The Master's College; M.A., California State University, Long Beach. Joined TMC 1989.

**Jones, Kimberlyn**

*Professor of Music*

B.M., Mississippi University for Women; M.M., D.M.A., The University of Texas at Austin. Joined TMC 1986.

**Jones, Taylor**

*Professor of Chemistry*

B.S., Clemson University; Ph.D., The University of Texas at Austin. Joined TMC 1986.

**Kornoff, Michael**

*Instructor of Chemistry*

B.S. Biochemistry, CSU San Bernardino; M.A. Chemistry, University of Southern California. Joined TMC 2011.

**La George, Lisa**

*Director of International Ministries and Associate Professor of TESOL and Intercultural Studies*

B.S., Biblical Studies Philadelphia Biblical University; M.A., TEFL/ICS Columbia International University; Ph.D., Biola University. Joined TMC 1998.

**Larsen, David**

*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 TMC 2001.

**Larson, Julie**

*Professor of Communication*

B.A., M.A., Ph.D., University of Southern California. Joined TMC 1983.

**Lawson, Lazella**

*Assistant Professor of Biological Science*

B.S., The Master's College; M.S., Institute for Creation Research. Joined TMC 1995.

**Mackey, Beth**

*Assistant Professor of Home Economics - Family & Consumer Science*

B.S., Purdue University, Joined TMC 2006.

**Mackey, R. W., 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 TMC 1978.

**Morley, Brian**

*Professor of Philosophy and Apologetics*

B.A., University of Southern California; M.Div., Th.M., Talbot Theological Seminary; M.A., Ph.D., Claremont. Joined TMC 1989.

**Morton, Jordan**

*Assistant Professor of Education*

B.A., English University of Oregon; M.Ed., Education Administration Grand Canyon University; Ph.D., Education (Curriculum, Instruction, & Assessment) Walden University (ABD). Joined TMC 2013.

**Opfer, Stephen**

*Professor of Music*

B.M., University of Northern Iowa; M.M., California State University, Fullerton; D.M.A., University of Southern California. Joined TMC 1992.

**Owen, James**

*Associate Professor of History*

B.A., Los Angeles Baptist College; M.A., California State College, Dominguez Hills. Joined TMC 1978.

**Plew, Paul**

*Professor of Music*

B.S.M., Baptist Bible College of Pennsylvania; M.M., Pacific Lutheran University; Ed.D., Nova Southeastern University. Joined TMC 1979.

**Rose, John**

*Instructor in Communication*

B.A., California State University, Northridge. Joined TMC 2004.

**Schlegel, Bill**

*Associate Professor of Bible, IBEX Program*

B.A., Christian Heritage College; M.A., Institute of Holy Land Studies. Joined TMC 1995.

**Simons, Carolyn**

*Professor of Music*

B.M., M.M., Baylor University; Ph.D., The University of Iowa. Joined TMC 1999.

**Somerville, Robert**

*Associate Professor of Biblical Counseling*

B.A., The King's College; M.Div., Trinity Evangelical Divinity School; D. Min., Westminster Theological Seminary. Joined TMC 2005.

**Stead, John**

*Professor of History & Political Studies*

B.A., M.A., California State University, Los Angeles; Ph.D., University of Southern California; Joined TMC 1970.

**Street, John**

*Professor of Biblical Counseling*

B.A., Cedarville College; M.Div., Grand Rapids Baptist Seminary; D.Min., Westminster Theological Seminary. Joined TMC 1999.

**Suzuki, Jo**

*Associate Professor of English*

B.A., Citadel Bible College; M.Div., Talbot Theological Seminary; Ph.D. (In progress), The University of Texas at Arlington. Joined TMC 1998.

**Varner, William**

*Professor of Bible and Greek, Director of IBEX*  
B.A., Bob Jones University; M.Div., Th.M., Biblical Theological Seminary; M.A., Dropsie College; Ed.D., Temple University; Studies in Modern Hebrew at Gratz College. Joined TMC 1996.

**Wong, Daniel**

*Professor of Biblical Studies*  
B.S., Swatow University; M.Div., Th.M., Talbot School of Theology; Ph.D., Dallas Theological Seminary. Joined TMC 2000.

**Wright, Nathan**

*Professor of Kinesiology & Physical Education*  
B.A., Los Angeles Baptist College; M.A., California State University, Northridge. Joined TMC 1974.

**Staff****ACADEMIC SUPPORT****Stead, John**

*Vice President of Academic Affairs*

**Costanzo, Dianna**

*Academic Counselor*

**Gilmore, Donald**

*Registrar*

**Jensen, Jeffrey**

*Instructional Technology Coordinator*

**Stone, John**

*Director of Library Services*

**Tillman, Janet**

*Reference Librarian*

**ATHLETICS****Waldeck, Steve**

*Athletic Director*

**Brooks, Monte**

*Assistant Athletic Director*  
*Head Coach, Men's Baseball*

**Larsen, David**

*Head Athletic Trainer*

**Lewis, Curtis**

*Head Coach, Women's Soccer*

**Rickard, Jim**

*Associate Athletic Director*  
*Head Coach, Men's Soccer*

**Schroeder, Zach**

*Men & Women's Cross Country and Track*

**Semelsberger, Jason**

*Head Coach, Men's Golf*

**Sugarman, Ken**

*Head Coach, Men's Basketball*

**Vince, Allan**

*Head Coach, Women's Volleyball*

**Waldeck, Dan**

*Head Coach, Women's Basketball*

**Wright, Nathan**

*Faculty Athletic Representative*

**DEGREE COMPLETION PROGRAM****Dell, Wayne**

*Director*

**Aguilar, Walter**

*Senior Academic Counselor*

**Beck, John**

*Major Professor, Organizational Management*

**Fields, Matthew**

*Marketing and Enrollment Manager*

**Dickson, Bob**

*Major Professor, Liberal Studies*

**Lee, David**

*Major Professor, Biblical Counseling*

**Newman, Jeff**

*Senior Academic Counselor*

**Stone, John**

*Major Professor, Christian Ministries*

**DEVELOPMENT****Cherry, Luke**

*Director of Development*

**Anderson, Shayna**  
*Alumni Relations Coordinator*

**Dawson, Samuel**  
*Development Officer*

**Johnson, Boyd**  
*Planned Giving Officer*

**Semelsberger, Jason**  
*Annual Fund Officer*

**White, Bob**  
*Senior Development Officer, Annual Fund Director*

## ENROLLMENT

**Edwards, Gary**  
*Director of Financial Aid*

**Melcon, John**  
*Director of Admissions*

**Adylotte, Elyse**  
*Student Employment Manager*

## FINANCE

**Hartung, Jason**  
*Chief Financial Officer*

**Ehlen, Jerry**  
*Director of Student Accounts*

**Ross, Phillip**  
*Controller and Assistant Treasurer*

## GRADUATE ACADEMIC PROGRAMS

**Clutterham, Joshua**  
*Director of Master of Arts*

**Halstead, Thomas**  
*Chairperson, Master of Arts in Biblical Studies*

**Hild, Kurt**  
*Chairperson, Teacher Credential Program*

**Street, John**  
*Chairperson, Master of Arts in Biblical Counseling*

**Thomson, Kathleen**  
*Credential Analyst, Teacher Education*

## INSTITUTIONAL PLANNING AND RESEARCH

**Hughes, John**  
*Vice President of Institutional Planning and Research*

**Walter, John**  
*Director of Institutional Research & Assessment*

## OPERATIONS

**Hotton, Robert**  
*Vice President of Operations*

**Barosh, Ralph, Jr.**  
*Director for Plant Operations*

**Haney, Kent**  
*Director for Human Resources*

## STUDENT LIFE

**Keller, Joe**  
*Vice President of Student Life*

**Bargas, Peter**  
*Associate Dean of Student Life Programs*

**Bryerton, Amy**  
*Coordinator of International Student Advancement*

**Martin, Summer**  
*Associate Dean of Students*

**Hulet, David**  
*Associate Dean of Students*

**La George, Lisa**  
*Director of Global Outreach*

**Ross, Steve**  
*Coordinator of Multi-Cultural Advancement*

## TMC ONLINE

**McLaughlin, James**  
*Director of TMC Online*

## Board of Directors

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### **Babbitt, John\***

Retired Businessman; Tulsa, OK (1997)

### **De Courcy, Philip\***

Pastor; Anaheim Hills, CA (2004)

### **Hamilton, Chris\***

Businessman; Simi Valley, CA (2012)

### **Herwaldt, Louis\***

Businessman; Fresno, CA (1988)

### **Hughes, Bryan**

Pastor; Bozeman, MT (2000)

### **Kirkland, Randy**

Businessman; Manchester, MO (2013)

### **Lawson, Steve**

Pastor; Mobile, AL (2002)

### **MacArthur, John\***

President of The Master's College and Seminary;  
Santa Clarita, CA (1985)

### **Martin del Campo, Felix**

Dentist; Visalia, CA (1992)

### **Pennington, Tom, Vice Chairman\***

Pastor; Southlake, TX (2007)

### **Provost, Robert W.**

Missions Executive; Loves Park, IL (1994)

### **Quinn, Lance**

Pastor; Moorpark, CA (2007)

### **Rickard, James W., Chairman\***

Businessman; Santa Clarita, CA (1981)

### **Riddle, Rich, Treasurer\***

Businessman; Bradbury, CA (1995)

### **Sanders, George**

Physician; Los Angeles, CA (2007)

### **van Wingerden, John\***

Businessman; Oberlin, OH (2001)

### **Walls III, Harry F.**

Pastor; Birmingham, AL (2001)

### **Wismer, David, Secretary \***

Retired Businessman; Colorado Springs, CO  
(1993)

**\*Executive Committee**

## Emeritus Board Members

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**Darrell Beddoe**

**Richard Dewey**

**John Fullerton**

**Dave Gillies**

**William Koptis**

**Orton Stokke**

**Mitch Sulahian**

# Academic Programs Overview

The Master's College offers comprehensive academic undergraduate programs. Included in the undergraduate program are 14 major fields of study with over 60 distinctive emphases. A number of cooperative study programs provide students with numerous opportunities for off-campus learning experiences.

## BACHELOR OF ARTS DEGREES

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

- Bible Exposition
- Biblical Counseling
- Biblical Languages
- Christian Education
- Intercultural Studies
- Theology

**Christian Ministries (DCP)**

**Communication**, *or with emphases in:*

- Electronic Media
- Print Media
- Speech Communication

**English**

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

- Church History

**Kinesiology & Physical Education**, *or with emphases in:*

- Teaching/Coaching
- Exercise and Sport Science

**Liberal Studies**

**Liberal Studies with Teaching Credential**

**Mathematics**, *with emphases in:*

- Applied Mathematics
- Mathematics Education
- Pure Mathematics

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

- Biblical Studies
- Communication
- Youth Ministry

**Organizational Management (DCP)**

**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
- Vocal Performance
- Worship Music Ministries

## BACHELOR OF SCIENCE DEGREES

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

- Cellular & Molecular Biology
- Natural History/Environmental Biology
- Pre-Medicine/Pre-Dentistry
- Secondary Teacher Education in Life Sciences

**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

**Home Economics--Family and Consumer Sciences**, *with emphases in:*

- Biblical Counseling
- Business
- Clothing and Textiles
- Communications
- Early Childhood Education
- Food Specialization
- International Service (Missions)
- Nutrition Specialization

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

- Pre-Physical Therapy

## MINORS

- Bible
- Accounting
- Bible
- Biology
- Business Administration



- Communication
- Computer Science
- English
- History
- Home Economics--Family & Consumer Sciences
- Kinesiology & Physical Education
- Mathematics
- Music
- Political Studies

Minors are not printed on the diploma.

### **THE MASTER'S INSTITUTE- AWARD OF ACHIEVEMENT**

TMC offers, through The Master's Institute Award of Achievement, a 30-unit curriculum in Biblical Studies. For more information, please contact the Biblical Studies Department Chair, Dr. Tom Halstead.

### **ADVANCED START ACADEMIC PROGRAM**

The Master's College Advanced Start Academic Program (ASAP) enables high school students who are juniors and seniors to take accredited, college-level Bible and general education courses, which can meet both in high school graduation requirements and be counted toward an undergraduate degree at The Master's College.

Students enrolling in ASAP will be allowed to register in select undergraduate classes taught at The Master's College, Santa Clarita campus. You will be expected to meet the same requirements as other students in the class.

To apply all incoming students must submit the following:

- Admissions application form
- \$40 Application fee
- High school transcript
- ACT or SAT scores
- Pastor recommendation form
- Educator recommendation form

Requirements to apply:

Minimum cumulative H.S. GPA of 3.0

Must have the following minimum SAT or PSAT scores:

SAT Verbal	600
SAT Mathematics	500
SAT Total:	1100
ACT Cumulative:	21

### **DEGREE COMPLETION PROGRAM**

TMC offers, through the Degree Completion Program, the following Bachelor of Arts degrees:

- Biblical Counseling
- Christian Ministries
- Liberal Studies
- Organizational Management

For complete program information see the Degree Completion Program section of this catalog. Prospective applicants may request further information from the Degree Completion Program by calling 1-661-362-2677.

### **THE MASTER'S COLLEGE ONLINE**

The Master's College Online provides an opportunity for students to complete a variety of survey-level biblical studies and general education courses in a distance education course delivery format. Each online course makes use of a combination of lectures given by full-time TMC faculty (available in either a streaming video or DVD based format), along with assignments, projects, threaded-discussions, and examinations that are accessed via the Internet through the college's website. All courses are taught from a thoroughly biblical worldview. Credit gained from completion of online courses can be used toward completing degree work at TMC and may be transferable for use in degree programs at other colleges or universities. Students enrolling in an online course are required to have exams proctored by an objective observer who must attest to the integrity of the student's academic conduct. Students may obtain more information and/or demonstration about TMC Online by contacting the administrative offices at 1-877-302-3337 or by accessing [tmconline@masters.edu](mailto:tmconline@masters.edu) on the web.

### **GRADUATE STUDIES**

TMC offers graduate studies in:

- Biblical Counseling (MA)
- Biblical Studies (MA)
- Teacher Education (Credential)

See the "Graduate Programs" section of this catalog. Prospective applicants may request further information from the Graduate Programs Enrollment Counselor by calling 1-800-568-6248, extension 3034 for MABC, extension 3039 for MABS, or extension 2233 for Teacher Education (Credential).

### **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:

- Master of Divinity (M.Div.)
- Bachelor of Theology (Th.B.)
- Diploma of Theology (Dip.Th.)
- Master of Theology (Th.M.)
- Doctor of Theology (Th.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 College cooperative study programs provide students with numerous opportunities for off-campus learning experiences locally, nationally and internationally.

In addition to TMC's own Israel Bible Extension (IBEX), students benefit from the college's membership in the Council for Christian Colleges and Universities, which provides for off-campus learning opportunities. For information on Council-sponsored programs, write or call:

Council for Christian Colleges and Universities  
321 Eighth Street, N.E.  
Washington, D.C. 20002  
(202) 546-8713 • (202) 546-8914 fax  
e-mail: [info@bestsemester.com](mailto:info@bestsemester.com)  
web: [www.bestsemester.com](http://www.bestsemester.com)

### 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 the Public Affairs or Marketplace track. 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 Affairs Track use policy concepts to evaluate contending approaches, while students in the Marketplace Track analyze the issues by assessing how business and commercial environments shape different perspectives. The aim of the program is to help Council schools prepare their students to live faithfully in contemporary society as followers of Christ. Students earn 16 semester hours of credit. *This program is sponsored by The Master's College & Seminary.*

### Au Sable Institute of Environmental Studies

Students at The Master's College are eligible to take courses in environmental field studies through the Au Sable Institute. This Christian organization offers college-level courses at campuses in Michigan (Great Lakes); Whidbey Island in Puget Sound, Washington; Tangier Island, Virginia; Tamil Nadu, South Africa; and Kenya, Africa during January and in the summer. The four-unit course offerings include Marine Stewardships, Plant Ecology and Aquatic Biology among others. The students register at The Master's College for LS348 Biological Field Studies and take the course at the respective campus. The Institute also offers a Stewardship Ecologist Certificate, Naturalist Certificate and Land Resources Analyst Certificate. Several fellowships and scholarships are available through the Institute. Contact Dr. Dennis Englin, the Au Sable campus representative, about current offerings and registration procedures. Students earn 4 semester hours of credit. *This program is sponsored by The Master's College & Seminary.*

### Australia Studies Centre (ASC)

Since Spring 2004, the CCCU has partnered with the Wesley Institute in Sydney, Australia to offer the Australia Studies Centre. Throughout the semester, students study theology, global justice issues affecting Australia, Indigenous cultures and the arts. Every student is required to take the courses "The View from Australia: Issues in Religion, Politics, Economics & Cultural Values" and "Indigenous History, Cultures & Identity."

Additionally, students choose electives in theology/ministry, music, drawing/ graphic design, dance and/or drama. Home stays, service learning and travel around Australia are important components of the ASC. Students observe Australia's beautiful landscape, live in the cosmopolitan melting pot of Sydney, connect with the poor of Sydney's multi-cultural ghettos, and engage the political capital Canberra and its power players. Students also come to know the traditions of Aboriginal people during an Outback excursion and spend the last week of each semester traveling to New Zealand to meet with Maori people. ASC students earn

16 semester hours of credit.

*This program is sponsored by The Master's College & Seminary.*

### **China Studies Program (CSP)**

The China Studies Program enables students to engage China's ancient history and intrigue from an insider's perspective. While immersed in Chinese culture, students participate in seminar courses on the historical, cultural, religious, geographic and economic realities of this strategic and populous nation. Students choose between completing a broad Chinese Studies Concentration or a Business Concentration, which includes an internship at an international business in China. Students also study standard Chinese language and apply their skills by serving in an orphanage or tutoring Chinese students in English. The program begins and finishes the semester in Hong Kong and introduces students to the diversity of China, including Beijing, Shanghai, Xi'an and Xiamen. This interdisciplinary, cross-cultural program enables students to communicate and understand the unique culture and people of China with an informed, Christ-centered perspective. Students earn 16-17 semester hours of credit. *This program is sponsored by The Master's College & Seminary.*

### **Contemporary Music Center (CMC)**

The Contemporary Music Center provides students with the opportunity to live and work in the refining context of community while seeking to understand how God will have them integrate music, faith and business. The CMC offers three tracks: Artist, Executive and Technical. The Artist Track is tailored to students considering careers as vocalists, musicians, songwriters, recording artists, performers and producers. The Executive Track is designed for business, arts management, marketing, communications and related majors interested in possible careers as artist managers, agents, record company executives, music publishers, concert promoters and entertainment industry entrepreneurs. The Technical Track prepares students for careers in live sound, concert lighting and studio recording. Students within each of the tracks receive instruction, experience and a uniquely Christ-centered perspective on creativity and the marketplace, while working together to create and market a recording of original music. Each track includes coursework, labs, directed study and a practicum. Students earn 16 semester hours of credit. *This program is sponsored by The Master's College & Seminary.*

### **Israel Bible EXtension (IBEX)**

This 15-week 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. Together, these expose the student to every corner of the land and to every period of the history of the people of that land. The student's educational experience, as well as his/her personal maturation, will be significantly enhanced by the cross-cultural experience which the semester provides. Students must apply for this program, be in reasonable physical condition and free of medical limitations, and must have completed Old Testament Survey I prior to participation. For information on IBEX, see the IBEX pages within the Biblical Studies section of this catalog and/or contact the IBEX Office at 1-800-568-6248. *This program is sponsored by The Master's College & Seminary.*

### **Latin American Studies Program (LASP)**

Based in San José, Costa Rica, the Latin American Studies Program introduces students to a wide range of experiences through the study of the language, literature, culture, politics, history, economics, ecology and religion of the region. Through living with local families, students become a part of the day-to-day lives of Latin Americans. Students also take part in a practicum/internship and travel to nearby Central American nations. Students participate in one of four concentrations: Latin American studies (offered both fall and spring terms); advanced language and literature (designed for Spanish majors and offered both fall and spring terms); international business (offered only in fall terms); and environmental science (offered only during spring terms). Depending on their concentration, students travel to nearby Central American nations including Nicaragua, Guatemala, Cuba and Panama. Students in all concentrations earn 16-18 semester credits. *This program is sponsored by The Master's College & Seminary.*

### **Middle East Studies Program (MESP)**

Based in Cairo, Egypt, this program offers students a unique opportunity to explore and interact with the complex and strategically important world of the modern Middle East. Students explore diverse religious, social, cultural and political traditions of Middle Eastern peoples through interdisciplinary seminars. They also study the Arabic language and may work as volunteers with various organizations in Cairo. Through travel in the region (typically Israel, Palestine, Lebanon, Jordan, Syria and Turkey), students are exposed to the diversity and dynamism of the local culture. At a time of tension and change in the Middle East, MESP encourages and equips students to relate to the Muslim, Eastern Christian and Jewish worlds in an informed, constructive and Christ-centered manner. Students earn

16 semester hours of credit. *This program is sponsored by The Master's College & Seminary.*

### **Russian Studies Program (RSP)**

RSP strives to give students a broad learning experience in the largest nation in the world. RSP students are exposed to the depth and diversity of Russian culture through encounters with the Federation's three largest cities: Moscow, St. Petersburg and Nizhni Novgorod. Students are offered three seminar courses (entitled History and Sociology of Religion in Russia; Russian Peoples, Culture and Literature; and Russia in Transition), and receive instruction in the Russian language, choosing either four or six semester hours of language coursework. For those choosing four hours of Russian, a seminar course, International Relations and Business in Russia, is available. The majority of the semester is spent in Nizhni Novgorod, where students complete intensive language instruction, participate in service learning and live with a Russian family. Additionally, students study in Moscow, the heart of both medieval and modern Russia, and the intriguing city of St. Petersburg, the Russian "window to the West." Students earn 16 semester hours of credit. *This program is sponsored by The Master's College & Seminary.*

### **The Scholars' Semester in Oxford (SSO)**

The Scholars' Semester in Oxford is designed for students who want to study intensively and to a high standard. Students develop their academic writing and research skills and explore the disciplines and interests of their choice. As Visiting Students of Oxford University and members of Wycliffe Hall, students study in the oldest university in the English speaking world. SSO students enroll in a primary and secondary tutorial, an integrative seminar (or thesis in the case of second term students), and the British landscape course. Students group their work in a concentration so that all elements of their programme work together. SSO is designed for students interested in classics, English language and literature, theology and the study of religion, philosophy, and history, though all majors may apply. Applicants are generally honors and other very high-achieving students and must have a 3.5 GPA to be considered for the programme. Students earn 17 semester hours of credit for a semester and may complete two semesters of the programme. *This program is sponsored by The Master's College & Seminary.*

### **Uganda Studies Program (USP)**

The Uganda Studies Program provides students with both immersion in a local community and broad exposure to a variety of people and places in Uganda and Rwanda. Students in the Uganda Studies Emphasis (USE) live on campus at Uganda Christian University

(an international affiliate of the CCCU), sharing their lives with university students from Uganda and other parts of Africa. Students in the Intercultural Ministry & Missions Emphasis (IMME) live with host families within walking distance of the university. All USP students take classes from UCU professors and share meals with UCU students. These relationships give students a first hand perspective as they explore issues such as poverty, aid and missions, and as they seek to reconcile the realities of East Africa with their Christian faith. Students also spend time in Rwanda and rural Uganda. In addition to the core experiential course, students will choose from an approved selection of courses from the UCU Honours College to earn up to 16 hours of credit. *This program is sponsored by The Master's College & Seminary.*

### **Washington Journalism Center (WJC)**

The Washington Journalism Center (WJC) is a semester-long study program in Washington, D.C., created for students interested in the field of journalism. While in Washington students take classes focusing on their personal writing skills and on the history and future of the media. These classes—Foundations for Media Involvement; Reporting in Washington; and Washington, News and Public Discourse—combined with an internship at a top news publication help students learn to integrate their faith in a journalism career. Students also participate in service learning opportunities as part of the WJC experience. Students earn 16 semester hours of credit. *This program is sponsored by The Master's College & Seminary.*



## **SUMMER PROGRAMS**

### **Oxford Summer Programme (OSP)**

The Oxford Summer Programme (OSP) allows students, as affiliate members of Wycliffe Hall, University of Oxford, to do intensive scholarship in the oldest university in the English speaking world. During the five-week programme, students hone their research and writing skills and delve into the areas that interest them most while exploring the relationship between Christianity and the development of the British Isles. Seminars and tutorials are given on specialized topics under expert Oxford academics in the areas of English language and literature, history, including the history of art and history of science, philosophy, and theology and the study of religion. The programme is structured for rising college sophomores, juniors, and seniors, graduate and seminary students, non-traditional students, teachers, and those enrolled in continuing education programs. Students earn 6 semester hours of credit. *This program is sponsored by The Master's College & Seminary.*

### **Reserve Officer Training Corps (ROTC) Program**

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

AFROTC offers a variety of two-, three- and four-year scholarships, some of which pay the full cost of tuition, books, and fees. Successful completion of as little as four semesters of AFROTC academic classes and leadership laboratories can lead to a commission as a second lieutenant in the United States Air Force. Classes consist of one hour of academics and two hours of laboratory for freshman and sophomores; three hours of academics and two hours of laboratory for juniors and seniors. AFROTC cadets under scholarship and all juniors and seniors receive a monthly tax-free stipend and a textbook allowance. 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.

#### **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 (818) 677-7855 or (310) 825-7381.

*Dr. Thomas A. Halstead, Chairperson*

The Master's College 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.

There are several baccalaureate emphases offered. Each of these emphases is designed to prepare students for future ministry as teachers, missionaries, church leaders, as well as for graduate and professional study.

## ACHIEVEMENT AWARDS:

### The Master's Institute Award of Achievement

Within the Bible General emphasis is The Master's Institute Award of Achievement, which comprises 30 units of Bible as follows:

B101, 102	Old Testament Survey I,II.....	3,3
B201, 202	New Testament Survey I,II.....	3,3
BTH321, 322	Christian Theology I,II.....	3,3
	Bible Electives.....	12
	<i>Total units required.....</i>	<i>30</i>

It is designed to help those students who would like to front-load their general education Bible courses. In order to receive The Master's Institute Award of Achievement, students need to inform both the Registrar and the Chairperson of the Biblical Studies department of their plans to enroll. Students must begin the program their first semester at the college, and they will have three semesters in which to complete the 30 units.

### TESOL Award of Achievement

The purpose of the TESOL (Teaching English to Speakers of Other Languages) Achievement Award is to provide students with the theory, skills,

and experience needed to competently instruct adult students in the skills of the English language. It is designed for students who wish to participate in cross-cultural ministry in the United States or abroad using the recognized profession of teaching English. The required courses are listed below:

ED410	Technology Uses in Education.....	3
ESL311	Intro to TESOL.....	3
ESL322	Methodology.....	3
ESL330	Community Lab.....	1
ESL351	Language Acquisition.....	3
ESL352	Pedagogical Grammar.....	3
ESL492	Practicum.....	3
	<i>Total units required for certificate.....</i>	<i>19</i>

## BACCALAUREATE PROGRAMS:

Each major and/or emphasis is overseen by one or more of the Bible faculty, as listed in parentheses below:

### Bible General (*Abner Chou*)

The Bible General emphasis is specifically designed for those students who want to major in Biblical Studies but are not certain about a specific emphasis, or they would like to take several courses in a number of emphases in order to be more well-rounded generally. While not specifically designed for graduate school, taking certain courses within this emphasis will certainly be helpful in graduate school or seminary.

### Bible Exposition (*Todd Bolen, Dennis Hutchison, & Daniel Wong*)

The Bible Exposition emphasis is a study of the Word of God more specifically, and is designed for those who desire to serve in Christian ministry or for those who plan to go on for graduate work or seminary.

### Biblical Counseling (*Ernest Baker, Robert Somerville & John Street*)

This 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 Beble*)

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

**Intercultural Studies** (*Tom Halstead*)

This 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. Upon their return the student will serve in an ethnic church similar to the culture they desire to minister in.

**Theology** (*Brian Morley*)

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.

**REQUIREMENT FOR BIBLICAL STUDIES MAJORS:**

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

**Bible General Emphasis Courses**

B340	Biblical Interpretation.....	3
B__	One course in OT studies.....	3
B__	One course in NT studies.....	3
BC300	Introduction to Biblical Counseling.....	3
BCE400	Senior Integrative Seminar.....	3

B490	Senior Comprehensive Exam.....	0
<i>Either of the following.....</i>		<i>8</i>
BL301 & 302	Elementary Greek I & II (4, 4)	
BL311 & 312	Elementary Hebrew I & II (4, 4)	
BMN/BMS/BYM	One Course in Intro to Ministry.....	3
Bible Electives	.....	21
<i>Total units required for emphasis</i> .....		<i>47</i>

**Bible Exposition Emphasis Courses**

B335	Revelation .....	3
B340	Biblical Interpretation.....	3
B342	Romans .....	3
B346	Life of Christ .....	3
B364	History of Ancient Israel.....	3
BCE400	Senior Integrative Seminar.....	3
B490	Senior Comprehensive Exam.....	0
<i>Either of the following.....</i>		<i>8</i>
BL301 & 302	Elementary Greek I & II (4,4)	
BL311 & 312	Elementary Hebrew I & II (4,4)	
Bible Book Study.....		3
Bible Electives	.....	18
<i>Total units required for emphasis</i> .....		<i>47</i>

**Biblical Counseling Emphasis Courses**

B340	Biblical Interpretation.....	3
BC300	Introduction to Biblical Counseling .....	3
BC311	Theological Basis for Biblical Counseling.....	3
BC330	Methods of Biblical Change.....	3
BC342	Marriage & Family .....	3
BC421, 422	Problems & Procedures I, II .....	3, 2
BC431, 432	Counseling Practicum I, II.....	2, 2
BCE400	Senior Integrative Seminar .....	3
B490	Senior Comprehensive Exam.....	0
BE 101	Introduction to Psychology .....	3
<i>Either of the following.....</i>		<i>8</i>
BL301 & 302	Elementary Greek I & II (4, 4)	
BL311 & 312	Elementary Hebrew I & II (4, 4)	
Bible Electives	.....	9
<i>Total units required for emphasis</i> .....		<i>47</i>

**Biblical Languages Emphasis Courses**

B340	Biblical Interpretation.....	3
BCE400	Senior Integrative Seminar.....	3
B490	Senior Comprehensive Exam.....	0
BL301, 302	Elementary Greek I, II.....	4, 4
BL311, 312	Elementary Hebrew I, II.....	4, 4
BL401, 402	Intermediate Greek I, II.....	3, 3
BL422	Greek Exegesis.....	3
BL461	Advanced Greek Grammar.....	3
Bible Electives.....		13
<i>Total units required for emphasis</i> .....		<i>47</i>

**Christian Education Emphasis Courses**

B340 Biblical Interpretation.....3  
 BCE304 Teaching Methodology.....3  
 BCE313 Introduction to Christian Education.....3  
 BCE400 Senior Integrative Seminar.....3  
 B490 Senior Comprehensive Exam.....0  
 BCW363 Apologetics .....3  
 BCW400 Christian Worldview.....3  
 BL341 Introduction to Biblical Languages.....3  
 BMN300 Ministry Internship .....2  
*One of the following*.....3  
     BMN310 Message Preparation for Women (3)  
     BMN370 Sermon Preparation (3)  
 BYM321 Introduction to Youth Ministry .....3  
 Bible Electives ..... 18  
*Total units required for emphasis* ..... 47

**Intercultural Studies Emphasis Courses**

B340 Biblical Interpretation.....3  
 BCE400 Senior Integrative Seminar.....3  
 B490 Senior Comprehensive Exam.....0  
*Either of the following*.....8  
     BL301 & 302 Elementary Greek I & II (4, 4)  
     BL311 & 312 Elementary Hebrew I & II (4, 4)  
 BMS301 Introduction to Missions.....3  
 BMS303 History & Theory of Missions.....3  
 BMS304 Biblical Method of Missions .....3  
 BMS481 Ethnic Church Internship I .....2  
 BMS482 Ethnic Church Internship II.....2  
 Field-based Semester (Prior to Senior Year)..... 12  
     BMS336 Cross-Cultural Church Planting .....3  
     BMS355 D.S.Language Acquisition for Missionaries  
         .....3  
     BMS398 D.S. Missionary Lab .....3  
     ESL343 Cultural Anthropology .....3  
 Bible Electives .....8  
*Total units required for emphasis* ..... 47

**Theology Emphasis Courses**

B340 Biblical Interpretation.....3  
 BCE400 Senior Integrative Seminar.....3  
 B490 Senior Comprehensive Exam.....0  
 BCW363 Apologetics.....3  
*Either of the following*.....8  
     BL301 & 302 Elementary Greek I & II (4, 4)  
     BL311 & 312 Elementary Hebrew I & II (4, 4)  
*Either of the following*.....3  
     BMS385 World Religions (3)  
     BMS483 Religions of America (3)  
*Either of the following*.....3  
     BTH323 Historical Theology I (3)  
     BTH324 Historical Theology II (3)  
 BTH413 Theological Systems..... 3  
*Either of the following*.....3  
     BTH417 Contemporary Theology (3)

BTH424 Theology Seminar (3)  
 Theology Electives..... 12  
     BTH327 New Testament Theology (3)  
     BTH328 Old Testament Theology (3)  
     BTH377 Messianic Theology (3)  
     BTH387 Theology of Paul (3)  
 Bible Electives ..... 12  
*Total units required for emphasis* ..... 47

**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.

For a minor in Biblical Studies, the following courses are required:

B101, 102 Old Testament Survey I,II.....3,3  
 B201, 202 New Testament Survey I,II .....3,3  
 BTH321, 322 Christian Theology I,II .....3,3  
 Bible Electives.....6  
*Total units required for certificate*..... 24

**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 examination of evidences for the Christian faith from such fields as science, history, archaeology and philosophy. *This will satisfy the requirement for Introduction to Philosophy P311.*

**BCW364 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. *Same as P364. This will satisfy the requirement for Introduction to Philosophy P311.*

**BCW400 Christian World View (3)**

A study of the application of biblical data to contemporary culture, science and the arts so as to define a Christian world view, 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 upon the apologetic value of the world view to modern life. *Prerequisite: Sophomore status 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 POL455*

### **BCW488 Problem of Evil (3)**

Explanations for the existence of pain and evil.

