2013-2014 CATALOG

HILLSDALE FREE WILL BAPTIST COLLEGE

3701 South Interstate 35 Frontage Road
P.O. Box 7208
Moore, Oklahoma 73153

POLICY OF NONDISCRIMINATION

Hillsdale Free Will Baptist College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. Hillsdale Free Will Baptist College reserves the right to, and does, maintain student educational and behavioral employment requirements and standards, which are based upon religious considerations consistent with its role and mission.

NOTE: Hillsdale Free Will Baptist College reserves the right to make necessary changes without further notice. The regulations, courses, personnel, and costs listed herein are subject to change through established procedures after the date of publication of this Catalog. It is **important** that each student familiarize himself/herself with the regulations set forth in this Catalog and assume his/her proper responsibilities concerning them.

Volume 32 January 2014 Number 2

Published annually by
Hillsdale Free Will Baptist College
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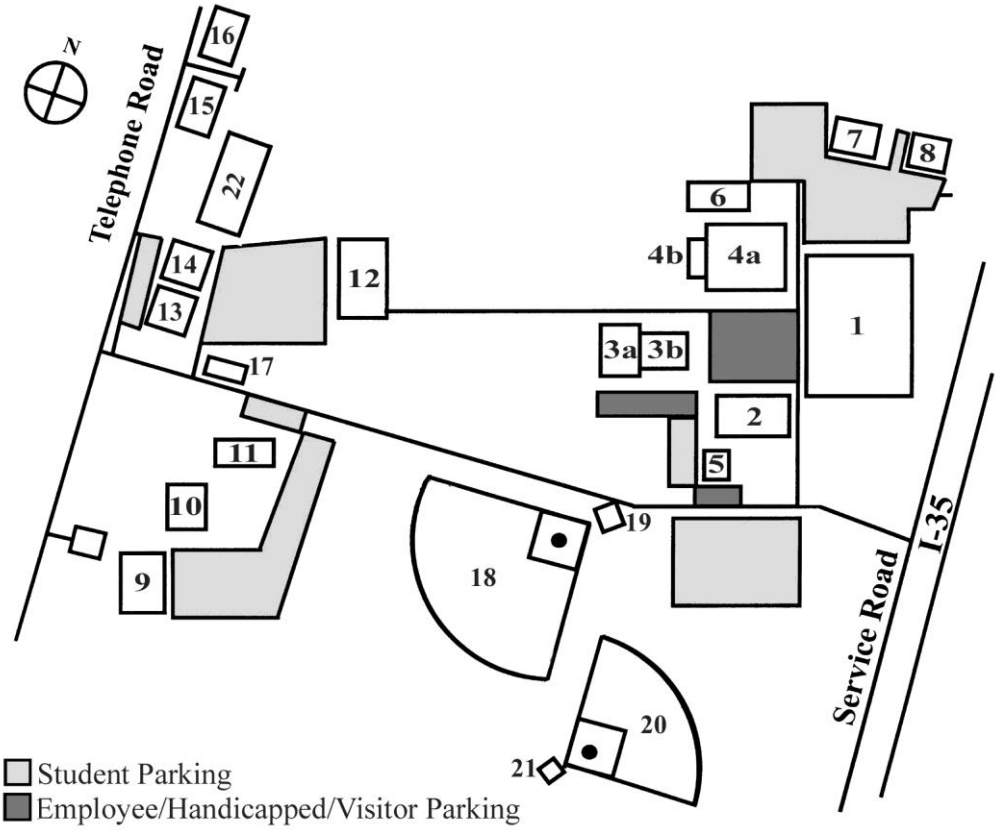

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3a. Geri Ann Hull Learning Resource Center
3b. Classroom Building
4a. Activities Building (Gym)
4b. Activities Annex
5. Oller Annex (Science lab & lecture)
6. Vandivort Maintenance Building
7. Free Will Baptist Literature
8. Free Will Baptist State Office Building
9. Friends Hall (Women's residence)
10. Barnard Hall (Women's residence)
11. Willey Hall (Women's residence)
12. Yandell Hall (Men's residence)
13. Palmer Hall (Eight apartments)
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15. Faculty Duplex
16. Hillsdale House
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18. Baseball Park
19. Baseball Press Box/Concessions
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CALENDAR OF EVENTS

2013-2014 ACADEMIC YEAR

FALL SEMESTER 2013

August 5 ..... Faculty Return
August 7-8 ..... Faculty In Service Training
August 9 ..... Freshmen Arrive
August 9 ..... Welcome Dinner and Dormitory Orientation
August 10-14 ..... Student Success Skills
August 10-14 ..... Freshman Registration and Orientation
August 13 ..... Returning Students Arrive
August 13-14 ..... Registration and Orientation
August 13 ..... Transfer Student Orientation
August 15 ..... Classes Begin
August 15, 10:40 a.m. ..... Convocation
August 19 ..... First Eight Week (Online) Classes Begin
August 23 ..... Last Day to Enroll
August 23 ..... Last Day to Add Classes
August 28 ..... Last Day to Drop Classes
September 2 ..... Labor Day Holiday (no classes)
September 3 ..... Classes Resume
October 14 ..... Second Eight Week Classes Begin
October 25 ..... Professional Development Day (no classes)
November 8 ..... Last Day to Withdraw from Classes
November 11 ..... Spring Pre-enrollment Begins
November 25-29 ..... Thanksgiving Break
December 2 ..... Classes Resume
December 6 ..... Final Day of Classes
December 7-13 ..... Final Examinations
December 17 ..... Final Grades Due

WINTER INTERSESSION 2013-2014

December 16-January 8 ..... Courses to be announced

SPRING SEMESTER 2014

January 6 ..... Faculty Return
January 8 ..... Dormitories Open
January 8 ..... Registration and Orientation
January 9 ..... Classes Begin
January 13 ..... First Eight Week (Online) Classes Begin
January 17 ..... Last Day to Enroll
January 17 ..... Last Day to Add Classes
January 20 ..... Martin Luther King Day (no classes)
January 21 ..... Classes Resume
January 23 ..... Last Day to Drop Classes
March 10 ..... Second Eight Weeks Classes
March 17-21 ..... Spring Break
March 24 ..... Classes Resume
April 8 ..... Fall Pre-enrollment Begins
April 11 ..... Last Day to Withdraw from Classes
April 18 ..... Good Friday (no classes)
May 2 ..... Final Day of Classes
May 3-9 ..... Final Examinations
May 10, 2:00 p.m. ..... Graduation
May 10, 3:00 p.m. ..... Graduate Reception
May 13 ..... Final Grades Due

SUMMER SESSION 2014

May 12-16 (Intersession) ..... Courses to be announced
June 1–July 31 ..... Courses to be announced

NOTE: These dates and other commitments in this Catalog are subject to change at the discretion of the administration.

A Message From The President

A WORD FROM THE PRESIDENT

Since 1959, our students have discovered the strength of a value added higher education. Our distinctly Christian commitment to the pursuit of truth, the development of the whole person, and the worthiness of Christian service provides both the foundation and the future focus of Hillsdale.

In fact, we are able to offer several advantages to you because of our well trained and highly committed faculty and staff. Personalized instruction and a sense of identity can be yours without sacrificing the quality of education. In addition, there are numerous opportunities for campus involvement and leadership development.

We make no apologies for what we are. We believe that there is a place on our campus for those who are seeking a higher education in a Christian context.

Thank you for considering Hillsdale Free Will Baptist College. The choice of a college is among the most important choices you will make. Give us an opportunity to tell you what Hillsdale can do for you. My vision for this College is:

That Hillsdale be a learning community of faith
serving Christ with integrity,
showing respect without exception, and
shouldering responsibility without excuse.

I believe that our people, principles, and programs contribute to equipping men and women to make a difference for Christ, His Church, and the community.

Join us if you choose,

Timothy W. Eaton, Ph.D.
President

HILLSDALE FREE WILL BAPTIST COLLEGE

PHILOSOPHY, MISSION, AND PURPOSE STATEMENTS

PHILOSOPHY OF EDUCATION

Believing that all truth is God's truth and that a college exists for teachers and students to pursue God's truth with freedom and responsibility, the intent of Hillsdale Free Will Baptist College is to facilitate this pursuit. The person of Jesus Christ embodies the Hillsdale philosophy of education. He said, "I am the way (ontology – What is real), the truth (epistemology – What is true), and the life (axiology – What is good)." Hillsdale exists so that all faculty and students may know Him and make Him known.

MISSION STATEMENT

Hillsdale is currently located in Moore, Oklahoma. It is a faith-based institution that supports the following mission: "Hillsdale Free Will Baptist College is a Christian institution of higher education committed to the intellectual, spiritual, social, moral, and physical development of its students. It seeks to prepare students to serve the Lord Jesus Christ, both in the church and in society at large."

PURPOSE STATEMENTS

INTELLECTUAL

I-1 To serve members of the Free Will Baptist denomination and others who desire an education in the Free Will Baptist tradition by providing courses of study leading to an Associates, Baccalaureate and Masters degree.
I-2 To provide an appropriate general education core for all degree-seeking students.
I-3 To provide a climate of learning where the student may develop the lifelong habit of critical thinking in the search for truth.
I-4 To offer students opportunities to improve communication through computing, oral, and writing competencies.

SPIRITUAL

S-1 To assist students in understanding their relationship to God and strengthening their personal commitment to Jesus Christ.
S-2 To help students cultivate habits of prayer, Bible study, and personal obedience to the teachings of Scripture.
S-3 To foster in each student a commitment to service in a local church.
S-4 To encourage student participation and support for world evangelization.

SOCIAL

SO-1 To equip students to function as responsible citizens.
SO-2 To encourage students to understand and appreciate other peoples and cultures.
SO-3 To provide students opportunities for developing and using leadership skills.

MORAL

M-1 To encourage students to adopt a Biblical approach to all relationships.
M-2 To challenge students to take personal responsibility for their decisions by developing a lifestyle characterized by integrity.

PHYSICAL

P-1 To help students achieve physical fitness and health.
P-2 To maintain a campus environment free of tobacco, alcohol, and illegal drugs.
P-3 To provide students opportunities for athletic competition and assist students to develop habits of good sportsmanship.

The Mission and Purpose Statements of Hillsdale Free Will Baptist College are the foundational guide for the institution. The intent of the policies, procedures, and practices of the College are to fulfill the Mission and Purpose Statements.

Students are required to become familiar with the Mission and Purpose Statements prior to admission to Hillsdale.

ACCREDITATION AND AFFILIATIONS

Hillsdale Free Will Baptist College maintains accreditation through the Transnational Association of Christian Colleges and Schools (TRACS), P.O. Box 328, Forest, Virginia 24551, Phone: 434-525-9539, Fax: 434-525-9538, and Website, www.tracs.org. Hillsdale is authorized by TRACS to offer certificates and appropriate associate, baccalaureate, and masters degrees.

The Transnational Association of Christian Colleges and Schools (TRACS) is recognized by both the United States Department of Education (USDE) (perform search for Hillsdale Free Will Baptist College at http://ope.ed.gov/accreditation/Search.aspx) and the Council for Higher Education Accreditation (CHEA) http://www.chea.org/search/actionInst.asp?CheaID=192148 as a national accrediting body for Christian institutions, colleges, universities, and seminaries. TRACS is a voluntary non-profit, self-governing organization that provides accreditation to Christian postsecondary institutions offering certificates, diplomas, and/or degrees through the doctorate. The geographic territory of TRACS currently consists of the United States and its territories. Transfer of credit is the prerogative of the receiving institution, and students who intend to transfer should consult that institution and work through their Hillsdale academic advisor to insure a smooth transition.

The College is approved by the State Accrediting Agency to offer training to eligible veterans and other persons under provision of Section 1775 (a) (1), USC 38. Approval has been given for training of students

under the War Orphans Educational Assistance Act and for the training of foreign students.

- **Oklahoma Independent Colleges and Universities (OICU):** The OICU is the only statewide organization that serves exclusively the interest of independent higher education within the state of Oklahoma. The Presidents of the accredited institutions in Oklahoma organized the Oklahoma Association of Independent Colleges and Universities in 1981 (http://www.oicu.org/). The institutional presidents continue to lead and direct OICU to advance educational quality and student success within Oklahoma private higher education institutions.

- **National Christian College Athletic Association (NCCAA):** The National Christian College Athletic Association, a 501(c)3 not-for-profit association, was incorporated to provide a Christian-based organization that functions uniquely as a national and international agency for the promotion of outreach and ministry, and for the maintenance, enhancement, and promotion of intercollegiate athletic competition with a Christian perspective (http://www.thenccaa.org/)

- **Association of Christian College Athletics (ACCA):** The aim of the ACCA is to promote the education and development of students through intercollegiate athletic participation. Member colleges, although varied and diverse, share a common commitment to Jesus Christ and the principle that athletics serve as an opportunity to share one's faith (http://www.accathletics.org).