### **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.

### **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.

### **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.

### **B313 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.

### **B335 Revelation (3)**

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

### **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, 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.

### **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 Bible Backgrounds (3)**

A study of the geography of the land of Israel, including Old Testament, New Testament and modern geography; a survey of the post-biblical history of the land; and an overview of the distinctive elements of Hebrew culture which are deemed necessary to a proper understanding of the Scriptures themselves.

### **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.

**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.

**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 this book with special attention given to the issue of God's sovereignty and man's suffering.

**B399 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.

**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. *Prerequisite: Senior status.*

**B407 Isaiah (3)**

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

**B408 Jeremiah (3)**

A study of the message of this book 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.

**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: B340.*

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

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

**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 of the Old Testament, which may include a topic, a book or a specialized area.

**B490 Senior Competency (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 (BCE400). *Prerequisite: Senior status.*

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

A concentrated area of study of 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, 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.*

### **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. The fall course will be for Counseling majors only, while the spring course will be for anyone.

### **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.  
*Prerequisite: women only.*

### **BC342 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, that 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.

### **BC352 Counseling and the Book of Proverbs (3)**

This course is an expositional study of Proverbs with special emphasis on its relevance to counseling.

### **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.

### **BC391 Counseling & the Book of Ecclesiastes (3)**

This course is designed to help the counselor to work with individuals who are struggling with materialistic cosmology.

### **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. *Prerequisite: BC300, 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, counsees 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, BC330.*

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

This course is 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.

### **BE100 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.

### **BE300 Child Development (3)**

Analysis of the physiological, cognitive, spiritual and personality development from birth through childhood. There will also be a discussion of parenting issues and a critique of the self-esteem movement.

## **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; 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.

### **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.

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

The accent and syntax of Koine Greek, together with readings in the Greek New Testament and an introduction to the methods of exegesis. *Prerequisites: BL301, 302.*

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

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

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

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

### **BCE304 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.

### **BCH366 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 two thousand years. *Same as H365.*

### **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 sixteenth-century literary, Humanist who guides 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.

**BCH464 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 H464.*

**BCH485, 486 U.S. Church History I, II (3, 3)**

The first semester is a historical survey of American Protestantism as it sought to develop and mold a "Christian America." The period emphasized is from the First Great Awakening to the Civil War. The second semester begins with the post-Civil War church and charts the course of American Protestantism from its perceived height of unity to its shattered ending in the modernist/fundamentalist controversy, and concludes with the rebuilding of modern evangelism beginning in the 1930s.

*Same as H485, 486.*

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

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

**INTERCULTURAL 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.

**BMS303 History & Theory of Missions (3)**

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.

**BMS304 Biblical Method of Missions (3)**

A study concentrating on the Pauline missionary method in Acts and the epistles, the indigenous principle, and some evaluation of contemporary missionary strategy.

**BMS311 Introduction to Urban Ministry (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 which emphasizes 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 Preparation for 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.

**BMS317 Cross-Cultural Communication (3)**

A study of the dynamics of communication and leadership in working effectively across cultures. Emphasizes the importance of understanding the world view of both the source culture and the receptor culture. Includes a treatment of diverse perceptions, values, means of expression, logic and linguistic difficulties.

**BMS336 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, 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.

**BMS365 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, Brainard, Judson, Moffat and Goforth. Missionary methods will be compared and evaluated.

**BMS398DS Missionary Lab (3)**

The student will be formally mentored and evaluated by a missionary currently working among the student's target people group, resulting in a final assessment of strengths and weaknesses, and a formal recommendation for future missionary work. Students will actively participate in those activities related to the management of a missionary home, such as parenting, educating children, hospitality, business and government interactions, and community relations.

**BMS495, 496 Ethnic Church Internship I, II (2, 2)**

Students having completed the field-based semester will identify an ethnic church that reflects a similar culture and language of the target culture they intend to minister to in the future. A minimum of two hours per week involvement in an assigned ministry under the oversight of the pastor is required. Students must attend the Sunday services of this church, making every attempt to participate in congregational life. This is a two semester requirement.

**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 ministry or youth ministry. Each student will have opportunities to speak before the class and receive evaluations by the instructor and other students. *Prerequisite: For 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: For women only.*

**BMN321 Women's Issues (3)**

An issue is defined as a controversy, matter of dispute, unsettled matter, that is an ongoing action. This class will discuss topics having a clear decisive relevance to issues facing women today. It will examine values/beliefs, depression, emotions, addictions, abuse, eating disorders, divorce, communication, transitions, abortion, adoption, disabilities, and Church counseling. *Prerequisite: For women only.*

**BMN333 Worship & Songs of the Churches (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. *This will satisfy the requirement for Bible majors for Introduction to Music and Art MU190.*

**BMN352 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, pro-activity, 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 be growing 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: For 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: For men only.*

### **BMN399 Biblical Perspectives on Suffering & Disability (3)**

This course is designed to develop a biblical understanding of those who suffer or struggle with disability, and to explore the impact on individuals and their families. Major topics include: (1) an overview of disabilities; (2) an understanding of biblical teaching related to disability and suffering; (3) a focus on physical, intellectual, emotional and sensory disabilities; and (4) an understanding of how to offer support and help to individuals and families affected by disability and/or suffering. Each Christian will experience some degree of suffering since God uses this to conform believers to the image of Christ. One of the primary purposes of this course is to connect challenges encountered by people affected by disabilities with the rest of the Christian community who also face sufferings of various kinds. A corollary to this objective is to develop reciprocity between the two groups, each learning from the other that God's grace is sufficient in all circumstances.

### **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 independently 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.

### **BTH368 Theology of the Church (3)**

An in-depth study of the origin, nature, purpose, ordinances, and government of the church with particular attention given to the various conceptions of the church in the history of theology. Key contemporary issues in ecclesiology will be examined with the intent of gaining biblically sound conclusions.

### **BTH373, 374 Historical Theology I, II (3, 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.

### **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.

### **BTH399 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 into one storyline.

### **BTH413 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, BTH322.*

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

A survey of developments leading to the rise of religious liberalism, and a critique of theological positions in the nineteenth and twentieth centuries, including Neo-Orthodoxy, Existentialism and radical theologies.

### **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, BTH322.*

### **BTH428 Eschatological Interpretations (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.

### **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 Ultramontanism 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; belief as it relates to science, natural theology, evidence, and mysticism.

## **YOUTH MINISTRY**

### **BYM321 Introduction to Youth Ministry (3)**

Designed to help the students understand the general condition of the youth culture in America. Basic elements of ministry in a church with a youth ministry will be considered, but not limited to, planning, budgeting, conflict resolution, staff relationships, and parent relationships.

### **BYM322 Youth Culture & Conflicts (3)**

Current trends, attitudes and sources of conflict within the youth culture of America will be analyzed. Emphasis will be placed on the development of biblical solutions to meet the needs caused by these conditions. Time will also be spent on understanding and working with parents

## **TESOL**

### **ESL311 Introduction to TESOL (3)**

This course is designed to introduce students to the foundations of Teaching English to Speakers of



Other Languages (TESOL) in the United States and abroad. Language learning theory, teaching history and methodology, lesson planning and curriculum evaluation will be explored. Classroom observation and participation with ESL language students and teachers will be included.

### **ESL313 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.

### **ESL322 Methodology (3)**

This practical course will give attention to the skills of teaching, speaking, listening, reading, and writing to novice, intermediate, and advanced students. It will include theoretical foundations, activity design and delivery, practice teaching in the learning classroom, ESL classroom observation, and participation with ESL students. *Prerequisite: ESL311.*

### **ESL330 Community Lab (1)**

The community lab is designed to gain exposure to and experience in teaching English to Speakers of Other Languages. Students will be guided to observe ESL teachers and students in a variety of classroom settings, as well as, provide tutoring assistance for English learners.

### **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.

### **ESL352 Pedagogical Grammar (3)**

This course will introduce students to methods and approaches to teaching English grammar to language learners. Students will develop their own grammatical skills and learn to evaluate common needs of English language learners. By the end of the course, students will be able to clearly articulate structures of the English language (syntax), as well as, utilize sound pedagogy in order to provide language learners with a solid grammatical foundation.

### **ESL492 Practicum (3)**

Students will be guided to locate a teaching setting, assess needs, and design materials as needed for the setting. The student will then complete 70-80 hours of ESL classroom teaching within 6-7 weeks with an acceptable degree of success. All ESL required classes must be completed prior to the teaching experience.

## **Israel Bible EXTension (IBEX)**

The Israel Bible EXTension program, called “IBEX,” is The Master’s College (TMC) extension program in Israel. The IBEX program provides a unique laboratory experience, studying the Bible in the Land of the Bible. This semester abroad program consists of 13-16 credits and is crafted to meet select general education requirements. In addition to the semester-abroad program, other short term programs are available (see Cooperative Programs for details). Students must apply for the IBEX program and space is limited. Participants should apply early in their college program, maintain a college GPA of 2.75 or higher, and have completed Old Testament Survey I (B100) or a college-level equivalent and meet medical requirements. Students should consult with their academic advisor regarding feasibility of the IBEX program with their selected major.

### **Location**

Our extension campus is in the Jerusalem vicinity. Facilities include 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 TMC student living on the California campus. 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 knowledge of the geographical, historical, archaeological and cultural understanding of the land of Israel, both ancient and modern. Classroom lectures are integrated with frequent field trips; together, these expose the student to the land and to every period of the history of the people of that land. The student’s educational experience, as well as his/her personal maturation, is significantly enhanced by the cross-cultural experience which the semester-abroad program provides.

- **Short-term Programs.** Academic study trips (both undergraduate and graduate level; 3 credits) are offered during the summer months and occasionally between regular semesters.

*“The world is a great book, of which they who never stir from home read only a page.”*

- Augustine (AD 354-430)

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

## Course Offerings at IBEX

### IBEX300 The Land & the Bible (4)

A regionally based geographic study of the land of Israel with an emphasis on the biblical period. Attention is given to the inter-relationship 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 semester IBEX participants).

### 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 The Land & the Bible 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 IBEX 300. *Prerequisites: Rigorous hiking, ability to read Hebrew place names on topographic maps, and extensive field work mandatory for class participation. Limited Enrollment.*

### IBEX310 Old Testament Archaeology (3)

A study of the art and science of archaeological research. Attention will be given to primary literary sources, the history and development of archaeology as a discipline, methodology, and present state of archaeology in the land of Israel. Opportunities for site excavation will be afforded the student. The focus of this course will be the Old Testament period.

### IBEX 311 Biblical Hebrew (4)

An introduction to grammar, syntax, and vocabulary of

Biblical Hebrew. Attention is given to translation and reading skills (IBEX311 parallels BL311, Elementary Hebrew I, at TMC).

### IBEX312 Modern Hebrew (3)

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

### IBEX313 New Testament Archaeology (3)

A survey of the archaeological discoveries in Israel from the first century A.D. Attention will be given to the life of Christ and His ministry in Galilee and Jerusalem and corresponding archaeological finds. Studies will include Galilean synagogues, fortresses of Herod the Great, the Dead Sea Scrolls, and the Temple Mount complex in Jerusalem. Opportunity to excavate will be afforded the student as available.

### IBEX314 Jerusalem Archaeology (3)

A study of archaeological research and discoveries in the city of Jerusalem, with emphasis on biblical periods. The history of the research and methodology will be studied, with a focus upon the major archaeological discoveries and issues throughout Jerusalem's history. Lectures will be supplemented with field study at important sites and museums. Opportunities for excavation will be afforded the student as available.

### 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. *(Course may be used for cross-cultural credit.)*

### 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 century, the 1948 war for independence and the subsequent Arab-Israel conflicts. *(Course may be used for cross-cultural credit.)*

### 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.

### IBEX347 The Holocaust (3)

A historical, philosophical, and thematic examination of the Jewish Holocaust from anti-Semitic developments in the nineteenth century to implications for the Jewish people today.

**IBEX357 Biblical Manners & Customs (3)**

An examination of the cultural, political, religious, and social factors that shape an understanding of the Biblical narrative.

**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. (IBEX367, fulfills B364 requirement for TMC Bible Exposition emphasis.)

**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. (IBEX377 fulfills B346 requirement for TMC Bible Exposition emphasis)

**IBEX447 Dead Sea Scrolls (3)**

An introductory survey of the literature and history of the Dead Sea Scrolls.

**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 Historical & Cultural Backgrounds of the N.T. (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.

# Biological and Physical Sciences

*Dr. Joseph W. Francis, Chairperson*

The Department of Biological and Physical Sciences spans the disciplines of Biology, Zoology, Botany, Chemistry, 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 historically tested facts and current perspectives in the various scientific disciplines in addition to the Word of God. The internally consistent outcome of these studies form a basis for the accurate evaluation of science past, present and yet 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.

## Career Opportunities

The training students receive at The Master's College 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

Students in the Natural History/Environmental Biology Emphasis Courses 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 College and the AuSable Institute. Interested students should coordinate their program early in their college years with Dr. Englin.

## Undergraduate Research Opportunities

Students are encouraged to pursue personalized scholarship opportunities with individual faculty in the department. A particular forte of our institution is the interest and emphasis of our faculty in creation science research. 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.

## 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 Educational Testing Service, or a score of 55 or above on the College Level Examination Program test. This applies to granting: Chemistry examination - 4 hours of CH151 General Chemistry. (Biology majors must take CH152 at college level.) Biology examination - 3 hours of LS151 Organismic Biology.

## Comprehensive Exam

Students graduating with a Bachelor of Science in Biology will be required to take a comprehensive discipline-specific examination in their senior year, prior to graduation.

## BIOLOGY CORE COURSES

CH151	General Chemistry I .....	4
CH152	General Chemistry II .....	4
CH351	Organic Chemistry I.....	4
CH352	Organic Chemistry II.....	4
LS151	Organismic Biology .....	4
LS220	Research Methods .....	1
LS252	Cell Biology .....	4
LS341	Ecology .....	4
LS342	*Genetics .....	4
LS372	Origins .....	3
LS420	Seminar in Biology .....	1
LS422	Senior Capstone.....	1
MA121	Calculus I .....	4
MA262	Elementary Statistics .....	3
PS251	General Physics I .....	4
PS252	General Physics II .....	4
<i>Total core courses .....</i>		<i>53</i>
<i>*LS332 Population Genetics, also fulfills this requirement</i>		

### Biology Emphasis Courses

Biology Major Core Courses.....	53
Upper division Biology & Chemistry electives.....	8
<i>Total units required for emphasis.....</i>	<i>61</i>

### Cellular & Molecular Biology Emphasis Courses

Biology Major Core Courses.....	53
<i>At least three of the following.....</i>	<i>12</i>
LS331 Developmental Biology.....	4
LS351 Molecular Biology.....	4
LS361 Immunology.....	4
LS362 Medical Microbiology.....	4
LS388 Mathematical Ecology.....	4
LS398 Plant Science.....	4
LS428 Research in Biolog.....	(1-4)
CH461 Biochemistry.....	4
<i>Total units required for emphasis.....</i>	<i>65</i>

### Natural History/Environmental Biology Emphasis Courses

Biology Major Core Courses.....	53
<i>At least two of the following.....</i>	<i>7-8</i>
LS312 Animal Physiology.....	4
LS318 Conservation Biology & Sustainability ....	4
LS348 Biological Field Studies (topics vary and can be repeated for credit).....	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>65</i>

### Pre-Medical/Pre-Dentistry/Pre-Allied Health Emphasis Courses

Biology Major Core Courses.....	53
<i>At least three of the following.....</i>	<i>12</i>
LS321 Human Anatomy.....	4
LS322 Human Physiology.....	4
LS331 Developmental Biology.....	4
LS351 Molecular Biology.....	4
LS352 Medical Physiology.....	4
LS361 Immunology.....	4
LS362 Medical Microbiology.....	4
LS 398 Plant Science.....	4
LS 428 Research in Biology.....	(1-4)
CH461 Biochemistry.....	4
<i>Total units required for emphasis.....</i>	<i>65</i>

### Animal Science/ Pre-Veterinary Medicine Emphasis Courses

Biology Major Core Courses.....	53
<i>At least three of the following.....</i>	<i>12</i>
LS302 Vertebrate Anatomy and Systematics.....	4
LS312 Animal Physiology.....	4
LS318 Conservation Biology & Sustainability.....	4
LS331 Developmental Biology.....	4
LS348 Biological Field Studies (topics vary and can be repeated for credit).....	4
LS361 Immunology.....	4
LS362 Medical Microbiology.....	4
LS388 Mathematical Ecology.....	4
LS398 Plant Science.....	4
LS428 Research in Biology.....	(1-4)
CH461 Biochemistry.....	4
<i>Total units required for emphasis.....</i>	<i>65</i>

### Pre-Nursing (for post-bachelor nursing programs)\*

Biology Major Core Courses.....	53
<i>At least three of the following.....</i>	<i>12</i>
LS231 Human Growth and Development.....	4
LS321 Human Anatomy.....	4
LS322 Human Physiology.....	4
LS331 Developmental Biology.....	4
LS352 Medical Physiology.....	4
LS361 Immunology.....	4
LS362 Medical Microbiology.....	4
LS428 Research in Biology.....	(1-4)
CH461 Biochemistry.....	4
<i>Total units required for emphasis.....</i>	<i>65</i>

\*Most Bachelor of Science Nursing (BSN) programs are 4 year programs which include pre-nursing. Many Masters 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.

### Secondary Teacher Education in Life Sciences Emphasis Courses

Complete requirements of Biological Emphasis Courses and Teacher Education Requirements described on pages 148-149.

### Minor in Biology

For a minor in Biology, the student must complete:	
LS151 Organismic Biology.....	4
LS252 Cell Biology.....	4
CH151, 152 General Chemistry I, II.....	4, 4
LS372 Origins.....	3
Upper division Biology and Chemistry electives.....	6
<i>Total units required for minor.....</i>	<i>25</i>



# Course Offerings in Biological and Physical Sciences

## BIOLOGICAL SCIENCE

### LS140 Principles of Biology (4)

An analysis of the principles of life common to plant and animal study: the cell, intermediary metabolism, photosynthesis, cell reproduction, genetics, ecology, and origins. 3 hours lecture, 3 hours laboratory. (Lab fee \$75)

### LS151 Organismic Biology (4)

The first course for biology majors, emphasizing biological life forms, their physiology, origins, and environmental relationships. 3 hours lecture, 3 hours laboratory. *Co-requisite CH151.* (Lab fee \$75.)

### LS200 Foundations of Science (3)

An introduction to the history, development, and influence of science on culture and other academic disciplines. The use of science in society and its limits will be emphasized and discussed. The impact of Christianity on science and a Christian view of science will be presented. Contemporary issues including energy development, the creation-evolution debate, the intelligent design movement, environmentalism, and human bioethics, among other topics will be presented and discussed. Sophomore standing suggested.

### 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.

### 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 hours lecture, 3 hours laboratory. Concurrent laboratory

registration required. *Prerequisite CH151, LS151.* (Lab fee \$75.)

### LS302 Vertebrate Anatomy and Systematics (4)

A study of chordate systematics, comparative anatomy and morphogenesis. 3 hours lecture, 3 hours laboratory. For all biology students with specific relevance to students who choose the environmental emphasis or those interested in veterinary medicine. *Prerequisite: LS151.* (Lab fee \$75.)

### 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. Laboratory is a research oriented study of the physiological adjustments of invertebrates and amphibians in seasonal streams, and laboratory studies of invertebrates. 3 hours lecture and 3 hours lab. For all biology students with specific relevance to students who choose the environmental emphasis or those interested in veterinary medicine. (Lab Fee \$75.)

### LS318 Conservation Biology and 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 hours lecture, 3 hours laboratory and field work. *Prerequisite LS341.* (Lab Fee \$75.)

### S321 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 hours lectures and 2 ½ hours lab. *Prerequisite LS140, LS151, and LS252 recommended.* (Lab Fee \$75.)

### 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 hours lecture, 3 hours laboratory. *Prerequisite LS140, LS151 and LS252 recommended.* (Lab fee \$75.)

### 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 hours lecture and 2 hours lab. *Students are expected to be enrolled in the lecture concurrently. Prerequisite: LS252 Cell Biology.* (Lab Fee \$75.)

**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 and their impacts upon acclimatizations 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 \$75.)

**LS341 Ecology (4)**

Organisms in relation to the environmental complex; the composition, dynamics succession and growth of plant and animal communities including field study. 3 hours lecture, 3 hours laboratory. *Prerequisites: LS140 or LS151 and MA262.* (Lab fee \$75.)

**LS342 Genetics (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 in pro- and eukaryotes, DNA structure, DNA 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 hours lecture and 3 hours lab. *Prerequisite: LS252 (Lab fee \$75.)*

**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. *Prerequisite: LS341.* (Lab fee \$75, if taken for lab credit.)

**LS351 Molecular Biology (4)**

A lecture course which 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. *Prerequisite: LS342 Genetics.* (Lab fee \$75.)

**LS352 Medical Physiology (4)**

Is designed for pre-medical, pre-dental, and pre-veterinarian 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, then physiology of each of the following systems: neural, skeleto-muscular, cardiovascular, respiratory, renal/

acid-base, gastrointestinal and reproductive are covered. 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 hours lecture. *Prerequisite LS252.* (Lab fee \$75.)

**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 hours lecture, 3 hours laboratory. *Prerequisite: LS252.* (Lab fee \$75.)

**LS362 Medical Microbiology (4)**

The classification, cultivation, physiology, growth, morphology, genetics and economic significance of microorganisms with special emphasis on the pathogenic bacteria. 3 hours lecture, 3 hours laboratory. (Lab fee \$75.)

**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.*

**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, laboratory, class project or combination. This course may be repeated for credit with varying topics. *Prerequisite: Junior standing.* (Lab fee \$75.)

**LS388 Mathematical Ecology (4)**

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 a first course in a series in computational biology. *Prerequisites MA121 and LS151.*

**LS 398 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 \$75.)

**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. *Prerequisite: permission of the instructor. Offered upon demand. May be repeated for credit with varying topics.* (Lab fee possible.)

#### 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/ 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 TMC 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. *Students must have a senior status.*

#### 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 \$75.)

### CHEMISTRY

#### 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 hours lecture, 3 hours laboratory. (Lab fee \$75.)

#### 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 hours lecture, 3 hours laboratory. *Prerequisite: CH151 or its equivalent with a grade of C or better.* (Lab fee \$75.)

#### 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 hours lecture, 3 hours laboratory. *Prerequisites include CH152 or its equivalent with a C or better.* (Lab fee \$75.)

#### 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, and amines. The philosophy of organic synthesis and a brief introduction to natural products and biochemistry are included. 3 hours lecture, 3 hours laboratory. *Prerequisite: CH351 or its equivalent with a grade of C or better.* (Lab fee \$75.)

#### 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 lab 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 hours lecture and 3 hours lab. *Concurrent laboratory registration required. Prerequisite: CH352 Organic Chemistry II (Lab Fee \$75.)*

### PHYSICAL SCIENCE

#### PS222 Earth Science for Elementary Teachers (2)

A general survey of the Earth as a planet in the Solar System, its interior, and a study of its crust and atmosphere. This course is designed to meet the requirements of liberal studies students seeking a teaching credential. 2 hours lecture. *Prerequisite: approval of instructor or teacher education department.*

#### 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 requirements of liberal studies students seeking a teaching credential. 2 hours lecture. *Prerequisite: approval of instructor or teacher education department.*

#### PS242 Earth Science (4)

A survey of the Earth as a planet in the Solar System, its interior and a detailed study of its crust and atmosphere to serve as a broad-based course for liberal studies majors. Fulfills the general education laboratory science

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requirement. 3 hours lecture, 3 hours laboratory. (Lab fee \$75.)

**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 hours lecture, 3 hours laboratory. *Prerequisite: MA121 (may be taken concurrently).* (Lab fee \$75.)

**PS252 General Physics II (4)**

A continuation of PS251. Topics include electricity, magnetism and optics. 3 hours lecture, 3 hours laboratory. *Prerequisite: MA121.* (Lab fee \$75.)

**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 hours lecture, 3 hours laboratory. Fulfills the general education laboratory science requirement. (Lab fee \$75.)

**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 hours lecture, 3 hours laboratory. (Lab fee \$75.)

*Dr. Kevin M. Hill, 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 some 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 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 of business courses, then takes additional courses in at least one of the nine Business emphases (1) Accounting, (2) Christian Ministries Administration, (3) Finance, (4) International Business, (5) Management, (6) Management Information Systems, (7) Marketing, (8) Pre-law, (9) 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 appetite for contemporary literature in the dynamic field of business administration.

## Business Department Course Transfer Policy

The Master’s College Department of Business Administration seeks to insure the quality of its curriculum as reflected in its graduates. One way this quality is safeguarded is through limiting the coursework which may be transferred into the program. With this in mind, the following protocol has been adopted by the business faculty:

1. Only the equivalents of MA090, ECN200, and ECN210 will be accepted in transfer for TMC Business courses from a two-year college. No other courses will be accepted by TMC’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 TMC Business major, all remaining Business courses must be completed at TMC.

## 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 or 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 or 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.

## Emphases

### 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 a career in financial services, real estate, investments or corporate finance.

### 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 program 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 program emphasis could enter a business career in sales and/or marketing with a dual purpose of missional living and wealth generation.

### Pre-Law

Students preparing for a legal career may choose a curriculum which 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 which will prepare them to influence the opinions and choices of people within a free market.

### Business Department Policy on Multiple Emphases

In order to complete an emphasis beyond the one required emphasis, a student must complete at least three additional courses for each additional emphasis.

### 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.....	3
ECN210	Microeconomics .....	3
FIN440	Finance.....	3
MA090	Intermediate Algebra.....	1
MGT310	Management Theory.....	3
MGT330	Business Communications.....	3
MIS320/ ACC320	Information Systems Applications .....	3
MKT350	Marketing Fundamentals.....	3
<i>Total units required for core courses.....</i>		<i>37</i>

### Accounting Emphasis Courses

ACC302	Accounting for Non-Profits.....	3
ACC311	Intermediate Accounting I.....	3
ACC312	Intermediate Accounting II.....	3
ACC431	Cost Accounting.....	3
ACC442	Auditing.....	3
ACC451	Advanced Accounting.....	3
ACC331	Accounting Professional Responsibility....	3
ACC462	Tax Accounting II.....	3
<i>Any additional business course.....</i>		<i>1-3</i>
<i>Total units required for emphasis .....</i>		<i>62</i>

Accounting Emphasis Note: In addition, to qualify for the CPA license, accounting majors need to take an Ethics Course for their Philosophic Studies general education requirement and need to complete a total of 150 semester units.

### Christian Ministries Administration Emphasis Courses

ACC302	Accounting for Non-Profits .....	3
MGT351	Human Resource Management.....	3
BMN413	Pastoral Ministries .....	3
BTH336	Theology of the Church .....	2

<i>One of the following</i> .....		3
BUS483	Business Internship (3)	
POL445	The Church as a Legal Institution (3)	
	Bible Elective (3)	
MGT439	Ministry Admin. Practicum.....	1
<i>Total units required for emphasis</i> .....		52

**Finance Emphasis Courses**

ACC462	Tax Accounting II .....	3
FIN321	Real Estate Principles.....	3
FIN332	Financial Services Management .....	3
FIN341	Investments .....	3
<i>Two of the following</i> .....		6

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 Fund. (3)	
<i>Total units required for emphasis</i> .....		55

**International Business**

ESL344	Cultural Anthropology.....	3
INB311	Global Business Strategies.....	3
INB361	International Economics and Trade.....	3
INB372	International Business Marketing.....	3
<i>Two of the following</i> .....		6

BMS385	World Religions (3)	
BUS368	Enterpreneurship (3)	
C391	Inter-Cultural Communications (3)	
ESL311	Introduction to TESOL (3)	
INB488	International Business Experience (3)	
SS381	Cultural Geography (3)	
<i>Total units required for emphasis</i> .....		55

**Management Emphasis Courses**

MGT321	Decision Science Fund. ....	3
MGT351	Human Resource Mgt.....	3
<i>Three of the following</i> : .....		9

ACC302	Accounting for Non-Profits (3)	
ACC431	Cost Accounting (3)	
ACC462	Tax Accounting II (3)	
BUS368	Entrepreneurship (3)	
BUS483	Business Internship (3)	
FIN 321	Real Estate Principles (3)	
FIN332	Financial Services Management (3)	
FIN338	Introduction to Risk Management (3)	
FIN341	Investments (3)	
INB311	International Business (3)	
INB488	International Business Experience (3)	
<i>Total units required for emphasis</i> .....		52

**Management Information Systems Emphasis Courses**

CS111	Intro. to Computer Programming .....	3
CS122	Web Design & Programming .....	3
CS301	Applications Development .....	3
CS302	Software Development.....	3
MIS432	Database Management Systems .....	3

<i>One of the following</i> .....		3
BUS483	Business (IS) Internship (3)	
CS212	Computer Hardware (3)	
CS322	Network Principles and Architecture (3)	
MGT321	Decision Science Fundamentals (3)	
MIS441	Web Site Administration (3)	
<i>Total units required for emphasis</i> .....		55

**Marketing Emphasis Courses**

MKT361	Marketing Strategy (Adv. Marketing).....	3
MKT381	Consumer Behavior.....	3
MKT482	Marketing Research.....	3
MKT372	International Marketing.....	3
MKT462	Sales and Customer Service.....	3

<i>Two of the following</i> .....		6
BUS368	Entrepreneurship (3)	
C352	Editing (3)	
C368	Ad Copywriting (3)	
C373	Graphic Design (3)	
C382	Persuasion (3)	
CS122	Web Design (3)	
MKT488	Marketing Internship (3)	
<i>Total units required for emphasis</i> .....		58

**Pre-Law Emphasis Courses**

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	Supreme Court/Bill of Rights (3)	
<i>Total units required for emphasis</i> .....		52

**Public Relations Emphasis Courses**

C211	Intro. to Mass Communication .....	3
C381	Beginning Public Relations .....	3
<i>Three of the following</i> : .....		8-9

BUS483	Business Internship (3)	
C130	Multi-Image Production (2)	
C344	Article Writing (3)	
C368	Fundamentals of Adv. Copywriting (3)	
C382	Persuasion (3)	
C392	Advanced Public Relations (3)	

C468	Promotional & Adv. Writing (3)
MKT361	Marketing Strategy (Adv. Marketing) (3)
MKT381	Consumer Behavior (3)
MKT482	Marketing Research. (3)
MKT372	International Marketing (3)
MKT462	Sales and Customer Service (3)

Total units required for emphasis: .....51-52

### Minor in Accounting

A minor in Accounting is offered to students not majoring in business, but who wish to develop a marketable skill.

For a minor in Accounting, the following courses are required:

ACC210	Accounting Fundamentals I .....	3
ACC220	Accounting Fundamentals II.....	3
ACC302	Accounting for Non-Profits .....	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

Total units required for minor..... 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>		<i>3</i>
ACC460	Tax Accounting (3)	
FIN341	Investments (3)	
BUS320	Business Law.....	3
MGT310	Management Theory.....	3
MGT330	Business Communications .....	3
MIS320/		
ACC320	Management Information Systems.....	3
MKT350	Marketing.....	3

Total units required for minor.....21

# Course Offerings in Business Administration

## ACCOUNTING

### ACC210 Accounting Fundamentals I (3)

This course is an intensive study of the processes and procedures which accountants use for analyzing, recording, and reporting a business organization's assets, liabilities, and owner's equity. *Prerequisite: MA090.*

### ACC219 Computerized Accounting (1-3)

An application of an entry-level accounting software package such as QuickBooks® to the principles learned in accounting fundamentals. Coverage will include the general journal, subsidiary ledgers, special journals, payroll, and financial reports. Course offered as a Directed Study on a demand basis. *Co-requisite: ACC210*

### 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 (3)

Presents the theories and practices of generally accepted accounting principles and fund accounting techniques used by governmental and not-for-profit organizations. Special emphasis is placed on accounting as it relates to the church and church-related ministries. *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.*

### 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 which 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 chair.*

### **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. *Prerequisite: MA090.*

### **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.

### **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.

### **BUS483, 484, 485, 486 Business Internship (1-4)**

An on-site work experience which 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 status and permission of department chair.*

### **BUS490 Business Strategy (Capstone); Business Seminar (3)**

A course examining contemporary business issues through integrating coursework and acquired knowledge in the business discipline. Attention will be given to a biblical world view, vocational pursuit and a strategy for life-long learning. An additional course component is senior assessment. *Prerequisite: senior status or permission of the department chairperson.*

## **ECONOMICS**

### **ECN200 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**

### **FIN308 Personal Financial Management (3)**

A survey of financial management for individuals and households including setting financial goals, developing a budget, preparing personal taxes, utilizing banking services, using consumer credit, buying or renting a home, purchasing an automobile or major appliance, purchasing various types of insurance, choosing investment options and strategies and planning for retirement.

### **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.

### **FIN388 Studies in Finance (3)**

A survey of a selected topic(s) in financial management made available by an adjunct or full-time professor.

### **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.*

## **INTERNATIONAL BUSINESS**

### **IBN311 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.

### **IBN361 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.*

### **IBN372 International Business Marketing**

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.*

### **IBN488 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: IBN311.*

## **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 or 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, MKT350.*



*Mr. Bob Dickson, Chairperson*

The basic elements of Christianity—evangelization (leading people to saving faith in Jesus Christ) and edification (disciplining 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, print media and electronic media. Students majoring in Communication lay a foundation for careers in teaching, law, advertising, professional writing and broadcasting, missions and church-related ministries. They also develop a Christian world-view based on the history, impact and functions of human communication.

Students desiring a major in Communication may choose from three available emphases: Speech Communication, Print Media or Electronic Media. They must take a minimum of 39 units, 15 of which are specific required courses.

## Electronic Media

Practical courses provide fundamental and advanced training for students who wish to seek their life work in this demanding area. Possible careers include producer, director, multi-media manager, announcer, news reporter and script writer.

## Print Media

This program helps students develop writing skills and prepares them for a variety of careers, such as journalist, editor, foreign correspondent, columnist, author, layout artist and editorial writer.

## 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, sales person, public relations practitioner, law and customer service.

## COMMUNICATION CORE COURSES

The following 15 units are courses that are required for the general major and each of the Communication emphases:

C211	Introduction to Mass Communication.....	3
C371	Interpersonal Communication.....	3
C472	Rhetorical Criticism.....	3
	Any print media writing course.....	3
	<i>Either of the following</i> .....	3
	C382 Persuasion (3)	
	C481 Argumentation & Debate (3)	
	<i>Total units required for core courses</i> .....	15

## General Emphasis in Communication

	Communication core courses.....	15
	Elective Communication courses .....	24
	<i>Total units required for major</i> .....	39

## Electronic Media Emphasis Courses

	Communication Core Courses.....	15
	<i>Units from the following totaling</i> .....	24
C130a	Beginning Production Principles (2)	
C130b	Advanced Production Principles (2)	
C201	Sound Engineering I (3)	
C202	Film History I (3)	
C208	Sound Engineering II (3)	
C221	Moving Image Criticism (3)	
C231	Digital Video Editing I (3)	
C232	Digital Video Editing II (3)	
C251	The Scene (3)	
C301	Semiotics: Theories of Visual Montage (3)	
C305	Flash Animation (3)	
C306	Web Design (3)	
C311	Video Production I (3)	
C312	Video Production II (3)	
C321	Screenwriting I (3)	
C328	Screenwriting II (3)	
C329	Film History II (3)	
C367	Introduction to 3D Graphics and animation-Maya (3)	
C373	Graphic Design I (3)	
C394	Introduction to Computer Visual Effects (VFX) (3)	
C401	Directing I (3)	
C402	Directing II (3)	
C404	Graphic Design II (3)	
C408	Portfolio (3)	
C418	Art of the Comedy (3)	
C422	3D Production (3)	
C426	Introduction to Computer Graphics-Photoshop (3)	
C428	Motion Graphics (3)	
C430	Honors Internship (1-6)	
C436	Christianity and Film (3)	

C467	Advanced 3D Graphics & Animation-Maya (3)	
C480	Digital Photography (3)	
C499	Directed Studies in Communication (1-3)	
Electronic Media Emphasis Courses .....		24
<i>Total units required</i> .....		39

**Print Media Emphasis Courses**

Communication Core Courses.....		15
<i>Units from the following totaling</i> .....		24
C234	Travel Writing (3)	
C254	Journal & Autobiog. Writing (3)	
C264	Women Writers (3)	
C344	Article Writing (3)	
C351	Creative Writing (3)	
C352	Editing (3)	
C362	Writing Essays, Editorials & Columns (3)	
C368	Fund. of Advertising Copywriting (3)	
C430	Honors Internship (1-6)	
C441	Poetry Writing (3)	
C444	Advanced Article Writing (3)	
C459	Novel Writing ( <i>Directed Studies</i> ) (3)	
C461	Journalism (3)	
C468	Promotional & Advertising Writing (3)	
C471	Writing for Publication (3)	
C499	Directed Studies in Communication (1-3)	
Print Media Emphasis Courses.....		24
<i>Total units required</i> .....		39

**Speech Communication Emphasis Courses**

Communication Core Courses.....		15
<i>Units from the following totaling</i> .....		24
C284	Group Dynamics (3)	
C336	Political 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)	
C478	Classical to Contemp. Rhet. Theory (3)	
C481	Argumentation & Debate (3)	
C484	Organizational Communication (3)	
C488	Rhetoric of Religion (3)	
C498	Communication Theories (3)	
C499	Directed Studies in Communication (1-3)	

*Also Acceptable:*

- BUS350 Marketing Fundamentals (3)
- MGT310 Management Theory (3)
- MGT330 Business Communications (3)

MGT348	Introduction to International Business (3)	
MGT351	Human Resource Management (3)	
MIS320	IS Applications (3)	
Speech Communication Emphasis Courses .....		24
<i>Total units required</i> .....		39

**Minor in Communication**

Available for students who are completing a major in another department at The Master's College. The minor in Communication includes the three required courses listed below, plus three electives chosen from the Communication department course offerings:

C211	Intro. to Mass Communication.....	3
C371	Interpersonal Communication.....	3
Any Print Media Writing Course .....		3
Electives in Communication .....		9
<i>Total units required for minor</i> .....		18

**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 Digital Media**

This introductory course teaches students the skills of drawing, value, color, composition, balance and proportion. These skills form the foundation of electronic media courses and provide a solid foundation to improving students' artistic abilities through digital media.

**C130a Beginning Production Principles (2)**

Introduces students to mediated communication production. Content includes pre-production through the idea phase, writing and coordination; production through videography, photography, music and post-production.

**C130b Advanced Production Principles (2)**

Continues to train students in mediated communication production. Content augments Beginning Production Principles with increased levels of directorial responsibility.

**C201 Sound Engineering I (3)**

Study of sound engineering techniques using studio location.

**C202 Film History I (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.

### **C208 Sound Engineering II (3)**

Study of advanced sound engineering techniques using studio location. *Prerequisite: C201.*

### **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.

### **C221 Moving Image Criticism (3)**

Learning theories of criticism, viewing films and writing evaluations.

### **C231 Digital Video Editing I (3)**

Editing theory and application of the digital moving image. (Fee: \$50.)

### **C232 Digital Video Editing II (3)**

Editing theory and application of the digital moving image. *Prerequisite: C231.* (Fee: \$50.)

### **C234 Travel Writing (3)**

Techniques for crafting publishable articles on travel writing in a field that is featured both in magazines and in every major U.S. newspaper. (Fee: \$20.)

### **C251 The Scene (3)**

A workshop-style study of the scene as the key cellular element of story telling, including structure, interpretation, break down, directing the actor, blocking and camera coverage. (Fee: \$50.)

### **C254 Journal & Autobiographical Writing (3)**

Exploration of journal keeping and autobiographical writing with surveys of secular and Christian works in the genres. Requires daily journal writing and short self-discovery papers.

### **C264 Women Writers (3)**

A study of Southern women writers and Virginia Woolf with the purpose of exploring the particular contributions and understandings offered by women. (Fee: \$20.)

### **C284 Group Dynamics (3)**

The process of group communication including verbal and nonverbal messages, leadership, rules and roles, cohesiveness, conflict reduction and problem solving.

### **C301 Semiotics: Theories of Visual Montage (3)**

Montage: Theory, history, practice.

### **C305 Flash Animation (3)**

This class introduces students to the concept of 2D animation and interactive functionality for the Web. Adobe™Flash™ is an industry standard and this class will demonstrate the tools, creativity and production techniques of this powerful application.

### **C306 Web Design (3)**

This class introduces students to the production of websites. Applications covered are Adobe™Photoshop™ and Adobe™Dreamweaver™ which are both used in the construction of individual pages, interface design and multi-page sites. From concept to publishing, this class will demonstrate the procedures necessary to make an online presence look professional.

### **C311 Video Production I (3)**

Introduction to the video technical language; creative and aesthetic elements of the production process. Student will gain understanding of lighting, sound, camera operation, composition and design of visual elements. (Fee: \$50.)

### **C312 Video Production II (3)**

A continuation of the subjects of Video Production I. *Prerequisite: C311.* (Fee: \$50.)

### **C321 Screenwriting I (3)**

An introduction to the styles, techniques, content and forms of screenwriting. The writing of several short scripts is required.

### **C328 Screenwriting II (3)**

Individual attention with a screenplay.

### **C329 Film History II (3)**

A continuation of material taught in Film History I. *Prerequisite: C202*

### **C336 Political Communication (3)**

A study of the various media and their impact on politics. Particular emphasis on television, political cartoons and propaganda.

### **C344 Article Writing (3)**

Students are introduced to the basics of professional journalism, writing features, Q&A articles and news articles on deadline as part of an actual campus publication. Assignments include covering a beat, story selection, subject interviews, fact checking, writing, revising and editing. Students are also introduced to Associated Press style.

### **C351 Creative Writing (3)**

The short story form, including plot, characterization and dialogue. (Fee: \$20.)



**C352 Editing (3)**

Learning laws and practices of editing. (Fee: \$20.)

**C362 Writing Essays, Editorials & Columns (3)**

Training in essay writing. (Fee: \$20.)

**C367 Introduction to 3D Graphics & Animation-Maya (3)**

This course introduces students to the world of three-dimensional (3D) computer graphics and animation. The software package used is Maya; the most widely used 3D content creation and animation software. Topics include curves and polygons, surfaces, lights, cameras, rendering, effects and more. (Fee: \$50.)

**C368 Fundamentals of Advertising Copywriting (3)**

Basic principles of copywriting for print and broadcast media. Surveys newspaper, magazine, 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.

**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<sup>TM</sup>Photoshop<sup>TM</sup> for image editing, Adobe<sup>TM</sup>Illustrator<sup>TM</sup> for logo design and Adobe<sup>TM</sup>InDesign<sup>TM</sup> for page layout and composition.

**C381 Beginning Public Relations (3)**

Theories, processes and techniques involved in planning and implementing programs designed to influence public opinion and behavior. *Requirements: On campus internship of 6-10 hours a week.*

**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. *Requirements: Off campus internship of 10 hours a week. Prerequisite: C381.*

**C394 - Intro to Computer Visual Effects (VFX) (3)**

Introduces students to basic concepts for producing visual effects using computers. Topics such as: 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 status.* (Fee: \$50.)

**C401 Directing I (3)**

Concentration on the principles and aptitudes of planning and picturization of script material, culminating in the production and editing of various projects. (Fee: \$50.)

**C402 Directing II (3)**

An advanced course in directing and producing from program conceptualization to evaluation. *Prerequisite: C321, C401.* (Fee: \$50.)

**C404 Graphic Design II (3)**

This class builds upon the previous classroom experience from Graphic Design I and covers new concepts for the production of books, magazines and newspapers. *Prerequisite: C373*

**C408 Portfolio (3)**

This class is a production class where the students use the culmination of their skills to build a professional portfolio and work on community projects as a team.

**C412 Advanced Photography**

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: C480.*

### **C418 Art of the Comedy (3)**

An examination of the comedic genre and its evolution from the slapstick of the silent screen to the sophisticated subtlety of forms of the present. Screenings of many classic comedy films in part or in their entirety.

### **C428 Motion Graphics (3)**

Study of the Aftereffects computer software. (Fee: \$50.)

### **C422 3D Production (3)**

Students will be involved in the production of real-world assignments to support The Master's College. This would include advertisements, promotional material, logo development, animated promos, print advertising and 3D web animations. Students may also work on projects from professional client lists as they become available. Students will use a variety of software programs which include: 3D animation, modeling, texturing, lighting effects as well as audio, compositing, filming and editing.

### **C426 Introduction to Computer Graphics-Photoshop (3)**

The course teaches the fundamentals of computer graphics using Adobe™Photoshop™. Students learn to edit photographs, generate digital paintings, color correct images and design layouts for web development. Used as the primary application in the graphics, web and film industry. (Fee: \$50.)

### **C428 Motion Graphics (3)**

Introduces students to the production of animated logos, show titles, home video, creative and technical. Explores industry standard applications of Adobe™After Effects™ and Apple™Motion™. Students learn to use animated text presets, particles, simple compositing methods and sound effects to build a complete video.

### **C430A,B Honors Internship (1-6)**

Students find placement in communication related departments or firms (film studios, television stations, radio stations, newspapers, advertising companies, public relations firms, etc.). 15 hours per week for 3 units. A comprehensive final report completes coursework. *Prerequisite: Senior standing and B average or higher in communication courses; must get permission from an instructor in the department to enroll.*

### **C436 Christianity and Film (3)**

Examine in class 15 films of a wide variety. Each will be analyzed with the purpose of discovering the method by which Christians should examine every film with which they come in contact. Films with a purported religious or

even Christian message need to be examined every bit as thoroughly as the most secular of films. It is the goal of this course to teach students how to filter everything they see and hear through a biblical grid.

### **C441 Poetry Writing (3)**

An examination of the various poetry rhymes, meters and additional tools of the poet. Various poetry patterns explained and illustrated with the goal of helping students become published. (Fee: \$20.)

### **C444 Advanced Article Writing**

Students build on the principles learned in C344–Article Writing. Assignments include writing and researching literary features, news stories (including investigative journalism) and columns. As with C344, students will be writing on deadline for an actual campus publication. The course includes exposure to literary excellence in journalism as students learn the nuances of story shape, structure and pacing. *Prerequisite: C344 Article Writing*

### **C459 Novel Writing (1-3)\***

Students learn the techniques of novel writing.

*\*This class is only available as a Directed Studies course.*

### **C461 Journalism (3)**

Techniques of obtaining, evaluating and reporting the news, with special reference to press ethics and press laws. (Fee: \$20.)

### **C467 Advanced 3D Graphics & Animation- Maya (3)**

This course continues the study of 3D graphics and animation begun in C367. *Prerequisite: C367.* (Fee: \$50.)

### **C468 Promotional & Advertising Writing (3)**

An examination of all forms of promotional writing, looking at various components that give it excellence.

### **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 which 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 which 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.

### **C472 Rhetorical Criticism (3)**

Theories and methods of evaluating persuasive communication including public address,

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contemporary drama and other categories of written discourse.

**C478 Classical to Contemporary Rhetoric Theory (3)**

A survey of major theories of rhetoric from the 5th century B.C. to the present.

**C480 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. (Fee: \$50.)

**C481 Argumentation & Debate (3)**

Theories of argumentation including the analysis of propositions, issues, evidence and reasoning. Training and experience in debate forms.

**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.

**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.

**C499 Directed Studies in Communication (1-3)**

Individual research and readings in an area of communication determined in consultation with the instructor.

# Computer and Information Sciences

*Dr. John S. Eickemeyer, Chairperson*

The goal of The Master's College Computer & Information Sciences (CIS) Department 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, covering topics in software, hardware, networks, databases, the Web and more. They also learn about the impact computers are having on the world, and ways they can be used to further God's kingdom.

## Emphases

The Master's College Department of Computer & Information Sciences offers degrees in two emphases: Computer Science (CS) and Information Systems (IS). Every CIS student completes the core CIS courses, then takes additional courses in his or her selected emphasis.

A CIS degree helps prepare students for any of a number of careers, including computer programming, web design, network administration, systems analysis, data processing management or teaching.

## Computer Science

The emphasis in Computer Science is designed to give students a practical introduction to the world of computers. It focuses on the technical side of computing, presenting basic theoretical material while maintaining a practical focus. Graduates may pursue advanced degrees in Computer Science or seek work in a variety of technical positions.

## Information Systems

The emphasis in Information Systems approaches computers from a more 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. Graduates will be prepared to pursue careers in the field of business information systems, one of the largest and fastest growing specialties in the world.

## Credit by Examination

Students may receive credit by examination as follows:

- Credit may be granted for Calculus I (MA121), Calculus II (MA122) or Introduction to Computer Programming (CS111).
- Credit may be granted if the student submits proof of earned test scores of 3 or above on the appropriate AB/BC 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 may 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 better 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

The following courses are required for all CIS majors:

CS111	Intro. to Computer Programming & Lab....	4
CS122	Web Design & Programming .....	3
CS211	Data Structures & Lab.....	4
CS212	Computer Hardware .....	3
CS301	Computer Application Development.....	3
CS302	Software Development.....	3
CS321	Operating Systems.....	3
CS322	Networking Principles & Architecture.....	3
<i>Total core courses .....</i>		<i>26</i>

## Computer Science Emphasis Courses

CS311	Computer Organization & Architecture.....	3
CS332	Programming Languages & Systems.....	3
CS402	Computer Algorithms.....	3
CS492	Computer Science Senior Seminar.....	3
MA121	Calculus I .....	4
MA122	Calculus II.....	4
MA256	Discrete Mathematics .....	3
Upper Division CS Electives.....		6
<i>CS required units .....</i>		<i>29</i>
<i>Total units required for emphasis .....</i>		<i>55</i>

### Information Systems Emphasis Courses

ACC210	Accounting Fundamentals I.....	3
MGT310	Management Theory.....	3
MIS432	Database Management Systems .....	3
MIS441	Web Site Administration.....	3
MIS478	IS Internship.....	3
MIS492	IS Senior Seminar.....	3
	Upper Division IS Electives .....	9
	<i>IS required units.....</i>	<i>27</i>
	<i>Total units required for emphasis .....</i>	<i>53</i>

### Minor in Computer and Information Sciences

The following courses are required for a minor in Computer and Information Sciences:

CS111	Intro. to Computer Programming/Lab .....	4
CS122	Web Design & Programming .....	3
CS211	Data Structures & Lab.....	4
CS212	Computer Hardware .....	3
CS301	Computer Application Development.....	3
CS302	Software Development.....	3
CS321	Operating Systems.....	3
CS322	Networking Principles & Architecture.....	3
	<i>Total units required for minor.....</i>	<i>26</i>

## Course Offerings in Computer and Information Sciences

### COMPUTER SCIENCE

#### CS100 Computer Fundamentals (3)

This course introduces students to computers and general computer applications. The course covers: computer components and how they interact; proper PC operation; applications often used by both business and personal users; the impact of computers on society and careers; functions and limitations of computers; evaluating software; and a biblical perspective on issues in computing. It also includes hands-on training using computers with a variety of widely-used applications. (Lab Fee: \$25.)

#### CS111 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 Java programming language. *Co-requisite: CS111L.*

#### CS111L Computer Programming Lab (1)

This lab course provides hands-on assistance and instruction in the programming work required by CS111. *This course is a co-requisite to CS111.*

#### CS122 Web Design & Programming (3)

This course introduces students to the World-Wide Web from a programmer's perspective. The course will teach students to design and implement web pages using current technologies, such as HyperText Markup Language (HTML), Cascading Style Sheets (CSS) and JavaScript. *Prerequisite: CS111 or instructor's approval.*

#### CS128 Introduction to Robotics (3)

This survey course is an introduction to basic robotics concepts including the types of hardware and software required to sense, navigate, and manipulate objects in the real world. Students will explore robotic systems using a Scorbot ERIII robotic work cell and put course concepts into practice using the Mindstorms NXT robot platform. This course will include robot competition events where students will apply what they have learned in the course. This introductory course is open to all students. (Lab Fee: \$75.)

#### CS211 Data Structures (3)

This course continues development of students' programming abilities, covering algorithmic analysis, internal search and sort methodology, and a number of commonly used data structures using the Java programming language. *Prerequisite: CS111. Co-requisite: CS211L.*

#### CS211L Data Structures Lab (1)

This lab course provides hands-on assistance and instruction in the programming work required by CS211. *This course is a co-requisite to CS211.*

#### CS212 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. (Lab fee: \$40.)

#### CS301 Computer Application Development (3)

This course teaches computer application design and development. Students will develop a multi-tiered web-based application using current technologies, such as HTML/CSS/JavaScript/Ajax (client), PHP (server), and SQL (database). *Prerequisite: CS122.*

#### CS302 Software Development (3)

This course is an introduction to the concepts and practices of software development. Topics include iterative development, gathering requirements, project planning, user stories and tasks, design, testing and continuous integration, test-driven development, debugging, and software processes. *Prerequisite: CS301*



**CS308 Advanced Java Programming (3)**

This course provides advanced training in the Java programming language. Topics will include applications & applets, object-oriented programming features, GUI (graphical user interface) components using Swing, exception handling, multithreading, files & streams, multimedia capabilities, database connectivity (JDBC), client/server programming, servlets, and JavaServer Pages (JSP). *Prerequisite: CS122, CS211, and CS301; or instructor's approval.*

**CS311 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. *Prerequisite: CS211.*

**CS318 C/C++ Programming (3)**

An introduction to the C/C++ programming languages, which are the backbone of many technical and business programming environments. The course will cover procedural language topics, C/C++ syntax, standard function and class libraries, structures and classes in C++, file processing, exception handling, pointers and memory management, etc. *Prerequisite: CS122.*

**CS321 Operating Systems (3)**

An introductory study of the organization and architecture of computer operating systems. Major principles are discussed, including purposes, functions, interfaces, and structures. Case studies involving actual operating systems are presented. Covers preparation for Microsoft's Operating System examination. *Prerequisite: CS111.*

**CS322 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. *Prerequisite: CS321.*

**CS328 Introduction to Robotics (3)**

This course will introduce students to the programming aspects of robotic systems and the concepts required to sense, navigate, and manipulate objects in the real world. Students will explore robotic systems using a Scorbot ERIII robot work cell and put course concepts into practice using the Mindstorms NXT robot platform. Students in this course will participate in robotic competitions in order to test and apply what they have learned in the course. *Prerequisite: CS111 or instructor's approval. (Lab Fee: \$75.)*

**CS332 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: CS211.*

**CS338 File & Database Structures (3)**

An introduction to the concepts of information organization, methods of representing information both internally and externally. The course begins with a review of basic structures (stacks, queues, linked lists and trees) and moves through more complex data structures into the processing of files (sequential, relative, indexed sequential and others). Projects are completed in one or more high-level languages. *Prerequisite: CS111.*

**CS347 Windows Programming (3)**

Programming for a MS Windows environment using Visual Studio.NET and Microsoft's Framework Class Library (FCL). This class covers topics in graphical user interface (GUI) program development, including windows, menus, mouse processing, dialogs, controls, threads, files, databases, and more. *Prerequisite: CS122.*

**CS348 Assembly Language Programming (3)**

Teaches programming in assembly language, including its relationship to computer architecture, macros, segmentation, memory management, linkages, etc. *Prerequisite: CS111.*

**CS358 Computer Graphics Programming (3)**

This course introduces programming in the specialized area of interactive computer graphics. Topics will include 3D geometric transformations, the various representation models and storage methods for 3D objects, and the techniques and models for realistic rendering. Students will apply these techniques to create an interactive computer graphics application using OpenGL. *Prerequisite: CS211, MA121.*

**CS402 Computer Algorithms (3)**

This course introduces students to the analysis of algorithms and to algorithm design techniques, including brute-force, divide/decrease/transform-and-conquer, space and time tradeoffs, dynamic programming, greedy algorithms, backtracking, branch-and-bound, and approximation algorithms. It includes computational complexity analysis, and covers a variety of applications from classic algorithms to games and puzzles. *Prerequisite: CS211 and MA122.*

**CS418 Software Engineering (3)**

This course is an introduction to the concepts and practices

of software engineering. Topics include the software development lifecycle: software specification, design, development, verification, validation, and management. We will also discuss tools and methods used in developing quality software.

#### **CS420 Seminar in Computer Science (1)**

A lecture/discussion course reviewing recent computer science topics and literature from journals available to advanced undergraduate students. *Prerequisite: instructor's approval.*

#### **CS425 Advanced Networks, Security, & Cryptography (3)**

This course covers advanced network and security topics, including TCP/IP security, firewalls, packet filtering, intrusion detection, virtual private networks, Internet Protocol Security (IPSec), encryption algorithms and techniques, private and public key encryption, password authentication, message integrity, digital signatures, administrative security policies, and other security issues involving Linux, Unix and Microsoft Windows operating systems. *Instructor permission required.*

#### **CS448 Game Programming (3)**

This course covers methodology and techniques for writing interactive computer games and similar applications. *Prerequisite: CS358.*

#### **CS458 Applied Software Project (1-3)**

Students complete an independent project, integrating knowledge gained from other courses in the development of a significant software system. The application is of the students' choice subject to advisor approval. *Prerequisite: instructor's approval.*

#### **CS468 Decision Support and Expert Systems (3)**

Provides an overview of operations research and quantitative techniques in supporting decision-making, including systems that attempt to model human planning processes. Topics include linear programming, queuing, simulation, modeling, forecasting, network analysis, dynamic programming, scheduling and control. *Prerequisites: CS211, CS402.*

#### **CS478 Computer Science Internship (1-4)**

Provides an applied learning experience in a supervised work environment. May include work in systems analysis and design, programming, network administration, etc. *Prerequisites: junior or senior standing and instructor's approval.*

#### **CS488 Independent Research (1-3)**

Independent advanced study of specialized topics with faculty advisor. *Prerequisite: instructor's approval.*

#### **CS492 Computer Science Senior Seminar (3)**

This senior seminar course is designed to integrate the field of Computer Science 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.*

#### **CS498 Topics in Computer Science (1-3)**

A study of relevant computer science topics. May be repeated for credit if content is different. Topics may include: Systems Programming (e.g. design and construction of programming language translators, compilers, and interpreters), Operating System Internals, or Advanced Computer Graphics (such as interactive graphics, screen displays, graphical techniques, and software).

### **MANAGEMENT INFORMATION SYSTEMS**

#### **MIS312 Linux & Unix (3)**

This course provides an introduction to Linux & Unix, with an emphasis on use of the BASH shell command line and BASH shell programming.

#### **MIS320 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 database programs to support business processes will be studied in depth. Excel and Access will be used in this class. *Prerequisite: CS100.*

#### **MIS328 COBOL Programming (3)**

This course provides training in COBOL (Common Business Oriented Language); the most widely used programming language in the business world. *Prerequisite: CS111.*

#### **MIS338 Data & File Processing (3)**

An introduction to the concepts of information organization, methods of representing information both internally and externally. The course begins with a review of basic structures (stacks, queues, linked lists and trees) and moves through more complex data structures into the processing of files (sequential, relative, indexed sequential and others). Projects are completed in one or more high-level languages. *Prerequisite: CS111.*

#### **MIS348 Assembly Language Programming (3)**

Teaches programming in assembly language, including its relationship to computer architecture, macros, segmentation, memory management, linkages, etc. *Prerequisite: CS111.*

**MIS358 Introduction to Web Graphics (3)**

Introduces computer graphics from a designer's perspective, as well as software tools for manipulating them. Web graphics are covered in detail, including appropriate processes and methods.

**MIS368 Introduction to 3D Graphics & Animation (3)**

This course introduces students to the world of three-dimensional (3D) computer graphics and animation. The software package that is used in the class is Maya, the most widely used 3D content creation and animation software. Topics include curves and polygons, surfaces, lights, cameras, rendering, effects, and more.

**MIS411 Systems Analysis & Design (3)**

Introduces the concepts of the systems development life cycle. Analyzes various examples, such as traditional, CASE, prototyping, and RAD. Discusses file and database structures and processing practices. Presents techniques and tools for system specifications and documentation. *Prerequisite: CS111.* May be taken concurrently with CS301, but not before.

**MIS432 Database Management Systems (3)**

Design, implementation, and management of business database systems. Includes data analysis, design, and normalization. *Prerequisites: CS301.*

**MIS438 Advanced Database Application Development (3)**

This course examines advanced concepts used to develop information systems. Topics include advanced database programming, embedded database commands in high-level languages, and expert system designed user interface concepts. Pertinent current topics used in information system development are also included. *Prerequisite: MIS432.*

**MIS441 Web Site Administration (3)**

Students will learn to install, maintain, and administer a web site. Integral to this class is the tight cohesion of theory (lecture) and praxis (hands-on labs). Subject matter will include TCP/IP; security; intranets; designing, implementing, and administering databases; search services; firewalls and proxy servers; etc. *Prerequisite: CS301.*

**MIS468 Advanced 3D Graphics and Animation (3)**

This course continues the study of 3D graphics and animation begun in MIS368. *Prerequisite: MIS368.*

**MIS478 IS Internship (1-4)**

Provides an applied learning experience in a supervised work environment. May include work in systems analysis and design, programming, network administration, etc. *Prerequisites: junior or senior standing and instructor's permission.*

**MIS488 Independent Research (1-3)**

Independent advanced study of specialized topics with faculty advisor. *Prerequisite: instructor's approval.*

**MIS492 IS Senior Seminar (3)**

This senior seminar course is designed to integrate the field of Information Technology 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 project and a set of research and writing assignments. *Prerequisite: senior standing.*

**MIS498 Advanced Topics in Information Systems (1-3)**

A study of relevant information systems topics. May be repeated for credit if content is different. *Prerequisite: instructor's approval.*



*Prof. Esther Joy T. Chua, Chairperson*

## Department Distinctives

The Department of English at The Master's College 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, a Word 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 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).

## 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

Students desiring to obtain a California Single Subject Teaching Credential in English complete the English major under the direction of an English faculty advisor. Currently (2010) the California State Commission on Teacher Credentialing requires students to pass four assessment examinations (CSET series) as evidence of subject matter competence. Information about these examinations and other state requirements is available in the Department of English, the Department of Teacher Education, and at:

[http://www.ctcexams.nesinc.com/about\\_CSET.asp](http://www.ctcexams.nesinc.com/about_CSET.asp)

## 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 or higher on exam in *Language and Composition* (or) exam in *Literature and Composition*.
- Credit for E120 Introduction to Literature (3 units) for test score of 3 or higher on exam in *Literature and Composition* (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 or above on *Examination in College Composition* (includes two CLEP-scored essays).
- Credit for E120 Introduction to Literature (3



units) for a score of 55 or above on exam in *Analyzing and Interpreting Literature*; counts as literature elective.

- Credit for E211 English Literature I (or) E212 English Literature II; three (3) units credit may be granted for a score of 55 or above on exam in *English Literature*; fulfills literature survey requirement.
- Credit for E231 American Literature I (or) E232 American Literature II; three (3) units credit may be granted for a score of 55 or above on exam in *American Literature*; fulfills literature survey requirement.

### ENGLISH COURSE REQUIREMENTS

Each of the following:

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

Also one of the following:

- E221 World Literature I (3)
- E222 World Literature II (3)

Also two of the following period courses:

- E313 Age of Romanticism (3)
  - E314 Victorian Age (3)
  - E416 Modern British Writers (3)
  - E425 Twentieth Century American Literature (3)
- English Majors taking E425 may waive E232*

Also one of the following:

- E332 Advanced Composition (3)
- E353 Modern English Grammar (3)

Also one of the following:

- E333 Drama as Literature (3)
- E334 The Short Story (3)
- E335 The English Novel (3)
- E336 Poetry & Poetics (3)

Also the following:

One Lower Division English Elective.....	3*
Three Upper Division English Electives.....	9*

\* Six of these 12 units may be from the following **writing courses** offered in the Department of Communication: C334, C344, C351, C354, C362, C441, C471

Total units required for the major in English..... 51

#### 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
<i>Four Courses (12 units) from the following:</i>	
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 the minor in English.....	24

## 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. (Fulfills the general education 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 and analysis of the literature. (May be counted as a literature elective; does not fulfill the literature survey 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.

### 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 general education literature survey 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.

**E299 Studies in Classic Film (3)**

An introduction to film history, technique, and theory, with an emphasis on genre conventions. Students will study approximately twelve 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 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.

**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 are pursuing a secondary 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 (re-writing) and oral presentation of the work. (May not be counted as an elective to fulfill the general education literature requirement in English.)

**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)**

A historical study of the development of the English novel. Emphasis on critical reading and writing through a study of selected novels from the eighteenth 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.

**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 as an elective to fulfill the general education English requirements.)

**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.

**E405 Shakespeare (3)**

Intensive reading of ten of Shakespeare's thirty-seven plays and viewing a film version of an eleventh; additional extensive readings from the Sonnets. Short lectures and discussions throughout the semester explore the cultural background of Elizabethan England on a wide range of topics. 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; further, they 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: Hardy, Conrad, Joyce, The War Poets, Forster, Yeats, Eliot, Woolf, Orwell, Lawrence, Huxley, Mansfield, Greene, Auden, 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 20th 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: Bellow, Bishop, Carver, Cullen, Cummings, Dos Passos, Ellison, Elliot, Faulkner, Fitzgerald, Frost, Ginsberg, Hemingway, Hurston, Kerouac, Kingston, Mamet, McCarthy, Miller, Morrison, O'Connor, O'Neill, Plath, Porter, Steinbeck, Tan, Updike, Vonnegut, Walker, Welty, Williams, and 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) poststructuralism, (German) hermeneutics, and (American) Pragmatism, as well as (post-)Marxism and (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.*

**E491 Senior Thesis & Capstone Portfolio (3)**

During the last two semesters before graduation, all English majors prepare an extensive research paper on a complex literary topic, question, or issue. Students also compile an academic portfolio of 4 papers representative of their scholarship, and a tabular listing of all authors and titles studied in the English major at TMC. After the students' nationally-normed Area Concentration

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Achievement Test in Literature in English (ACAT) scores are available, they are included in the portfolio.

**E499 Seminar in Literature (3)**

Selected writer, group of writers, or area of study. May be repeated for credit when topics vary. Current offerings include: Feminist Criticism and Gender Theory, Rhetoric of Technology, Existentialism, Great Books Great Questions, Postmodernism, The Epic Tradition, and Women Writers.





# History and Political Studies

*Dr. Clyde P. Greer, Jr., Chairperson*

The Department of History and 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 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, in human affairs of the past, present and future, God is sovereign. With that foundational truth, students are aided in developing Christian philosophies of history and politics as parts of an overarching biblically based worldview.

The department offers two Bachelor of Arts degrees with five different areas of emphasis. Every course should help students integrate Christian faith and the academic fields.

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 constitutes excellent preparation for law school.

Students desiring a major in History may choose Church History or General History. Anyone seeking a History major and planning to attend seminary should choose the Church History emphasis. Anyone wanting to teach history should read the following paragraphs carefully.

## **California Single Subject Teaching Credential in Social Studies**

The California Commission on Teacher Credentialing requires prospective teachers of history and social studies to prove their social science subject matter competence in one of two ways: (1) students take rigidly prescribed courses in a state-approved curriculum, **or** (2) students pass assessment examinations. Students currently desiring to obtain the credential to teach in junior and senior high schools should plan on

taking the Social Studies assessment tests from the CSET (California Subject Examination for Teachers) series. Information about these tests is available in the Department of Teacher Education and in the Department of History and Political Studies.

H492, the senior capstone course for history majors, should greatly help prepare students for the assessment tests. The next page shows a list of required courses for the General History major which provides foundational knowledge in the field. Students graduating with a B.A. in History must take a comprehensive discipline-specific assessment test during their senior year.

The Department of Teacher Education has arranged course requirements so that students can complete most of their teacher credential program during a fifth year of study—one semester of courses and a semester of student teaching. The only courses that should be taken during the regular four-year program are ED400 Foundations of Education and ED410 Technology Uses in the Classroom.