HISTORY

Free Will Baptists envisioned an institution of Christian higher education in Oklahoma, even before statehood. The records of the Indian Territory Association of Free Will Baptists (1905) read: "We believe in encouraging a higher system of education among the Free Will Baptists." The merger of the northern movement of Free Will Baptists (known also as the Randall Movement, Free Baptists, or Anti-slavery Baptists) with Northern Baptists in 1911, left a scattered remnant of churches which did not participate in the merger, and those churches lost access to the historic Free Will Baptist schools, such as, Bates College in Maine and Hillsdale College in Michigan. However, the educational void was filled when the Co-operative General Association of Free Will Baptists in the west opened Tecumseh College in Tecumseh, Oklahoma in 1917. The first president was John H. Wolfe, a graduate of Hillsdale College in Michigan. The school was destroyed by fire in 1927 and was never completely rebuilt due to the depression, dust bowl days, World War II, and the Korean Conflict.

During the decades after the fire at Tecumseh College, the churches of Oklahoma continued to keep the higher education dream alive. Numerous resolutions over the decades encourage support of and participation in the Bible Institute sponsored by the Oklahoma State Association of Free Will Baptists. A series of Bible institutes were taught in the various geographic areas by a rotation through the districts associations, but Oklahoma Free Will Baptists had a vision for an institution of higher learning

These Bible institutes eventually developed into Oklahoma Bible College (OBC). The official launch of OBC began in the basement of the First Free Will Baptist Church in Tulsa in January, l959. In a quest to find a permanent home for the infant college, it was moved to Wagoner in the fall of 1959, then to the Northwest Free Will Baptist Church in Oklahoma City in the fall of 1961, and finally to the Capitol Hill Free Will Baptist Church of Oklahoma City in the fall of 1962.

On September 13, 1966, the college began operations on the present campus located three miles south of Moore, Oklahoma. An early president of the college, Dr. Don W. Payne (1961-1966), noted that the college began with "no library, no equipment, no facilities, no income, yet had one priceless asset: a company of committed Christians with an urgent sense of mission, persons of purpose and zeal, confident that God is all-sufficient."

Having secured a permanent home for the college, the founding church articulated a vision of higher education which embraced the study of the liberal arts. In a symbolic gesture, the governing board renamed the institution Hillsdale Free Will Baptist College in honor of Hillsdale College in Hillsdale, Michigan, which began as a Free Will Baptist institution in 1840. (Hillsdale College in Michigan is no longer affiliated with Free Will Baptists.) While Hillsdale Free Will Baptist College continues to educate men and women to support the ministry and mission opportunities of Free Will Baptists world-wide, the enrollment of students in non-ministry degree programs has proliferated through the years.

Additional historical information available in the following documents:

Oklahoma Bible College Newsletter. Vol. 3, No. 1, Oklahoma City: Oklahoma Bible College, 1965.

Oklahoma State Association of Free Will Baptists: The First 100 Years 1908-2008, edited by D. Akin, N. Draper and E. Wade published for the Oklahoma State Association of Free Will Baptists, Historical Commission. Nashville: Randall House Publications, 2009, pages 107-115.

The 1963 Harvester, edited by Charles Kirtley. Oklahoma City: Oklahoma Bible College, 1963, page 5.

ACCREDITATION HISTORY

State accreditation was gained in 1970 for the two-year program. The four-year B.A. in Theology was added in the fall of 1972 with the first graduating class in May, 1974. This program also received state accreditation allowing graduates the opportunity for admission into a graduate program. Students can now transfer the two-year A.A. degree to a senior college majoring in any field they desire, or they can continue at Hillsdale working for the baccalaureate degree. Candidacy status with the Transnational Association of Christian Colleges and Schools was gained in September of 1995, and for the first time Hillsdale was recognized by a national accrediting agency. Accreditation with

TRACS followed on January 1, 1999. In 2002, Hillsdale received approval from TRACS to offer the masters degree. In 2004, Hillsdale received a full 10 year reaffirmation of its accreditation from the Transnational Association of Christian Colleges and Schools.

LOCATION AND DESCRIPTION

Hillsdale is located on a 41-acre campus adjacent to Interstate 35, in the city of Moore. The College has a multimillion dollar plant which includes the John H. West Administration Building composed of classrooms and administrative offices; 4 student dormitories housing approximately 120 students and living quarters for the dormitory supervisor: Willey Hall, Barnard Hall, Friends Hall, and Yandell Hall; Oller Annex, a science lab/classroom; 16 single bedroom apartments: Randall Hall and Palmer Hall, 8 units each; an activities building consisting of a student center, classrooms, offices, fitness training center, and a gymnasium; the Geri Ann Hull Learning Resource Center/Classroom Building; a faculty duplex, and the Hillsdale House (missionary residence). The Bill J. and Alma Lou Barber Conference Center is on the east side of the quad (Administration, Library/Classroom, Activity, and Conference Center Building). The Barber Conference Center contains an 850 seat auditorium, a recital hall, a cafeteria, classrooms, offices, and Campus Bookstore.

GOVERNANCE

Hillsdale is owned and operated by the Oklahoma State Association of Free Will Baptists. The Oklahoma State Association exercises its operational control through the college's Board of Trustees. Members of the Board are elected by the Free Will Baptist state associations in Oklahoma, Missouri, Arkansas, and Texas. The Board of Trustees is responsible for the overall governance and control of the institution. It establishes the policies and procedures that govern the operations of the college, selects the president, and approves the annual budget

DEMOGRAPHICS

Hillsdale Free Will Baptist College annually serves approximately 250 students, which includes non-traditional, traditional, and online students. The college is a private, not-for profit institution that serves suburban, urban, and rural populations with the following backgrounds: 71% European-American, 16% African American, 9% American Indian or Alaskan Native, 3% Hispanic, and 1% Unknown.

The faculty includes over fifty full-time and part-time faculty members in the areas of ministry, letters, business, psychology, music, English, mathematics, social studies, science, foreign languages, and communication. Bachelor degrees are offered for ministry, business, letters, psychology, teacher education, exercise science, and interdisciplinary studies, and a graduate degree is offered for ministry.

POLICY ON PREVENTION OF ALCOHOL AND DRUG ABUSE ON CAMPUS AND IN THE WORKPLACE

Hillsdale Free Will Baptist College seeks to assure the health and well-being of all students and employees and to maintain an environment that supports and encourages the pursuit and dissemination of knowledge. Those goals are damaged by illegal drug and alcohol use. Therefore, to further these goals it has been, and shall continue to be, the policy of Hillsdale Free Will Baptist College to prohibit the illegal use, possession, sale, delivery, and/or manufacture of drugs, or the possession, use, or sale of alcohol by any student or employee of the College.

The College's policies and programs are intended to emphasize:

1. the incompatibility of the use or sale of illegal drugs and alcohol with the goals of the College;
2. the legal consequences of involvement with illegal drugs and alcohol;
3. the medical implications of the use of illegal drugs and alcohol; and,
4. the ways in which illegal drugs and alcohol jeopardize an individual's present accomplishments and future opportunities with the College.

The College will establish and maintain a program of education designed to help all members of the College community avoid involvement with illegal drugs and alcohol.

The College will provide information about drug and alcohol counseling and rehabilitation services available to members of the College community. Persons who voluntarily avail themselves of College services shall be assured that applicable professional standards of confidentiality will be observed.

The College shall take all actions necessary, consistent with state and federal law and applicable College policy, to eliminate illegal drugs and alcohol from the college community. College policy on illegal drugs and alcohol use will be publicized in student and faculty handbooks, student orientation materials, letters to students and parents, residence hall meetings, and faculty and employee meetings.

Students, faculty members, administrators, and other employees are responsible as citizens for knowing about and complying with the provisions of Oklahoma law that makes it a crime to possess, sell, deliver, or manufacture drugs designated collectively as "controlled substances" in Title 63, Section 2-401 et seq of the Oklahoma Statutes. Any member of the College community who violates that law is subject both to prosecution and punishment by the civil authorities and to disciplinary proceedings against the student or employee when the alleged conduct is deemed to affect the interest of the College.

Penalties will be imposed by Hillsdale Free Will Baptist College in accordance with procedural safeguards applicable to disciplinary action against students (see

Student Handbook, "Enforcement of School Policies") and employees (see Employee Handbook).

This summary of the College policy on the prevention of alcohol and drug use on campus and in the workplace is based on the Drug-Free Workplace Act of 1988 (P.L. 100-690, Title V, Subtitle D) and the Drug-Free Schools and Communities Act Amendments of 1989 (P.L. 101-226). This policy is expressed in its entirety in the Student Handbook and Employee Handbook.

Our institution maintains the FERPA provision 99.31 that states disclosure to parents of students under 21 if the institution determines that the student has committed a violation of its drug or alcohol rules or policies.

POLICY OF NONDISCRIMINATION

Hillsdale Free Will Baptist College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. Hillsdale Free Will Baptist College reserves the right to, and does, maintain student educational and behavioral employment requirements and standards, which are based upon religious considerations consistent with its role and mission.

In response to Title VII of the Civil Rights Act of 1964 and Executive Order 11246 of September 24, 1965, the policy of the college with regard to this matter is as follows. The college takes affirmative action in the recruitment of faculty members.

A. Hillsdale Free Will Baptist College, in all manner and respects, is an Equal Opportunity Employer and shall offer a program of Equal Educational Opportunity.

B. Hillsdale Free Will Baptist College, in compliance with Title VI of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972, and other federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, disability, or status as a veteran in any of its policies or procedures. This includes-but is not limited to-admissions, employment, financial aid, and educational services.

HILLSDALE NONDISCRIMINATION GRIEVANCE PROCEDURE

The following persons have been designated to handle inquiries regarding the nondiscrimination policies:

Dr. Mark Braisher
Executive Vice President
P O Box 7208
Moore, OK 73153
405-912-9000

Or

Dr. Timothy W. Eaton
President
P O Box 7208
Moore, Ok 73153
405-912-9000

This procedure is applicable to complaints alleging discrimination, harassment, and retaliation on the basis of race, color, national origin, sex, disability and age. Any student, prospective student or employee that feels that they have been discriminated against or harassed based on race, color, national origin, sex, disability, or age should contact in writing: Executive Vice President, P.O. Box 7208, Moore, OK 73153. In the event that the Executive Vice President is involved in the accusation of harassment or discrimination, the complaint should contact: President, P.O. Box 7208, Moore, OK 73153. The complaint should describe the date and time, persons involved, place, and circumstances surrounding the incident. The complaint should be signed by the complainant. All complaints received will be promptly, thoroughly, and impartially investigated and decided within 60 days. The complainant's identity will be kept confidential. The complainant will be kept informed in writing at each state of the process. That is, 1) Acknowledgement of the receipt of the complaint; 2) Report of findings of the investigation. If discrimination has occurred, appropriate corrective and remedial actions will be taken. If the complainant is not satisfied with the resolution of the complaint, they may appeal to the Hillsdale Free Will Baptist College Board of Trustees. An appeal should be made in writing to the Chairman of the Board of Trustees, P.O. Box 7208, Moore, OK 73153. The complainant will be kept informed in writing at each stage of the appeal process. That is, 1) Acknowledgment of receipt of the appeal; 2) Report of findings of the investigation and any corrective or remedial actions taken by the Board of Trustees.

Individuals who are not satisfied with the resolution of the complaint at the College may file complaints of discrimination with the U.S. Department of Education, Office of Civil Rights, 8930 Ward Parkway, Suite 2037, Kansas City, Missouri 64114-3302; Telephone: (816) 268-0550; Facsimile: (816) 823-1404; or Email: OCR.KansasCity@ed.gov.

Under no circumstances will there be any retaliation against the complainant or persons who participate in related proceedings by any Hillsdale employee.

SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCEDURES

Hillsdale Free Will Baptist College is committed to maintaining a safe and professional educational environment in which students and faculty are not subjected to sexual harassment. The College does not tolerate actions and/or words which are regarded as sexual harassment or sexual violence against any student or college employee.

Sexual harassment is unwelcome conduct of a sexual nature. It can be verbal, visual, physical, or communicated in writing or electronically. Although sexual harassment may violate state or federal law, Hillsdale Free Will Baptist College may consider conduct to be sexual harassment even though it may not rise to the level of illegal sex discrimination.

Sexual harassment includes but is not limited to the following:

- Unwelcome sexual advances
- Requests for dates or sexual favors
- Unwelcome physical contact of a sexual nature
- Sexual violence (such as rape or assault)
- Continued or repeated verbal abuse of a sexual nature, such as suggestive comments and sexually explicit jokes that are considered offensive by the other individual
- Sexually degrading language used to insult another person
- Remarks of a sexual nature used to describe a person's body or clothing. This includes comments about an individual's body or appearance that go beyond a mere compliment, including off-color jokes that are clearly unwanted and considered offensive by the other individual.
- Fostering a work or academic environment that is intimidating, hostile, or offensive because of unwanted sexually oriented conversation, suggestions, requests, demands, physical contacts or attention
- Public display of sexually oriented pictures, drawings, or calendars
- Offensive physical contact such as unwelcome touching, pinching, or brushing against the body of another person
- Actions or words which indicate that benefits will be gained or lost based on one's response to sexual advances
- Disseminating false information about a person's sexual conduct
- Making false accusations against another person regarding sexual harassment

Sexual harassment may be committed by one student against another student, by a faculty member or other employee against a student, or by a student against a faculty member or other employee. Because members of the faculty and administration of the college hold positions that involve the legitimate exercise of power and authority over others, they should exercise care in the use of that power and authority. It is the responsibility of members of the faculty and administration to insure that their conduct and words cannot reasonably be perceived as sexually coercive, abusive, or exploitive.

Criminal Complaint Procedure

Sexual harassment may constitute a violation of the laws of the state of Oklahoma, and the complainant must decide whether or not to file a criminal complaint. Any student, prospective student, or employee who wishes to file a criminal complaint alleging sexual harassment or violence should call 911 or contact the Police Department of the City of Moore, Oklahoma. The non-emergency number is 405-793-5171.

Institutional Complaint Procedure

Any student, prospective student, or employee may file a complaint of sexual harassment with the college. The following people have been designated to handle inquiries regarding Hillsdale Free Will Baptist College's policy on sexual harassment.

Mark Braisher
Executive Vice President
P.O. Box 7208
Moore OK 73153

Or

Timothy W. Eaton
President
P.O. Box 7208
Moore OK 73153

CATALOG INFORMATION

It is the student's responsibility to have knowledge of the contents of the College Catalog, including requirements, policies, and regulations. The College reserves the right to revise curricula, policies, financial arrangements, etc., as such changes become necessary or desirable.

EXCEPTIONS TO POLICIES

Any request for an exception to any Hillsdale Free Will Baptist College policy must be requested in writing to: EXCEPTIONS. The Administrator responsible for the area in question will review the matter and make a decision on the request. Requests for exceptions to policies that affect areas beyond the Administrator's area of supervision or that affect general institutional policies will be referred to the Administrative Committee of the College. A response will be directed to the student or employee within one week from the receipt of the request and, in some cases, a formal letter may also follow.

The request should include the person's contact information and be addressed to

Hillsdale Free Will Baptist College
ATTN: EXCEPTIONS
P. O. Box 7208
Moore OK 73153

ADMISSIONS

Hillsdale Free Will Baptist College is committed to educating and preparing students to make a positive impact on the church and society. The moral character of all applicants must be good. The secondary prerequisite is academic achievement.

HIGH SCHOOL CURRICULAR REQUIREMENTS

Curricular requirements for regular admission to the College are as follows:

- 4 units English (Grammar, Composition, Literature)
- 2 units Lab Science (Biology, Chemistry, Physics, or lab science certified by the school district; General science with or without a lab may not be used to meet this requirement.)
- 3 units Mathematics (Algebra I, Algebra II, Math Analysis, Geometry, Trigonometry, Calculus)
- 3 units History and Citizenship Skills (including one unit of American History and two additional units from the subjects of History, Economics, Geography, Government, non-Western Culture)
- 3 Additional units of subjects listed above or selected from the following: Computer Science or Foreign Language.

Students who did not complete these required courses in high school will be assigned appropriate remedial work by the Assessment Committee. Curricular deficiencies must be remediated in the first 24 hours of enrollment.

In addition to the above requirements, the following subjects are recommended for college preparation:

- 2 additional units: fine arts (music, art, drama, and speech)
- 1 additional unit: lab science (as described above)
- 1 additional unit: mathematics (as described above)

PLANNING SUGGESTIONS

1. High school students are encouraged to take the ACT or SAT in the spring of their junior year and apply early in their senior year. Register for the ACT on-line at actstudent.org. Hillsdale's school code for the ACT is 3413
2. In January of the high school senior year, students should file the Free Application for Federal Student Aid (FAFSA) which is required for grants, loans, college work study, and most scholarships. Apply on-line at fafsa.ed.gov. Receipt of financial aid is dependent on acceptance for admission. ***Scholarship preference is given to those filing prior to March 1***. State grants are generally awarded by March each year and are dependent of FAFSA filing date and score. Hillsdale's school code for the FAFSA is 010266.
3. Transfer students are encouraged to apply for admission at least three months prior to date of entry.

CANDIDATES FOR ADMISSION

1. Graduates of high school with a minimum of a 'C' average, or satisfactory scores on entrance exams, American College Test (ACT) or Scholastic Aptitude Test (SAT).
2. Persons with a GED Certificate from a State Department of Education.
3. Transfer students from other colleges (see Students on Probation or Suspension).

Based on a review of credentials, students may be admitted on regular, conditional, or probationary admission status. Hillsdale Free Will Baptist College reserves the right to restrict or deny admission to any person, otherwise eligible, for reasons determined to be in the best interest of the institution by the officers thereof. This reserved right shall be administered in a manner strictly consistent with state and federal non-discrimination laws. See the following sections: Admission Status Restrictions, Freshman Admission Requirements, and Transfer Admission Requirements.

ADMISSION STATUS RESTRICTIONS

The College is aware that all students have not had the same opportunities for academic preparation and character formation. In recognition of extenuating circumstances, three types of admission have been established: regular, conditional, or probationary status.

Regular Admission: Granted to students who have met the criteria for admissions. The student is eligible for enrollment and subject to the academic placement recommendations of the Admissions Committee.

Conditional Admission: Granted to students who have not completed the required admission documents. A student admitted conditionally is given permission to enroll and complete only one semester. If the student is unable to submit the required admission documents or resolve the doubt discovered in the application process, he or she will not be permitted to enroll in courses beyond one semester at this institution.

Probationary Admission: Granted to students who do not meet the criteria for a candidate for regular admission, or who have an ACT Composite Score 18 or below, or who transfer from another college while on academic probation. The student is limited to no more than 13 credit hours. Hillsdale Free Will Baptist College reserves the right to limit the number of students given probationary admission.

ADMISSION DOCUMENTS

Admission to all degree programs of Hillsdale requires the submission of the following documents:

1. **Application for Admission.** A $25 non-refundable fee (fee waived for fall applications received before April 1) must accompany the application form. A $25 non-refundable fee must accompany international student application forms.

2. **Transcripts.**
   High School Transcript. Both freshmen and college transfer applicants with fewer than 24 semester credit hours must submit a high school transcript to the Admissions Office. Freshman applicants may be admitted on the basis of an incomplete but official transcript, which shows grades through at least 6 semesters. Upon graduation, the student should request that a final, official transcript be sent to Hillsdale, bearing the signature of a school official, graduation date, complete grade record, standardized test scores, school seal, and class rank when possible.
   College Transcripts. Transfer applicants must request that an official transcript from each college or university attended be sent directly from the institution to the Hillsdale Admissions Office. New freshmen who have taken concurrent college work must also request an official transcript from each college or university attended. Any student who fails to report work taken at another institution is subject to immediate expulsion from the College.
3. **Test Scores.** New freshmen are expected to submit satisfactory scores on either the American College Test (ACT) or Scholastic Aptitude Test (SAT). A composite score of 18 or below will require a decision of the Admissions Committee. Students without an entrance exam score will not be admitted. Those who have participated in the ACT may be admitted conditionally; however, their status may be changed upon receipt of the scores. Transfer students with fewer than 24 semester hours are also required to participate in ACT testing on the Hillsdale campus or a national test site. Students who submit SAT scores should understand that they will be converted to equivalent ACT scores. The equivalency information may be obtained from the Admissions Office upon request.

ENROLLMENT DOCUMENTS

Enrollment Documents include:

1. Car Registration
2. Biblical Foundations Statement
3. Student Pledge
4. Student Accounts Office Agreement
5. Meningococcal Compliance
6. FERPA

Enrollment Documents can be found on-line at www.hc.edu/register.

BIBLICAL FOUNDATIONS

In order to be enrolled students must sign an agreement to respect the Biblical Foundations Student Statement of Hillsdale.

BIBLICAL FOUNDATIONS STUDENT STATEMENT
(A complete disclosure is found in A Treatise of the Faith and Practices of Free Will Baptists, and is available online at http://nafwb.org/site/wp-content/uploads/2012/02/FWB-Treatise.pdf

1. God - The one true and living God revealed in nature as the creator, preserver, and righteous governor of the universe. He is revealed in Scripture as the triune God—Father, Son, and Holy Spirit, the One personal, perfect, infinitely wise and good God existing in three persons. He is the Redeemer, Savior, Sanctifier, and Judge of men, the only proper object of worship whom all intelligent creatures are to love, adore, and obey.
Scripture References: Gen. 1:1; Ex. 3:14; 31:13; 34:14; Lev. 19:2; Deut. 6:4; 32:4; I Kings 8:27; Ps. 19:1-2; 22:18; 47:7; 90:2; 119:68; 145:10; Mal. 3:6; John 4:24; Acts 15:18; Rom. 16:27; I Cor. 8:4; Eph. 2:4; Heb. 12:23; 1 Jn. 5:7; Rev. 19:6. *Treatise of the Faith and Practices of Free Will Baptists: Part II, Chapters 2-3 and Articles of Faith 2,5*.

1.1 Father - He is infinite Spirit, the first person of the Godhead who is self-existent, eternal, unchangeable, everywhere present, all-knowing, all-powerful, independent, good, wise, holy, just, and merciful. He is the fountain of all perfection and happiness, exercising providential care and superintendence over all His creatures and governing the world in wisdom and mercy, according to the testimony of His Word. He is glorified by the whole creation and is worthy to be loved and served by all intelligence.
Scripture References: Mt. 5:16, 48; 6:9, 14; 11:25; Lk. 10:21; John 4:23; 17:21; Eph. 4:6; 1 Jn. 5:7. *Treatise of the Faith and Practices of Free Will Baptists: Part II, Chapters 2-3 and Articles of Faith 2,5.*

1.2 Son - Jesus Christ, the Son of God, is one with the Father in His divine nature. He is the second person of the Godhead and fills all the offices and performs the works of God. While possessing all divine perfections, He was miraculously conceived and born of the Virgin Mary and made of the seed of David according to the flesh, the only begotten of the Father, and the only incarnation of God. He is, therefore, God manifest in the flesh, in His divine nature truly God and in His human nature truly man, yet without sin. He is the mediator between God and man, once crucified; He is now risen and glorified, the ever present Savior and Lord.
Scripture References: Isa. 9:6; Luke 19:10; John 1:1-14; 4:42; 14:20; 16:30; Acts 1:11; Rom. 4:25; 9:5, 3:25-26; 5:18; 1 Cor. 15:22; Eph. 1:7, 17; 4:6; Col. 1:17; 2:8-10; 1 Tim. 3:16; 2 Tim. 4:1; Titus 2:13; Heb. 1:3-10; 2:17; 4:15; 7:25; 13:8; 1 Peter 2:21; 1 Jn. 3:13; 5:7, 20; Rev. 22:13. *Treatise of the Faith and Practices of Free Will Baptists: part II, Chapters 5-6 and Articles of Faith 2, 3, and 7.*

1.3 Holy Spirit - The Holy Spirit, the third person of the Godhead, is one with the Father in His divine nature. The Bible ascribes to the Holy Spirit all the attributes of God. The Holy Spirit convicts humanity of its sin and draws all to Christ. The Holy Spirit indwells and fills the lives of all believers and endows them with

spiritual gifts that are to be used in their personal service to God. There are no particular gifts that serve as visible evidence of the salvation or sanctification of the believer.