## **Credit-By-Examination**

The Department of History and Political Studies will grant credit-by-examination on the following conditions only: course credit and semester unit credit are granted for H211 and H212 - World History I and II (3,3), H241 or H242 - United States History (3) and POL220 - United States Government (3) when the student submits proof of earned test scores of 3 or above on the Advanced Placement Examination or 55 or above on the College Level Examination Program tests.

## **World History Waiver Examination**

Students who have not taken either World History I or World History II may take a competency test. Those who score a 65% or better will be exempted from taking the two-semester World History survey sequence. These students will then be required to take only one upper division history course to fulfill the General Education World History requirement. (Students in state-approved teacher credentialing programs, however, must take the regular World History sequence.) The test may be taken only once.

**HISTORY CORE COURSES**

H211	World History I.....	3
H212	World History II.....	3
H241	United States History I.....	3
H242	United States History II.....	3
H343	United States Constitutional History.....	3
H421	Historical Research Techniques.....	3
H492	Senior Seminar in History.....	3
<i>Total core courses.....</i>		<i>21</i>

**Church History Emphasis Courses**

POL354	The Christian & Politics.....	3
POL455	Christian Political Thought.....	3
Church History Electives.....		12
Church or other History Electives.....		9
<i>Total units required for emphasis.....</i>		<i>48</i>

**General History Emphasis Courses**

Two upper division U.S. History Electives.....		6
Two upper division European History Electives.....		6
Two upper division Non-U.S., Non-European History Electives.....		6
Additional upper division History Electives.....		6
Additional History or Social Science Electives.....		6
<i>Total units required for emphasis.....</i>		<i>51</i>

**Minor in History**

For a minor in History, the following courses are required:

H211	World History I.....	3
H212	World History II.....	3
H241	U.S. History I.....	3
H242	U.S. History II.....	3
*Upper Division History Electives.....		9
<i>Total units required for minor.....</i>		<i>21</i>

\*The nine units in upper division electives must be courses listed by the TMC History department (or IBEX course offerings that are clearly history courses). Courses that do not begin with an H, taken with other departments, will not count.

**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
<i>Total core courses.....</i>		<i>21</i>

**American Politics Emphasis Courses**

Political Studies Core Major Courses.....		21
Additional upper division Political Studies electives.....		9
<i>Four of the following.....</i>		<i>12</i>
POL325	Political Parties & Elections (3)	
POL333	The Presidency (3)	
POL334	Congress	
POL336	Political Communication (3)	
POL353	U.S. Diplomatic History (3)	
POL466	The Federalist Papers (3)	
<i>Total units required for emphasis.....</i>		<i>42</i>

**Political Theory Emphasis Courses**

Political Studies Core Major Courses.....		21
Additional upper division Political Studies electives.....		9
<i>Four of the following.....</i>		<i>12</i>
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)	
<i>Total units required for emphasis.....</i>		<i>42</i>

**Constitutional Law Emphasis Courses**

Political Studies Core Major Courses.....		21
Additional upper division Political Studies electives.....		9
<i>Four of the following.....</i>		<i>12</i>
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)	
<i>Total units required for emphasis.....</i>		<i>42</i>

**Minor in Political Studies**

For a minor in Political Studies, the following courses are required:

POL220	United States Government.....	3
Upper Division Political Studies Electives.....		21
<i>Total units required for minor.....</i>		<i>24</i>

**Course Offerings in History & Political Studies**

**GENERAL EDUCATION 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 earliest times to the 17th century in the

first semester and from the 17th century to present in the second semester.

### **H228 U. S. History Comprehensive (3)**

A broad survey integrating significant political, economic, geographical, social, and cultural developments from colonial times to the present.

### **H241, 242 U.S. History I, II (3, 3)**

A two-semester examination of noteworthy political, geographical, social, cultural and economic trends in the United States to 1900 first semester and since the late 19<sup>th</sup> century second semester. To fulfill the general education requirement for one 3-credit U.S. history class, students can take H241, H242, or H228.

## **HISTORY CORE COURSES**

### **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 Rehnquist Court. Case law is integrated within the historical contexts so that students will understand the inter-relatedness between American history and jurisprudence.

### **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.

### **H492 Senior Seminar in History (3)**

A capstone course involving a review of historiography issues as well as historical data to prepare history majors for national tests. Should be taken during the second semester of the senior year.

## **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.”

### **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.

### **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 for the United States from the colonial era to the present. Geopolitics since WWII receives extra emphasis to facilitate an understanding of the context for contemporary international relations.

### **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.

### H433 Emergence of Modern America (3)

Industrialization, urbanization, immigration, secularization, the westward movement, Plains Indians wars, Gilded Age politics, Populism, and involvement in world affairs from 1877 to 1900.

### H485/BCH485 U.S. Church History I (3)

A historical survey of American Protestantism as it sought to develop and mold a "Christian America." The period emphasized is from the first Great Awakening to the Civil War.

### H486/BCH486 U.S. Church History II (3)

A continuation of U.S. Church History I. Beginning with the post-Civil War church, the course of American Protestantism from its perceived height and unity to its shattered ending in the modernist/fundamentalist controversy and the rebuilding of modern evangelicalism beginning in the 1930s.

### H489 Internships (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 which deal with subjects not normally covered in departmental courses. Sometimes in a directed studies format.

## 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: collapse of Rome, Byzantium, the great church councils, 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.

### H365 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

two thousand years. (See BCH365 in the Biblical Studies section)

### 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.

### H453 Development of Modern Europe (3)

A survey of European history from the peace of Westphalia to the French Revolution (A.D. 1648-1789). Areas of focus will include the growth of absolute monarchies; the English Civil War; the rise of Prussia and Austria; developments in science, philosophy, economics and political thought; the Enlightenment and its impact; the philosophers and enlightened despots.

### H454 Nineteenth Century Europe (3)

A study of Europe from the French Revolution to the eve of WWI (1789-1914). 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.

### H464/BCH464 The Reformation Era (3)

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

### H467 Europe from 1914 to 1945 (3)

Political, diplomatic, military, social, geographical, and economic history, with special attention to the First World War, the League of Nations, the rise of fascism, and World War II.

### H468 Europe Since World War II (3)

A study integrating the major political, geographical, diplomatic, economic, and social developments in the major nations of Europe from World War II to the present.

## 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.

**H345 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. See also B345.

**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.

**H366/BCH366 History of the Early Church (3)**

A historical study of the life and thought of early Christianity as it developed within the political and cultural context of the Roman world.

**H373/BTH323 Historical Theology I (3)**

An historical examination of the struggle to define, clarify and defend foundational Christian doctrines beginning with the second century church. This is done through lectures, assigned papers, class discussion and reasoning. This first section deals mainly with the formation of the canon, early heresies relating to Christ and attempts to define God as three in one and ends with an extensive discussion of the Armenian controversy that resulted in the Nicene Creed of A.D. 325 and its reformation at Constantinople in A.D. 385.

**H374/BTH324 Historical Theology II (3)**

This course follows the same patterns as Historical Theology I, though the focus begins where the Armenian controversy ends, the debate over the two-notions of Christ, and follows this never ending debate to the modernist/fundamentalist last struggle. Also covered are

eschatology, the Eucharist, and the Augustine/Pelagian controversy over man's fallen state.

**POLITICAL STUDIES CORE COURSES****POL220 United States Government (3)**

A survey of American institutions and processes. Included are such topics as the Constitution, federalism, Congress, the presidency, judiciary, and civil rights.

**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 Rehnquist Court. Case law will be integrated within the historical contexts so that students will understand the interrelatedness between American history and jurisprudence.

**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.

**POL365 Western Political Philosophy I (3)**

An in-depth study of the foundational works of classical political philosophy.

**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 world view 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 their 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 for the United States from the colonial era to the present. Geopolitics since WWII receives extra emphasis to facilitate an understanding of the context for contemporary international relations.

**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.

**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 Political Studies faculty member. *Prerequisite: permission of the instructor.*

# Home Economics - Family and Consumer Sciences

*Mrs. Beth Mackey, Chairperson*

Titus 2:3-5 instructs the older women to “admonish the young women to love their husbands, to love their children, to be discreet, chaste, homemakers, good, obedient to their own husbands, that the word of God will not be discredited.” This passage implies that the younger woman learns how to:

- Use time management skills in her home.
- Manage the family finances.
- Cook nutritious meals.
- Practice hospitality.
- Joyfully submit to her husband.
- Raise her children in the “fear and admonition of the Lord” (Ephesians 6:4)

The Home Economics-Family and Consumer Sciences discipline encompasses the six areas described in Titus 2:3-5. It is simply good stewardship to merge the Biblical Mandate with one’s professional pursuits.

## Acquire Professional Preparation

Professional opportunities abound in Home Economics--Family and Consumer Sciences! A sampling of career tracks at The Master’s College include Home Economist-Family and Consumer Scientist in Business, Child Development, Clothing, Textiles and Design (both Clothing and Interior), Human Services (Biblical Counseling with the ability to diagnose and prescribe), Foods and Nutrition, Communications, and International Service (Missions). Generating from these career tracks, the course in Entrepreneurship trains our students to establish home-based businesses. Marketability is a consistent thread throughout the Home Economics-Family and Consumer Sciences curriculum at The Master’s College. Beginning with vocational assessment and investigation of career options in the Orientation to Home Economics - Family and Consumer Sciences course and concluding with a senior culmination presentation in their area of emphasis during Resource Management Practicum.

## Experience The Department’s Distinctives

Today’s world demands a flexibility and response to change for which many are not prepared. Home Economics-Family and Consumer Sciences at The Master’s College is designed to train Christian

women to meet these changes with confidence. Courses within the department promote individual character development, increase one’s professional skills, develop insights into home and family living, and prepare its students to enter a wide range of vocational options. As a profession, Home Economics--Family and Consumer Sciences applies the findings of the physical, biological, and social sciences to improving the quality and standards of individual and family life. Additionally, it cultivates a knowledge of the arts to make life more creative, enjoyable, and emotionally satisfying. Master’s students majoring in Home Economics - Family and Consumer Sciences participate in a number of learning and enrichment activities, which emphasize:

- Maximizing human resources
- Coping with economic uncertainty
- Assessing the importance of fibers and fabric in today’s clothing
- Maintaining lifetime nutrition
- Understanding growth and development from infancy to aging
- Creating positive parenting attitudes
- Interpreting the housing needs of the individual and the family
- Understanding family differences and cultures
- Responding to twenty-first century issues facing individuals and families
- Utilizing modern scientific methods and resources to enhance quality of life
- Generating research to identify the needs of individuals and families
- Approaching individuals and families with preventative measures rather than crisis intervention
- Educating the public to ensure productive and harmonious individual and family lifestyles

## Home Economics - Family & Consumer Sciences General Education

The General emphasis allows the student to acquire a solid foundation in Home Economics - Family and Consumer Sciences. Courses are divided into three categories:

**Character** - designed to develop the character of the Christian woman.

**Principle** - acquisition of the academic

knowledge necessary for a strong foundation in the Home Economics - Family and Consumer Sciences profession.

**Laboratory** - perfection of the skills unique to the Home Economics - Family and Consumer Sciences profession.

Students may focus on a specific emphasis in Home Economics - Family and Consumer Sciences in the junior and senior year. Where possible, they can engage in an internship leading to professional employment in such areas as:

- Home Economist-Family and Consumer Scientist in Business
- Clothing, Textiles & Design
- Foods & Nutrition
- Early Childhood Education
- Preparation for Graduate School
- Home Economist-Family and Consumer Scientist in International Service (Missions)
- Home Economist-Family and Consumer Scientist in Human Services (Biblical Counseling)
- Home Economist-Family and Consumer Scientist in Communications

**HOME ECONOMICS - FAMILY AND CONSUMER SCIENCES CORE COURSES**

HE-FCS101 Orientation to Home Economics-Family and Consumer Sciences.....1

HE-FCS102 Fund. of Clothing Construction.....4

HE-FCS201 Nutrition.....3

HE-FCS202 Principles of Food Preparation.....4

HE-FCS203 Fundamentals of Interiors, **or**

HE-FCS204 Clothing Selection ..... 3

HE-FCS205 Textiles.....1

BE301 Child & Adolescent Development.....3

HE-FCS305 Meal Management..... 4

HE-FCS306 Principles of Family Finance..... 3

HE-FCS308 Home Management Theory ..... 3

BUS368 Entrepreneurship ..... 3

HE-FCS401 Phil. and Prof. Issues in HE-FCS ..... 3

HE-FCS402 Dynamics of Family Living ..... 3

HE-FCS410 Resource Management Practicum ..... 3

*Total units required for major.....41*

**Biblical Counseling Emphasis**

BC300 Introduction to Biblical Counseling.....3

BC311 Theological Basis of Bib. Counseling.....3

BC330 Methods of Biblical Change.....3

BC340 Marriage & Family.....3

BC421 Problems & Procedures *or*.....3

BC422 Problems & Procedures II *plus*.....2

HE307 *Understanding Aging replaces BUS368 Entrepreneurship in the core.*

*Total units required for emphasis.....55*

**Business Emphasis**

ACC210 Accounting Fundamentals.....3

MGT310 Management Theory.....3

BUS320 Business Law.....3

MGT330 Business Communications.....3

MKT350 Marketing Fundamentals.....3

*Total units required for emphasis.....56*

**Clothing and Textiles Emphasis**

HE302 Principles of Pattern Alteration.....1

HE303 Intermediate Clothing Const.....4

HE403 Principles of Fitting.....1

*Upper Division Electives.....5*

*Recommended:*

HE412 Flat Pattern Design (3)

HE482 Independent Study (1-3)

HE484 Internship (1-3)

*Total units required for emphasis.....52*

**Communications Emphasis**

C211 Intro to Mass Communication.....3

C371 Interpersonal Communication.....3

Any print media writing course.....3

Upper Division Elective in Communication...3

HE484 Internship.....1-3

*Total units required for emphasis.....54*

**Early Childhood Education Emphasis**

HE301 Women in Society.....3

HE304 Nutrition for Children.....3

HE414 Family Development.....2

HE484 Internship.....1-3

*Upper Division HE-FCS.....1-3*

*Electives (see below)*

BCE304 Teaching Methods (3)

BCE313 Intro to Christian Education (3)

HE482 Independent Study (1-3)

*Total units required for emphasis.....51*

**Foods Specialization Emphasis**

CH151 **\*\*General Chemistry I**.....4

CH152 **\*\*General Chemistry II**.....4

LS151 Organismic Biology.....4

LS322 Human Physiology.....4

LS362 Medical Microbiology.....4

CH351 Organic Chemistry.....4

CH461 Biochemistry.....4

HE483 Topics in HE-FCS **or**

HE484 Internship in HE-FCS.....3

HE304 *Nutrition for Children replaces BE301 Child & Adolescent Development in the core.*

Total units required for emphasis.....64  
 \*\*Units fulfilled as general education science

**General Emphasis**

HE301 Women in Society.....3  
 HE307 Understanding Aging.....3  
 HE484 Internship.....1-3  
 Upper Division HE-FCS Electives (6-8 Credits)  
 Total units required for emphasis.....56

**International Service (Missions) Emphasis**

BMS301 Introduction to Missions.....3  
 BMS303 History & Theory of Missions.....3  
 BMS304 Biblical Method of Missions.....3  
 BMS312 \*Preparation for Global Outreach.....3  
 Elective in Missions (3)  
 Total units required for emphasis.....56  
 \*Requires participation in summer Missions trip

**Nutrition Specialization Emphasis**

BE100 Introduction to Psychology.....3  
 CH151 \*\*General Chemistry I.....4  
 CH152 \*\*General Chemistry II .....4  
 LS151 Organismic Biology.....4  
 LS322 Human Physiology.....4  
 LS362 Medical Microbiology.....4  
 CH351 Organic Chemistry.....4  
 CH461 Biochemistry.....4  
 HE304 Nutrition for Children replaces BE301 Child & Adolescent Development in the core.  
 Total units required for emphasis.....64  
 \*\*Units fulfilled as general education science

**Minor in Home Economics-Family & Consumer Sciences**

The requirements for a minor in Home Economics-Family and Consumer Sciences are 21 semester units in the Department course offerings. This includes HE101 and a minimum of 12 units of upper division coursework. All prerequisites for upper division coursework must be fulfilled.

**Course Offerings in Home Economics-Family & Consumer Sciences**

**HE-FCS101 Orientation to Home Economics-Family and Consumer Sciences (1)**

Introduction to the requirements and opportunities for the Home Economist - Family and Consumer Scientist in various professional fields. (Supply fee \$10.)

**HE-FCS102 Fundamentals of Clothing Construction (4)**

Development of proficiency in the execution of professional clothing construction skills. Introduction to fabric selection, clothing construction equipment, and garment construction. (Lab fee \$100.)

**HE-FCS201 Nutrition (3)**

Fundamentals of nutrition, with emphasis on practical application of principles throughout the life cycle. Prerequisite: Science background recommended.

**HE-FCS202 Principles of Food Preparation (4)**

Principles and techniques of food preparation. Consideration of the physical and chemical properties of food as related to methods and techniques of preparation. (Lab fee \$150.)

**HE-FCS203 Fundamentals of Interiors (3)**

Basic design concepts as applied to interior environments. The history of architecture is discussed. Analysis of functional and aesthetic factors involved in planning interior spaces. (Lab Fee \$35.)

**HE-FCS204 Clothing Selection (3)**

Basic design concepts as applied to clothing. The history of costume is discussed. (Lab Fee \$35.)

**HE-FCS205 Textiles (1)**

Introduction to basic textiles which includes a study of fiber types, yarns, fabric types, finishes, dyes, textile care, performance testing, as well as textile laws and regulations. Selection, use, and care of textiles are addressed. (Lab Fee \$25.)

**HE-FCS301 Women in Society (3)**

Emphasis upon the individual uniqueness of the woman, her human potential, and her impact upon society.

**HE-FCS302 Principles of Pattern Alteration (1)**

Concepts of pattern alteration as they relate to the construction of garments which reflect professional fit. Prerequisite: HE-FCS102 recommended.



**HE-FCS303 Intermediate Clothing (4)**

Advanced clothing construction skills and study of specified fibers. *Prerequisite:* HE-FCS102; *concurrent enrollment in HE-FCS302 recommended.* (Lab fee \$100.)

**HE-FCS304 Nutrition for Children (3)**

An integrated course covering the specific nutritional requirements of children for optimal mental and physical growth. *Prerequisites:* HE-FCS201, HE-FCS202, HE-FCS305, HE-FCS305L *suggested.* (Lab fee \$25.)

**HE-FCS305 Meal Management (4)**

The planning, preparation, and service of nutritionally adequate and aesthetically pleasing meals. Emphasis on management of physical, personal, financial resources, as well as biblical hospitality in relation to family goals and needs concerning food. *Prerequisites:* HE-FCS201 and HE-FCS202. (Lab fee \$175.)

**HE-FCS306 Principles of Family Finance (3)**

Development of a financial planning system based on personal and family goals, including the evaluation of banking services, consumer credit, housing costs, insurance, investments, taxes, and retirement and estate planning.

**HE-FCS307 Understanding Aging (3)**

Exploring the unique changes in the aging process. Brain, nutrition, exercise, relationships, and care for the elderly through hospice. Complements Nutrition HE-FCS201, Meal Management HE-FCS305, and Dynamics of Family Living HE-FCS402

**HE-FCS308 Home Management Theory & Analysis (3)**

Management process and its relationship to the use of resources based upon the values, goals and standards of the family. Efficient management of the home, establishment of goals and productive use of money, time and energy.

**BUS368 Entrepreneurship (3)**

Overview of basic entrepreneurship principles as they relate to the establishment of a home-based business or other entrepreneurship enterprises. Discussion of marketing strategies, equipment needs, finances, legal concerns and management issues, including time, home and family.

**BE301 Child & Adolescent Development (3)**

Principles of physical, cognitive, social, spiritual, and emotional development of children from conception through adolescence.

**HE-FCS401 Philosophic & Professional Issues in Home Economics - Family and Consumer Sciences (3)**

Intensive examination of the philosophic and personal aspects related to the professional Home Economist-Family and Consumer Scientist. Investigation of professional issues; development of mentoring and discipleship resources. *Prerequisite:* HE-FCS101

**HE-FCS402 Dynamics of Family Living (3)**

Studies in basic family relationships: a woman's relationship to her husband, children, church, government, culture, friends, and other individuals. *Prerequisite:* *sophomore standing*

**HE-FCS403 Principles of Fitting (1)**

Principles of fitting as they relate to the construction of professional garments. Construction of a basic sloper. *Prerequisite:* HE-FCS302. (Lab fee \$25.)

**HE-FCS410 Resource Management Practicum (3)**

Synthesis and application of the Home Economics curriculum with a focus on personal resource management skills. Development of an electronic portfolio which demonstrates mastery of the department Student Learning Outcomes. *Prerequisites:* HE-FCS101, HE-FCS202, HE-FCS305 *or concurrent enrollment, HE-FCS306, and HE-FCS308.* (Lab fee \$100.)

**HE-FCS411 Advanced Garment Design (4)**

Principles of tailoring. Construction of coats and/or suits. *Prerequisite:* HE-FCS303. (Lab fee \$100.)

**HE-FCS412 Flat Pattern Design (3)**

Principles and techniques of flat-pattern design. Use of the basic sloper pattern for the purpose of interpreting new design. *Prerequisite:* HE-FCS302, HE-FCS303, HE-FCS403. (Lab fee \$30.)

**HE-FCS414 Family Development (2)**

Options in contraception, pregnancy, labor and delivery, couple's adjustment, preschool. Complements Nutrition for Children HE-FCS304, Child & Adolescent Development BE301, and Dynamics of Family Living HE-FCS402.

**HE-FCS482 Independent Study (1-3)**

Independent study on a topic not covered in organized classes. May be repeated, but the total number of units in independent study may not exceed ten percent of the total number of units required for graduation. The topic must be approved by the instructor and the academic advisor. *Prerequisite:* 15 units of HE-FCS courses.



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**HE-FCS483 Topics in Home Economics--Family and Consumer Sciences (1-3)**

A class or seminar in which significant topics in Home Economics are explored. HE483B-Culture and Lifestyle of Women in Israel fulfills a Cross-Cultural Elective. *Prerequisite: HE-FCS101.*

**HE-FCS484 Internship in Home Economics--Family and Consumer Sciences (1-3)**

Supervised professional experience in an approved Home Economics related position. May be repeated for up to 6 credits. *Prerequisite: 15 units of HE-FCS courses.*



## Course Offerings in Humanities

### 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 (Disciplined 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 fourteen three-hour long art slide programs ranging from Neolithic stonework and cave painting, through ancient Greek sculpture to the Middle Ages, and on to the masterpieces of the Renaissance to twentieth 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, 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.

### LANGUAGES

#### ITALIAN

##### ITA123, 124 Beginning Italian I, II (3,3)

Designed to introduce the beginning student to the Italian language. The curriculum will emphasize conversation, the fundamentals of grammar, and pronunciation. The year course fulfills the general education requirement for cross-cultural studies.

#### SPANISH

##### SP221, 222 Introductory Spanish I, II (4,4)

Designed to introduce the beginning student to the Spanish language. The curriculum will include the fundamentals of grammar, pronunciation and conversation. The year course fulfills the general education requirement for cross-cultural studies.

##### SP318a, 318b Intermediate Spanish I, II (3,3)

Designed to increase the student’s proficiency in conversational skills with the goal of developing speaking capability in the language.

##### SP319a, 319b Advanced Spanish I, II (3,3)

Individual instruction at the advanced level of language development.

### 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 Introduction to Philosophy (3)

A survey of the field of philosophy: its vocabulary, aims and purposes; the great systems of speculative thought; the leading thinkers.

#### P318 History of Ancient & Medieval Philosophy (3)

The development of philosophy from its beginning in Greece to the revival of Aristotle, Thomas Aquinas and William of Occam at the close of the Middle Ages. Special attention is given to development of Greek philosophy from the pre-Socratic through the Neo-Platonic periods as foundational to the developing medieval mind of Christian philosophy and the church fathers.

#### P321 Philosophies of Education (3)

A general education 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 historical background of and original documents by the educational theorists. Fulfills the philosophic studies general education requirement.

#### P328 History of Modern Philosophy (3)

The development of philosophy from the time of the Renaissance through the modern period. The study begins with Bruno, Bacon, and Hobbes and concludes with insights related to the contemporary scene.

#### P364 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 philosophic studies general education requirement.

#### 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*.

**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 the utilitarians.

**P458 Philosophy of Religion (3)**

An examination of issues such as the relation between faith and reason, arguments for and against theism, the divine attributes, the problem of evil, religious experience, religious language, death and immortality.

**P468 Religion & Science (3)**

Comparison and contrast of philosophies of religion and science in their ways of knowing, uses of language and symbols, relation to experience and formulation of beliefs and theories.

**P478 Religious Epistemology (3)**

The possibility, nature and certainty of religious knowledge.

**P498 Philosophers of Religious Significance (3)**

An examination of philosophers who have greatly influenced religious thought. Considered are thinkers such as Plato, Aristotle, Aquinas, Descartes, Hume, Hegel, Nietzsche and Wittgenstein.

**P499 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; belief as it relates to science, natural theology, evidence and mysticism.

**BCW488 Problem of Evil (3)**

Explanation for the existence of pain and evil.

**HUMANITIES****LS200 Interdisciplinary Connections (3)**

A study of conceptual foundations of seven major areas of study: reading, language and literature; history and social science; mathematics; science; visual and performing arts; physical education; and human development. Students will examine the connections between disciplines. This is a required three unit course in the 12-unit concentration for Liberal Studies-teacher education majors. *Prerequisite:* LS200

## Course Offerings in Social Science

### BEHAVIORAL STUDIES

#### **BE100 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.

#### **BE301 Child & Adolescent Development (2-3)**

Analysis of the physiological, cognitive, spiritual and personality development from birth through adolescence. There will also be a discussion of parenting issues and a critique of the self-esteem movement. A biblical assessment of anthropology is presented.

### GEOGRAPHY

#### **SS381 Cultural Geography (3)**

An examination of human geography, including world-wide 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.





# Kinesiology & Physical Education

*Prof. Nathan S. Wright, Chairperson*

In the Kinesiology & Physical Education major at The Master's College, students have the opportunity to study important principles they can use for a successful career and effective ministry in physical education, sports and pre-physical therapy emphasis. These concentrations of study will mold a person's knowledge in activity skills, educational methods, scientific factors in body movement analysis, sports injury care and allied health careers.

The Department of Kinesiology & Physical Education is designed to prepare Christian leadership in such areas as Teaching/Coaching, Exercise and Sport Science and Pre-Physical Therapy emphasis. Graduating students will participate in the instructional areas of elementary and secondary schools (both public and private) and areas of allied health careers. To implement these objectives, the department provides movement theory, activity courses and science basis course work.

## California Single Subject Teaching Credential in Physical Education

Students desiring to obtain a California Single Subject Teaching Credential in physical education should talk to their advisors about specific major requirements for this credential and make application to the Department of Teacher Education.

## General Requirements for all Students

Kinesiology and Physical Education majors are not required to take general education requirement MA240 (Critical Thinking and Problem Solving). Kinesiology & Physical Education majors within the Pre-Physical Therapy emphasis are not required to take LS200 (Foundations of Science). Liberal Studies majors can use KPE405 (Statistical Analysis) as an upper division math course.

## Senior Competency Requirements

All graduating seniors in the Kinesiology & Physical Education Emphasis are required to pass a department assessment exam with at least a 70% grade. The exam consists of the following two sections: (1) writing analysis and subject matter competencies and (2) skills assessment evaluations in at least nine of the fourteen requirements for Professional Activities courses.

## KINESIOLOGY & PHYSICAL EDUCATION CORE COURSES

LS321	Human Anatomy/lab .....	4
LS322	Human Physiology .....	3
KPE212	Principles of Physical Education .....	2
KPE222a	Sport Analysis .....	2
KPE223	Sport Analysis Practicum .....	2
KPE256	Movement Education .....	2
KPE303	History and Philosophy of P.E. ....	3
KPE313	Adapted Physical Education .....	3
KPE314	Kinesiology .....	3
KPE316	Physiology of Exercise .....	3
KPE324	Psychology of Coaching .....	2
KPE383	Teaching Individual/Dual Sports .....	3
KPE402	Health Education .....	1
KPE404	Sport in American Culture .....	3
KPE405	Statistical Analysis .....	3
KPE414	Organization and Admin. of P.E. ....	3
KPE425	Prev./Care of Athletic Injuries .....	3
KPE436	Motor Learning .....	3
KPE490	Senior Competency .....	1
	Physical Education Electives .....	2
	<i>Total core courses .....</i>	<i>50</i>

## Kinesiology & Physical Education Activity for Teaching/Coaching Emphasis Courses

Physical Education Major Core Courses .....	50
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
<i>Total units required for emphasis .....</i>	<i>62</i>

## Pre-Physical Therapy Emphasis Courses

BE100	Introduction to Psychology .....	3
CH151	General Chemistry I/lab .....	4
CH152	General Chemistry II/lab .....	4
LS140	Principles of Biology/lab .....	4
LS321	Human Anatomy/lab .....	4
LS322	Human Physiology/lab .....	4
KPE303	History and Philosophy of PE .....	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 Advanced Prevention & Care of Athletic Injuries .....	3
KPE436 Motor Learning.....	3
KPE446 Reconditioning of Athletic Injuries.....	3
KPE465 Primary Physical Assessment.....	2
KPE479 Clinical Internship (Practicum 60 hours) .....	1-3
KPE490 Senior Competency Exam.....	1
Upper Division Electives <i>Four of the following</i> .....	16
LS252, LS352, LS361, LS362, CH351 or M121 AND PS251/252 or four other units from the Math, Biology, or Kinesiology department	

*Total units required for emphasis*.....71-73

The Pre-Physical Therapy emphasis is a bachelor of Science Program that prepares students to enter graduate programs in physical therapy (M.P.T./D.P.T.), occupational therapy (O.T.), physician assistant (PA-C), podiatric medicine (D.P.M.), chiropractics (D.C.) and other allied health programs.

**Exercise and Sport Science Emphasis Courses**

Physical Education Major Core Courses.....	46
KPE296 Program Design for Strength and Conditioning.....	2
KPE353 Sports Nutrition .....	2
KPE426 Advanced Prevention & Care of Athletic Injuries .....	3
KPE446 Reconditioning of Athletic Injuries ....	3
KPE465 Primary Physical Assessment.....	2
<i>Total units required for emphasis</i> .....	58

Those students desiring to have an emphasis in Sports Injury Studies take sports injury core courses in place of activity courses. However, the activity courses are required if a student is planning on completing a California State Single Subject Teaching Credential.

**Minor in Kinesiology & Physical Education**

For a minor in Physical Education, the following courses are required:

LS321 Human Anatomy/lab .....	4
LS322 Human Physiology II .....	3
KPE212 Principles of Physical Education.....	2
KPE303 History & Philosophy of P.E .....	3
KPE314 Kinesiology .....	3
KPE324 Psychology of Coaching .....	2

KPE405 Statistical Analysis .....	3
KPE414 Organization & Administration of P.E.	3
Physical Education Electives.....	2
<i>Five of the following</i> .....	5
KPE103, KPE113, KPE114, KPE124, KPE235, KPE245, KPE266	

*Total units required for minor*..... 30

## Course Offerings in Kinesiology & Physical Education

**Intercollegiate Athletics (1)**

Open only to those individuals participating on 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)
- IA192/492 Intercollegiate Baseball (1)
- IA151/451 Intercollegiate Golf (1)
- IA122/422 Intercollegiate Tennis (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 Racketball (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 type of Combative course would fulfill requirement.*

**Professional Activities VII: Outdoor Educational Activities (1)**

Development of skills in at least one Outdoor Educational Activity.

**KPE270a Rock Climbing (1)**

*Note: Other types of Outdoor Educational Activity courses would fulfill requirement. Ex: Bicycling*

**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)****KPE268b Pickelball (1)****KPE100/400 Intercollegiate Athletics (1)**

Open only to those individuals participating on an intercollegiate team. Credit for intercollegiate sports cannot be used to fulfill general education requirement for physical education. No more than four total semester hours, including transfer hours, for any combination of different sports may be taken for credit.

**KPE110 Fitness Techniques & Health (2)**

Designed to develop a reasonable level of physical fitness through organized programs of exercise and activities. Students will acquire skills, knowledge and attitudes that will enable them to continue in a self-directed fitness program after the semester has been completed.

**KPE212 Principles of Physical Education (2)**

A study of the foundations and purposes of physical education in relation to the total school program. Provides opportunity to observe secondary and elementary physical education classes in operation. Required of all departmental sophomores in order to continue with the physical education major.

**KPE222 Sports Analysis (2)**

Analysis of the organization, fundamentals, techniques and strategy of coaching a specific sport.

**KPE223 Sports Analysis Practicum (2)**

Observation and analysis of an interscholastic sport team program.

**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.

**KPE296 Program Design for Strength and Conditioning (2)**

A study of the theory and application of training principles used in designing periodized sport-specific strength and conditioning programs.

**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.

**KPE313 Adapted Physical Education (3)**

A study of the principles and applications of physical education programs for people with disabilities.

**KPE314 Kinesiology (3)**

An in-depth study of anatomical and biomechanical movement analyses. *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.

**KPE335 Analysis of Basketball (2)**

Analysis of the organization, fundamentals, techniques and strategy of coaching basketball.

**KPE336 Analysis of Softball (2)**

Analysis of the organization, fundamentals, techniques and strategy of coaching softball.

**KPE346 Analysis of Track and Field (2)**

Analysis of the organization, fundamentals, techniques and strategy of coaching track/field.

**KPE353 Sports Nutrition (2)**

A study of the role of carbohydrates, fats, proteins, vitamins, minerals, water and dietary supplements in optimal performance, including methods for calculating energy needs/expenditures and programs for weight loss/gain. *NOTE: Requirement for Exercise and Sport Science Emphasis.*

**KPE356 Analysis of Baseball (2)**

Analysis of the organization, fundamentals, techniques and strategy of coaching baseball.

**KPE363 Analysis of Soccer (2)**

Analysis of the organization, fundamentals, techniques and strategy of coaching soccer.