Scripture References: Gen. 1:2; Job 33:4; Isa. 6:8-9; Matt. 28:19; Mark 3:29; John 16:8, 13; Acts 10:19; 13:2-4; 16:6; 1 Cor. 2:11; 6:11; Titus 2:11; 2 Peter 1:21; 1 Jn. 5:7. *Treatise of the Faith and Practices of Free Will Baptists Part II, Chapter 7 and Articles of Faith 2, 4, 8 and 10.*

2. **The Bible** - The Scriptures of the Old and the New Testaments were written by holy men who were inspired by the Holy Spirit. They constitute God's full and complete word to man, the infallible rule and guide to Christian faith and practice. They are without error and trustworthy in all matters upon which they speak.
   - **2.1 Special Creation** - God created the universe in its present state by His spoken word and for His pleasure and glory and the enjoyment of His creatures.
   - **2.2 Historicity** - All historical matters in the Bible are to be considered as an accurate record. Scripture References: Ex. 4:15; 2 Sam. 23:2; Ps. 32:8; 119:151-160; Jer. 1:9; Matt. 5:17-18; John 10:35; 17:17; 1 Cor. 2:13; 2 Tim. 3:16-17; Heb. 1:1-2; 2 Pet. 1:18-21. *Treatise of the Faith and Practices of Free Will Baptists: Part II, Chapter 1, Appendix to Chapter 1, and Articles of Faith 1.*
3. **Sin** - Adam and Eve were created innocent, but by willful disobedience fell into a state of sin and condemnation. Their posterity, therefore, inherits a fallen nature of such tendencies that all who come to moral awareness, sin and become guilty before God.

   Scripture References: Gen. 8:21; Ps. 51:5; 58:3; John 1:13; 3:3-6; 6:44; Rom. 5:12; 8:7; 1 Cor. 2:14; Gal. 5:19-20; Eph. 2:3; Col. 1:14; Heb. 12:14; Titus 3:5. *Treatise of the Faith and Practices of Free Will Baptists: Part II, Chapter 4, Section II and Articles of Faith 6.*
4. **Redemption** - The Son of God, by His incarnation, life, sufferings, substitutionary death for sin, burial, and resurrection, effected for all a redemption from sin that is full and free and is the ground of salvation by faith. Jesus Christ died for our sins, was resurrected, and ascended to heaven, where He serves as the only mediator between God and man. Christ makes intercession for us until He comes again.

   Scripture References: Rom. 5:9, 18; 8:34; 2 Cor. 5:14; Eph. 1:7; 1 Tim. 2:6; 4:10; Titus 2:11; Heb. 7:25; 9:22-24; 2 Pet. 3:9; 1 Jn. 2:2. *Treatise of the Faith and Practices of Free Will Baptists: Part II, Chapters 6, 12, and Articles of Faith 7, 8.*
5. **Salvation** - Individuals, by virtue of any natural goodness and human work, cannot become the children of God. They are all dependent for salvation upon the freely-provided redemption of God that is effected through the blood of Christ, the regeneration of the believer through faith in Christ, and the operation of the Spirit. In salvation the free will of man is retained. All believers in Christ, who through grace persevere in holiness to the end of life, have promise of eternal salvation.

   Scripture References: Prov. 28:13; Isa. 45:22; Mark 16:15; John 1:7; 3:3-36; 5:24, 40; Acts 16:31; 17:30; Rom. 5:16; 8:16, 38, 39; 10:10; 2 Cor. 7:10; Gal. 2:20; Phil. 1:29; 1 Thess. 5:23; 1 Tim. 2:4; Titus 2:11; Heb. 11:1-6; 2 Peter 1:4. *Treatise of the Faith and Practices of Free Will Baptists: Part II, Chapters 8, 9, 10, 11, 12, 13, Appendix 13, and Articles of Faith 8, 9, 10, 11, 12.*
6. **Satan** - Satan, an evil being, is the evil accuser who slanders God to man and man to God. He is the tempter of men who continually solicits men to sin. He is to be resisted by submitting to God. Satan's final destiny is that of a conquered enemy who now abides under a perpetual curse, whereby he is finally to be cast alive into the lake of fire. There he is to be tormented forever, along with all who refuse repentance and faith in Jesus Christ.

   Scripture References: 1 Chr. 21:1; Matt. 13:19; Lk. 4:5-13; John 12:31; 2 Cor. 2:11; 4:4; 11:14; Eph. 2:2; 6:11-18; Heb. 2:14; James 4:7; 1 Pet. 5:8; Rev. 20:2. *Treatise of the Faith and Practices of Free Will Baptists: Part II, Chapters 4, 19, and Articles of Faith 6.*
7. **Last Things** - The Lord Jesus, who ascended on high and sits at the right hand of God, will bodily return to close the Gospel era, glorify His saints, and judge the world. At the last day there will be a bodily resurrection of the dead, and all men will be judged according to their works. Following the judgment, the righteous will enter into eternal life, and the wicked will be condemned to a state of endless punishment.

   Scripture References: Acts 1:11; Matt. 25:31; 1 Cor. 15:24-28; 1 Thess. 4:15-17; 2 Thess. 1:7-10; 2 Pet. 3:3-13; Matt. 24:42-44; John 5:28; Acts 24:15; 1 Cor. 15:22, 23; 2 Tim. 2:18, Phil. 3:21; 1 Cor. 15:35-44; Dan. 12:2; Acts 17:31; 1 Cor. 15:24; Rev. 10:6; 22:11; 2 Pet. 3:11, 12; Eccl. 9:10. *Treatise of the Faith and Practices of Free Will Baptists: Part II, Chapters 20, 21, 22, and Articles of Faith 16.*

FRESHMAN ADMISSION REQUIREMENTS

After submitting the required admissions documents, applicants meeting the following criteria will satisfy the academic requirements for REGULAR admission to Hillsdale:

1. High school grade point average of at least 2.00 or 'C' average.
2. ACT composite score of 19 or above.

Freshmen who do not meet the above criteria may be considered for conditional or probationary admission. The Director of Admissions may require a personal interview prior to presenting the applicant to the Admissions Committee.

GENERAL PROCEDURES FOR FRESHMAN ADMISSION

In applying for admission to Hillsdale the student should:

1. Submit a completed application form provided by the College.
2. Submit a transcript of credits from the high school from which the student graduated, complete with class standing, grade points, and graduation date. A grade average below 2.00 ('C' average) will require a decision of the Admissions Committee.
3. Participate in the American College Testing (ACT) program (School code: 0927). A composite score of 18 or below will require a decision of the Admissions Committee.
4. Submit two references. References must be someone that has known the applicant for at least two years and is not a family member.

TRANSFER STUDENT ADMISSION REQUIREMENTS

A student transferring from another institution must:

1. Submit a completed admission application form.
2. Submit official transcripts from any institutions of higher education the student has attended. A grade point average below 2.00 ('C' average) will require a decision of the Admissions Committee. Students who have completed less than 24 college credit hours must also submit an official high school transcript. No transfer students will be considered for admission until presentation of their transcript(s) from the college(s) previously attended.
3. Submit ACT/SAT scores if fewer than 24 college credit hours have been completed.
4. Submit two references. References must be someone that has known the applicant for at least two years and is not a family member.
5. Students transferring in with less than 24 college credit hours must complete IDIS 1001 Student Success Skills.

STUDENTS ON PROBATION OR SUSPENSION

Should the Admissions Committee allow students on academic probation to enroll, the first semester will be limited to probationary status, and the student must maintain satisfactory progress (see Academic Progress, p.27). Students suspended from another college may be admitted by the Academic Affairs Committee.

INTERNATIONAL STUDENT ADMISSION PROCEDURES

International students who apply for admission must:

1. Complete an International Student Application for Admission.
2. Submit official transcripts of completed secondary school and college credits with notarized translations.
3. Schedule an admissions interview with the International Student Advisor.
4. Demonstrate English proficiency, if English is a second language, in one of the following ways: Submit the Test of English as a Foreign Language (TOEFL) or the English Language School (ELS) form. A score of 500 or more on the TOEFL test, a score of 173+ on the computerized TOEFL exam, or the completion of an equivalent level on the ELS is required to enroll in a regular course of study.
5. Present positive proof of financial ability to pay all expenses while in school.
6. Provide documentation of satisfactory health insurance coverage approved by the College.
7. Completed I-901 and fee ($200) after I-20 is received.
8. A valid I-20 is required for students already in the United States.
9. Transfer students require:
   a. A valid I-94
   b. A copy of their U.S. transfer transcript
   c. Letter from transferring institution declaring financial standing, academic standing, and INS standing (have any reinstatements been required)
   d. A valid I-20 (transfer students can provide, with written verification, a copy of their original I-20 from their transferring institution)
   e. International transfer students are evaluated by the same academic standards as other transfer students

ADULT AND SPECIAL STUDENTS

Students who are not candidates for degrees may be given special enrollment permission by the Registrar. This category includes the following: students taking only audit courses, students who have at least a bachelor's degree, high school students concurrently enrolled in the College, or adults over 25 years of age who do not meet the regular admissions requirements.

HOME STUDY OR UNACCREDITED HIGH SCHOOLS

Applicants who are graduates of an unaccredited or home study high school program are eligible for admission under the following conditions:

1. The applicant must have taken the ACT or the SAT.
2. The applicant's high school class must have graduated.
3. The applicant must satisfy the high school curricular requirements as certified by the high school or, in case of home study, the parent.
4. Submit two references. References must be someone that has known the applicant for at least two years and is not a family member.

ABILITY-TO-BENEFIT

Hillsdale Free Will Baptist College does not participate in Ability-to-Benefit. Applicants must have graduated high school, have a GED, and/or have twenty-four transferrable hours from an accredited college/university in order to be considered for admission.

REINSTATE ENROLLMENT POLICY

Former students who have not attended Hillsdale Free Will Baptist College for a period of one 16-week semester (summers excluded) must be reinstated before enrollment. An application to reinstate enrollment, official transcripts of all work completed since leaving Hillsdale Free Will Baptist College, and a

personal interview are required for reinstatement. Students who are reinstated must complete the degree requirements as prescribed in the catalog in effect at the time of their previous enrollment.

READMISSION POLICY

Former students who have not attended Hillsdale Free Will Baptist College for a period of two 16-week semesters or more (summers excluded) must be readmitted before enrollment. A readmission application, official transcripts of all work completed since leaving Hillsdale Free Will Baptist College, and a personal interview are required for admission. Students who are readmitted must complete the degree requirements as prescribed in the catalog in effect at the time of readmission.

CONCURRENT ENROLLMENT

High school juniors and seniors meeting the requirements listed below may be admitted as special students:

1. Graduating seniors who are enrolled at an accredited high school and who have achieved a minimum composite ACT score of 19 or a high school grade point average of 3.0.
2. Juniors who are enrolled at an accredited high school and who have achieved a minimum composite ACT score of 21 or a high school grade point average of 3.5.
3. Home study students or students from unaccredited high schools who are 17 years of age or older and who have achieved a minimum composite ACT score of 19.
4. Home study students or students from unaccredited high schools who are 16 years of age or older and who have achieved a minimum composite ACT score of 21.

ACADEMIC PLACEMENT

Placement tests and ACT scores (School code: 0927) are used to determine placement in certain courses such as English, mathematics, reading, and science. The ACT scores used for placement are as follows:

ENGLISH		
ACT 18 and below Compass score below 65	ENGL 0123	Fundamental English Skills
ACT 19 to 25 *plus 4 years H.S. English (A, B, C)*	ENGL 1113	English Composition I
ACT 26 and above *plus 4 years H.S. English (A, B)*	ENGL 1213	English Composition II

MATH		
ACT 18 and below Compass score below 45	MATH 0233	Basic Skills for Mathematics I
ACT score of 19 and above (for those needing only one math course for degree) Compass score between 45-65	MATH 1503 *or* MATH 1533	Mathematical Concepts and Applications *or* Foundations of Geometry and Measurement
ACT score of 19 and above (for those needing College Algebra)	MATH 1333	Intermediate Algebra
ACT score of 20 and above *Plus H.S. Algebra I & II (C) or acceptable placement test score*	MATH 1513 *or* MATH 1523	College Algebra *or* College Algebra for Business (for those in business program)

READING		
ACT 18 and below Compass score below 80	ENGL 0113	Reading Development

SCIENCE		
ACT 18 and below	NATS 0123	Concepts of Biology
ACT 19-23		Wait until 2nd semester to take science courses
ACT 24 and above		May start science classes 1st semester
Note: Students who successfully score 80 and above in Reading and 73 and above in Math on the Compass Test will not need to take Concepts of Biology		

Students who are not prepared to enter regular college courses will be required to complete appropriate developmental (0-level) courses as assigned by the Assessment Committee.

NOTE:
A minimum grade of 'C' must be earned in 0-level courses in order to move on to the credit level course.

TRANSFER CREDIT

Transfer work from other post-secondary institutions, whose accrediting agency is listed by the U.S. Department of Education as a nationally recognized accrediting agency, will be evaluated to apply as credit on degrees awarded at the College. Associate degrees earned at approved Oklahoma institutions of higher education will be accepted in their entirety. In Oklahoma, credits earned by a student at an institution accredited by a recognized national accrediting agency may be reviewed on a course-by-course basis for possible transfer to an institution in The Oklahoma State System for Higher Education.

CONVERSION OF QUARTER HOURS TO SEMESTER HOURS

Hillsdale's standard for conversion of quarter hours to semester hours is 67% equivalency, rounded to the nearest whole credit.

DEGREE MILLS AND DIPLOMA MILLS

The following information is based on the publications of the Council for Higher Education Accreditation (CHEA) of which Hillsdale College is a member.
If the answers to many of the following questions are "yes," the degree provider under consideration may be a "mill":

- Can degrees be purchased?
- Is there a claim of accreditation when there is no evidence of this status?
- Is there a claim of accreditation from a questionable accrediting organization?
- Does the operation lack state or federal licensure or authority to operate?
- Is little if any attendance required of students, either online or in class?
- Are few assignments required for students to earn credits?
- Is a very short period of time required to earn a degree?
- Are degrees available based solely on experience or resume review?
- Are there few requirements for graduation?
- Does the operation fail to provide any information about a campus or business location or address and rely, e.g., only on a post office box?
- Does the operation fail to provide a list of its faculty and their qualifications?
- Does the operation have a name similar to other well-known colleges and universities?
- Does the operation make claims in its publications for which there is no evidence?

Hillsdale will not transfer academic credit from a known degree mill.

There are institutions that may not be accredited but are not degree mills. For example, the institution may be seeking accreditation, but the process is not complete. Or a legitimate institution may choose not to be accredited for reasons that do not relate to quality (see Unaccredited Institutions of Higher Education).

UNACCREDITED INSTITUTIONS OF HIGHER EDUCATION

Academic credits from an unaccredited institution of higher education will be considered through the Academic Affairs Committee as an exception to policy. However, the student must make a written request to the Vice President for Academic Affairs.

CREDIT FOR EXTRA-INSTITUTIONAL LEARNING

Students may receive credit for examinations (i.e., CLEP) or other extra-institutional learning. See "Credit for Extra-Institutional Learning" in the Academic section of this Catalog. Hillsdale recognizes that many students have been involved in significant learning beyond their formal education. Students are encouraged to maximize the opportunity to receive Credit for Extra-Institutional Learning in order to meet degree requirements and advance toward more demanding subject matter.

The credit received through the procedures in the Credit for Extra-Institutional Learning category will be transcripted with the grade of 'CR' for credit and no honor points will be calculated into the student's Grade Point Average (GPA). A fee of $15/credit hour will be charged for transcripting Credit for Extra-Institutional Learning. For more information, see page 29 and the appendix.

REGISTRATION

All students are expected to register on the official registration dates each year. Special permission is required for carrying more than 17 hours per semester. Students with regular employment should curtail their academic load. No student may register after the last day to enroll. The College reserves the right to cancel any class with fewer than eight registrants.

ADMISSION TO CLASSES

Students are permitted to enter classes only after the completion of financial arrangements. A student who fails to complete such arrangements within two days after the official registration day will not be permitted to attend class.

EXCEPTIONS PROCEDURE

Any student who is denied admission may appeal the decision of the Admissions Office. The appeal must be presented in writing by the student to the Director of Admissions. Any pertinent information which the student believes may improve his/her position may be presented. The Director of Admissions will forward a recommendation to the Administrative Committee. The decision of the Administrative Committee will be final.

ASSESSMENT PLAN OUTLINE

Hillsdale believes in a value added approach to education. It is therefore extremely important to evaluate students in the following:

1. Entry level assessment - high school grades, curriculum strength, ACT scores, and placement tests.
2. Writing Skills assessment - ENGL 1213 English Composition II term paper, ENGL 3113 Writing and Research paper, and an upper level writing project in their major.
3. General Education assessment - each sophomore who has completed 46 credit hours or more is required to participate in the College Academic Achievement Proficiency (CAAP) Test. This provides a quantitative measure of the strength of the General Education program of the College.
4. Exit Assessment - exit interview, Student Satisfaction Survey, and Senior Portfolio or Recital.

Students will participate in assessment as required for admission, course enrollment, college classification, and degree requirements. Student Assessment Profiles, containing the individual student's assessment record, will be stored under the supervision of the Director of Assessment. Full-time and graduating students are required to participate in the annual assessment day held on the campus each spring semester.

COLLEGE COSTS AND BUSINESS INFORMATION

Hillsdale Free Will Baptist College desires to offer sound Christian education as a private institution at the lowest possible cost. To help reduce costs, the College, through the Admissions/Financial Aid Office, provides assistance to any student who may qualify for grants, loans, or scholarships. Registration will be considered incomplete and no student will be admitted to classes until arrangements for payment of the semester's expenses have been satisfactorily made. Registration for any semester can be completed only after arrangements have been made for any previous semester's costs (also see Withdrawals and Refunds).

NOTE: The College reserves the right to adjust cost at any time without notice.

Payment for tuition, fees, or books may be made by cash, check, MasterCard, or Visa.

TUITION AND FEES

Graduate students should consult the appropriate office for tuition information.

TUITION

Tuition - per credit hour (1-11 hours)	375.00
Tuition - 12-16 credit hours	4500/semester
Tuition - 17 hours or above	4500+245/additional hr
Senior Citizen Tuition (age 55+)	one half per credit hr rate

SEMESTER FEES

Audit (Undergraduate) - per credit hour	30.00
Freshman Fees	210.00
Independent Study Fee - per credit hour	50.00
Okla. Assessment/Tech. Fee - per credit hour	36.00
Comprehensive Semester Fees:	
Full-time Student	450.00
Full-time International Student	620.00
Part-Time (7-11 hours)	235.00
Part-Time (1-6 hours)	120.00
Connectivity Fee (dorm residents)	220.00
Late Registration Fee (enrollment after classes begin)	60.00
Lab Fees:	
Bowling (HPES 1031)	125.00
Care & Prevention (HPES 3502)	60.00
Computer Lab Fee (per course)	80.00
Drama I or II (DRAM 2113 or DRAM 2123)	45.00
Drama Production (DRAM 1421)	55.00
First Aid Class	110.00
Intercollegiate Sports/Cheerleading	255.00
Low-Budget Filmmaking (VPRO 2213)	130.00
MIDI Lab	115.00
Mission Seminar (MISS 3802)	varies
Officiating (HPES 2333)	45.00
Piano (Group)	155.00
Piano (Private)	155.00
Racquetball (HPES 1331)	250.00
Science Lab	90.00
Sports Marketing (BUSN 3303)	115.00
Student Teaching	200.00
Voice (Group)	155.00
Voice (Private)	155.00

SPECIAL FEES

ACT Exam	40.00
Matriculation Fee (one time application fee)	25.00
International Student (one time application fee)	25.00
Graduation Fee	
Undergraduate	120.00
Graduate	175.00
Transcript Fee (after the first one which is free)	5.00
Placement Test Fee (per test)	5.00
ESL Placement Test Fee	10.00
Room/Key Deposit	150.00

Refundable at graduation or exit from the College. (Costs for repair, damages or replacement may be in addition to this fee.)

HOUSING AND MEALS

Room per semester (see note)	1290.00
Board per semester	1725.00
160 meal ticket	1200.00
80 meal ticket	600.00
Single meal or additional meal added to meal ticket	7.75

Appliance Fee – there is an appliance fee for each electronic device. The charge for these items can be obtained in the Business Office. These fees are charged after the semester begins and electronic devices are in place.

NOTE: Dormitory Residency Requirement: Students under 21 years of age are required to live in the dorms unless commuting from home, married, or a junior.

INSTALLMENT PAYMENTS

All fees and charges are due and payable at enrollment. If a student cannot pay all charges at time of enrollment, arrangements may be made for monthly payments through the Hillsdale Tuition Management Plan. Any accounts not paid in full by the last day of classes of the term will be considered delinquent and are subject to collection efforts. In the event that a collection agency is obtained to collect the delinquent account, the student will be responsible for all collection fees (up to 33% in addition to the account balance).

A down payment is due no later than the first day of classes the remaining payments are due each month on the 15th of the month. Payments can be automatically drafted from either checking or savings accounts at any financial institution, or automatically charged to Visa or MasterCard. The payment plan is as follows:

Fall and Spring Semesters

First payment at enrollment: 20% of all Tuition and Fees less expected Financial Aid

Second payment: 25% of account balance less expected Financial Aid

Third payment: 33% of account balance less expected Financial Aid

Fourth payment: 50% of account balance

Fifth and final payment due on the last day of classes: 100% of account balance

Summer and Mini Terms

First payment at enrollment: 50% of account balance

Second payment: 100% of account balance

In the event that payments are not made in accord with the payment plan, the student's account will be considered past due. Students with past due accounts may have a hold placed on their student record, which will prohibit you from registering for classes and getting transcripts or diplomas.

Finance Charges

There is a 1.5% service charge per month (50 cent minimum) computed on the prior months' ending balance minus credits and other payments received. The service charge will be assessed on the first working day after the 15th of each month and is charged against the total unpaid account balance. An additional penalty of $50.00 will be assessed at the end of the semester if all current tuition and fees have not been paid in full. Students who are eligible for State or Federal Financial Aid are exempt from finance charges, if the Financial Aid Office has verified that the student has completed and submitted all necessary forms and documentation to apply for Financial Aid. Once Financial Aid has been applied to the student's account, the student is subject to the payment plan and finance charges.

REGULATIONS ON STUDENT ACCOUNTS

FEDERAL STUDENT AID APPLICATION DEADLINES
The student is responsible for completion of the Free Application for Federal Student Aid (FAFSA) for the possible awarding of grants, loans, and scholarships. The student is obligated for the balance of the account. Should the student fail to complete the FAFSA by the semester deadline (Fall, October 1 or Spring, April 1), the student is responsible to pay the balance of the account. Failure to meet his/her account obligations will cause the beginning of disenrollment proceedings, and the student will be withdrawn from courses through the Academic Affairs Office/Administrative Committee.

UNPAID AND PAST DUE BALANCES
If a student is unable to maintain the payment arrangements or has a past due account balance over $500 on the Hillsdale account, he/she will not be allowed to take finals or re-enroll.

WITHDRAWALS AND REFUNDS

WITHDRAWALS
In case a student must withdraw, he/she is obligated for the charges according to the following schedule:

Semester Charges:
Withdrawals (Drops) within first five days (first week) – 0% of charges
Withdrawal in week two – 20% of charges
Withdrawal in week three – 40% of charges
Withdrawal in week four – 60% of charges
Withdrawal in week five – 80% of charges
Withdrawal after week five – 100% of charges

Summer and Winter Term Charges:
Withdrawal in first day of classes – 0% of charges
Withdrawal in second day of classes – 20% of charges
Withdrawal in third day of classes – 40% of charges
Withdrawal in fourth day of classes – 60% of charges
Withdrawal in fifth day of classes – 80% of charges
Withdrawal in sixth day and thereafter – 100% of charges

Intensive Courses:
Withdrawal within first day of class – 0% of charges
Withdrawal after the end of the first day of class – 100% of charges

To be eligible for any refund, a student must complete the appropriate withdrawal form and have it approved by the Registrar's Office. Withdrawal forms may be obtained from the Registrar's Office.

DISCIPLINARY DISMISSAL
In case a student is dismissed for disciplinary reasons, he/she is obligated for the balance of his/her payments including room and board.

STUDENT REFUNDS AND RETURN OF FUNDS

The refund policies listed below describe the financial obligations of students who withdraw from classes after the official beginning of a semester. Students are advised to read these refund policies carefully to determine which apply to their specific circumstances.

COMPLETE WITHDRAWALS FROM THE COLLEGE
(Forms for withdrawal from the college are available in the Office of the Registrar):

A. REFUND POLICY FOR COMPLETE WITHDRAWAL FOR ALL STUDENTS WHO ARE NOT TITLE IV AID RECIPIENTS (See "B" below for definition of Title IV Aid Recipients)

Semester Refunds: Complete withdrawals from the institution during the first five days of classes in Fall and Spring semesters will result in full charges for courses added and full credit for courses dropped. Students who withdraw after the first five days of class (first week) will be refunded as follows: second week—80%, third week—60%, fourth week—40%, fifth week—20%, sixth week and thereafter—none. No refunds will be made after the refund period except as stipulated for enrollment of Title IV recipients.

Summer and Winter Term Refunds: Students who withdraw from Summer Session I, Summer Session II, or Winter Term will be refunded as follows: First day—100%, second day—80%, third day—60%, fourth day—40%, fifth day—20%, sixth day and thereafter—none. No refunds will be made after the refund period except as stipulated for enrollment of Title IV recipients.