**KPE364 Analysis of Football (2)**

Analysis of the organization, fundamentals, techniques and strategy of coaching football.

**KPE365 Analysis of Volleyball (2)**

Analysis of the organization, fundamentals, techniques and strategy of coaching volleyball.

**KPE373 Sports Officiating I (2)**

An elective course consisting of a study of the rules and techniques of officiating basketball and soccer. Included is laboratory work in officiating in the gymnasium and on the field.

**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. *NOTE: Students in Exercise and Sport Science Emphasis will take KPE353 Sports Nutrition.*

**KPE384 Sports Officiating II (2)**

An elective course consisting of a study of the rules and techniques of officiating volleyball and baseball. Included is laboratory work in officiating in the gymnasium and on the field.

**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. Waives general education requirement MA240 for only physical education majors. Counts as an upper division math course for Liberal Studies majors.

**KPE412 Teaching PE in the Secondary School (3)**

A study of the physical education techniques and materials used in junior and senior high schools.



**KPE414 Organization & Administration of PE (3)**

A study with suggestions for implementing the 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 which 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 skill theories 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 lab format.

**KPE448 Research in Physical Education (1-3)**

An elective course involving intensive library and field study of a selected topic in contemporary physical education. *Prerequisites: permission of the instructor; senior or graduate standing.*

**KPE465 Primary Physical Assessment (2)**

Assessment of cardiovascular and respiratory disorders; neurological disorders; disorders of the eye, ears, nose, throat, and mouth; systematic disorders; and dermatological conditions.

**KPE 479 Clinical Internship (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. Individuals in Teaching/Coaching emphasis, Exercise and Sport Science emphasis, and Pre-Physical Therapy emphasis must complete a written exam.



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 to Liberal Studies majors: General and Teacher Education.

## Liberal Studies/General Emphasis

Students enrolled in the Liberal Studies/General Emphasis major complete a total of 84 semester units distributed among the following four areas:

English & Communication	18-24
Humanities & Fine Arts	18-24
Mathematics, Science & Computer	18-24
Social Science	18-24

In each of the above divisions, the student must complete at least 18 units and may count no more than 24 units toward the 84 unit requirement. At least 24 units of the 84 units must be at the upper division level. A maximum of 12 units of Bible and 6 units of music performance coursework may be counted in the Humanities/Fine Arts section of the major.

## Liberal Studies/Teacher Education Emphasis

Students wanting to obtain a California Multiple Subject Preliminary Teaching Credential may enroll in the Liberal Studies/Teacher Education emphasis. It has been developed to prepare students for the California Subject Examination for Teachers: Multiple Subjects.

Requirements for this emphasis include specific general education courses as well as courses selected from various disciplines taught in the elementary classroom and are listed in the column to the right. Requirements include general education core courses and an advanced specialization.

### Minimum Grade for Courses in Major

Students in the teacher education emphasis are required to earn a grade of C- or above in every course in LS curriculum. A student who earns below a C- must repeat the course to earn the teacher education emphasis.

### Minimum Grade for Education Courses

Students in the teacher education emphasis are

required to earn a grade of a B- or better in every course taken in the Teacher Education Department. These have an ED prefix.

## LIBERAL STUDIES/TEACHER EDUCATION MAJOR CORE COURSES

For a Bachelor of Arts degree in Liberal Studies/Teacher Education with a Multiple Subject Credential emphasis, the following specific courses are required:

ART330	Art Components & Techniques for Elem. Teachers .....	3
BE301	Child & Adolescent Development.....	3
BCW400	Christian World View .....	3
C100	Spoken Communication .....	3
E2	English/American/World Literature .....	3
E110	English Composition .....	3
E322	Children's Literature .....	3
ECN200	Economics & Society .....	3
ED101	Freshman Integration Seminar.....	2
ED202	Sophomore Integration Seminar .....	2
ED301	Junior Integration Seminar .....	2
ED400	Foundations of Education .....	3
ED402	Senior Integration Seminar .....	3
ED410	Technology Uses in Education .....	3
E303	Introduction to Linguistics OR.....	3
ESL351	Language & Language Acquisition OR	
E346	History of the English Language	
H211	World History I or test .....	3
H212	World History II or test +UD World.....	3
H241	U.S. History I .....	3
H332	California: Past & Present .....	3
KPE415	Elementary P.E. Components & Techniques .....	2
LS140	Principles of Biology w/lab .....	4
LS200	Foundations of Science .....	3
MA201	Mathematical Systems for Elementary Teachers I .....	3
MA202	Mathematical Systems for Elementary Teachers II .....	3
MU190	Introduction to Music & Art .....	3
MU431	Music Components & Tech. for Elem. Teachers .....	3
P321	Philosophies of Education .....	3
POL220	U.S. Government .....	3
PS222	Earth Science for Elem. Teachers.....	2
PS231	Physical Science for Elem. Teachers.....	2
SS381	Cultural Geography .....	3
<i>Total units required for major .....</i>		<i>86</i>

## Areas of Specific Concentration

In addition to the courses listed above, every student must complete 12 units of advanced study in a specific area of concentration. All concentrations

include HU312 Disciplinary Connections. Students select nine (9) additional units from one of the following list of concentrations:

- Communication
- Computer Concepts and Applications
- English
- Foreign Language – Spanish
- History - United States
- History - World
- Intercultural
- Israel
- Mathematics
- Music
- Physical Education
- Political Studies
- Science
- Visual and Performing Arts
- Writing

Other concentrations may be considered by the department that enhance subject preparation for elementary education

## Course Offerings in Teacher Education

### ED101 Freshman Integration Seminar (2)

The Freshman Integration Seminar links the content of college coursework in the Liberal Studies-teacher education major to teaching competencies.

### ED202 Sophomore Integration Seminar (2)

The Sophomore Integration Seminar links the content of college coursework in the Liberal Studies-teacher education major to teaching competencies. It examines characteristics of K-8 students and links them to developmentally appropriate teaching strategies. Included are six (6) hours of planned, structured experiences in K-8 classrooms.

### ED210 Classroom Participation (1,3)

A pre-professional course intended to give the prospective teacher experience as a teacher aide in the classroom. The student selects two schools in which to serve for a total of 10 hours per unit. Recommended for students uncertain about entering either elementary or secondary education professions.

### ED301 Junior Integration Seminar (2)

The Junior Integration Seminar links the content of college

coursework in the Liberal Studies-teacher education major to teaching competencies. It introduces students to cultural and linguistic factors that must influence decisions about teaching and classroom management.

### ED400 Foundations of Education (3)

A course designed to introduce student to processes in today's elementary and secondary classrooms. Includes the study of underlying philosophical bases; and introduction to the California State Teaching Performance Expectations; learning about students, establishing academic learning goals, planning instruction, designing instructional strategies, assessing student learning; and maintaining an effective learning environment. Requires twelve (12) hours of observation and participation in the classroom. Seniors Only (Course Fee \$15)

### ED402 Senior Integration Seminar in Liberal Studies (3)

The Senior Integration Seminar assists the student in integrating the content and skills taught in the various major courses. It requires the integration of biblical world view principles into the disciplines. It also links the content of college coursework in the Liberal Studies-teacher education major to teaching competencies. The student is prepared for the summative assessments for graduation and also for the subject matter program of the multiple subject credential.

### 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, Web site management, and communication with various technologies. Class meets the state technology preliminary credential requirement. (Course fee \$20)

### ED420 Principles of Secondary Education (3)

A course designed to give students an introduction to secondary education. Includes an examination of the structure and organization of the secondary school program, the multicultural environment, characteristics of adolescent learners, and teaching performance expectations. Requires six (6) hours of classroom observation in local public junior/senior high schools. Prerequisite for entry into the TMC credential program for single subject credential candidates.

*Dr. Joseph W. Francis, Chairperson*

Due to the ever-increasing influence of technology, the study of mathematics is crucial not only for logical thinking, but also for the preparation for any technical vocation. In addition, mathematics is a vital part of any well-rounded liberal arts education.

The mathematics curriculum is designed to provide a strong foundational core for the student interested in pursuing graduate study and to offer students the opportunity for preparation in fields relating to applied mathematics, such as statistics and engineering. The Department of Mathematics provides a strong and thorough offering in mathematics as a part of God's creation in a concentrated effort to integrate faith and learning. 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 College 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 grant course credit for MA121 Calculus I for the AP Calculus AB examination, MA121 Calculus I and MA122 Calculus II for the AP Calculus BC examination, or the AP Statistics examination for MA262 Elementary Statistics. The student must submit proof of an earned test score of 3 or better on the appropriate Advanced Placement Examination of the College Board or a score of 55 or above on the College Level Examination Program test.

### California Single Subject Teaching Credential in Mathematics

Students interested in obtaining a California Single

Subject Teaching Credential in Mathematics should contact both the Mathematics and Teacher Education Departments' advisors about specific requirements for this credential.

### 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

The following courses are required of every student who wishes to pursue a degree in mathematics from The Master's College:

MA111	Introduction to Scientific Computing.....	2
MA121	Calculus I.....	4
MA122	Calculus II.....	4
MA221	Calculus III.....	4
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>26</i>

In addition to the Mathematics Major Core Courses, each student must choose an emphasis that they would like to pursue: Pure Mathematics, Applied Mathematics or Mathematics Education. The requirements for each of these emphases are as follows:

### Pure Mathematics Emphasis Courses

Mathematics Major Core Courses.....	26
MA222 Calculus IV.....	1
MA344 Modern Geometry.....	3
MA355 Number Theory/History of Mathematics....	3
MA383 Complex Analysis.....	3
MA445 Real Analysis I.....	3
MA453 Abstract Algebra I.....	3
MA482 Topics in Mathematics.....	3
Additional Upper Division Mathematics Courses.....	6
<i>Total units required for emphasis</i> .....	<i>51</i>

### Applied Mathematics Emphasis Courses

Mathematics Major Core Courses.....	26
MA222 Calculus IV.....	1
MA253 Discrete Mathematics.....	3
MA366 Probability.....	3
MA383 Complex Analysis.....	3
MA425 Mathematical Modeling.....	3
MA463 Introduction to Applied Mathematics.....	3
MA464 Methods in Applied Mathematics.....	3



MA482 Topics in Mathematics .....	3
Additional Upper Division Mathematics Course.....	3
<i>Total units required for emphasis .....</i>	<i>51</i>

**Mathematics Education Emphasis Courses**

Mathematics Major Core Courses .....	26
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
Additional Upper Division Mathematics Courses.....	6
<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:

MA111 Introduction to Scientific Computing.....	2
MA121 Calculus I .....	4
MA122 Calculus II.....	4
MA221 Calculus III .....	4
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 Courses.....	3
<i>Total units required for minor.....</i>	<i>24</i>

**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 ED410 during their last two years, *in addition to* the courses required for the Bachelor’s degree as a preparation for the Fifth Year Program. Contact the Department of Teacher Education for more information.
3. A maximum of two (non-general education) upper division courses from another department may be used to satisfy the “Additional Upper Division Mathematics Courses” requirement, subject to the *prior* approval of the student’s advisor.

**Course Offerings in Mathematics**

**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.

**MA090 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 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 MA090, or instructor approval.*

**MA111 Introduction to Scientific Computing (2)**

This course is an introduction to programming using the Matlab scientific computing environment. This class does not require any previous programming experience. The basics of programming will be introduced and illustrated using the Matlab language. The techniques seen in class (variables handling, iteration, visualization, data analysis, simulation) will be then used to learn how to solve “real-life” problems. The emphasis is on the interplay between computation, theory and experiment and is illustrated by examples coming from mathematics but also from other scientific or quantitative disciplines like biology and business. *Prerequisite: MA 101 or instructor approval (Lab Fee \$20.)*

**MA121 Calculus I (4)**

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*

**MA122 Calculus II (4)**

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*

**MA201 Mathematics for Elementary School Teachers I (3)**

The first semester of a unified course that provides basic mathematical competency for teachers at the elementary school level. Emphasis is placed upon problem solving and understanding the principles underlying mathematical concepts. This course is strictly intended for liberal studies majors seeking to meet breadth requirements in mathematics. Topics to be covered include sets, whole numbers, functions, whole-number computation, integers, basic number theory, rational numbers, decimals, percents and real numbers. *Prerequisite: Permission of the Teacher Education Department.*

**MA202 Mathematics for Elementary School Teachers II (3)**

The second semester of a unified course that provides basic mathematical competency for teachers at the elementary school level. Topics to be covered include probability, statistics, introductory geometry, constructions, congruence, similarity, measurement, motion geometry and tessellations. *Prerequisite: Permission of the Teacher Education Department.*

**MA221 Calculus III (4)**

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 (Lab fee \$20.)*

**MA222 Calculus IV (1)**

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 (Lab fee \$20.)*

**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 & Problem Solving (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. *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*

**MA366 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*

**MA368 Mathematical Statistics (3)**

This class covers the mathematical foundations and some applications of statistical methods. Statistics make possible data-based 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, nonparametric statistics. This class assumes some prior knowledge of probability theory. *Prerequisite: MA366*

### **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*

### **MA445 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: MA445*

### **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 Introduction to Applied Mathematics (3)**

This course is a broad and systematic introduction to Applied Mathematics, providing a general framework for equilibrium problems encountered in applied mathematics and engineering. It covers some fundamental topics in applied linear algebra, ordinary and partial differential equations, Fourier analysis and optimization (both continuous and discrete). The Matlab scientific computing environment and language will be used to illustrate the concepts and techniques introduced and to solve problems having no analytical solutions. *Prerequisites: MA231, MA282*

### **MA464 Methods in Applied Mathematics (3)**

Building on the course Introduction to Applied Mathematics (MA463), this class provides techniques for solving various applied mathematical problems. The first part of the class will present efficient numerical analysis methods for solving algebraic equations, as well as initial-value and boundary-value problems in ordinary and partial differential equations. The second part of the class will be mainly devoted to the study of solving of real life problems encountered in various scientific disciplines and in technology. *Prerequisite: MA463*

### **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.*

*Dr. Paul T. Plew, Chairperson*

The Department of Music continually works to create for the entire student body an atmosphere which 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 department aims to give a well-balanced scope of many styles of music and opportunities for exposure to those styles.

The curriculum offered by the Department of Music is designed to serve the entire college community. Applied Music courses (private lessons, ensembles, etc.) are available to all students of the college for active music participation and development of individual musical skills. Additional courses are open as well for growth in the knowledge and expression of the musical arts.

## Mission

The mission of The Master's College Music Department is to develop, with Biblical perspectives, individuals having an intrinsic desire to excel; to produce knowledgeable and skillful musicians through comprehensive musical training; and to promote intellectual understanding, artistry and community responsibility.

## Degrees

Students select from two degrees and twelve emphases. The Bachelor of Music degree is offered in vocal performance, piano performance, performance with emphasis in piano pedagogy, instrumental performance, worship music ministries, music education, and composition. The Bachelor of Arts degrees include B.A. in Music, and B.A. in Music with emphases in Biblical Studies, Communication, Audio Technology, and Youth Ministry. Degrees are designed to be completed in four years, but may require additional sessions or satisfaction of requirements through CLEP or AP courses, especially for students who wish to take advantage of extra courses and ensembles.

**THE BACHELOR OF MUSIC** degree 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 progress by the end of the sophomore year in order to continue in the BM degree program.

**B.M. in Composition** 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."

**B.M. in Music Education** equips the student with the necessary skills, understanding, and methodologies to teach vocal, instrumental, and general music in the K-12 grade school system. Certification begins after this four-year degree program since the State of California requires completion of a bachelor's degree before beginning the California teaching credential.

**B.M. in Performance** prepares students for a career in performance, teaching, or for advanced study in piano, voice, or an instrument. The program includes a breadth and depth of music studies to ensure a thorough foundation.

**B.M. in Piano Performance with Emphasis in Pedagogy** allows piano majors who plan to teach the opportunity to focus on pedagogy through course work and practical experience.

**B.M. in Worship Music Ministries** is a progressive major that prepares students to reach the whole body of worshippers in evangelical churches. It equips them with a variety of skills in music and organizational and relational aspects for praise teams, choirs of all ages, and orchestra; it includes training in sound systems, and acoustic 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** degrees are 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. Performance requirements may be satisfied by a recital or a project.

**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 music engenders opens doors in numerous music-related and non-music fields.

**B.A. in Music with Emphasis in Biblical Studies** provides a foundation in both music and selected areas of Biblical Studies such as counseling, Bible exposition, missions, languages, education, and more. It also serves as a valuable precursor to seminary or graduate study in music,



as well as preparing entry-level music pastors and assistant pastors.

**B.A. in Music with Emphasis in Communication** gives 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.

**B.A. in Music with Emphasis in Audio Technology** is designed to prepare students for working with the latest audio technology in numerous arenas in the media industry and in churches. Combined with their study in music, it becomes a unique preparation to better suit them for music recording and production.

**B.A. in Music with Emphasis in Youth Ministry** targets those preparing for a combined ministry in a smaller church requiring a broad grounding in music along with the ability to relate to youth and lead a youth program. It provides a background for graduate school or seminary with the expectation that those continuing in such a vocation would seek additional training in one of the two disciplines.

In addition, the department 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.

Due to the standards of the California Commission on Teacher Credentialing, students desiring to obtain a Single Subject Teaching Credential in Music should consult an advisor about specific course requirements.

### Computer Lab

The Master's College music facilities include a computer lab that features Macintosh/Roland music work stations, each complemented with the most recent music notation and sequencing software application programs. Combined with a quality audio recording system and CD-ROM music library, The Master's College music student has access to the latest in computer generated composition, digital sequencer recording and educational technology. The Music Department 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.

### Careers

A major in music provides discipline and whole-brain learning that prepares the conscientious graduate for success in nearly any field. The department strives to acquaint music majors with musical careers by inviting individuals from diverse sectors of the music field to share with students their experience and show what is available. 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 Personnel
- Pastor
- Music and Recording Industries Specialist
- Music Software Developer
- Community Arts Manager
- Performing Arts Administrator
- Composer/Arranger
- Conductor
- Music Librarian
- Music Therapist
- Ethnomusicologist

### Concerts

The Master's College Music Department presents concerts each semester, which include staged productions such as Opera Scenes, a "Come ChristmasSing" concert series, a major oratorio, choral concerts, Wind Ensemble, Chamber Orchestra, various other instrumental ensembles, Jazz Band, and theater productions.

All students taking private instruction are involved in recitals each semester. In addition, the music faculty offers a variety of faculty performances. All musical performances are open to the college and the community.

### Performing Groups

Vocal choirs include Collegiate Singers, a non-auditioned campus community choir, as well as two auditioned choirs: The Master's Chorale and Women's Chamber Choir. Opera Scenes, also an auditioned group, performs one weekend a year. Instrumental groups include the Wind Ensemble, Chamber Orchestra, Jazz Band, various chamber ensembles, and handbell choirs. These groups present



concerts on and off campus, and many tour annually within the United States and/or internationally. The Master's College Chorale has been requested by major Christian recording labels for nationally released albums.

### General Requirements

All incoming students are required to give an audition in their primary instrument. The level of accomplishment demonstrated will help determine whether a student may enter the BM program. In order to continue in the BM program, the student must obtain approval from the faculty in the jury examinations at the end of the sophomore year. Concert attendance and performance are necessary for all music majors to enrich their musical understanding. Enrollment in Concert Attendance and Collegiate Singers is required every semester.

Each student must choose a primary performance instrument and enroll in individual instruction in that instrument and in Performance Practicum (MU390) every semester. All students enrolled in private lessons for their primary instrument are required to take an examination each semester. Students giving a recital must demonstrate that they meet the departmental 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.

Vocal performance majors take six units of foreign language, including three units of Beginning Italian I. The other three units may be satisfied with Beginning Italian II, or beginning courses in German, or French, as offered. Expected proficiencies include a basic understanding of the grammar, beginning vocabulary, and skill in pronunciation.

A reasonable level of keyboard proficiency, required for most music degrees, may be met through Piano Foundations or by examination.

### BACHELOR OF MUSIC DEGREE: CORE COURSES

MU131	**Piano Foundations I.....	1
MU132	**Piano Foundations II.....	1
MU141A,B	Music Theory and Aural Skills I.....	4
MU142A,B	Music Theory and Aural Skills II.....	4
MU160/360	Individual Instruction in Primary Instrument.....	8
MU231	**Piano Foundations III.....	1
MU232	**Piano Foundations IV.....	1
MU241A,B	Music Theory and Aural Skills III.....	4
MU242A,B	Music Theory and Aural Skills IV.....	4
MU271	Basic Conducting.....	2

MU295	*Music & Art for Musicians.....	3
MU310	Collegiate Singers.....	4
MU330	Concert Attendance.....	0
MU333	*Worship and Songs of the Church.....	3
MU390	Performance Practicum.....	0
MU393	Music History & Literature I.....	3
MU394	Music History & Literature II.....	3
MU482	Senior Seminar.....	2
Major Performing Ensemble.....		8
<i>Total core courses</i> .....		56
<i>*Satisfies General Education Requirement</i>		
<i>**Testing out allowed for any or all semesters for Piano Foundations 0-4</i>		

### Composition

Music Core Courses.....		54
MU160w/360w*	Individual Instruction in Composition.....	6
MU225	Introduction to Composition.....	2
MU353	Tonal Counterpoint .....	2
MU406	Popular Music Since 1900.....	3
MU411	Computers in Music.....	2
MU443	20th Century Analysis .....	2
MU445	Arranging .....	2
MU474	Orchestration.....	2
MU460	Recital (60 minutes) .....	2
<i>Total units required for emphasis</i> .....		77
<i>*Two units count toward individual instruction in primary instrument</i>		

### Instrumental Performance

Music Core Courses.....		56
MU340c	Instrumental Chamber Ensembles.....	4
MU360	Additional instruction in primary instrument.....	6
<i>One of the following</i> .....		2
MU353	Tonal Counterpoint (2)	
MU443	20th Century Analysis (2)	
MU474	Orchestration (2)	
MU260	Recital (30 minutes).....	0
MU460	Recital (60 minutes).....	2
<i>Total units required for emphasis</i> .....		70

### Music Education

Music Core Courses.....		54
MU181	Introduction to Music Education.....	1
MU313	Percussion Techniques .....	1
MU314	Woodwind Techniques.....	1
MU315	Brass Techniques.....	1
MU316	String Techniques.....	1
MU360	Additional individual instruction in primary instrument.....	4
MU396	*World Music.....	3
MU411	Computers in Music .....	2

MU416	Teaching Music in the Elementary & Secondary School.....	3
MU476	Advanced Conducting.....	2
ED400	Foundations of Education.....	3
P321	*Philosophies of Education.....	3
Choose one of the following:.....		2
	MU353 Tonal Counterpoint (2)	
	MU445 Arranging (2)	
	MU474 Orchestration (2)	
Performance Track.....		4-6
<i>Instrumental:</i>		
	MU170B Class Voice (1)	
	MU340C **Instrumental Chamber Ensembles (1-2)	
	MU414 Instrumental Methods (2)	
<i>Vocal:</i>		
	MU320C **Vocal Chamber Ensembles (2 Semesters) (1-2+)	
	MU428 Choral Methods (2)	
	MU464 Vocal Pedagogy (2)	
MU260	Recital (30 minutes) .....	0
<i>Total units required for emphasis .....</i>		<i>85-87</i>
<i>*Satisfies General Education Requirement</i>		
<i>**Satisfies up to 2 units of Major Performing Ensemble</i>		

**Piano Performance**

Music Core Courses.....		48-50*
MU160/360	Individual Instruction in a Keyboard .. Instrument other than piano.....	1
MU356	Teaching Piano Internship I.....	1.5
MU360A	Additional Instruction in Piano.....	6
MU374	Functional Keyboard Skills.....	2
MU385	Piano Pedagogy I.....	2
MU386	Piano Pedagogy II.....	2
MU440	Collaborative Keyboard.....	2-4
<i>(Satisfies 2-4 units of Major Performing Ensemble)</i>		
MU473	Advanced Piano Literature.....	2
MU260	Recital (30 minutes).....	0
MU460	Recital (60 minutes).....	2
<i>Total units required for emphasis .....</i>		<i>70.5</i>
<i>*Exempted from Piano Foundations</i>		

**Performance with Emphasis in Piano Pedagogy**

Music Core Courses.....		48-50*
MU356	Teaching Piano Internship I.....	1.5
MU360A	Additional Instruction in Piano.....	6
MU374	Functional Keyboard Skills.....	2
MU385	Piano Pedagogy I.....	2
MU386	Piano Pedagogy II.....	2
MU440	Collaborative Keyboard.....	2-4
<i>(Satisfies 2-4 units of Major Performing Ensemble)</i>		
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>76.5</i>
<i>*Exempted from Piano Foundations.</i>		

**Vocal Performance**

Music Core Courses.....		56
ITA123	*Beginning Italian.....	3
MU283/284	Diction (Foreign Language).....	4
MU341	Stage Training .....	2
MU360B	Additional Vocal Instruction .....	6
MU464	Vocal Pedagogy.....	2
MU466	Vocal Literature .....	2
	*Foreign Language Elective.....	3
MU260	Recital (30 minutes).....	0
MU460	Recital (60 minutes).....	2
<i>Total units required for emphasis .....</i>		<i>80</i>
<i>*Satisfies General Education Requirement</i>		

**Worship Music Ministries**

Music Core Courses .....		43*
MU223	Audio Engineering I.....	3
MU233	Popular Music Theory I.....	3
MU234	Popular Music Theory II .....	3
MU 241B	Music Theory and Aural Skills III.....	1
MU 242B	Music Theory and Aural Skills IV.....	1
MU334	Music Leadership and Administration...2	
MU360	Additional Individual Instruction in guitar, piano, voice or drum set .....	4
MU396	**World Music.....	3
MU406	Popular Music since 1900.....	3
MU411	Computers in Music .....	2
MU494	Worship Internship.....	2
MU260	Recital (30 minutes).....	0
Electives .....		8

Choose from the following:

- MU105 Song Writing (2)
- MU251 Introduction to Audio Technology (3)
- MU316 String Techniques (1)
- MU404 Recording Techniques (3)
- MU428 Choral Methods (2)
- MU445 Arranging (2)
- MU474 Orchestration (2)
- MU476 Advanced Conducting (2)

*Total Units required for emphasis.....78*  
*\*Exempted from MU241A, 242A, MU295, and 2 units of Major Performing Ensemble*  
*\*\*Satisfies General Education Requirement*

**BACHELOR OF ARTS IN MUSIC**

MU131	**Piano Foundations I.....	1
MU132	**Piano Foundations II .....	1
MU141A,B	Music Theory and Aural Skills I.....	4

MU142A,B	Music Theory and Aural Skills II.....	4
MU160/360	Individual Instruction.....	8
MU 241A,B	Music Theory and Aural Skills III.....	4
MU 242A,B	Music Theory and Aural Skills IV.....	4
MU271	Basic Conducting.....	2
MU295	*Music and Art for Musicians.....	3
MU310	Collegiate Singers.....	4
MU330	Concert Attendance.....	0
MU333	*Worship and Songs of the Church.....	3
MU390	Performance Practicum.....	0
<i>One of the following.....</i>		<i>3</i>
MU393	Music History & Literature I (3)	
MU394	Music History & Literature II (3)	
MU411	Computers in Music.....	2
MU482	Senior Seminar.....	2
Non-Music Electives.....		4
Other Electives.....		8
Major Performing Ensemble.....		4
MU260	Recital (30 min.) or approved project.....	0
<i>Total units required for Bachelor of Arts in Music.....</i>		<i>61</i>
<i>*Satisfies General Education Requirement</i>		
<i>**Testing out allowed for any or all semesters for Piano Foundations 0-2</i>		

**BACHELOR OF ARTS IN MUSIC WITH EMPHASIS IN AUDIO TECHNOLOGY**

MU131	**Piano Foundations I.....	1
MU132	**Piano Foundations II.....	1
MU141A,B	Music Theory and Aural Skills I.....	4
MU142A,B	Music Theory and Aural Skills II.....	4
MU160/360	Private Instruction.....	8
<i>Two of the 8 units may be satisfied by MU131-132</i>		
MU223	Audio Engineering I.....	3
MU225	Introduction to Composition.....	2
MU251	Introduction to Audio Technology, Pro Tools I.....	3
MU271	Basic Conducting.....	2
MU295	Music and Art for Musicians.....	3
MU310	Collegiate Singers.....	4
MU330	Concert Attendance.....	0
MU333	*Worship and Songs of the Church.....	3
MU354	Audio Editing (Pro Tools 2).....	3
MU355	Audio Mixing (Pro Tools 3).....	3
MU390	Performance Practicum.....	0
MU396	*World Music.....	3
MU404	Recording Techniques.....	3
MU406	Popular Music Since 1900.....	3
MU411	Computers in Music.....	2
MU426	Audio Engineering II.....	3
MU460e	Senior Project.....	2
MU482	Senior Seminar.....	2
MU498	Internship in Audio Technology.....	2
C202	Film History I (may substitute E299 Studies in Classic Film).....	3
C394	Introduction to Computer Visual Effects.....	3

BCW364	*Ethics.....	3
BMS385	*World Religions.....	3
Major Performing Ensemble.....		4
<i>Total units required for emphasis.....</i>		<i>78-80</i>
<i>*Satisfies General Education Requirement</i>		
<i>**Testing out allowed for any or all semesters for Piano Foundations 0-2</i>		

**BACHELOR OF ARTS IN MUSIC WITH EMPHASIS IN BIBLICAL STUDIES**

MU131	**Piano Foundations I.....	1
MU132	**Piano Foundations II.....	1
MU141A,B	Music Theory and Aural Skills I.....	4
MU142A,B	Music Theory and Aural Skills II.....	4
MU160/360	Individual Instruction in Primary Instrument.....	8
<i>Two of the 8 units may be satisfied by MU131, 132</i>		
MU271	Basic Conducting.....	2
MU295	*Music and Art for Musicians.....	3
MU310	Collegiate Singers.....	4
MU330	Concert Attendance.....	0
MU333	*Worship and Songs of the Church.....	3
MU334	Music Leadership and Administration.....	2
MU390	Performance Practicum.....	0
MU396	*World Music.....	3
MU411	Computers in Music.....	2
MU482	Senior Seminar.....	2
Major Performing Ensemble.....		4
Biblical Studies Electives.....		18
Music Electives.....		4
MU260	Recital (30 min.) or approved project.....	0
<i>Total units required.....</i>		<i>63-65</i>
<i>*Satisfies General Education Requirement</i>		
<i>**Testing out allowed for any or all semesters for Piano Foundations 0-2</i>		

**BACHELOR OF ARTS IN MUSIC WITH EMPHASIS IN COMMUNICATION**

MU131	**Piano Foundations I.....	1
MU132	**Piano Foundations II.....	1
MU141A,B	Music Theory and Aural Skills I.....	4
MU142A,B	Music Theory and Aural Skills II.....	4
MU160/360	Individual Instruction in Primary Instrument.....	8
<i>Two of the 8 units may be satisfied by MU131, 132</i>		
MU271	Basic Conducting.....	2
MU295	*Music and Art for Musicians.....	3
MU310	Collegiate Singers.....	4
MU330	Concert Attendance.....	0
MU333	*Worship and Songs of the Church.....	3
MU334	Music Leadership and Administration.....	2
MU390	Performance Practicum.....	0
MU396	*World Music.....	3
MU411	Computers in Music.....	2
MU482	Senior Seminar.....	2

C211	Intro to Mass Communication.....	3
C371	Interpersonal Communication.....	3
C472	Rhetorical Criticism .....	3
	Communication Electives .....	9
	Major Performing Ensemble .....	4
	Music Electives .....	4
MU260	Recital (30 min.) or approved project .....	0
	<i>Total units required .....</i>	<i>63-65</i>
	<i>*Satisfies General Education Requirement</i>	
	<i>**Testing out allowed for any or all semesters for Piano Foundations 0-2</i>	

**BACHELOR OF ARTS IN MUSIC WITH EMPHASIS IN YOUTH MINISTRY**

MU131**	Piano Foundations I.....	1
MU132**	Piano Foundations II.....	1
MU141A,B	Music Theory and Aural Skills I.....	4
MU142A,B	Music Theory and Aural Skills II.....	4
MU160/360	Individual Instruction in Primary Instrument.....	8
	<i>Two of the 8 units may be satisfied by MU131, 132</i>	
MU271	Basic Conducting.....	2
MU295	*Music and Art for Musicians .....	3
MU310	Collegiate Singers .....	4
MU330	Concert Attendance .....	0
MU333	*Worship and Songs of the Church .....	3
MU334	Music Leadership and Administration .....	2
MU390	Performance Practicum.....	0
MU396	*World Music .....	3
MU411	Computers in Music.....	2
MU476	Advanced Conducting .....	2
MU482	Senior Seminar .....	2
MU494	Church Music Internship .....	2
BC300	Introduction to Biblical Counseling .....	3
BCE313	Introduction to Christian Education.....	3
BYM321	Introduction to Youth Ministry .....	3
BYM322	Youth Culture & Conflicts.....	3
MU260	Recital (30 min.) or approved project.....	0
	Major Performing Ensemble.....	4
	Music Electives .....	4
	<i>Total units required .....</i>	<i>61-63</i>
	<i>*Satisfies General Education Requirement</i>	
	<i>**Testing out allowed for any or all semesters for Piano Foundations 0-2</i>	

**Minor in Music**

For a minor in Music, the following courses are required:

MU310	Collegiate Singers .....	2
MU330	Concert Attendance (4 semesters) .....	0
MU131	Piano Foundations I.....	0-1
MU132	Piano Foundations II.....	0-1
	<i>Testing out allowed for one or both semesters</i>	
MU141	Music Theory I.....	4
MU160/360	Individual Instruction .....	4

MU271	Basic Conducting.....	2
MU295	*Music & Art for Musicians .....	3
MU333	*Worship and Songs of the Church .....	3
	Music Electives .....	4
	<i>Total units required for minor .....</i>	<i>22-24</i>
	<i>*Satisfies General Education Requirement</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.

**MU106 Song Writing II (2)**

A continuation of MU105. *Prerequisite: MU105 Song Writing*

**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 MU 131. *Prerequisite: MU 131 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; also 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, and leading-tone chords, modulation, binary and ternary form, and popular



music symbols. Melodic, rhythmic and harmonic dictation, and sight-singing. Class meets 5 hours weekly. *Prerequisite: MU141*

### **MU160/360 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. *All music majors must also register for MU390 Performance Practicum.* Areas of Instruction: MU160a Piano, MU160b Voice, MU160c Organ, MU160d Guitar, MU160f Flute, MU160g Oboe, MU160h Clarinet, MU160i Saxophone, MU160j Bassoon, MU160k Trumpet, MU160l Horn, MU160m Trombone, MU160n Euphonium/Tuba, MU160o Percussion, MU160p Violin, MU160r Harp, MU160s Cello, MU160t String Bass, MU160u Harpsichord, MU160v Viola, MU160w Composition, MU160x Bagpipe. Other areas may be added as needed.

### **MU170 Class Instruction (1)**

Small class (not over 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 course designed to introduce students to the teaching profession.

### **MU190 Introduction to 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 the Getty Center. For non-music majors.

### **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.

### **MU225 Introduction to Composition (2)**

The study of the craft of musical composition. Thematic organization and development, pacing and formal continuity.

### **MU231 Piano Foundations III (1)**

Continues development of the skills taught in MU 132. *Prerequisite: MU 132 or permission*

### **MU232 Piano Foundations IV (1)**

Continues development of the skills taught in MU 231,

with added emphasis in accompanying and instrumental, vocal, and choral score reading. *Prerequisite: MU 231 or permission*

### **MU233 Popular Music Theory I (3)**

Worship-focused improvisation, harmonization, arranging, analysis, charting, and other skills.

*Prerequisite: MU142*

### **MU234 Popular Music Theory II (3)**

A continuation of the elements of Popular Music Theory I. *Prerequisite: MU233*

### **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 and written analysis, aural recognition, composition and keyboard performance. Class meets 5 hours weekly. *Prerequisite: MU142*

### **MU242.1 Music Theory IV (3) and MU242.2 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 involving analysis and original composition using these devices. Class meets 5 hours weekly. *Prerequisite: MU241*

### **MU251 Introduction to Audio Technology, Pro Tools I (3)**

(Pro-Tools I) An introductory course designed to acquaint students with the discipline of audio technology and begin learning Pro Tools software.

### **MU260 Recital or Project (0)**

A 30-minute recital generally given in the fall of the junior year by performance majors, and in the senior year by all others 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, 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 Collegiate 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.

**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 as it relates to school teachers. Basic rudiments, design and maintenance of percussion instruments.

**MU314 Woodwind Techniques (1)**

Basic elements of playing woodwind instruments as it relates to school teaching. Performance skills, literature and maintenance of woodwind instruments.

**MU315 Brass Techniques (1)**

Basic elements of playing brass instruments as it relates to school teaching. Performance skills, literature and maintenance of brass instruments.

**MU316 String Techniques (1)**

Basic elements of playing string instruments as it relates to school teaching. Positions, design, 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. *Co-requisite: MU310*

**MU320W Women's Chamber Choir (1)**

A choir for women performing a wide variety of music from all style periods. The choir sings in a number of local venues, including churches, convalescent centers, campus concerts, and also has a spring tour. Open to all women students by audition. May be repeated for credit. *Co-requisite: MU310*

**MU330 Concert Attendance (0)**

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.

**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 pre-eminence 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.

**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.

**MU340B Brass Ensemble (1)**

**MU340C Instrumental Chamber Ensembles (1)**

Open to all students by audition. May be repeated for credit.

**MU340F Flute Ensemble (1)**

**MU340G Guitar Ensemble (1)****MU340H Handbell Ensemble (1)**

Open to all students. May be repeated for credit.

**MU340J Jazz Band (1)**

Open to all students by audition. May be repeated for credit.

**MU340S Chamber Orchestra (1)**

Open to all students by audition. May be repeated for credit.

**MU341 Stage Training (2)**

A beginning study of improvisational techniques for the stage. Very interactive class structure.

**MU348 Production Techniques (1)**

This class will provide 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.

**MU353 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 18th century. *Prerequisite: MU242.*

**MU354 Audio Editing (Pro Tools 2) (3)**

(Pro-Tools II) 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 Audio Mixing (Pro Tools 3) (3)**

(Pro Tools III) 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 with MU386*  
*Prerequisite: MU385*

**MU360/160 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.*

**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: MU141 and MU142*

**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)**

Weekly or bi-weekly meetings involving student performances in recital or studio settings. Provides a time for combined performances (vocalists, pianists & 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 multi-disciplinary 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. Satisfies 3 units of the cross-cultural requirement.

**MU404 Recording Techniques (3)**

Live recording and studio recording techniques.

**MU406 Popular Music Since 1900 (3)**

A survey of popular music from 1900 to the present, covering composers, performers, styles and major works, along with an introduction to jazz theory.

**MU411 Computers in Music (2)**

Course includes computer OS basics, spreadsheet and presentation software, Internet and web-site development, audio files, sound sampling, synthesizers, MIDI language, developing skills in notation (Finale) with EPS cross-software implementation, and sequencing (Logic) with editing, voicing, and mixing of multi-tracks in General MIDI and Soft-Synth modes.

**MU414 Instrumental Methods (2)**

A cornerstone course enabling students to gain a greater understanding and working knowledge to become successful teachers of instrumental music in K-12 schools. Topics encompass the elementary level musician, concert band, marching band, jazz band, and orchestra, with detailed discussion of (each performing group,) 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)**

Survey of materials, methods of teaching 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 of a selected area of music. *Prerequisite: permission of the department chairperson.*

**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.

**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 major performing ensemble. Must have approval of the piano faculty. May be repeated for a maximum of 4 credit units.

**MU443 20th Century Analysis (2)**

An analytical survey of twentieth century composition techniques. *Prerequisite: MU242*

**MU445 Arranging (2)**

Equips students with compositional skills and techniques that facilitate arranging of music in both vocal and instrumental genres from a range of style periods and sources to fit diverse needs and levels. *Prerequisite: MU241.*

**MU448 Overseas Music Missions Trips (3)**

Background and biblical history of Israel given as preparation for the Master's College 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. Satisfies 3 units of the cross-cultural requirement.

**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 Teaching Piano Internship I*

**MU454 Teaching Piano Internship III (1.5)**

Continuation of MU453. *Prerequisite: MU453 Teaching Piano Internship II.*

**MU460 Recital (2)**

A 60-minute recital given in the senior year by performance majors. 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.

**MU460e Senior Project for Audio Technology (2)**

Final Project incorporating audio content, such as sound for a short film, music video, sound recording and post-production, etc.

**MU464 Vocal Pedagogy (2)**

The science and art of training the singing voice. Principles of resonance, breath support, registration and expression. *Prerequisite: Permission of the instructor.*

**MU466 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 as well as its use for teaching purposes.

**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 as well as its use for teaching purposes.

**MU474 Orchestration (2)**

The instruments: ranges and limitations. Scoring for sections and full orchestra. The church orchestra. *Prerequisite: MU242*

**MU476 Advanced Conducting (2)**

Advanced techniques in choral and instrumental literature. *Prerequisite: MU271*

**MU477 Instrumental Pedagogy (2)**

Survey of methods and literature as they apply to an instructor in a specific instrument.

**MU478 Instrumental Literature (2)**

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 Piano Pedagogy II*

**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 Piano pedagogy III*

**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, Co-requisite: MU380H*

**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.

# Degree Completion Program

*Mr. Wayne A. Dell, Director*

The Degree Completion Program is designed to meet the needs of today's working adult learner. We understand the value, reward and challenge of completing your degree and have made every effort to make this pursuit as practical and convenient as possible. By design, the program is a compressed course of study and your class will meet for instruction only one evening a week for four hours, 6:00 – 10:00 p.m. You will learn in an interactive teaching/learning format conducive to the adult learning style.

The Degree Completion Program offers a fully accredited bachelor degree in four different majors. The degree completion program can be completed in as little as 20 months, depending upon the major course of study selected and sufficient transfer units.

The major program is open to adults 25 and older who have a testimony of personal faith in Jesus Christ, a grade point average of 2.0 or better in all prior academic work from an accredited college, and an ability to write at the collegiate level.

In the Degree Completion Program you will be going through the program as a cohort, allowing you to work on one class at a time and enabling you to meet with the same classmates throughout the entire program. This provides an excellent opportunity for encouragement, support, accountability, camaraderie and lasting relationships, while at the same time moving toward completion of your educational goals.

The classes in the Degree Completion Program are kept small (typically 12-18 students), allowing for personalized attention. We believe that personalized discipleship enhances spiritual maturity and that personalized scholarship encourages the pursuit of individual academic excellence, as unto the Lord.

## Admissions

The Master's College welcomes applications from all individuals who have a testimony of personal faith in Jesus Christ as Lord and Savior. The college

is committed to a policy of non-discrimination on the basis of ethnic origin or sex in its admission policies.

## Admission Requirements

- Statement of Faith
- Minimum age of 25
- Sixteen (16) transferable units with a grade of "C" or better\*
- Ability to study and write at the collegiate level
- Completion of application forms and payment of the \$35 application fee

## Application Process

To be considered for admission, the applicant should follow these steps:

1. Call to schedule an appointment with an enrollment counselor.
2. Complete and submit an application with the \$35 application fee.
3. Request official transcripts from all colleges or universities attended.
4. Distribute reference forms to appropriate individuals—Christian leader reference and personal reference.
5. Complete Financial Aid forms.

Once the application has been processed, notification of applicant's status will be provided in writing. A \$100 registration fee will be required upon entrance into the program. This fee reserves the student's place in their requested program.

## International Students

The F-1 visa requires the DCP student to enroll in full-time studies for each semester. A full-time student in DCP is defined as a registered adult over the age of 25 who meets each of the following criteria:

1. Matriculates twelve (12) or more units per semester with no more than three (3) units taken as directed study or video instruction per semester counting toward the minimum of 12 units.

*\*Applicants with low units should contact an enrollment counselor regarding the Degree Completion Program General Education School.*



2. Enrolled in twelve (12) or more units for at least two of the three semesters per 12 month period.
3. Matriculates twenty-four (24) or more units per 12 month period.

Please note that a student may choose not to enroll in classes for one out of three semesters during a 12 month period without losing full-time status if they contract to return to DCP the following semester as a full-time student.

Failure to meet the above criteria will result in losing full-time student status and necessitate standard procedures for reinstatement.

### Assessment

During enrollment in the Degree Completion Program, students are required to do a considerable amount of writing, which must be done in accordance with college standards. Saturday morning workshops are offered, allowing those applicants who show a need for improvement an opportunity to learn and develop required skills.

### Financial Aid

It is our hope that you would not let your thoughts about financing your college education prevent you from returning to college until you have familiarized yourself with the various options for making your Christian education affordable. Over the years we have assisted a great number of students in finding ways to finance their college education. Simply contact one of our enrollment counselors to learn about the possibilities for funding your college education.

Preparing for college does require advanced planning, especially in the area of faithful financial stewardship. The following are among the options that may be available to you depending on your qualifications:

1. Federal Pell Grants
2. Federal Family Educational Loan Program
3. Veterans Benefits
4. Employer Tuition Reimbursement

Any student wishing to apply for financial assistance in the Degree Completion Program should contact an enrollment counselor who will provide all

necessary applications and counseling to complete the application.

## Degree Completion Majors

The Degree Completion Program offers four major courses of study in addition to its School of General Education. Students may earn a Bachelor of Arts degree in Biblical Counseling, Christian Ministries, Liberal Studies, or Organizational Management.

## Bachelor of Arts in Biblical Counseling

The Bachelor of Arts in Biblical Counseling program is based on the belief that the Holy Scripture, being God's law and testimony, is true and should serve as the authoritative standard for the counseling of all soul problems. No authority is higher than the Word of God. Inspired and inerrant, it is sufficient for understanding and resolving life's nonphysical, personal and interpersonal difficulties.

Biblical Counseling classes emphasize practice that combines counseling skills with the biblical foundation on which these skills are based. Counseling skills are refined through practicum courses. Class work and outside assignments are designed to give students the ability to implement their knowledge and skills immediately, not only in their personal lives, but also in ministry.

Recognized by the *Association of Certified Biblical Counselors (ACBC)* the BABC degree is far more than a purely academic approach to counseling. Students are taught to understand and apply God's Word with skill, integrity, authority and compassion. Ultimately, students not only have a degree in hand, but skills they can put to work wherever their career or ministry takes them.

### BIBLICAL COUNSELING MAJOR REQUIREMENTS

BIB300	Introduction to Biblical Counseling .....	3
BIB311	Theological Basis of Counseling.....	3
BIB316	Introduction to Psychology .....	3
BIB321	Christian Theology.....	4
BIB330	Methods of Biblical Change.....	3
BIB332	Marriage & Family Counseling.....	3

BIB362	Biblical Conflict Resolution .....	2
BIB399	Counseling & Proverbs.....	2
BIB421	Problems & Procedures I.....	3
BIB422	Problems & Procedures II.....	2
BIB431	Counseling Practicum I.....	2
BIB432	Counseling Practicum II .....	2
BIB441	Counseling & Youth.....	2
BIB450	Bibliology & Hermeneutics .....	4
BIB455	Counseling, Discipleship & Local Church ..	2

*Total units required for major .....* 40

## Bachelor of Arts in Christian Ministries

The Bachelor of Arts in Christian Ministries has been designed to provide Christian adults with an in-depth understanding of the Word of God and help them acquire valuable ministry skills and tools while in the process of completing their bachelor's degree. For men and women currently involved in Christian ministry, the program provides immediate applicable knowledge and ministry-enhancing practical skills. For those considering entering or progressing in formal ministry or full time Christian work, this program provides rich insights into the character of God and helps individuals develop the personal and spiritual disciplines necessary to become an effective servant of Christ. The well-balanced curriculum features a comprehensive overview of both the Old and New Testament Scriptures, as well as an in-depth examination of the major theological foundations of the Christian church.

The purpose in presenting this study program is to see the student grow in his/her faith in the Lord Jesus Christ, in the knowledge of God's Word, and in ministry for the furthering of God's Kingdom.

### CHRISTIAN MINISTRIES MAJOR REQUIREMENTS

BIB302	Ministry Symposium .....	2
BIB345	Bibliology & Hermeneutics .....	4
BIB347	Expositional Research.....	2
BIB349	Dynamics of Grace.....	4
BIB363	Christian Worldview.....	4
BIB383	God, Christ, Holy Spirit, Angels .....	4
BIB384	Man, Sin, Salvation, Church.....	4
BIB385	Church History .....	4

BIB481	Christian Education .....	2
BIB482	Biblical Counseling.....	4
BIB483	Missions .....	2
BIB486	Contemporary Issues in Church Ministry ..	4

*Total units required for major .....* 40

## Bachelor of Arts in Liberal Studies

The Bachelor of Arts degree in Liberal Studies was developed to accommodate the Christian who desires to acquire a wide range of skills that open opportunities in a variety of career and professional fields. Its purpose is to equip the Christian student for effective service within the public or private sector.

This innovative degree option is beneficial to students for a career in education and to provide preparation for those who desire to pursue the California Subject Examinations for Teachers: Multiple Subject Examination. Our Liberal Studies degree represents an optimum liberal arts curriculum. This interdisciplinary major presents an excellent alternative for those who are pursuing a broad based curriculum in preparation for entering graduate school. The student will receive a Christian worldview education that will permeate their philosophy and practice of education.

### LIBERAL STUDIES MAJOR REQUIREMENTS

BIB305	Traditions & Transitions.....	3
BCW400	Christian World View.....	3
BTH321	Christian Theology I.....	3
C391	Intercultural Communications.....	3
E334	The Short Story .....	3
E477	C.S. Lewis.....	3
E497	Advanced Writing Development.....	4
H391	Development of Christian Western Thought.....	3
HU479	Arts in Culture; Music, Film, Art .....	3
POL455	Christian Political Thought .....	3
PS328	Oceanography .....	4
PS338	Astronomy.....	4
SS381	Cultural Geography.....	3

*Total units required for major .....* 42

## Bachelor of Arts in Organizational Management

The Bachelor of Arts in Organizational Management is designed to equip Christian adults with valuable management skills and tools while in the process of completing their bachelor's degree. For individuals currently involved in a business or organizational setting, the program provides immediate applicable knowledge and performance enhancing, practical skills. For those entering the vast arena of business and organizational settings, the program helps develop the personal and spiritual disciplines necessary to become an effective leader.

The curriculum is organized so that the courses offered in the first semester provide a basic understanding of the management field, the communication tools necessary to succeed and the framework for the Christian in the workplace. The second semester addresses specific dimensions in the field of management. For each of the courses, the educational process emphasizes the participative or inductive teaching style set in a Christian environment, to achieve learning built upon the significant experience that students bring to the classroom.

### ORGANIZATIONAL MANAGEMENT MAJOR REQUIREMENTS

BIB301	Biblical Business Thinking & the Christian Worldview.....	2
BIB453	Biblical Ethics in the World of Business ....	4
MGT335	Organizational Communication.....	6
MGT345	Business Law .....	3
MGT409	Leadership Principles & Strategic Management.....	3
MGT411	Organizational Management.....	4
MGT413	Human Resource Management.....	3
MGT425	Strategic Marketing in a Global Setting.....	5
MGT435	Financial & Managerial Accounting .....	4
MGT430	Technology & Organizational Decision-Making.....	2
MGT461	Management Project .....	4
	<i>Total units required for major .....</i>	<i>40</i>

## General Education

General Education Completion Options:

Recognizing that the Degree Completion Program (DCP) serves a non-traditional student body with responsibilities that make traditional day classes difficult to schedule, steps have been taken to make completion of General Education requirements more convenient for the adult student. Those options are listed below. For Online General Education options, please refer to the section in the college catalog regarding "TMC Online."

### School of General Education

The DCP School of General Education serves as a bridge to the Degree Completion Program for those adults with minimal college units. By enrolling in the School of General Education, these students can earn units and position themselves as qualified applicants for the accelerated Degree Completion Program. Additionally, the School of General Education offers students in the Degree Completion Program the opportunity to fulfill their general education requirements by attending weekly compressed classes on nights other than when the major program classes are held. A Christian worldview permeates every course; instructors are uniquely gifted and qualified.

### Video Courses

There are a number of video courses available from The Master's College, such as U. S. History, U. S. Government, English Literature, and World History. Students may take these videos home and complete the course work on their own schedule (within DCP guidelines).

### Directed/Independent Study

Students may take individually-directed courses from DCP professors. DCP professors design these courses. Assigned work is to be completed by the students on their own.

### CLEP Testing

There are several CLEP tests that can be administered by Career Services at The Master's College. Passing these tests provides college-level credit in such courses as English Composition, Introduction to Psychology, Chemistry and many others.

## Post Session

These courses, which are held both during the day and evening, are standard college classes that have been compressed into an intense, three-week period of time. Post Session classes are scheduled during the weeks immediately following the beginning of the traditional college summer and winter breaks.

## Prior Learning Assessment (PLA)

Prior Learning Assessment is a systematic process by which students may receive academic credit at The Master's College. The college-level learning that qualifies for credit must have occurred prior to entering The Master's College, either through informal life-learning or non-credit courses.

# Degree Completion Program Course Offerings

## BIBLICAL COUNSELING

### BIB300 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, different types of counseling that are needed, the place of counseling in the ministry of the church, how biblical counseling theory and practice relate to and differ from some of the more common secular models/theories. The course will also 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.

### BIB311 Theological Basis of 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.

### BIB316 Introduction to Psychology (3)

Introduction to the various schools of psychological thought. Designed to teach students of biblical counseling how to interact with the philosophical underpinnings of psychotherapeutic theory, including secular and Christian psychologies.

### BIB321 Christian Theology (4)

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).

### BIB330 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: BIB300*

### BIB332 Marriage & Family Counseling (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 trouble marriages and family experiences. 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.

### BIB362 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 (I 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.

### BIB399 Counseling & Proverbs (2)

This course is an expository study of Proverbs with special emphasis on its relevance to counseling.

**BIB421 Problems & Procedures I (3)**

These courses are designed to apply the biblical principles taught in the Methods of Biblical Change course (BIB330) 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. *Prerequisites: BIB300, BIB330*

**BIB422 Problems & Procedures II (2)**

These courses are designed to apply the biblical principles taught in the Methods of Biblical Change course (BIB330) to a range of specific counseling problems. 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: BIB300, BIB330*

**BIB431 Counseling Practicum I (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, counsees, 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: BIB300, BIB330*

**BIB432 Counseling Practicum II (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, counsees, 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: BIB300, BIB330*

**BIB441 Counseling & Youth (2)**

This course is 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.

**BIB450 Bibliology & Hermeneutics (4)**

An introduction to inspiration, inerrancy and sufficiency of the Bible, as well as the science and art of Biblical interpretation. Special attention is 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 their task.

**BIB455 Counseling, Discipleship & Local Church (2)**

Emphasizes the Scriptural truth that the local church is the primary means by which God accomplishes His work in the world. Students will learn why the church is the best environment for counseling and the role counseling plays in supporting the discipleship ministry of the local church.

**CHRISTIAN MINISTRIES****BIB302 Ministry Symposium (2)**

This course begins with a focus upon the tools and techniques for the adult learner. Critical skills for those transitioning into adult education, such as time management, reading improvement, goal setting, and study principles are examined. A brief foundation is laid for use of current technology in the classroom. This is followed by a discussion of three elements essential to ministry: a high view of God, a high view of God's Word, and a high view of the Church. Each of these theological components establishes the necessary foundation for building a philosophy of ministry.

**BIB345 Bibliology and Hermeneutics (4)**

The various hermeneutical systems demonstrating the soundness and superiority of the historical-grammatical approach to biblical interpretation are discussed. In addition, the doctrine of Bibliology and its foundational relationship to all of theology and ministry is presented. Finally, practical considerations in the study of God's Word are reviewed.

**BIB347 Expository Research (2)**

The student will be introduced to the methods of biblical and theological research in terms of traditional library methods as well as various computer and on-line systems.



**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' which commonly exists between faith and life—between doctrine and practice.

**BIB363 Christian Worldview (3)**

This class will examine why biblical worldview is about Total Reality, not just about 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, presuppositional apologetics. It will also consider the appropriate use of Christian evidences and their proper place in the apologetic presentation.

**BIB385 Church History (4)**

The final theology seminar presents an overview of church history tracing the growth and development of Christianity from the Apostolic Age to modern American Evangelism. Emphasis will be placed on the development of the major Protestant denominations and associations emerging from the different traditions of the Reformation era.

**BIB383 God, Christ, Holy Spirit, Angels (4)**

The first theology seminar will cover the major fields of systematic theology beginning with Prolegomenon and continuing with Cosmology, Theology Proper, Christology and Pneumatology. Study will center on the biblical defense for these areas as well as an examination of classic understanding of these doctrines from church history.

**BIB384 Man, Sin, Salvation, Church (4)**

The second theology seminar covers the doctrinal subjects of Anthropology, Harmartiology, Soteriology, Ecclesiology, and Eschatology. In addition, a brief discussion of the various Protestant theological systems will be included.

**BIB481 Christian Education (2)**

An introduction to the philosophy and process of Christian education for all age levels.

**BIB482 Biblical Counseling (4)**

The basic concepts and distinctive features of biblical counseling are introduced. Discussion in this course will include a description of what biblical counseling is and what it involves, the qualifications of biblical counselors, the roles of the counselor in biblical counseling, and the role of the 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. Case studies will be utilized to enhance learning.

**BIB483 Missions (2)**

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.

**BIB486 Contemporary Issues in Church Ministry (4)**

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 new church.

**LIBERAL STUDIES****BIB305 Traditions and Transitions (3)**

The tools and techniques for adult learners are the focus of this course. Critical skills for those transitioning into adult education such as becoming a master student, time management, goal setting, communication techniques, and study principles are examined.

**BCW400 Christian World View (3)**

A study of the application of biblical data to contemporary culture, science and the arts so as to define a Christian world view, 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 and the humanities, concluding with an emphasis upon the apologetic value of the world view to modern life.

### **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).

### **C391 Intercultural Communications (3)**

Analysis of theories and techniques of the process of communication between persons of different cultures or subcultures. Includes the development of issues-related interpersonal communication that bridges or enables closer and more transparent communication across the cultures.

### **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.

### **E477 C.S. Lewis (3)**

A study of the life of C.S. Lewis as viewed through the perspective of his writing, his faith, his discovery of the truth through awakening of the Spirit, and the intrinsic development of his writing. Includes a thorough analysis of how Lewis's faith not only infused his writing, but helped him to become one of the great communicators and apologists of the Christian faith in later 20th century.

### **E497 Advanced Writing Development (4)**

Advanced Writing Course emphasizing the development of thought, critical structure of thought development into coherent writing discourses. Explorers grammar and usage as well as Classical Rhetoric, which broadens conceptual depth and content and looks to refine stylistic and organizational repertoire in expression. Involves extensive practice in written and oral presentations.

### **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.

### **H391 Development of Christian Western Thought (3)**

A study and analysis of the development of Western political ideas and their import on the development of Christian Western Thought including the early adoptive ages of the Puritans, the Founding Period, through the Jeffersonian era to the present. Students will learn why Western political thought and ideas were formed while the nation also matured under the authority of the Scriptures, bringing order to bear on a lawless new frontier and society.

### **HU479 Arts in Culture; Music, Film, Art (3)**

This course surveys the major periods, media, and styles of art, music, and film. A major goal is to establish historical and cultural aspects of the medium of the three perspectives of the visual and performing arts. Students will examine the connections to the worldview expressions of artists, musicians, and film makers.

### **PS328 Oceanography (4)**

The biological, chemical, physical, and geological aspects of the world's major oceans are studied. Particular attention is paid to the Southern California coastline. The laboratory consists of field studies and laboratory analyses and evaluations. Prerequisites: LS140 or LS251 and upper division status. (Lab fee \$55.)

### **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.

### **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.

## **ORGANIZATIONAL MANAGEMENT**

### **BIB301 Biblical Business Thinking and the Christian Worldview (2)**

This course is designed to re-introduce the student into

the rigor of college 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. Identification and study of the characteristics of successful leaders and the traits they exhibit in everyday decision making responsibilities.

#### **BIB453 Biblical Ethics in the World of Business (4)**

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.

#### **MGT335 Organizational Communication (6)**

The principles of communication within an organization are presented. Effective communication methods, both oral and written, will be taught and practiced with an emphasis in using the proper communication method for any given situation.

#### **MGT345 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.

#### **MGT409 Leadership Principles & Strategic Management (3)**

Includes an introduction of 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.

#### **MGT411 Organizational Management (4)**

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.

#### **MGT413 Human Resource Management (3)**

This course explores organizational policies and practices of recruitment and selection, change and development, compensation and benefits, safety and health, employee and labor relations, and legislation. This course will integrate the above policies with strategically helping management obtain organizational goals.

#### **MGT425 Strategic Marketing in a Global Setting (5)**

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.

#### **MGT430 Technology and Organizational Decision-Making (2)**

This course will present an effective overview of today's complex and ever-changing technologies and assist the student/manager in the organization to frame and choose the technological tools available only as they ultimately contribute to enhancing the mission of the organization and effective decision-making by the manager.

#### **MGT435 Financial and Managerial Accounting (4)**

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.

#### **MGT461 Management Project (4)**

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's subject matter. The course is designed 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

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own and/or operate a small company that effectively uses biblical principles and Christian ethics that honor the Lord. This course would also be practical for students conducting an operational business plan within their existing place of employment.

*Mr. James McLaughlin, Director*

The Master's College Online allows conservative evangelical believers worldwide to experience the academic excellence and spiritual influence consistent with the college's on-campus programs. A variety of baccalaureate-level Biblical Studies and General Education courses are available in a fully online learning community taught by TMC faculty from a distinctively biblical worldview. The Master's College Online provides transferable courses and an award of completion in biblical studies to complement on-campus degree programs at TMC or other universities. Both for-credit and audit enrollment options exist to enrich local church membership and equip individuals for church ministry.

## INTENDED AUDIENCE

Individuals who could benefit from TMC Online classes include prospective undergraduate students, the college's currently enrolled students, academically strong 11th and 12th grade high school students, and students needing select general education courses for transfer purposes. Church members desiring a rigorous study of the scriptures and college-age international students being mentored by a missionary will also find TMC Online courses to be an excellent equipping resource, whether taken for credit or audit.

## ONLINE COURSE FORMAT

TMC Online courses are delivered through Joule, an online learning community, complete with streaming video and podcasts, PDF handouts, PowerPoint slides, and interactive discussion forums. All course assignments are delivered and submitted weekly via the course home page, and exams are taken fully online. Online courses are accelerated to an eight week format and therefore require logging in frequently and consistently (daily is recommended) for the student to succeed.

## AVAILABLE COURSES

All courses are given in semester units. The number below represents the unit load of each course; this is the amount of baccalaureate credit a student will receive per course. The following courses are now available.

## Biblical Studies:

B101	Old Testament Survey I.....	3
B102	Old Testament Survey II.....	3
B201	New Testament Survey I.....	3
B202	New Testament Survey II.....	3
B342	Romans.....	3
B346	Life of Christ.....	3
BC300	Introduction to Biblical Counseling....	3
BTH321	Christian Theology I.....	3
BTH322	Christian Theology II.....	3
B340	Biblical Interpretation.....	3

## General Education:

C100	Spoken Communication.....	3
E110	English Composition.....	3
E211	English Literature I.....	3
E221	World Literature I.....	3
ECN200	Macroeconomics.....	3
H211	World History I.....	3
H212	World History II.....	3
H241	US History I.....	3
LS140	Principles of Biology.....	3
LS200	Foundations of Science.....	3
MU190	Introduction to Music & Art.....	3
MA240	Critical Thinking & Problem Solving..	3
P311	Introduction to Philosophy.....	3
POL220	U.S. Government.....	3
SP221	Spanish I.....	3

## ENROLLMENT OPTIONS

Courses can be taken for credit to receive baccalaureate-level semester units or audit which is an ungraded, non-credit option. All new students must go through the TMC Online admissions process or be accepted to one of the TMC degree programs. Admission to the TMC Online program does not necessarily guarantee future admission to the College's undergraduate programs, but the educational experience can be a great segue for full-time enrollment in TMC's degree programs. Current students may register for online courses during their normal semesters or as post session (e.g. during summer break) with the help of their academic advisor

## APPLICATION PROCEDURE

In order to be admitted to TMC Online, the applicant must (at minimum) have completed the tenth grade of high school. He or she must be able to give a clear, one or two page written personal testimony



explaining the basis of his or her salvation and hope of eternal life with scriptural support. All applicants must be in general agreement with doctrinal position of the College, and be in consistent attendance at a local church. In addition, the applicant must submit a Pastoral Reference and official transcripts from the most recently attended school or university.

If the course is being taken for credit, exam proctoring may be required. Student with a proctored exam requirement must submit a Proctored Testing Agreement Form signed by an approved proctor. For exams requiring proctoring, the student will be responsible to schedule a time with their proctor to take a test during the week it is assigned. The proctor will monitor the student in the taking of tests to make sure that test procedures are being followed.

The TMC Online application materials are available on the website  
([www.masters.edu/admissions/online/application](http://www.masters.edu/admissions/online/application))

Application materials can be sent to:  
The Master's College Online #27  
21726 Placerita Canyon Road  
Santa Clarita, CA 91321

## **COURSE ADMINISTRATION PROCEDURES**

Accepted applicants will receive a username and password and instructions for registering on Self-service ([www.masters.edu/selfservice](http://www.masters.edu/selfservice)). A TMC e-mail account will also be provided for all correspondence pertaining to registration and classes. On or before the course start date, all registered students will be sent course home page access. Streaming video lectures or podcasts are built into the course web pages so the student can access them at any time. If the student cannot use the streaming video because of system limitations, the video may be downloaded or the student may call the office to inquire if there are any DVDs available in that course for purchase. Once the course begins, students should plan to spend approximately twelve to fifteen hours per week completing the required scheduled activities, which may include viewing lectures, completing assignments, and participating in discussion forums and group projects.

The audit student will be expected to watch the lectures according to the course schedule on the Joule website, and they are encouraged to participate

in threaded discussions with their classmates and instructor. They can complete the class reading and assignments on an ungraded basis if they desire, but they will not have access to exams. Audit students should generally expect a workload of approximately four hours of video lectures per week.

## **TRANSFERRING COURSES**

The Master's College Online courses are accredited by the Western Association of Schools and Colleges (WASC) and can be transferred to other universities as baccalaureate-level semester credit. Each school has unique policies for what curriculum is required and which courses they will accept for transfer. The Master's College Online cannot guarantee that courses will fulfill curriculum requirement at any other university and recommends that the student check with the university's Registrar before enrolling to determine if our courses fulfill their requirements. This can easily be done by sending them the catalog course descriptions found here or on the website. ([www.masters.edu/academics/online/courses](http://www.masters.edu/academics/online/courses)).

## **COURSE DESCRIPTIONS**

### **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.

#### **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.

#### **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).

**BTH 322 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).

**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, 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.

**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, 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.

**GENERAL EDUCATION**

**C100 Spoken Communication (3)**

Study and practice of the organization and delivery

of prepared material in the conversational style of extemporaneous speaking.

**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 general education requirement for writing competency.)

**E211 English Literature I (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.

**E221 World Literature I (3)**

This course is designed to present a broad overview of the literature of Britain from the early Middle Ages through the Renaissance to the edge of the Enlightenment, or from approximately 700 to 1700 AD. Massive changes in language, religion, politics, art forms -- the whole of culture and society -- make this era of history both fascinating and difficult.

**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: 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.

**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 17th century in the first semester and from the 17th century to present in the second semester.

**H241 US History I (3)**

An examination of noteworthy political, geographical, social, cultural and economic trends in the United States to 1900.

**LS140 Principles of Biology (3)**

An analysis of the principles of life common to plant and animal study: the cell, intermediary metabolism, photosynthesis, cell reproduction, genetics, ecology and origins.

**MU190 Introduction to 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 of hymnology, a visit to a local art museum, and attendance at two local concerts.