Intensive Courses: No refunds will be made after the end of the first day of class, except as stipulated for enrollment of Title IV recipients.

B. REFUND REGULATIONS FOR COMPLETE WITHDRAWL FOR ALL STUDENTS WHO ARE TITLE IV AID RECIPIENTS:

Any student receiving Federal Title IV funds will be subject to the following policy regarding return of Federal Title IV funds:

- The College and the student will be required to return to the federal aid programs the amount of aid received that was in excess of the aid "earned" for the term period the student remained enrolled.
- The percentage of the semester completed is the percentage of aid earned: This is calculated by the number of days the student attended divided by the number of days in the payment period (i.e. semester). For example, if a student withdrew on the 20th day of a semester 107 days in length, the student would have only earned 19% of the aid he received (20/107=0.19).
- Students who remain enrolled through at least 60% of the payment period (semester) are considered to have earned 100% of the aid received and will not owe a repayment of Federal Title IV grant funds.
- If the college returns funds to the Title IV aid program, it could result in the student owing the College charges that were originally paid at the time of disbursement. Students may also be required to return funds released to them for personal expenses.
- Unearned Title IV funds will be returned within 45 days of the date the school determined the student withdrew (special rules apply to Post-Withdrawal Disbursements, see below). Monies returned to the Title IV aid programs will be applied first to loans to reduce the loan debt of the student and/or parent borrower. (The calculations will be made using the 'R2T4' form provided by the U.S. Department of Education.) The school will also notify the student, by mailing a copy of the notice to the lender, that the funds have been returned on his or her behalf.
- Post-Withdrawal Disbursements are determined through the use of the 'R2T4' form and the 'Post-Withdrawal Disbursements Tracking Sheet' provided by the U.S. Department of Education. Title IV grant funds must be distributed within 45 days of the date the school determined the student withdrew. The disbursement of any loan funds requires the notification of the student within 30 days and acceptance by the student within 180 days of the withdrawal date determined by the school.

REFUND POLICY FOR DROPPING A PORTION OF YOUR SCHEDULE AFTER CLASSES BEGIN.

Changes in schedules during the first five days of classes in Fall and Spring semester, first day of classes in Summer Sessions or Winter Term will result in full charges for courses added and full credit for courses dropped. No refunds for dropped courses will be made after this time.

STUDENT REPAYMENTS OF THE OVERPAYMENT (UNEARNED) OF TITLE IV FUNDS

The student is obligated to return any Title IV overpayment in the same order that is required for schools. The institution will notify the student within 30 days of withdrawal when he or she has received an overpayment of Title IV funds.

- In the notification the school will inform the student that: (1) The student owes an overpayment of Title IV funds. (2) The student's eligibility for additional Title IV funds will end if the student fails to take positive action by the 45th day following the date the school sent or was required to send notification to the student. (3) There are three positive actions a student can take to extend his or her eligibility for Title IV funds beyond 45 days; repay the overpayment in full to the school, sign a repayment agreement (maximum of 24 months), or the student may sign a repayment agreement with the Department.
- If the student fails to take positive action within the 45 day response period, the student's overpayment will be reported to the NSLDS and referred to the borrower Services for collection.
- Overpayments of less than $50 are not subject to repayment.

FINANCIAL AID INFORMATION

School Code 010266

Financial aid programs at Hillsdale offer a variety of ways for almost every student to secure funds to attend college. The basic objective of the financial aid programs is to provide assistance based on financial need. Financial aid consists of funds awarded to help meet the student's educational expenses. There are several types of aid offered at Hillsdale under federal and state programs. There are also a number of scholarships funded by the College, individuals, churches, and organizations.

Those who find financing their education a problem should seek information from the Financial Aid Counselor about student aid available through the following programs:

GRANTS:

- Federal Pell Grants
- Federal Supplemental Educational Opportunity Grant
- Oklahoma Higher Learning Access Program
- Oklahoma Tuition Aid Grant
- Oklahoma Tuition Equalization Grant
- Tribal Higher Education Grants
- Vocational Rehabilitation Grants

LOANS:

- Federal Perkins Loan
- Federal Stafford Loan
- Federal Parental Loan for Undergraduate Students (PLUS)

EMPLOYMENT:

- Federal College Work Study

Application for each program is made by first completing the Free Application for Federal Student Aid (FAFSA). The FAFSA application is available online at www.Fafsa.ed.gov. A student must:

- complete the form, designating Hillsdale Free Will Baptist College (010266) as the institution to receive the results.
- complete an online interview with VFAO (Virtual Financial Aid Office) which can be accessed from the Hillsdale College website www.hc.edu.
- apply for loans if desired. Contact Financial Aid Counselor for details or www.studentloans.gov.

Hillsdale Free Will Baptist College will receive the results and will make a final determination of financial aid available to the student after receiving all requested documents.

Please note: Eligibility for most financial aid is dependent on cumulative GPA. Failing classes may cause a student to lose eligibility for financial aid.

PREFERENCE DATES FOR APPLICATIONS

March 1	Full academic year (or fall semester only)
October 15	Spring semester

Because of the limited amount of funds in all aid programs, students applying by the above dates will be given first preference. Applicants submitting the required documents after these dates will be considered as funds are available.

VERIFICATION

To ensure fair and accurate awarding of Title IV funds, federal financial aid regulations require that Hillsdale Free Will Baptist College complete the verification process on all selected applicants or up to 30% of its financial aid applicant pool. The verification process is required by the Department of Education. Hillsdale carries out the verification process as required by the Department of Education. Other applicants will be selected on a case by case basis if we deem it necessary for accurate processing.

If you are selected for verification you will be notified by our Virtual Financial Aid Office with instructions outlining the forms and documents you will need to submit. The required forms can be printed from our Hillsdale website under Current Students, Financial Aid, Forms and Documents. Forms are also available in the Financial Aid office on our campus.

Once you are aware that you have been selected for verification you will need to complete the forms as soon as possible and return them along with all other required documents to the Hillsdale Financial Aid Office. We strongly recommend that verification forms and additional required documents be submitted no later than May 31. Failure to meet that deadline may delay the processing of the application and therefore reduce the amount of aid that is available.

FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS REQUIREMENTS

To be eligible to receive state and federal financial aid, a student must demonstrate satisfactory academic progress as described below. The student's entire academic record, including all transfer credits and any credits received whether on aid or not, must be reviewed to determine if a student meets the standards set for satisfactory academic progress. All forms of financial aid awarded by this office are affected by this policy. The policies related to Federal Student Financial Aid are under the direction of the Higher Education Act of the United States Congress and the participation agreement between the College and the U.S. Department of Education. The standards for satisfactory academic progress for undergraduate financial aid applicants are as follows:

Undergraduate GPA Requirements:

- First semester students must maintain a minimum 1.70 GPA,
- Second semester students must maintain a minimum 1.80 GPA,

- Third semester students must maintain a minimum 1.90 GPA,
- Students must maintain a minimum 2.00 cumulative GPA for the fourth semester and thereafter.

Undergraduate Credit Hour Requirements:

- Students must enroll in at least 12 credit hours per semester (or 24 credit hours for Fall/Spring), if amount of aid received is based on full-time enrollment.
- Students must enroll at least 9 credit hours per semester (or 18 hours for Fall/Spring), if amount of aid received is based on three-quarter-time enrollment.
- Students must enroll at least 6 credit hours per semester (or 12 hours for Fall/Spring), if amount of aid received is based on half-time enrollment.

Undergraduate Completion Requirements:

- Students must complete no less than 68% of the enrolled hours.
- Students may receive financial aid for up to 150% of the hours for the program (Bachelor, Associates, or Graduate) for which they are enrolled or completion of requirements for the degree program **whichever comes first**. All credit hours attempted, as recorded on the transcript, will be used in the calculation of credit hours. In order to avoid Financial Aid Warning, Probation, or Suspension the following charts should be a minimum completion rate for a student:

Associates Degree

Year	Min. Hrs Enrolled	Min. Hrs. Completed
One	24	17
Two	48	33
Three	72	49
Four	96	64

Bachelor Degree

Year	Min. Hrs Enrolled	Min. Hrs. Completed
One	24	17
Two	48	33
Three	72	49
Four	96	64
Five	120	82
Six	144	98
Seven	168	115
Eight	192	130

WARNING: Students with a high number of credit hours may reach their aggregate loan limits before completing their degree.

Grades Used in Determining Satisfactory Academic Progress: Grades of A, B, C, D, P, and CR for completed coursework will be counted toward Satisfactory Academic Progress. Grades of I, W, F, NG, IP, and AU (audit) do not count as completed coursework for Satisfactory Progress. All credit hours attempted, as recorded on the transcript, will be used to determine satisfactory progress in relation to the degree sought.

Appeals for Grade Changes and Calculation of Satisfactory Academic Progress: A student who wishes to appeal a course grade must do so within ninety (90) days from the end of the term in which the grade is awarded. The appeal must be made in writing and should contain evidence supporting the appeal. All appeals should be directed to the Vice President for Academic Affairs who will hear and rule on grade appeals. The decision of the Vice President for Academic Affairs is final.

If the grade being appealed was awarded by the Vice President for Academic Affairs while serving as the course instructor, the President of the College will appoint an appropriate faculty member to hear and rule on the grade appeal. The decision of the faculty member so appointed is final.

Effect of Incompletes, Withdrawals, and Remedial Courses: Incomplete grades, withdrawals after the add/drop period, and remedial courses all count toward the calculation of 184 credit hours in the completion requirements.

Effect of Repeat Courses: A student shall have the prerogative to repeat courses and have only the second grade earned, even if it is lower than the first grade, count in the calculation of the retention/graduation GPA, up to a maximum of four courses, but not to exceed 18 hours, in the courses in which the original grade earned was a 'D' or 'F.' All courses repeated will count toward the calculation of 184 credit hours in the completion requirements (See the 'Repeat Courses' policy in the Academic Section of the Catalog for the complete policy).

Second Bachelor's Degree Students:
Students enrolled in a second bachelor's degree program are required to submit a Credit Summary and letter signed by an academic advisor which states how many hours and (projected) semesters are required to complete the second degree. These students are NOT eligible for funds from the Federal Pell Grant and Federal Supplemental Educational Opportunity Grant (SEOG) Programs.

Students Not Eligible for Financial Aid:

1. Unclassified or Special non-degree seeking Students
2. Correspondence Classes
3. High school students taking courses while concurrently enrolled in high school

Warning, Suspension, Probation and Reinstatement

NOTE: Financial Aid suspension and probation are separate and apart from academic probation and suspension as defined by the college academic community.

All applicants for financial aid will undergo evaluation of their academic progress at the end of each **Spring Semester** to determine the status of their academic progress. Each category is explained below:

1) Good Standing: Status of a student making SAP (Satisfactory Academic Progress). Student receives financial aid if otherwise eligible according to Department of Education standards. To maintain Good Standing status a student must meet the minimum GPA and complete the required number of credit hours at the end of each Spring Semester according to the policy stated above.

2) Financial Aid Warning: Status of a student who fails to meet Satisfactory Academic Progress as defined above. A student placed on Warning Status may continue to receive financial aid for one year.

3) Financial Aid Suspension: Status of a student who fails to make Satisfactory Academic Progress after having been in Financial Aid Warning. Student is not eligible to receive any financial aid, including loans, because he or she has failed to meet academic standards. A student placed on Financial Aid Suspension has the opportunity to appeal the loss of their Financial Aid eligibility. If the appeal is granted, the student will be placed on probation and on an academic plan. The student remains eligible for financial aid during the probationary period as long as the academic plan is followed successfully.

Students can initiate the appeals process in the Financial Office. SAP appeals will be considered on a case-by-case basis where extenuating circumstances prevented the student from meeting the SAP requirements. Documentation of the circumstances and an explanation of how the student's circumstances have changed to now enable them to meet the probationary terms required. Students who fail to meet the terms of probation will be placed back on suspension.

4) Reinstatement of Financial Aid Eligibility: A student who has been placed on Financial Aid Suspension and continues to be enrolled at their own expense may be reinstated for eligibility for financial aid once they are meeting the requirements for Satisfactory Academic Progress.

5) Hold for Grades means if an aid application for the upcoming year is received before the end of the current spring term, it will be held until spring grades are reviewed. Students who fall into this category are:

- Students who were on financial aid probation for the current year.
- Students who were in good standing but did not meet the minimum GPA requirements after the current fall semester.

"Hold for Grades" students will be notified after spring grades are reviewed if they are suspended. Students found to be in good standing or placed on probation will be notified. These students may lose funds from the following programs; Tuition Waivers, Federal SEOG, Federal Perkins Loan and Federal Work-Study because those funds had been awarded to other eligible students before spring grades were available.

GRANTS

Federal and State grants are available to qualified students having substantial financial need.

Federal Pell Grants
Federal Pell Grants are awarded to eligible undergraduate students who show financial need based on a standard formula. Funding is determined by the FAFSA.

Federal Supplemental Educational Opportunity Grant (SEOG).
SEOG awards are made to students who have exceptional need. Funding is limited and priority is given to students who receive a Federal Pell Grant.

Oklahoma Higher Learning Access Program (OHLAP)
OHLAP is a program administered by the Oklahoma State Regents for Higher Education. It will cover a portion of tuition at an accredited private college or university. OHLAP does not cover items such as required fees, books, supplies, or room and board.

Oklahoma Tuition Aid Grants (OTAG)
OTAG is a state grant administered by the Oklahoma State Regents for Higher Education. Students will receive an award letter from OTAG when it is determined that they are eligible. OTAG monies are disbursed by Hillsdale to students' accounts. A student must be enrolled in a minimum of 6 hours to receive OTAG.

Oklahoma Tuition Equalization Grant (OTEG)
OTEG is a need-based grant program for Oklahoma residents enrolled as full-time undergraduates at Oklahoma not-for-profit, private or independent institutions of higher education.

Tribal Higher Education Grants
The Tribal Higher Education Grants are available for American Indian students and are funded by each individual tribe. Please apply early to appropriate tribal agency.

Vocational Rehabilitation Grants
A student who has an employment handicap because of a physical or an emotional disability may apply for payment of tuition through the appropriate office of Rehabilitative Services Division of the Department of Human Services. In order to be eligible for this assistance, the handicap must be medically established, and the student vocational objective must be approved by the appropriate counselor of the division.

LOANS

Federal Perkins Loan
The Perkins Loan program makes long-term, low-interest rate loans to qualified students. Hillsdale is the lender and the loan is made with government funds. A student can borrow up to $3000 a year, if funds are available. Repayment begins nine months after graduation or termination.

Federal Direct Stafford Loan Program
(subsidized and unsubsidized)
This loan is a low interest loan made to a student by the Federal Government to help pay for the student's education after high school. To apply for the Direct Stafford Loan visit www.studentloans.gov. Maximum loan amount for a qualifying freshman is $5500; sophomore is $6500; junior or senior is $7500.

PLUS Loans
PLUS loans are for parents who want to borrow to help pay for their children's education. PLUS loans provide additional funds for educational expense and are made by the Federal Government. Repayment normally begins 60 days after the last loan disbursement. The lender will run a credit check on PLUS Loan applicants.

STUDENT EMPLOYMENT

Students who demonstrate a need may be eligible for assistance through the work study program. Students are employed in various fields such as food services, grounds, building maintenance, and secretarial. Students normally work from 5 to 20 hours per week.

VETERANS BENEFITS

Hillsdale Free Will Baptist College is fully certified by the Oklahoma State Accrediting Agency to the Veterans Administration (VA) as an approved training institution. Certain veterans or service personnel, plus eligible dependents or survivors of same, may qualify for federally enacted education benefits. The Admissions Office offers assistance and information on available programs, applications for benefits, admissions, enrollments, academic goals, career guidance, and special tutorial and financial benefits. To begin receiving payments for attendance, students must contact the Admissions Office and initiate the required documents. Students either making initial use of their educational benefits or re-applying after an interruption of at least one term can expect beginning VA payments as follows:

1. Request for advance payment (to be received by start of term) must be made with the Veteran Coordinator no less than thirty days prior to start of term.
2. Regular payments can be expected to start approximately eight weeks after term begins.

VA policy precludes pay for courses previously taken for credit and courses not leading to a degree. Additionally, if a student reduces his/her course enrollment after the initial certification at the start of the semester, VA may (based on the revised enrollment) require repayment of monies paid for that semester.

SCHOLARSHIPS

APPLICATION AND AWARD INFORMATION

The scholarship committee will begin awarding scholarships in March. ***All scholarship applications received by March 1 will be reviewed first****. Awards will only be made to students who have been admitted. Some of our scholarships have limited funds and will be given as people apply and qualify. In order to have the greatest opportunity to receive scholarships, a student should have completed his/her admissions file and financial aid application by March 1. Scholarship awards are final and may not be traded. Any combination of scholarships cannot exceed the cost of tuition. All scholarships awarded are contingent upon satisfactory completion of the semester and the availability of funds; early withdrawal will result in the loss of scholarships awarded and recalculation of the student's account. Exceptions to any of the guidelines must be approved by the Administrative Committee.*

FRESHMAN SCHOLARSHIPS

PRESIDENTIAL PLUS SCHOLARSHIP

The Presidential Plus Scholarship is awarded to students who have an ACT score of 30 or higher and a 3.0 cumulative high school GPA. This scholarship is $7,550 per year for on-campus students and $4,550 per year for off-campus students. Recipients must maintain at least a 3.0 cumulative GPA on a 4.0 scale and must enroll in at least 12 hours each semester.

PRESIDENT'S SCHOLARSHIP

The President's Scholarship is awarded to students who have an ACT score of 29 and a 3.0 cumulative high school GPA. This scholarship is $5,750 per year for on-campus students and $3,450 per year for off-campus students. Recipients must maintain at least a 3.0 cumulative GPA on a 4.0 scale and must enroll in at least 12 hours each semester.

DEAN'S SCHOLARSHIP

The Dean's Scholarship is awarded to students who have an ACT score of 23-25 and a 3.0 cumulative high school GPA. This scholarship is $4,025 per year for on-campus students and $2,425 per year for off-campus students. Recipients must maintain at least a 3.0 cumulative GPA on a 4.0 scale and must enroll in at least 12 hours each semester.

FACULTY SCHOLARSHIP

The Faculty Scholarship is awarded to students who have an ACT score of 20-22 and a 3.0 cumulative high school GPA. This scholarship is $2,300 per year for on-campus students and $1,150 per year for off-campus students. Recipients must maintain at least a 3.0 cumulative GPA on a 4.0 scale and must enroll in at least 12 hours each semester.

TRANSFER SCHOLARSHIPS

PLATINUM SCHOLARSHIP

The Platinum Scholarship is awarded to students who have a cumulative college GPA of at least a 3.5 on a 4.0 scale and who have completed at least 24 hour college credit hours. This scholarship is $5,750 per year for on-campus students and $3,450 per year for off-campus students. Recipients must maintain at least a 3.0 cumulative GPA on a 4.0 scale and must enroll in at least 12 hours each semester.

GOLD SCHOLARSHIP

The Gold Scholarship is awarded to students who have a cumulative College GPA of 3.0 to 3.49 on a 4.0 scale and who have completed at least 24 hour college credit hours. This scholarship is $3,150 per year for on-campus students and $2,100 per year for off-campus students. Recipients must maintain at least a 3.0 cumulative GPA on a 4.0 scale and must enroll in at least 12 hours each semester.

SILVER SCHOLARSHIP

The Silver Scholarship is awarded to students who have a cumulative College GPA of 2.5 to 2.99 on a 4.0 scale and who have completed at least 24 hour college credit hours. This scholarship is $1,600 per year for on-campus students and $1,050 per year for off-campus students. Recipients must maintain at least a 3.0 cumulative GPA on a 4.0 scale and must enroll in at least 12 hours each semester.

BRONZE SCHOLARSHIP

The Bronze Scholarship is awarded to students who have a cumulative College GPA of 2.0 to 2.49 on a 4.0 scale and who have completed at least 24 hour college credit hours. This scholarship is $1,100 per year for on-campus students and $550 per year for off-campus students. Recipients must maintain at least a 3.0 cumulative GPA on a 4.0 scale and must enroll in at least 12 hours each semester.

GENERAL INSTITUTIONAL SCHOLARSHIPS

DEPARTMENTAL SCHOLARSHIPS

This scholarship is awarded to students by the various degree programs. Applications can be obtained either in the Admissions, the Financial Aid office, or with the directors of each degree programs. The scholarships vary in value from $500 to $4,000 per year. These scholarships are limited, therefore early application is encouraged. The Departmental Scholarships are renewed each semester as long as the student maintains a 3.0 GPA.

LEGACY SCHOLARSHIP

This scholarship is awarded to the child or grandchild of a Hillsdale alumnus or the child of a parent who is employed as a minister. The amount of this scholarship is $500 per year. The student must enroll in a minimum of 12 hours per semester and maintain a cumulative GPA of 2.5.

REFER A SAINT SCHOLARSHIP

The Refer A Saint Scholarship is available to any new freshman or undergraduate transfer student who receives a letter of reference from a Hillsdale alumni.

Referring alumni can refer only one student per year. The scholarship applies every semester as long as the student maintains a 2.0 or higher GPA.

NATIONAL YOUTH CONFERENCE COMPETITIVE ACTIVITIES SCHOLARSHIP
Scholarships are awarded at the NYC Competition to all High School individual winners and all High School Bible winners. The amount that is awarded will vary from year to year. No recipient may receive more than one award in any given year. The scholarship can be used for multiple years as long as a 3.0 GPA is maintained. A student can only use one NYC scholarship at Hillsdale regardless of how many they receive.

NEED-BASED SCHOLARSHIPS

Hillsdale offers a variety of need-based scholarships which are designed to assist students in completing degrees. In order to receive these, the student must first apply for financial aid available through federal and state programs. Need scholarships will not be awarded until the full amount of state and federal aid has been exhausted. Any scholarship funds provided by churches, associations, and other organizations will also be taken into consideration in determining the student's financial aid package.

A student's financial aid package may not exceed the amount of financial need demonstrated, and all Hillsdale scholarship funds must be applied to the student's account. In accordance with federal regulations the student will not be over-awarded (financial assistance which exceeds the calculated need). Because a limited amount of funds is available, early application is suggested.

Students receiving need scholarships must enroll in at least 12 hours each semester, maintain a cumulative GPA of 2.5, and be making satisfactory progress toward a degree. If the cumulative GPA falls below 2.5, the scholarship will be canceled. If the cumulative GPA rises above 2.5 at a later time, the student may reapply and the scholarship will be restored if funds are available. It is the student's responsibility to reapply.

HILLSDALE JOB PROGRAM
Under the Hillsdale Job Program, students with demonstrated financial need will be allowed to apply for campus jobs. If hired for a campus job, the student's hourly wages (limited to $500 each semester) will be applied to his or her account.

ASSISTANCE SCHOLARSHIPS

CHURCH TUITION ASSISTANCE PROGRAM
Awards of $200 per semester are given to students based on the willingness of their home church to assist them in obtaining a Hillsdale degree. Hillsdale will match the amount given by the student's home church up to a maximum of $200 per semester. Students must maintain a 2.00 GPA for continued eligibility.

GENERAL SCHOLARSHIPS

General scholarships are awarded only in the Spring Semester. Students must complete a separate application during the Fall Semester to be considered for the general scholarships. All applicants must attend Hillsdale a minimum of one semester before a scholarship can be awarded.

Jerry Banks Missions Student Scholarship
The Jerry Banks Missions Student Scholarship is awarded to a junior or senior missions student at Hillsdale Free Will Baptist College in memory of missionary, pastor, teacher, and friend, Jerry C. Banks. The recipient of the scholarship will be selected by the Banks family and Hillsdale scholarship administrators based on consistent and evident devotion to Christ, passion for fulfillment of the Great Commission, and perseverance in preparation for engagement in mission work following graduation. The student's testimony on and off campus is solid and his character reflects the values and Christlike model appreciated by Jerry, the Banks family, and Hillsdale Free Will Baptist College.

C. L. Bess Scholarship
This scholarship is available to students from Arkansas or Oklahoma who have experienced the death of a parent. Applicant must be seeking a degree in Theology, Christian Education, Music or Missions and maintain a 2.0 GPA.

Kelly Braisher Memorial Scholarship
The Kelly Braisher Memorial Scholarship is awarded to a junior or senior female missions student. The student must have a cumulative GPA of 3.0 or higher.

Mary A. Bridgeman Scholarship
The Mary A. Bridgeman Scholarship is awarded to a senior missions student. The student must be enrolled full-time to be eligible for this scholarship.

J. B. and Imogene Chism Scholarship
The Chism Scholarship is awarded to a graduate ministry student. Candidates must have a cumulative GPA of 3.0 or higher, and submit an essay.

Albert Cook Memorial Scholarship
(general, recipient is determined by family)

Geri Ann Ross Hull Memorial Scholarship
The Geri Ann Ross Hull Memorial Scholarship is awarded to an education student. The student must have a cumulative GPA of 2.5 or higher.

Nettie Jernigan Memorial Scholarship
The Nettie Jernigan Memorial Scholarship is awarded to a junior or senior business student. The student must have a cumulative GPA of 3.0 or higher. The selection process may also include input from a member of the Jernigan family.