**POL220 United States Government (3)**

A survey of American institutions and processes. Included are such topics as the Constitution, federalism, Congress, the presidency, judiciary, and civil rights.

**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.

**LS200 Foundations of Science (3)**

An introduction to the history, development and influence of science on the other academic disciplines. The impact of science on patterns of thought and society in general will also be addressed. How science functions today in various disciplines, how it has functioned historically and what it can and cannot produce as an outcome will be emphasized.

**MA240 Critical Thinking and Problem Solving (3)**

This course empowers students to use the tools of math to understand the 'what,' the 'why,' and the 'wherefore' of the universe around them. This course focuses on facilitating quantitative reasoning ability, thinking logically and critically, and how to provide accurate information to supply a basis for analysis of new information and the making of wise decisions.

**SP221 Spanish I**

Designed to introduce the beginning student to the Spanish language. The curriculum will include the fundamentals of grammar, pronunciation and conversation.

# Intensive Bible Program

*Mr. James McLaughlin, Director*

The Master's College offers an intensive Bible program designed to give students a deeper understanding of God's Word and aid the church in equipping individuals for ministry. Providing students with the opportunity to build a solid foundation on the Word of God, the TMC Online curriculum offers a systematic study of the Bible and Theology in a flexible online learning environment.

Through the Intensive Bible Program, students gain a practical working knowledge of God's Word and the ability to express that knowledge. In addition to solid Bible training, upon completion of the award of completion in biblical studies, two additional opportunities are available. First, a student may transfer the equivalent of one year of units into the baccalaureate program at The Master's College to complete a bachelor's degree. Second, the coursework is transferable to any other Christian college since The Master's College is accredited by the Western Association of Schools and Colleges (WASC).

## 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
BTH321	Christian Theology I .....	3
BTH322	Christian Theology II.....	3
B340	Biblical Interpretation.....	3
B342	Romans.....	3
B346	Life of Christ.....	3
BC300	Introduction to Biblical Counseling.....	3
<i>Total units required for certificate.....</i>		<i>30</i>

## REQUIRED COURSES

### **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.

### **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.

### **BTH 321 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).

### **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, 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.

### **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 areas of his/her life, put that plan into action, and then evaluate his/her progress as the course draws to a close.





*Dr. Kurt L. Hild, Chairperson*

The Master's College is accredited to recommend candidates for both California Multiple and Single Subject Preliminary teaching credentials. The purpose of the credential program is to enable students to become excellent teachers who integrate faith into teaching, learning, and living.

A major in teacher education is not acceptable for a California credential. Instead, credential candidates are expected to complete an undergraduate major that will prepare them in the content area(s) they will teach. In all content areas, candidates must also pass a subject matter examination.

Following the subject matter preparation and the posting of a bachelor's degree, candidates complete a series of graduate level courses that prepare them to teach the subject(s) authorized by the credential, to teach special education and English learners in the regular classroom setting, and to gain other information and skills needed to obtain a credential.

## **Admission Requirements for the Teacher Credential Program**

Students must complete separate admission processes to be admitted to BOTH the college and to the Teacher Credential Program. No Teacher Credential Program courses can be taken prior to admission to the graduate level Credential Program.

Application for admission to the Teacher Credential Program is normally submitted during the first semester of a student's senior year. A student must have taken the California Basic Educational Skills Test (CBEST) and must have at least a 2.75 cumulative grade point average for admission to the program. Additional admission requirements and information about the admission process are available in the Teacher Education Office.

***NOTICE: It is important to check with the Teacher Education Department 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 college is required to implement.***

## **Requirements for Preliminary Multiple Subject Credential**

Students interested in obtaining a Multiple Subject Credential (which authorizes teaching in public elementary schools and other self-contained classrooms) must:

1. Earn a bachelor's degree at a regionally accredited college or university.
2. Prove subject matter competence and become No Child Left Behind (NCLB) compliant by taking and passing the California Subject Examination for Teachers (CSET)- Multiple Subjects.
3. Complete a state-approved program of credential coursework that includes authorization to teach English learners in the regular classroom.

### *Meeting Requirement 1:*

The Master's College Liberal Studies/teacher education bachelor's degree program has been approved by the California Commission on Teacher Credentialing. Its design is based on the same content standards that were used to develop public school curriculum in elementary schools. The CSET examination was developed using these same standards, so this major provides the best preparation for the examination. It also includes early classroom experiences and courses that build background knowledge for the credential courses. The requirements for this major are explained in the Liberal Studies section of this catalog.

### *Meeting Requirement 2:*

Take and pass the California Subject Examination for Teachers (CSET) before beginning student teaching.

### *Meeting Requirement 3:*

The Master's College has a State-accredited credential program for the Preliminary Multiple

Subject Credential. It consists of prerequisites, the credential courses, and other requirements.

**Prerequisites (part of the Liberal Studies-teacher education major):**

- ED400 Foundations of Education
- ED410 Technology Uses in Education

**Credential Courses (some courses must be taken concurrently):**

ED500	Practicum .....	3
ED510	Teaching Reading/Language Arts in Elementary School.....	4
ED530A	Teaching Strategies for Elementary Mathematics and Science.....	2
ED530B	Teaching Strategies for Elementary Social Studies, Visual and Performing Arts, and Physical Education.....	2
ED550	Teaching Strategies/English Learners.....	2
ED560	Differentiation for Exceptional Learners .....	3
ED570	Colloquium .....	2
ED580	Elementary Student Teaching.....	12

**Before Applying for Credential:**

- POL220 U.S. Government ..... 3  
(a graduation requirement at TMC)
- E322 Children’s Literature ..... 3  
(part of the LS/te major)

Take and pass the Reading Instruction Competence Assessment (RICA)

Students entering The Master’s College as freshmen normally take 8 semesters to complete the Liberal Studies-teacher education bachelor’s degree program. The credential program consists of two additional semesters: one semester of coursework with field work and one semester of student teaching.

Once a candidate obtains a Multiple Subject Preliminary Credential, he or she may teach for five years while completing the requirements for the Clear Credential.

**Requirements for Preliminary Single Subject Credential**

Students interested in obtaining a Single Subject Credential (which authorizes teaching in junior high or senior high school) must:

1. Earn a bachelor’s degree at a regionally accredited college or university.
2. Prove subject matter competence by passing the California Subject Examination for Teachers (CSET) or completing an approved subject matter program.
3. Complete a State-approved program of professional coursework that includes authorization to teach English learners in the regular classroom.

*Meeting Requirement 1:*

Any major earned at The Master’s College meets this requirement. The Master’s College offers Bachelor’s degrees in the following areas, which are commonly taught in public schools: English, Music, Physical Education, Biology, History/Social Science, and Mathematics.

*Meeting Requirement 2:*

All students completing a bachelor’s degree at The Master’s College must take and pass the California Subject Examination for Teachers (CSET) in the appropriate subject matter area before beginning student teaching.

*Meeting Requirement 3:*

The Master’s College has a State-approved credential program for the Preliminary Single Subject Credential. It consists of prerequisites, the credential courses, and other requirements.

**Prerequisites (may be completed as part of the undergraduate major):**

- ED400 Foundations of Education
- ED410 Technology Uses in Education
- ED420 Principles of Secondary Education

**Credential Courses (some courses must be taken concurrently):**

ED500	Practicum .....	3
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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
ED570	Colloquium .....	2
ED590	Secondary Student Teaching.....	12

**Before Applying for Credential:**

POL220	U.S. Government.....	3
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(a graduation requirement at TMC)

Students entering The Master’s College as freshmen normally take eight semesters to complete the bachelor’s degree program. The credential program consists of two additional semesters: one semester of coursework with fieldwork and one semester of student teaching. Once a candidate obtains a Single Subject Preliminary Credential, he or she may teach for five years while completing the requirements for the Professional Clear Credential.

## Course Offerings in 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 \$15). *Prerequisites: Admission to the Multiple or Single Subject Credential Program. Concurrent enrollment in ED510 and ED530A/B or ED520 and ED540, ED550 and ED560.*

### ED510 Teaching Reading/Language Arts in Elementary School (4)

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). (Course fee \$30). *Prerequisites: Admission to the Multiple Subject Credential Program. Concurrent enrollment in ED550.*

### 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. Fifteen (15) hours, of classroom fieldwork and observation in reading are required. (Course fee \$15). *Prerequisites: ED410, ED420, and ED400; admission to the Teacher Credential Program.*

### ED530A Teaching Strategies for Elementary Health, Mathematics, and Science (2)

A professional education course dealing with strategies for teaching elementary health, mathematics, and science with the guidelines set in the respective California content standards for K-12 public schools and the English Language Development Standards. (Course fee \$15) *Prerequisites: Admission to the Multiple Subject Credential Program. Concurrent enrollment in ED550.*

### ED530B Teaching Strategies for Elementary Social Studies, Visual and Performing Arts, and Physical Education (2)

A professional education course dealing with strategies for teaching elementary social studies, visual and performing arts, and physical education with the guidelines set in the respective California content standards for K-12 public schools and the English Language Development Standards (Course fee \$15). *Prerequisites: Admission to the Multiple Subject Credential Program. Concurrent enrollment in ED550.*

### ED540a: Mathematics: Teaching Strategies in the Secondary School (5)

A professional education course dealing with strategies for teaching mathematics in the secondary school using the guidelines set in the respective California Common Core State Standards for K-12 public schools and the English Language Development Standards. 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 ninety (90) hours, including those in ED520, ED550 and ED560, of mathematics classroom observations and fieldwork required. (Course fee \$30). *Prerequisites: Admission to the Single Subject Credential Program. Concurrent enrollment in all fieldwork semester courses.*

#### **ED540b: Science: Teaching Strategies in the Secondary School (5)**

A professional education course dealing with strategies for teaching science in the secondary school using the guidelines set in the respective California Common Core State Standards for K-12 public schools and the English Language Development Standards. 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 ninety (90) hours, including those in ED520, ED550 and ED560, of science classroom observations and fieldwork required. (Course fee \$30). *Prerequisites: Admission to the Single Subject Credential Program. Concurrent enrollment in all fieldwork semester courses.*

#### **ED540c: History-Social Science: Teaching Strategies in the Secondary School (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 Common Core State Standards for K-12 public schools and the English Language Development Standards. The course is constructed to meet California Commission on Teacher Credentialing program standards for preparation for teaching history 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 ninety (90) hours, including those in ED520, ED550 and ED560, of history-social science classroom observations and fieldwork required. (Course fee \$30). *Prerequisites: Admission to the Single Subject Credential Program. Concurrent enrollment in all fieldwork semester courses.*

#### **ED540d: English: Teaching Strategies in the Secondary School (5)**

A professional education course dealing with strategies for teaching English in the secondary school using the guidelines set in the respective California Common Core State Standards for K-12 public schools and the English Language Development Standards. 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 ninety (90) hours, including those in ED520, ED550 and ED560, of English classroom observations and fieldwork required. (Course fee \$30). *Prerequisites: Admission to the Single Subject Credential Program. Concurrent enrollment in all fieldwork semester courses.*

**ED540f: Music: Teaching Strategies in the Secondary School (5)**

A professional education course dealing with strategies for teaching music in the secondary school using the guidelines set in the respective California Common Core State Standards for K-12 public schools and the English Language Development Standards. 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 ninety (90) hours, including those in ED520, ED550 and ED560, of music classroom observations and fieldwork required. (Course fee \$30). *Prerequisites: Admission to the Single Subject Credential Program. Concurrent enrollment in all fieldwork semester courses.*

**ED540g: Physical Education: Teaching Strategies in the Secondary School (5)**

A professional education course dealing with strategies for teaching physical education in the secondary school using

the guidelines set in the respective California Common Core State Standards for K-12 public schools and the English Language Development Standards. 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 movement, individual/dual/team sport, dance, aquatics, outdoor/adventure activities, combative, and fitness activities that meet the developmental needs of all students, including individuals with disabilities, lower-skilled individuals, and higher performers. At least ninety (90) hours, including those in ED520, ED550 and ED560, of physical education classroom observations and fieldwork required. (Course fee \$30). *Prerequisites: Admission to the Single Subject Credential Program. Concurrent enrollment in all fieldwork semester courses.*

**ED540h: World Language: Teaching Strategies in the Secondary School (5)**

A professional education course dealing with strategies for teaching world language in the secondary school using the guidelines set in the respective California Common Core State Standards for K-12 public schools and the English Language Development Standards. 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 ninety (90) hours, including those in ED520, ED550 and ED560, of world language classroom observations and fieldwork required. (Course fee \$30). *Prerequisites: Admission*



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to the Single Subject Credential Program. Concurrent enrollment in all fieldwork semester courses.

**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. *Prerequisite: Admission to the Teacher Credential 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. *Concurrent enrollment in ED550 Practicum.*

**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 for two CalTPA tasks is also included: “Assessing Learning” and “Cumulating Teaching Experience.” *Concurrent enrollment in 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 Teacher Credential Program who have completed their subject matter and professional preparation. (Student Teaching fee \$200). *Concurrent enrollment in ED570.*

**ED590 Secondary Student Teaching (12)**

Full-time supervised teaching experience in approved secondary schools. The candidate in assignment to two different eight week assignments: one in junior high school and one in a senior high school. Open only to graduates

in the Teacher Credential Program who have completed their subject matter and professional preparation. (Student Teaching fee \$200). *Concurrent enrollment in ED570.*



## Introduction to Graduate Programs

The Master's College offers Masters of Arts-graduate programs in Biblical Counseling and Biblical Studies.

## Graduation Requirements

1. A student must complete their MA with a minimum of a 3.0 CUM GPA with no grade less than a B-.
2. For credit hour requirements refer to each Master of Arts degree's program information in the pages that follow.

## Graduate Academic Probation Policy

Any graduate student whose cumulative grade point average (GPA) falls below 3.0 or receives a grade lower than a B- in any class will be placed on academic probation for one semester. They must earn a B- or better in all their classes and minimum GPA of 3.0 at the end of the first semester to be removed from probation.

Any graduate student whose cumulative GPA remains below 3.0 or receives any grades lower than a B- in classes for two consecutive semesters will be subject to academic disqualification and dismissal from the college. A student subject to disqualification may appeal by submitting a letter to the Vice President of Academic Affairs stating why he/she should not be disqualified. The student's request will then be reviewed by the Academic Affairs Council for 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 Vice President of Academic Affairs. 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 College) will result in automatic failure of the course and expulsion of the student from the College 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 Vice President of Academic Affairs 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 Academic Affairs Council with input from the student's advisor, faculty who have had the student in recent classes, and the academic counselor. The council will make a decision on the appeal, which will be communicated in writing to the student by the Vice President of Academic Affairs.

# Master of Arts in Biblical Counseling

*Dr. John D. Street, Chairperson*

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 ministry. The MABC degree is designed to help people to 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, as well as improves their overall effectiveness on the job, in personal relationships, and to their local church.

## **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 both inerrant and authoritative.

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, 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 as well as 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 unChristlike (sinful) patterns of life with Christlike, godly ones.

## **Salvation-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 (cf. 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 40 credit hour graduate degree program, designed to allow students to pursue in-depth training in Biblical Counseling while continuing in their current ministries or occupations.

### **Course Formats**

Courses are pursued through a combination of a on-campus, online, extension, conference and directed study courses. The program is designed to give students maximum flexibility in progressing through the degree while also strategically offering instruction in the format best suited for effective educational training--serving both distance and local students. With these available formats, the entire degree may be earned without relocating to Southern California, although local students may experience additional mentoring because of their proximity to campus and additional ministry connections with the faculty.

**On-Campus Courses.** Courses which are only offered on-campus--because of their unique advantage in a traditional classroom setting--may be pursued either through weekly meetings (courses meeting once a week for a 15-week period), or through intensive meetings (courses which meet intensively for 1 week on campus in July and online the rest of the term--formerly known as our "Summer Intensive Program").

Weekly courses are designed to serve residents of the greater Los Angeles area especially or others who are able to move to the area. Courses are held in the evenings Mondays through Thursdays, allowing students to continue to work in their present occupations and ministries while completing their degree program.

**Intensive courses** (available only during the Summer term) are designed to serve distance students, especially those in various parts of the world who are entrenched in their current ministries and without the ability to relocate to Southern California. Courses extend from May to August, but intensive lectures and classroom dialogue are conducted in a single week period always scheduled during the last two whole weeks of July. Preparatory and follow-up studies surround the intensive week. Students are encouraged to take four courses each summer (which include two weeks of intensive class meetings) in order to complete the on-campus requirement in 2 summers.

**Online Courses.** Online courses are offered throughout the year through the College's internet-based learning management system called "Joule." The student views lectures online and is guided



through class discussions and coursework by an online instructor. Weekly schedules are flexible, but students make progress together through course content over the duration of the term.

**Extension Courses.** Extension courses are offered in connection with long term or short term travel study in Bible lands. These courses serve to build the student’s exegetical base and knowledge of the Scripture.

**Conference Courses.** Conference courses unite students of Biblical Counseling with the leaders of the field through preparation for and an exclusive experience at key annual conferences of Biblical Counseling practitioners and teachers.

**Directed Study Courses.** Courses guided by an advisor involve practical mentorship and close supervision via internet, phone, personal meetings (if local), and email with a member of the faculty.

**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 course work 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.

**Full/Part Time Student Status**

Any student enrolled in 8 units or more is considered to be “full-time” status 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 3 pre-requisite courses, 16 core courses, and 4 elective courses.

**MASTER OF ARTS IN BIBLICAL COUNSELING DEGREE REQUIREMENTS**

Pre-Requisite Courses:

Graduate Research & Writing Seminar.....	0
Introduction to the Biblical Text.....	0
Introduction to Biblical Interpretation.....	0

Required Courses:

BC501	Introduction to Biblical Counseling .....	2
BC502	Essential Qualities of a Biblical Counselor..	2
BC503	Methods of Biblical Change.....	2
BC506	Theology & The Psychologies .....	2
BC511	Theological Basis of Counseling 1 .....	2
BC512	Theological Basis of Counseling 2 .....	2
BC521	Problems & Procedures 1 .....	2
BC531	Advanced Hermeneutics .....	2
BC542	Marriage & Family Counseling.....	2
BC556	ACBC Membership Seminar .....	2
BC557	Counseling & Physiology.....	2
BC560	Biblical Conflict Resolution. ....	2
BC580	Counseling Observation & Practicum .....	2
BC592	Counseling Internship .....	2
BC593	Advanced Counseling Internship.....	2
BC598	Thesis Research.....	2

Elective Courses:

BC518	Counseling from Proverbs (2)
BC519	Counseling from Ecclesiastes (2)
BC528	Cross-Cultural Counseling (2)
BC534	Counseling from the Gospels (2)
BC535	Counseling from the Minor Prophets (2)
BC548	Counseling Youth & Child Development (2)
BC555	The Biblical Counseling Movement (2)
BC557	Counseling & Medical Issues (2)
BC572	Counseling Women (2)
BC574	Developing a Counseling Ministry (2)
BC583	Discipling Women (2)
BC584	Problems Women Face Today (2)
BC599	Thesis Composition (2)

*Total units required for degree ..... 40*

**Remote Library Access**

In order to facilitate research from off campus locations, the college library provides remote access to many of The Master’s College’s online databases. This access allows the student to search the available databases from any computer off campus that has an Internet connection. Currently The Master’s College has over 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 TMC's undergraduate Biblical Counseling major is immediately eligible for four (4) credits of advanced standing in the program. The department also reserves the privilege to award fourteen (14) 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, but will be decided on an individual basis at the discretion of the program Director and Chairman of the Biblical Counseling Department

## 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 Christ-like 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 & The Psychologies (2)

This course is designed to critically analyze secular and

evangelical integrationist theories of psychotherapy. It will probe the anthropological presuppositions of treatment theory and seek to bring a thoroughly biblical critique to their foundational assumptions as well as 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, 512 Theological Basis of Counseling 1, 2 (2, 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 (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.

### BC518 Counseling & the Book of Proverbs (2)

This course is an expositional study of the book of Proverbs with its special relevance to counseling

### BC519 Counseling & the Book of Ecclesiastes (2)

This course is designed to help the counselor to work with individuals who are struggling with a materialistic cosmology.

### BC521 Problems & Procedures (2)

This course is designed to apply the biblical principles taught in the Introduction to Biblical Counseling (BC501) and the Methods of Biblical Change (BC503) courses 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. During the second semester of this course, each student will research and present to the class a detailed biblical counseling outline for a teacher-approved counseling issue. *Prerequisites: BC501, BC531, BC503, and BC511.*

### BC528 Cross-Cultural Counseling (2)

This course is an exploratory study of biblical counseling in diverse cultural settings with a particular emphasis on equipping the Christian who seeks to counsel people of a culture different from his/her own.

### BC530 Counseling from the Wisdom Literature (2)

This course is an expositional study of the genre and message of the wisdom books of the Bible with special emphasis on their relevance for counseling

**BC531 Advanced Hermeneutics (2)**

This course is advanced examination of the science and art of interpretation, with special attention 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.

**BC534 Counseling from the Gospels (2)**

This course is an expositional study of the backgrounds and messages of the four Gospels with special emphasis on the content and methods of Jesus' teaching and counsel.

**BC535 Counseling from the Minor Prophets (2)**

This course is an expositional study of the backgrounds and messages of the twelve minor prophets with special emphasis on their relevance to counseling.

**BC537 Counseling from the Epistles (2)**

This course is an expositional study of the New Testament Epistles with special emphasis on their relevance for counseling.

**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 deal with some of the major difficulties that troubled marriages and families experience from a biblical perspective. 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.

**BC548 Counseling Youth & Child Development (2)**

Analysis of the physiological, cognitive, spiritual and personality development from birth through adolescence. There will also be a discussion of parenting issues and a critique of the self-esteem movement. This course is 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.

**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.

**BC557 Counseling & Physiology (2)**

This is a survey of the physiological factors that influence areas in a person's life which are of importance when counseling that person.

**BC560 Biblical Conflict Resolution (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, and the key aspects of progressive sanctification.

**BC580 Counseling Observation and Practicum (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 of this course is to help the student learn, evaluate and sharpen their practical counseling skills. *Prerequisites:* BC501, BC531, BC503, and BC511.

**BC581 Counseling Issues (2)**

Numerous crucial issues in counseling will be discussed: the role of women in counseling, the church and biblical counseling, drugs and biblical counseling, developing a counseling ministry in a local church, preaching and counseling, legal issues and counseling, training lay people

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to counsel, counseling in everyday life, avoiding legalism in counseling, God's laws and ordained authority, and counseling apologetics.

### **BC583 Discipling Women (2)**

This course provides basic training in developing and maintaining a women's ministry within the local church. Topics include the priority of discipleship, a biblical definition of discipleship, and training in the how to's of discipleship.

### **BC584 Problems Women Face Today (2)**

This course is designed to cover several specific counseling problems common to women. Some of the topics discussed will include: the feminist influence, the role of women in the church, misperceptions regarding submission, not having a gentle and quiet spirit, PMS, vanity, hurt feelings, unbiblical manipulation, and idolatrous emotional attachments. Special emphasis will also be given to common questions women ask such as "What about chemical imbalance?" and "Why and how should I come off my psychiatric drugs?"

### **BC592 Counseling Internship (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, beside BC598 and BC593.*

### **BC593 Advanced Counseling Internship (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.*

### **BC597 Practicum in Teaching**

A faculty-directed practicum concerning the principles and practices of effective teaching of Biblical Counseling in conjunction with a semester-long teaching opportunity. Emphasis will be placed on teaching technique, the learning process, and curricular design. *Prerequisites: All core courses.*

### **BC598 Thesis Research (2)**

This is guided independent research. The special problem or area of investigation must be precisely stated in written form, pursued under faculty supervision, and approved by the Chairman and Thesis Coordinator of the Biblical Counseling Department. The thesis research must be successfully orally defended and a fully documented research outline suitable to supporting a thesis paper of 100-120 pages in length is required.

### **BC599 Thesis Composition (2)**

This guided independent research 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 Chair and the Thesis Coordinator; research and composition are pursued under an appointed faculty advisor. *Prerequisites: All core courses.*



# Master of Arts in Biblical Studies

*Dr. Thomas A. Halstead, Chairperson*

The Master of Arts in Biblical Studies (MABS) provides Bible training to men and women at the graduate level. The content of the program is biblical-theological in nature and emphasizes both proper interpretation and practical application of Scripture. The lectures, reading, and homework assignments can be practically implemented in each student's life and ministry immediately. Each course the student takes will enhance his/her ministry and personal walk with the Lord. The MABS degree is designed to help people study, explain, and apply Scripture more effectively in their own lives and in their churches.

## Program Distinctive

The Master of Arts in Biblical Studies (MABS) is designed for men and women who want to grow in their knowledge of God's Word but are not able to take a traditional semester-oriented course of study. We are looking for men and women, elders, deacons, deaconesses, women's ministry workers, etc., who seek some formal academic training in the Bible. Our core classes are offered in the summer, so that students can maintain their full-time jobs and yet take time off in the summer to study and grow.

## Program Length

The MABS degree is a 39 unit, non-conventional curriculum. There are 12 core courses (24 units) offered on campus for three weeks each summer. Up to three weeks of classes can be taken each July, allowing students to complete their classroom work in two summers. Each week consists of 2-4 units of classes. Each core course is divided into three parts: extensive pre-session assignments; a one-week, in-session lecture; and additional post-session assignments.

## Directed Study

In addition to the 24 core course units, there are 15 units of Directed Study classes (a combination of practicum and elective courses) that a student must complete in order to graduate. These 14 elective/practicum units are completed online through a directed study format (usually completed during the fall and spring terms).

## Full/Part Time Student Status

Any student enrolled in 8 units or more is considered

to be "full-time" status for the Master of Arts in Biblical Studies. A student must be enrolled in at least 4 units of graduate level classes to achieve "part-time" status.

## Extension Trips

Another unique feature of this program is the opportunity for students to study abroad in Israel, Turkey and Greece, taking courses that can be applied to their MABS degree. Details on this opportunity can be obtained by calling the MABS Administrative Assistant.

## Course Registration

Registration for MABS summer courses will be available online on March 1st to each student who has already been accepted into the program. Registration for fall courses begins July 1st and spring courses on November 1st. Registration allows the student to make housing and meal plan reservations for the summer term. Housing and meal plans are available for the student, his or her spouse, and children.

## Remote Library Access

In order to facilitate research from off-campus locations, the college library provides remote access to many of The Master's College's online databases. This access allows students to search the available databases from any computer off campus that has an internet connection. Currently The Master's College has over 20 databases available with remote access. Students are welcome to contact the library directly if they need help with their research.

## Degree Requirements

All MABS students are required to earn a 3.0 GPA or better for each term they are enrolled in the program. The MABS curriculum includes 12 core classes (2 units each), which are taken on campus over the course of two to six years. The core units consist of the following courses:

BTS500	Introduction to Biblical Studies
BTS501	Hermeneutics
BTS511	Creation and Covenant
BTS512	History of the Covenant People
BTS513	Prophecy and Prophets in Context
BTS515	Worship and Wisdom
BTS521	Historical Background of the N.T.
BTS522	Life, Ministry and Theology of Christ



BTS523	Life, Ministry and Theology of Paul
BTS524	General Epistles and Revelation
BTS571	Contemporary Issues in Theology
BTS572	Seminar in Applied Biblical Studies

*In addition to these core classes 15 additional units will be taken in practicum and elective courses for a total of 39 units required for graduation.*

### Prerequisite Requirements

It is highly recommended that a student's undergraduate program be strong in a liberal arts emphasis, including courses in literature, history, and philosophy. Their Bachelor's degree must be from an accredited college or university (official transcript required). They must have completed their baccalaureate program with a cumulative grade point average (CUM GPA) of 3.0 or above on a 4.0 scale for all undergraduate work. While students will not be required to have completed an undergraduate major in Biblical Studies, they will be required to demonstrate a threshold level of biblical and theological knowledge in order to be admitted to the program. This requirement can be satisfied by either of the following:

- Complete 24 semester units of undergraduate coursework in biblical studies with a GPA of at least 3.0 that includes at least 6 units of New Testament (N.T.), 6 units of Old Testament (O.T.), and 6 units of Christian Theology.
- Complete a three-part comprehensive entrance examination in O.T., N.T., and Christian Theology to certify a level of theological knowledge necessary for graduate study. One must earn at least a 70% on the exam to pass.

### Guidelines for 24 Units

1. The 24 semester units of undergraduate coursework in biblical studies with a GPA of at least a 3.0 required as a prerequisite to the MABS program must be from a school accredited by an accreditation service accepted by The Master's College Registrar's Office.
2. There are certain schools which are unaccredited, but are accepted by special agreement by the Registrar. These schools will also be accepted for prerequisite units by the Registrar's Office.
3. Prerequisite units taken at schools that are not accepted by the Registrar's Office will not be accepted. Instead, the student must take the MABS Entrance Exam.

### Advanced Standing

Any graduate from TMC's undergraduate Biblical Studies major program who has earned at least 36 units of Bible will be allowed a maximum of 6 units of advanced standing in the program. Students from other accredited institutions with at least 36 units in Bible may also apply for Advanced Standing. Advanced Standing is not guaranteed, but will be decided on an individual basis at the discretion of the Chairman of the Biblical Studies Department. Students awarded "Advanced Standing" will be waived from 6 units of electives, therefore only requiring 33 units to graduate with a Master of Arts in Biblical Studies.

### Transfer Credit Policy

Students transferring credits from The Master's Seminary will be allowed a maximum of 20 credits to transfer for courses with goals and objectives that correspond with the overall goals of the MABS program. A student transferring from another graduate program will be allowed credit for a maximum of 6 credits for courses that correspond to those offered in the MABS program. Decisions regarding advanced standing and transfer credits will be made by the Chairman of the Biblical Studies Department in consultation with the Registrar.

## Course Offerings in MABS

### CORE COURSES

#### 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 interpretative theory to specific passages of Scripture.

#### 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.

#### **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. The current public debate on the status and legitimacy of modern Israel will also be considered.

#### **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.

#### **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 why do the wicked prosper 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.

#### **BTS521 Historical Background of the New Testament (2)**

A graduate seminar focusing on the history, literature, and culture of the Inter-testamental period through the first century A.D.

#### **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.

#### **BTS523 Life, Ministry, and Theology of Paul (2)**

A graduate seminar focusing on the writings of Paul. Attention is given to historical and cultural settings,

messages, theological themes, and analysis of selected passages.

#### **BTS524 Theology of General Epistles & Revelation (2)**

A graduate seminar focusing on the theology of General Epistles and the Revelation. 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 in Hebrews and the eschatology of 2 Peter 3 and the Book of Revelation.

#### **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.

#### **BTS572 Seminar in Applied Biblical Studies (2)**

A graduate seminar focusing on the application of biblical studies to the life of the believer. Attention will be given to the priority of Christ-likeness; the process by which this occurs in the life of the believer; and the role of discipling towards this objective. The uniqueness of the biblical process of change will be addressed.

### **PRACTICUM COURSES**

#### **BTS531 Practicum in Biblical Leadership (2)**

A faculty-directed independent study focusing on a biblical theology and philosophy of leadership. Attention will be given to examples of leaders in the Bible and an examination of the concept of spiritual leadership. The student will be expected to articulate a philosophy of leadership and provide evidence of applying that philosophy in a specific facet of his/her own ministry.

#### **BTS533 Practicum in Discipleship (2)**

A faculty-directed independent study focusing on the analysis of discipleship models and the application of scriptural principles in the discipleship process.

#### **BTS535 Practicum in Youth Ministry (2)**

A faculty-directed independent study concerning youth ministry. The student will be challenged to consider the biblical philosophy of youth ministry as well as be exposed to youth ministry programs in his/her immediate area.

#### **BTS536 Practicum in Children's Ministry (2)**

A faculty-directed independent study focusing on the theory, methodology and practice of biblically-based Christian education for children. Attention will be given

to the preparation and teaching of Bible lessons that are age and culture appropriate; the recruitment, training and supervision of volunteer teachers, the development and administration of ministry programs, and the assessment of curricula. The student will be involved in a supervised and evaluated teaching experience as part of the course.

#### **BTS537 Practicum in Worship (2)**

A faculty-directed independent study concerning the principles and practices of worship. Attention will be given to a biblical definition of worship, biblical paradigms of worship, styles of worship, leading in worship, hymnody and hymnology, and current issues in worship.

#### **BTS538 Practicum in Teaching (2)**

A faculty-directed independent study concerning the principles and practices of effective teaching. Emphasis will be placed on teaching technique, the learning process, and basic curricular design.

#### **BTS539 Practicum in Missions (2)**

A faculty-directed independent study concerning the principles and practices of biblically-based mission work. Emphasis will be placed on a survey of the biblical basis of missions, cross-cultural communication, mission strategy, the call and preparation of the missionary, and the role of sending organizations. Some consideration will also be given to one of more contemporary issues, such as urban ministries, student ministries, and creative access to closed countries.

### **ELECTIVE COURSES**

#### **BL501 Elementary Greek I (4)**

Designed for beginners in Greek. This course 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.

#### **BL502 Elementary Greek II (4)**

Designed for beginners in Greek. This course 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.

#### **BL598 Reading the Apostolic Fathers**

A course that will read extensively the entire corpus of the Apostolic Fathers, and then intensively translate the Greek text of five representative genres in the Fathers. The reading and translating of the texts will be the core of the classroom discussions.

#### **BTS551 Seminar on the Epistle to the Romans (3)**

An in depth exposition of Romans, with careful attention to the meaning, implication, and application of the text.

#### **BTS552 New Testament Chronology (2)**

This is a graduate level class designed to be taught as an independent study under the supervision of a Bible Department faculty member. This class will focus on the chronology of New Testament events and the lives of people (especially Jesus and Paul). Special attention will be given to chronological difficulties. Significant reading and research will be required. Reading reports and research papers will be required.

#### **BTS554 Apologetics (2)**

A survey of the main approaches to apologetics, and examination of evidences for the Christian faith from such fields as science, history, archaeology, and philosophy.

#### **BTS555 Ethics (2)**

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.

#### **BTS556 World Religions (2)**

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.

#### **BTS557 Religions of America (2)**

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

#### **BTS598 Thesis Research (2)**

This is guided independent research. The special problem or area of investigation must be precisely stated in written form, pursued under faculty supervision, and approved by the chairman of the Biblical Studies Department. The thesis research must be successfully defended orally and a fully documented research outline suitable to supporting a thesis paper of 100-120 pages in length is required.

#### **BTS599 Thesis (2)**

This is a guided independent research paper. The special problem or area of investigation must be precisely stated in written form and pursued under faculty supervision and must be approved by the chairman of the Biblical Studies Department. A fully documented research thesis of 100-120 pages in length is required for this course.

#### **IBEX570 Physical Geography of Israel (2)**

An examination of the physical geography of the land of Israel with attention to regional structure, geol-

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ogy, and topography with a view to the development of communication lines and settlement.

**IBEX598 Cultures & Religions of the Middle East (2)**

A field-based exploration of the cultural, religious, and ethnic diversity of the land of Israel. Special attention is given to religious and cultural distinctives of the major ethnic communities and monotheistic religions of the region.





# Program-Level Learning Outcomes

This section lists the program-level student learning outcomes that have been established by the faculty and staff for the college's undergraduate general education program, for each of the academic majors and emphases, and for the co-curricular/student development area.

## I. GENERAL EDUCATION

### A. Biblical Studies

1. Demonstrate a working knowledge of each book of the Old and New Testament by:
  - a. Describing its general historical and geographical background.
  - b. Outlining its basic content and argument flow.
  - c. Briefly defining its main theological contributions and critical challenges.
2. Describe the essential teaching of Scripture in each major area of theology and the interrelationship among the areas.

### B. 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 scientific thought.
4. For at least one scientific discipline:
  - a. Outline the major principles underlying that discipline and the realm in which those principles operate.
  - b. Identify the application of those principles in the day-to-day happenings in the world.
  - c. Identify assumptions and logical arguments involved in the accepted conclusions of the discipline.
  - d. Demonstrate an ability to solve qualitative and quantitative problems in that discipline in both the classroom and laboratory settings.
  - e. Demonstrate the ability to perform the basic operations associated with standard laboratory procedures in that discipline.

### C. Computer Use

1. Demonstrate proficiency in computer operating procedures, including file manipulation, program installation, network use, virus protection, and data transfer between applications.
2. Demonstrate proficiency using standard office software, including a word processor, spreadsheet, and presentation manager.
3. Demonstrate proficiency using the Internet, including a Web browser, e-mail, and file transfer.

### D. Cross-Cultural Understanding

1. Develop a basic understanding of and appreciation for a culture other than one's own.
2. Knowledgeably bring the dimensions of diversity, especially gender, social class, ethnicity, and culture to the discussion and analysis of current societal issues.
3. Identify principles which assist an individual to adapt effectively to a different culture or a multi-cultural environment.
4. Articulate biblical principles relating to the development of God's church among varying people groups in today's world.

### E. Economics

1. Demonstrate the ability to develop a life-long approach to personal financial management, understanding resource allocation as stewardship from God.
2. Understand 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. Explore the implications of free-market forces as they relate to Classical v. Keynesian theories.

### F. 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.
2. Evaluate historical developments in a larger context, especially the most salient political, cultural, geographical, and economic elements of the past that have shaped the present.
3. Integrate a biblical view of man and society into the study of the past.

### G. Information Literacy

1. Determine the type, scope, and focus of information needed regarding a scholarly, professional, or practical pursuit.
2. Identify and prioritize possible information sources to meet a defined information need.
3. Develop an effective and efficient information search process.
4. Use bibliographic resources to locate and retrieve information from primary and secondary, published and unpublished sources in a variety of electronic and printed media formats.
5. Evaluate information retrieved from a variety of sources to determine validity, currency, credibility, and relative value to meet the given information need.
6. Use information effectively, ethically, and legally.

## H. Listening Skills

1. Demonstrate a mastery of basic English vocabulary.
2. Demonstrate an ability to recall an acceptable proportion of content from a verbal presentation.
3. Recognize and take notes on important points in lectures and discussions.
4. Identify and evaluate basic concepts at the heart of a spoken presentation, including purpose, assumptions, evidence, argument, and inference.

## I. Logic & Critical Thinking

1. Demonstrate a mastery of the basic principles of logical reasoning and critical thinking.
2. Logically and critically evaluate problem situations by:
  - a. Identifying the assumptions, key issues, and elements of the problem.
  - b. Creating hypotheses and predicting outcomes.
  - c. Determining logical relationships.
  - d. Asking critical questions in order to discover meaning.
  - e. Testing the validity of assumptions and assertions by examining evidence.
  - f. Differentiating between opinion and fact.
  - g. Detecting fallacies in reasoning.
3. Construct a deductive or inductive line of reasoning from premise (hypothesis) and assumption to conclusion.

## J. Mathematics & Quantitative Reasoning

1. Use arithmetic, basic geometric, and algebraic operations to solve typical 'daily life' problems.
2. Correctly interpret and present data - in numerical, tabular, or graphic format - from typical 'daily life' situations.
3. Use estimation to evaluate whether quantitative data presented in 'daily life' situations is reasonable and/or representative.
4. Evaluate the accuracy, validity, and reliability of statistical information presented in 'daily life' situations.

## K. 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.

## L. 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. Evaluate philosophical worldviews in light of the Bible and biblical worldview assumptions.

3. Evaluate how various philosophical perspectives will shape an individual's response to the great issues of life.
4. Evaluate how various philosophical perspectives will affect individual and societal responses to contemporary moral and ethical issues.

## M. Political Studies

1. Understand the basic principles which form the basis of the American governmental system and the context in which it was established.
2. Understand in broad terms the American political process.
3. Understand in broad terms the U.S. Constitution, and the duties, responsibilities, and rights therein.

## N. Reading & Literature

1. Evaluate literary texts, both fiction and nonfiction, from a biblical perspective.
2. Read literary texts attentively to:
  - a. Identify the concept or theme(s) inherent in the work.
  - b. Recognize the author's purpose, presuppositions, implications, argument, and use or lack of evidence.
  - c. Recognize how the author and work may have been influenced by historical and contemporary culture.
  - d. See a relationship between the work's content and its form.
3. Demonstrate a grasp of the broad outline of English, American, or World literature, together with an awareness of the historical context in which an author or group of authors wrote.

## O. Spoken Communication

1. 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.
2. Engage effectively in discussion as both speaker and listener through interpreting, analyzing, and summarizing.

## P. 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. Employ a writing process that involves collecting information and formulating ideas, determining their relationships, and producing a draft that arranges coherent paragraphs in a purposeful order.
  3. Give evidence of ability to revise, edit, and proofread a written draft in order to produce work that is ready for its readers, including but not limited to skill in appropriate word usage, the conventions of Standard Written English, and consistently accurate spelling.

## II. AREAS OF STUDY

### BIBLICAL STUDIES

#### Biblical Studies Core

1. Demonstrate a working knowledge of either Greek or Hebrew.
2. Demonstrate the correct application of hermeneutical principles to develop an interpretation of a biblical text.

#### Biblical Counseling

1. Biblically critique various secular and Christian approaches to counseling.
2. Articulate a comprehensive, logical, biblically-supported argument for the authority and sufficiency of the Bible and the necessity of the gospel in counseling non-organic and interpersonal problems.
3. Analyze counseling problems using a biblical conceptual framework.
4. Develop a counseling strategy that applies a broad range of biblical passages to respond to common counseling problems.
5. Demonstrate question asking skills within a counseling context to discern the counselee's true motivations.
6. Effectively communicate the principles of biblical edification and hope in a counseling situation.

#### Bible Exposition

1. Discuss the significant historical, geographical, cultural, 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 college level written research in biblical-related topic areas.
4. Effectively communicate biblical truths in individual conversations and group teaching settings.

#### Biblical Languages

1. Translate both the Hebrew and Greek text with the use of standard aids.
2. Determine the structure of biblical passages

in the original languages.

3. Demonstrate an understanding of the phonology of Hebrew.
4. Morphologically analyze any form in a Greek or Hebrew text.
5. Syntactically analyze the phrases, clauses and sentences in a Greek or Hebrew text.
6. Demonstrate mastery of basic Greek and Hebrew vocabulary.
7. For Greek or Hebrew biblical passages, discuss the applicable interpretative and hermeneutical principles, inter-textual allusions, critical issues and theological contributions.

#### Intercultural Studies

1. Demonstrate the ability to develop a comprehensive ethnic profile of a country.
2. Articulate the biblical arguments against racial prejudice.
3. Demonstrate a basic knowledge of at least one non-native language.
4. Construct a biblical basis for the participation of the church in Christian missions.
5. Demonstrate the ability to apply the principles for effective church planting to specific cultural environments.
6. Describe the foundational beliefs of major world religions.
7. Demonstrate the ability to analyze cultural norms and customs in order to properly contextualize biblical principles within that cultural setting.
8. Demonstrate the ability to adapt to life in another culture.

#### TESOL

1. State a theoretically sound philosophy of language acquisition and instruction.
2. Identify, compare, and critique various language-teaching approaches, methods, and classroom resources.
3. Demonstrate the ability to facilitate cultural and learner differences in the language classroom.
4. Demonstrate the ability to analyze the native language(s) of the target class and identify areas of acquisition difficulty.
5. Evaluate historical and current educational practices and preferences in a target country.
6. Research, design, and implement ESL/EFL programs and classes.
7. Conduct an effective self-assessment of spiritual, cross-cultural, and teaching effectiveness and growth.
8. Articulate a sound biblical philosophy of cross-cultural ministry in a professional realm.

#### Christian Education

1. Clearly articulate a biblical philosophy of ministry as it relates to the purpose of the Church.

- Describe the educational cycle within a local church educational ministry.
- Describe the concept of vocation as it relates to Christian education.
- Describe the interrelationships between the various church ministries (Christian education, youth ministry, biblical counseling, missions, etc.).

### **Theology & Apologetics**

- Explain the role of systematic theology in relation to other biblical disciplines (e.g., languages, exposition, preaching, counseling).
- Identify the significant individuals who have shaped the development of historical theology, and describe the contributions of each.
- Articulate basic Christian doctrines of both Old and New Testaments, and provide clear biblical support for each.
- Describe the key issues involved in the major theological controversies that have occurred in the Christian community from Pentecost to present.
- Describe, compare, and contrast major theological systems.
- Describe the major options in apologetic methodology.
- Articulate arguments for the existence of God.
- Articulate the major evidences used to support Christianity.
- Describe the foundational beliefs of major world religions and major cults.

### **Youth Ministries**

- Clearly articulate a biblical philosophy of ministry as it relates to the purpose of the Church.
- Describe the educational cycle within a local church educational ministry.
- Describe the concept of vocation as it relates to Christian education.
- Describe the interrelationships between the various church ministries (Christian education, youth ministry, biblical counseling, missions, etc.).

## **BIOLOGICAL SCIENCES**

### **Biological Sciences Core**

- Demonstrate a working knowledge of the biological taxonomic kingdom and phyla divisions, and classification of organisms within that system.
- Demonstrate an in-depth knowledge of the key features and current issues related to the various major theories of biological origins.
- Demonstrate a working knowledge of the key current issues in environmental biology and ecology.
- Analyze molecular structure and chemical reactivity relationships within a chemical and

biological environment.

- Demonstrate a working knowledge of cellular structures and processes within cells.
- Perform and interpret analyses of the various modes of Mendelian inheritance.
- Demonstrate a working knowledge of those basic principles of physics, statistics, and differential and integral calculus necessary to the study and practice of research in the biological sciences.
- Effectively prepare and give oral presentations from primary research literature in the biological sciences.
- Explain in accurate detail the molecular basis of inheritance, including DNA replication, transcription, translation and the regulation of these processes.

### **Natural History/Environmental Biology**

- Demonstrate a working knowledge of vertebrate natural history, systematics, and comparative anatomy, and their applications to biological origins.
- Effectively conduct selected field research techniques in plant and animal ecology.
- Demonstrate a working knowledge of the inter-relationship among species, population dynamics, and the study of human impacts on eco-systems as it relates to stewardship ecology.

### **Pre-Medicine/Pre-Dentistry**

- Explain in detail the mechanisms involved in the replication and regulation of expression of genetic information for prokaryotes, eukaryotes, and viruses.
- Describe the theoretical basis underlying and perform basic laboratory procedures used in molecular biology, biochemistry, microbiology and biotechnology.
- Compare and contrast the initial pathways of development found in organisms from invertebrates to mammals.
- Describe the underlying thermodynamic principles that govern biochemical pathways. Describe how biochemical pathways are regulated and integrated to maintain homeostasis.
- Demonstrate a working knowledge of the functions of each organ system and their interrelationships in the whole organism to maintain physiological homeostasis.

### **Secondary Teacher Education in Life Science**

- Demonstrate a working knowledge of vertebrate and invertebrate natural history, systematics, and comparative anatomy, and their applications to biological origins.
- Effectively conduct selected field research techniques in plant and animal ecology.



3. Demonstrate a working knowledge of the inter-relationship among species, population dynamics, and the study of human impacts on eco-systems as it relates to stewardship ecology.

### **Molecular, Cellular & Dev. Bio**

1. Explain in detail the mechanisms involved in the replication and regulation of expression of genetic information for prokaryotes, eukaryotes, and viruses.
2. Describe the underlying theoretical basis and perform basic laboratory procedures used in molecular biology, biochemistry, microbiology and biotechnology.
3. Compare and contrast the initial pathways of development found in organisms from invertebrates to mammals.
4. Describe the underlying thermodynamic principles that govern biochemical pathways. Describe how biochemical pathways are regulated and integrated to maintain homeostasis.
5. Demonstrate a working knowledge of the functions of each organ system and their interrelationships in the whole organism to maintain physiological homeostasis.

## **BUSINESS**

### **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.

13. Describe the key principles for marketing personal services in a professional context.

### **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.
2. Demonstrate a working knowledge of the generally accepted accounting procedure(s) (GAAP).
3. Describe auditing standards, reports, and procedures necessary for performing an audit.
4. Demonstrate a basic working knowledge of taxation principles.
5. Demonstrate a working knowledge of cost accounting principles within a business situation.
6. Demonstrate ability to develop and use electronic spreadsheets in completing common accounting-related tasks.

### **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 which 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 which 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.

### **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 which affect personnel issues in a business organization.
3. Demonstrate a basic working knowledge of the laws affecting professional 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 which 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 which relate to investments in the stock and bond markets.
  - c. Cost accounting.

### **M.I.S.**

1. Describe the software development cycle, its phases, and the purpose and activities of each.
2. Demonstrate a working knowledge of computer programming using a modern language, including being able to:
  - a. Accurately use and interpret syntax and semantics.
  - b. Design, write, debug, and test correct programs.
  - c. Correctly include and use common data structures.
3. Display a working knowledge of database principles and technologies by being able to:
  - a. Describe the relational model.
  - b. Correctly define and use data normalization techniques.
  - c. Accurately use and interpret SQL database language syntax and semantics. Install, configure, and use a standard DBMS (e.g. Microsoft SQL Server, Oracle, DB2, etc.).
4. Demonstrate a basic working knowledge in selected of the following areas:
  - a. Web development tools such as HTML, Javascript, CSS, ASP, PERL, etc., to design and create complex web sites.
  - b. The major hardware components of computers, their purposes, and their relationships to other components. The principles underlying modern operating systems. Modern network technologies. Appropriate quantitative tools for operational management.

### **Public Relations**

1. Describe how communication affects mass markets.
2. Demonstrate a basic working knowledge of public relations theory.
3. Demonstrate basic public relations skills within an organizational setting.
4. Demonstrate the ability to make effective written and oral presentations using both logical and persuasive reasoning.

## **COMMUNICATION**

### **Electronic Media**

1. Demonstrate a basic knowledge of media history, including epitomes of past genius,

breakthroughs, classics, cult, realism, formalism, and pop genre.

2. Demonstrate a working knowledge of media theory, including design, color, juxtaposition, montage, symbolism, signifying orders and genres.
3. Demonstrate basic mastery of electronic media pre-production techniques, including conceptualizing, scripting, storyboarding, pitching, critique, general shoot preparation, location scouting, basic set design and casting.
4. Demonstrate basic mastery with electronic media production skills, including producing, directing, lighting, shooting and basic sound recording.
5. Demonstrate basic mastery of electronic media post-production techniques, including video editing, sound editing, basic ADR, effects, and motion graphics.
6. Demonstrate the ability to respond to moral and ethical situations in the electronic media environment from a biblical basis.

### **Print Media**

1. Identify and diagram the structure of a text.
2. Trace the line of argument within a text and critique its effectiveness.
3. Identify and critique the worldview perspectives within a written text.
4. Effectively incorporate a biblical worldview in writing as appropriate for the situation.
5. Write effectively in all forms and genres, including poetry, short stories, essays, autobiography, travel, journalism, screenwriting, and novels.

### **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.
2. Exemplify in communicative settings the highest ethical and moral standards.
3. Demonstrate the ability to correctly analyze and interpret a spoken discourse.
4. Determine appropriate language and usage in various communicative situations (considering the peculiarities of language, dialect, and culture).
5. Demonstrate a working knowledge of one of the following various theories of rhetoric: Neo-Aristotelian, Generic, Fantasy-Theme, Feminist, Ideological, Metaphoric, Narrative, and Dramatic.
6. Prepare and effectively present various types of oral discourse: discussions, reports, speeches, and debates.

## COMPUTER & INFORMATION SCIENCES

### Computer & Info. Sciences Core

1. Describe the software development cycle, its phases, and the purposes and activities of each.
2. Demonstrate a working knowledge of computer programming, including being able to:
  - a. Accurately use and interpret syntax semantics.
  - b. Design, write, debug, and test correct programs.
  - c. Correctly include and use common data structures.
3. Discuss the major hardware components of computers, their purposes, and their relationships to other components. In particular, students should be able to:
  - a. Demonstrate a working knowledge of PC components.
  - b. Demonstrate an ability to troubleshoot and repair common PC hardware failures.
  - c. Demonstrate an ability to upgrade and install new components in a PC.
4. Demonstrate an understanding of the principles underlying modern operating systems by being able to:
  - a. Correctly discuss synchronization, parallel processing, resource management, deadlock prevention, memory management, virtual memory, etc..
  - b. Install and configure standard PC operating systems.
5. Demonstrate an understanding of modern network technologies by being able to:
  - a. Define and discuss their underlying principles, such as the 7-layer network model and its components.
  - b. Install and configure industry standard network components, including servers, network operating systems, and network hardware components.
6. Describe current Web development tools and use them to design and create complex web sites.

### Computer Science

1. Discuss the structure and design of computer circuitry, including ALU, CPU control, datapath, cache, memory, registers, busses, interrupts, etc.
2. Display knowledge of widely used algorithms by being able to:
  - a. Analyze and classify algorithms and their underlying data structures.
  - b. Define and use common computer science algorithms and related data structures for efficiently searching, sorting, and merging data, and processing stacks, queues, trees, graphs, etc.

3. Demonstrate knowledge of computer programming languages by being able to:
  - a. Accurately discuss the history and development of computer programming languages.
  - b. Correctly define and use terminology, issues, and tools related to programming languages and their design, such as:
    - i. Parameter passing methods, strongly and weakly typed languages, etc.
    - ii. Bachus-Naur Form, FSA, PDA, Turing Machines, etc.
    - iii. Compiler construction theory.
4. Show an overall grasp of the field of Computer Science by being able to:
  - a. Integrate topics and subjects within the field.
  - b. Interpret and use current academic research.
  - c. Speak and write effectively about ethical and moral issues related to the field.

### Information Systems

1. Display an understanding of basic principles of accounting and business management theory.
2. Demonstrate an ability to use industry standard applications such as spreadsheets, databases, presentation tools, etc. to solve business problems.
3. Describe and use systems analysis and design techniques, and explain where and how they fit into the system development life cycle.
4. Demonstrate a working knowledge of the protocols and systems necessary to support a web site, as well as an ability to install and configure standard web site system software (e.g., Microsoft IIS, Apache Server, etc.).
5. Display a working knowledge of database principles and technologies by being able to:
  - a. Describe the relational model.
  - b. Correctly define and use data normalization techniques.
  - c. Accurately use and interpret SQL database language syntax and semantics.
  - d. Install, configure, and use a standard DBMS (e.g. Microsoft SQL Server, Oracle, DB2, etc.).
6. Show an overall grasp of the field of Computer Science by being able to:
  - a. Integrate topics and subjects within the field.
  - b. Interpret and use current academic research.
  - c. Speak and write effectively about ethical and moral issues related to the field.

## ENGLISH

### English Core

1. Read texts closely and explain the value of close reading in the study of literature and rhetoric.
2. Explicate texts written in a variety of genres, historical periods, styles, and modes.
3. Respond imaginatively to the content and style of texts, including the ability to ask

- pertinent questions about texts by recognizing worldview assumptions and implications, and by evaluating ideas.
4. Critique authors and works from a biblical perspective, and understand other perspectives in the light of the Scriptures.
  5. Write clearly, effectively, and imaginatively, and adjust writing style appropriately to audience, content, and topic.
  6. Propose and complete research projects and articulate them within appropriate conceptual and methodological frameworks, including the ability to recognize when information is needed, and to locate, evaluate, record, organize, incorporate, and present information effectively.
  7. Demonstrate an understanding of the historical development of the English language and of literature written in English from Old English to the present.
  8. Demonstrate a working knowledge of the grammatical system of the English language.
  9. Demonstrate a practical grasp of textual analysis.
  10. Demonstrate a familiarity with a wide range of British and American literary works, as well as selected authors and works from World literature, including classical forms, together with the historical context in which various authors wrote.
  11. Demonstrate an understanding of various theoretical approaches that inform the interpretation of literature and culture.
  12. Demonstrate a familiarity with a wide range of literary terms and categories relating to literary history, theory, and criticism, including figurative language and prosody.
  13. Demonstrate a familiarity with the basic practices of literary research and documentation, including using the library and electronic forms of information retrieval and communication.

## **HISTORY & POLITICAL STUDIES**

### **History & Political Studies Core**

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. Articulate and critique the following philosophies of history, evaluating their impacts on societies, cultures, and nations during different time periods:
  - a. Pre-modern, cyclical view, prominent in Asia and ancient Greece
  - b. Modern, optimistic views, involving a “cult

of progress” stemming from Western scientific prowess and Enlightenment philosophy

- i. Post-millennial--God’s people can usher in the Kingdom
  - ii. Secular Humanistic--based on Darwinian processes
  - c. Postmodern view, challenging traditional history with relativism and extreme politicization.
4. Articulate a biblical philosophy of history, explaining the following components:
    - a. theocentricity rather than anthropocentricity,
    - b. acknowledgment of God’s sovereignty,
    - c. linear perspective beginning with Creation, climaxing in Christ’s work on earth, and culminating in Christ’s 2nd Coming,
    - d. congruence concerning human nature that is depicted in Scripture and also manifested in history.
  5. Demonstrate the ability to conduct research with:
    - a. traditional primary source materials,
    - b. traditional secondary source materials, and
    - c. current technological resources and techniques. Students must be able to structure lucid, logical, & reasonable historical arguments from those documents.

## **POLITICAL STUDIES**

### **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. Demonstrate an in-depth knowledge of the primary processes of the American political system.
6. Conduct effective undergraduate-level research using primary, and secondary sources, and technological resources relating to political studies.
7. Construct a lucid, logical, and reasonable line of argumentation supporting the various major positions relating to the key issues in American politics.

### **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., legislative, representation, elective,

- executive action, political communication).
- Trace the major events, individuals, and structures in the development of American political institutions.
  - Conduct effective undergraduate-level research using primary and secondary sources relating to the study of American political institutions and processes.

### **Constitutional Law**

- Describe the evolution of judicial supremacy in the United States.
- Trace the influence of the Bill of Rights on federalism in America.
- Explain the role of the judiciary in the growth of national supremacy.
- Develop effective case briefs for selected constitutionally related political issues.

### **Political Theory**

- Trace the major events, individuals, and theories in the development of American political thought.
- Evaluate Western political philosophies in light of a Christian worldview.
- Analyze the major political philosophical works to identify the major theoretical principles being presented and identify applications of the principles within practical situations.

## **HOME ECONOMICS - FAMILY & CONSUMER SCIENCES**

### **Home Economics Core**

- Use modern scientific methods and resources to enhance the quality of life through the development of a knowledge and skill base in: nutrition, food science and preparation, clothing construction, and interior or clothing design principle application.
- Demonstrate the ability to conduct research to identify the needs of individuals and families.
- Demonstrate proficiency in use of software relating to Nutrition, Interior Design, Clothing, Textiles, and Financial Management.
- Demonstrate ability to make effective group presentations relating to the issues 21st century individuals and families face to ensure productive and harmonious lifestyles.
- Articulate biblical principles that characterize the professional posture of the Christian Home Economist.

## **KINESIOLOGY & PHYSICAL EDUCATION**

### **Kinesiology & Physical Education Core**

- Identify and describe the significant events and individuals associated with the development of physical education from ancient times to the present.
- Perform a kinesiological evaluation of skilled

- and unskilled physical movement activities.
- Perform a physiological evaluation of skilled and unskilled physical movement activities.
- Demonstrate a basic working knowledge of the significant psychological and sociological sport-related issues and their societal effects.
- Demonstrate a working knowledge of the basic statistical tools necessary to conduct physiological, psychomotor, and cognitive evaluations, as well as sociological analyses.
- Design, implement, analyze, and manage an effective physical education program in teaching, administrative, and coaching settings.
- Demonstrate a working knowledge in the care and treatment of athletic injuries and safety factors in the prevention of injuries.

### **Kinesiology & Physical Education General**

- Demonstrate a mastery of the basic skills associated with required sports/activity areas.
- Effectively teach the basic physical skills, rules, and strategies of traditional sports/activity areas.
- Demonstrate a working knowledge of the physical development levels from infancy to adulthood and the implications in regard to physical education.
- Demonstrate an in-depth working knowledge of conditioning components as related to life-long fitness activities, physical training, competitive sports, and nutritional factors.

### **Pre-Physical Therapy**

- Recognize and evaluate athletic injuries, including emergency care and treatment of traumatic injuries.
- Implement treatment, rehabilitation, and reconditioning programs for athletic injuries.

## **MATHEMATICS**

### **Mathematics Core**

- Effectively prepare and give oral presentations from research literature in mathematics.
- Demonstrate mastery of the Calculus.
- Demonstrate mastery of Elementary Linear Algebra.
- Demonstrate mastery of Elementary Differential Equations.

### **Applied Mathematics**

- Demonstrate a working knowledge of probability theory.
- Use probability and statistical inferences to draw conclusions.
- Demonstrate a basic working knowledge of the concepts of numerical analysis through the use of computers.
- Demonstrate a working knowledge of mathematical applications in a variety of applied fields.



5. Demonstrate mastery of the various methods of combinatorics.

### Mathematics Education

1. Demonstrate principles for effectively teaching mathematics-related topics to students.
2. Demonstrate a working knowledge of current issues in mathematics education.
3. Demonstrate a working knowledge of fundamental algebraic structures (e.g., groups, rings, and fields).
4. Describe the theoretical and axiomatic structure of mathematics.
5. Demonstrate a working knowledge of number theory.
6. Demonstrate a basic working knowledge of the key persons and events in the history of mathematics.
7. Demonstrate a basic working knowledge of the nature and applications of discrete structures.
8. Demonstrate a basic mastery of the principles of Euclidean and non-Euclidean geometries.

### 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. Describe the theoretical and axiomatic structure of mathematics.
4. Demonstrate a working knowledge of number theory.
5. Demonstrate a basic working knowledge of the key persons and events in the history of mathematics.
6. Demonstrate a basic working knowledge of the properties of complex numbers and complex-valued functions.

## MUSIC (BACHELOR of ARTS)

### Music Core

1. Demonstrate a familiarity with the “grammar” of music, including notation, chord progressions, part-writing, and melody harmonization.
2. Demonstrate a thorough working knowledge of the major composers, significant works, styles, and forms of the six eras of music history.
3. Articulate a biblically-based theology of music and worship.
4. Demonstrate musicianship through the mastery of at least one music instrument using proper skills in technique, producing good tone quality with artistic interpretation, and accurately portraying the stylistic literature of the major composers.
5. Demonstrate mastery of conducting

fundamentals including beat patterns, baton technique, transpositions, score reading, cueing, subdivisions, fermatas, and releases.

6. Demonstrate a working knowledge of music notation software, musical sequencing software, and other software associated with the music industry.
7. Demonstrate a working knowledge of MIDI, and its uses and function within the music technology world for music creation, performance, and market usefulness.
8. Use research tools effectively to prepare written presentations within the music discipline.

### 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 Theology

1. Explain the role of systematic theology in relation to other biblical disciplines (languages, exposition, preaching, counseling, music, youth, etc.).
2. Articulate basic Christian doctrines of both Old and New Testaments, and provide clear biblical support for each.
3. Articulate the major evidences used to support Christianity.

### Music and Youth Ministry

1. Clearly articulate a biblical philosophy of ministry as it relates to the purpose of the Church.
2. Identify significant factors in current day youth culture and describe their effect on Christian educational ministries to this age group.
3. Describe the interrelationships between the various church ministries (Christian education, music ministry, youth ministry, biblical counseling, missions, etc.).

## MUSIC (BACHELOR of MUSIC)

### 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 basic piano proficiency to include:
  - a. playing major and minor scales with chord progressions in all keys.
  - b. mastery performance of elementary to intermediate compositions.
  - c. simple sight reading and providing harmony to a single melody.
3. Demonstrate a thorough working knowledge of the major composers, significant works, styles, and forms of the six eras of music history (Medieval, Renaissance, Baroque, Classical, Romantic, 20th Century).
4. Effectively prepare and submit written presentations from primary research literature in the music discipline.
5. Demonstrate a basic familiarity with the music of non-Western cultures and its role in their societies.
6. Articulate a biblically-based theology of music and worship.
7. Demonstrate musicianship through the mastery of at least one music instrument, using proper skills in technique, producing good tone quality with artistic interpretation, and accurately portraying the stylistic literature of the major composers.
8. Demonstrate the ability to listen critically to a music performance and provide constructive feedback to the performer concerning positive areas as well as musical areas needing attention.
9. Demonstrate effective leadership and technical skills (including beat patterns, baton technique, transpositions, score reading, cueing, subdivisions, fermatas, and releases) to conduct excerpts of foundational vocal and orchestral repertoire.
10. Demonstrate a working knowledge of MIDI, music notation software, and musical sequencing software associated with the music industry.

#### **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.
2. Demonstrate a working knowledge of major composers and literature pertinent to the student's primary instrument.
3. Effectively critique instrumental musical performances.

#### **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 from Baroque to Contemporary.
2. Demonstrate the ability to play vocal, choral, and instrumental accompaniments, and some

improvisation.

3. Demonstrate a working knowledge of basic piano literature for teaching beginning to early advanced level students, the basic pedagogical tools and philosophy needed, and an understanding of the business side of teaching.

#### **Applied Music - Voice**

1. Demonstrate skills in technique, a good quality of tone, and ability to portray stylistic accuracy through literature studied.
2. Demonstrate a working knowledge of important composers and vocal literature.
3. 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.
4. Effectively critique vocal musical performances.

#### **Church Music/Worship Leader**

1. Demonstrate the ability to give leadership to the total music ministry (children through adult).
2. Trace the roots of worship and music from the Old Testament to the present.
3. Demonstrate the ability to function in a pastor role within a multiple staff church setting.

#### **Composition**

1. Demonstrate a proficiency of the "grammar" of music, written, aural, and with some keyboard ability, beginning with simple melodies and chord progressions, and concluding with the more complex harmonies and constructions of recent eras.
2. Demonstrate a proficiency in composition, arranging, orchestration, counterpoint, and understand the form and construction of specific classical works.
3. Create original compositions for a broad range of purposes and audiences.
4. Demonstrate a proficiency of computer music notation, sequencing and synthesizer programming.

#### **Music Education**

1. Articulate the value of music in a society, music in 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. Demonstrate ability to teach beginners through skilled performers, including the basic skills necessary to sing or play musical instruments found within the school music choral, band, or orchestral program.
3. Analyze, 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.
4. Develop a typical music classroom curriculum based upon current state educational framework.
  5. Select quality music literature for study and performance based on developed lists with determined criteria for future selections, with consideration for inclusion of multi-cultural and ethnic music.
  6. Demonstrate proficient skill in singing, as well as in playing each of the band and orchestra instruments.

## TEACHER EDUCATION

### Teacher Education Core

1. Develop a biblical world view as it relates to self, students, subjects, learning, effective teaching and evaluation.
2. Discover and develop unique God-given abilities.
3. Understand the K-8 curriculum including:
  - a. conceptual foundations of disciplines,
  - b. how knowledge is created and organized in the disciplines,
  - c. significant ideas in the disciplines,
  - d. values in the disciplines, and
  - e. connections among subject matter disciplines.
4. Apply academic concepts and principles to specific situations, common problems and current issues to specifically include
  - a. analyzing situations,
  - b. synthesizing information from multiple sources,
  - c. making decisions on rational bases,
  - d. communicating skillfully, and
  - e. appreciating diverse perspectives.
5. Link and apply the content of college coursework to personal experiences in K-8 classrooms including:
  - a. exemplary teaching practices,
  - b. innovative out-of-class projects and assignments, and
  - c. various models of assessment.
6. Develop respect for human similarities and differences including:
  - a. an awareness of their own perspectives pertaining to human diversity,
  - b. an openness to new perspectives regarding important variations among people, and
  - c. a critical understanding of the nature and forms of human discrimination and ways to overcome them.
7. Utilize current and emerging technologies including:
  - a. increasing personal subject matter knowledge and understanding,
  - b. using multiple applications,
  - c. analyzing, comparing and evaluating technologies as effective tools of study and learning in the seven major subject areas of study. ethical and social issues related to technology.
8. Become a life-long reflective educator including:
  - a. examining and testing ideas,
  - b. reflecting on teaching practice to develop a deeper understanding of students,
  - c. developing a deeper understanding of learning, and
  - d. examining all aspects of teaching through a biblical grid.

## III. 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 Christ-like Discipleship
5. Practice Biblical Restoration
6. Practice Servant Leadership
7. Support God's Church

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