Wade T. Jernigan Memorial Scholarship
The Wade T. Jernigan Memorial Scholarship is awarded to a junior or senior male ministry student. The student must have a cumulative GPA of 3.0 or higher.

Marguerite Kern Memorial Scholarship
The Marguerite Kern Memorial Scholarship is awarded to a female student with a cumulative GPA of 2.5 or higher.

Harry and Imogene Lee Vocational Scholarship
The Harry and Imogene Lee Vocational Scholarship is awarded to a junior or senior student with a cumulative GPA of 2.5 or higher. The student must have been enrolled at Hillsdale Free Will Baptist College for more than one year. Juniors must also be enrolled in 15 or more hours to be eligible.

Lone Star Free Will Baptist Church Scholarship
The Lone Star Free Will Baptist Church Scholarship is awarded to students showing financial need. Preference is given to students with a Free Will Baptist background.

Clyde Maxwell Memorial Scholarship
(general)

John and Kay Metcalf Memorial Scholarship
(missionary student)

Romans 10:14 Scholarship
This scholarship of $1000 is awarded to a deserving missions student, preferably a junior or senior (a sophomore lacking just a few hours to be a junior and showing seriousness about continuing the degree will be acceptable). The recipient is to be determined by the Scholarship Committee and the Director of Hillsdale's Mission Program.

Tippe Shade Memorial Scholarship
(general)

John and Glenda Strange Memorial Scholarship
(general)

Jerry and Patricia Taylor Scholarship
The Jerry and Patricia Taylor Scholarship is awarded to a pastoral student. Preference is given to students originally from Missouri.

Bailey Thompson Scholarship Fund
The Bailey Thompson Scholarship is awarded to a Ministerial student. The selection process will be overseen by the family.

Reford Wilson Scholarship
The Reford Wilson Scholarship is awarded to a junior or senior student who is pursuing a Bachelor's Degree in Missions and seeking to be a part of the Free Will Baptist Missions efforts. The recipient must be enrolled full-time and maintain a 3.00 GPA.

Dr. Mary R. Wisehart WNAC Scholarship
This is a $1000 scholarship available to a female student in good standing at a Free Will Baptist Church. Applicant must be in their sophomore, junior or senior year and maintaining a 2.00 GPA and will need to reapply annually.

ASSOCIATIONAL SCHOLARSHIPS

Students who are members of Free Will Baptist churches within these District Associations need to see their pastor or their prospective association to apply.

FIRST OKLAHOMA ASSOCIATION
The amount of this scholarship varies with the number of scholarships awarded each year to students from this association.

GAINES CREEK ASSOCIATION
A scholarship limited to students from this association; it is awarded annually in the amount of $50.

SOUTH GRAND RIVER ASSOCIATION
The amount of assistance is dependent upon associational funds, but not less than $50 is awarded. Students from this association are given preference.

DIBBLE ASSOCIATION
Students from this association are awarded this scholarship each semester.

POTEAU RIVER VALLEY
Students from this association are awarded this scholarship each semester.

PROGRESSIVE ASSOCIATION
Students from this association are awarded this scholarship in the amount of $200.

UNION ASSOCIATION
Students from this association are awarded this scholarship in the amount of $100.

UNITY ASSOCIATION OF ARKANSAS
Students from this association are given first preference for this scholarship. The amount of the scholarship varies. If there are no associational candidates, students from Arkansas are considered. If no Arkansas students are chosen, other worthy students are considered.

OKLAHOMA STATE WOMEN ACTIVE FOR CHRIST
This $1000 scholarship ($250 per semester for four semesters) is awarded to full-time female students who are members of Free Will Baptist churches in Oklahoma. Selection is made by a committee from the Oklahoma Women Active for Christ. The application deadline is April 15; contact Hillsdale for application forms.

OKLAHOMA STATE MASTER'S MEN
These scholarships are awarded to full-time male students who are residents of Oklahoma. The recipient must be a member of a Free Will Baptist Church in Oklahoma. The scholarships are restricted to non-ministerial students. Selection is made by a committee from the Oklahoma State Master's Men. The application deadline for the fall semester is September 15; for the spring semester February 15. Contact Hillsdale for application forms.

STUDENT LIFE

CAMPUS LIFE

Academic excellence and spiritual vigor combine to develop the total person. Emphasis on the personal relationship of the individual student with God forms the basis upon which a full and satisfying life can be built. This same emphasis places in proper perspective all of learning as well as all of life. Bible and missionary conferences, days of prayer, dormitory devotions, and chapel stimulate each student to seek God's will for his/her life. This spiritual emphasis provides the help needed to develop spiritual maturity. The guidelines outlined in the Student Handbook also seek to foster spiritual growth and development. The spiritual emphasis has one additional advantage: it improves the quality of all learning.

NOTIFICATION OF PARENTS

As a matter of Biblical principle, the College believes that the parent or legal guardian of the student should be involved in the student's educational program. At the same time, the College seeks to protect the privacy of the student as guaranteed by the Family Education and Privacy Act of 1974, as amended. The following policies will apply:

1. The College will provide information concerning major misconduct and disciplinary action taken, to the parent or legal guardian of single students who have not yet attained the age of 21 years, provided that the student is legally dependent upon the parent or legal guardian.
2. Students who are married, 21 or older, or who are legally independent may request in writing that information be provided to parents or guardians.

FACILITIES FOR THE PHYSICALLY HANDICAPPED

The Bill J. and Alma Lou Barber Conference Center, the Hull Library/Classroom Building, most faculty offices, Oller Science Lab, and cafeteria of the College are accessible to persons who are handicapped. The College is in the process of implementing a master plan for compliance with the Americans with Disabilities Act.

REASONABLE ACCOMMODATION POLICY

Hillsdale Free Will Baptist College will reasonably accommodate otherwise qualified individuals with a disability unless such accommodation would pose an undue hardship, or would result in a fundamental alteration in the nature of the service, program or activity, or in undue financial or administrative burdens. Changes in teaching techniques occur continually as instructors discover new ways to aid handicapped students. The term "reasonable accommodation" is used in its general sense in this policy to apply to employees, students, and visitors. Student requests for reasonable accommodation should be addressed to the Student Services Office or the College Counselor.

A student must self-identify as an individual with a disability and provide appropriate diagnostic information that substantiates the disability. The College Counselor will then assess the impact of the disability on the student's academic program and record the required academic accommodations in a memo to the instructor. All diagnostic information is confidential and therefore memos can be sent only at the student's request.

Individuals who have complaints alleging discriminations based upon a disability may file them with the Director of Student Services.

CHAPEL AND CHRISTIAN SERVICE

Hillsdale is a Christian school, and chapel attendance is required of all full-time students. Messages are brought by faculty, students, and visiting speakers. Also, programs are presented by student organizations. Christian Service participation is expected of all students in some manner. A passing chapel grade is a prerequisite for extracurricular activities, public relations traveling groups, intercollegiate sports, and any academic honors.

STUDENT CONDUCT

Active involvement in the local church is available to students. Visitation, teaching opportunities, evangelistic outreach, and other ministries enable the student to put into practice that which is only theory in the classroom. Service in community organizations and benevolent groups is encouraged as a part of Christian citizenship.

All students of the College are expected to maintain the highest standards of moral conduct and concern for the well-being and rights of their fellow students. Plagiarism and cheating are considered serious enough offenses to warrant a failing grade for any course in which they have been practiced; repeated offense can result in the student's suspension or expulsion from the College. Gambling, homosexual activity, sexual activity outside of marriage, sexual harassment, the use or possession of alcoholic beverages, non-prescription narcotics and drugs, or hallucinogenic drugs, and use or possession of firearms or fireworks are expressly forbidden.

The Student Handbook provides detailed statements of the College policies, procedures, and penalties relating to the campus citizenship. The handbook is provided free of charge to all enrolled students. Copies are available in the Student Service Office or the Office of Admissions.

STUDENT ORGANIZATIONS

Several student organizations function on the Hillsdale campus in order to give the students the opportunity to participate in a variety of different activities. One of the most important is the Student Government Association (SGA) which serves as liaison between the student body and the Hillsdale administration and faculty. The SGA is composed of representatives of the various classes and student organizations. During the school year it sponsors a variety of student activities.

The Student Ministry Fellowship exists to promote ministry, missions, and world evangelism within the Hillsdale family, support mission/ministry trips sponsored by the college, and provide fellowship and encouragement to its members. Membership is open to any Hillsdale student with an interest in ministry and missions.

Rotaract is a service organization for students interested in business and community service. Members serve at the Regional Food Bank and in other community projects. Rotaract is affiliated with the Moore Rotary Club and participates in many of its projects. The organization meets once per month, elects officers, and conducts business. It is open to all Hillsdale students who have an interest in business and community service.

The Fellowship of Christian Athletes (FCA) seeks to impact the world for Jesus Christ through the influence of athletes and coaches. The mission is to present athletes and coaches and all whom they influence with the challenge and adventure of serving Jesus Christ as Lord and Savior. The members strive to demonstrate steadfast commitment to Christ and His Word through integrity, service, team-work, excellence, and love. Membership is open to all Hillsdale students, but only athletes can occupy leadership positions.

CULTURAL DEVELOPMENT

Students are encouraged to participate in cultural experiences each semester through the College, civic presentations, or other area universities. These opportunities will be posted by the Student Services Office, and each full-time student is encouraged to attend at least two events during both the fall and spring semesters.

ACADEMIC GUIDANCE

Each student is oriented into the College schedule by means of evaluation tests and guidance on how to study and adapt to college life. Every student is assigned to a faculty advisor. The academic progress of the student is evaluated at mid-term and the student is advised of any unsatisfactory achievement. Individual counseling is part of the guidance program and is available for the students in regard to work, personal problems, religious experiences, or other matters.

ACADEMIC INTERVENTION

Any student who is considered at risk academically may be placed in the Academic Intervention Program. The student will be mentored by an appointed faculty member and involved in the various academic helps available. A student who receives an 18 or below composite score on the ACT will be placed in the program as a condition for admittance.

ASSESSMENT

Determining to what extent students are actually benefiting from their experiences is vital in maintaining the accountability of both the faculty and the College. To this end, students will be required to participate in quantitative and qualitative measures of academic achievement. Fees will fund assessment activities (See the Assessment Plan Outline).

EXCEPTIONS TO POLICIES

Any exception to the policies in this Catalog must be addressed to the proper administrator: student services issues to the Director of Student Services, financial issues to the Student's Account Office, and academic issues to the Vice President for Academic Affairs.

STUDENT RIGHT-TO-KNOW AND CAMPUS SECURITY ACT

Section 485(a)(1), 20 U.S.C. Section 1092
In compliance with Title I, the "Student Right-to-Know" act, information regarding graduation rates, is available in the Registrar's Office or visit www.hc.edu/gradrate.

The information contained in Title II, the "Campus Crime Awareness and Campus Security Act," requires higher education institutions to provide information regarding campus crime. This information is available in the office of the Director of Student Services or visit www.hc.edu/crimestats.

If there is a crime to report students should contact the Resident Life Director immediately. The RLC will have the student complete a "Hillsdale crime report" and if need be contact the proper authorities. If the RLC is not available please contact the Dean of Students.

It is the policy of Hillsdale to update the statistics each year following U.S. Department of Education reporting period during the fall semester.

PROCEDURES FOR THE RELEASE OF INFORMATION ABOUT STUDENTS

Information about students and former students gathered by Hillsdale FWB College is of two types: (1) directory, and (2) confidential. Any office gathering such information, and/or having custody of it, shall release it only in accordance with this policy.

When a student enters Hillsdale and furnishes data required for academic and personal records, there is an implicit and justifiable assumption of trust placed in the College as custodian of such information. This relationship continues with regard to any data subsequently generated during the student's enrollment.

While Hillsdale FWB College fully acknowledges the student's rights of privacy concerning this information, it also recognizes that certain information is part of the public record and may be released for legitimate purposes.

With these considerations in mind, the College adopts the following policy concerning the release of information contained in student records:

Directory Information: This is information which routinely appears in student directories and alumni

publications and may be freely released. Upon written request by the student, this information will be treated as confidential and released only with the student's written consent. Forms for withholding student "Directory Information" are available in the Office of Admissions and Records.

1. Name, current and permanent home addresses, telephone number, and e-mail addresses
2. College, major, and classification
3. Current enrollment status
4. Dates of attendance
5. Degrees and dates of graduation
6. College honors
7. Verification of student's participation in recognized student activities
8. Posting of individual student's grades (and interim class evaluations by code number)
9. Anticipated date of graduation based on completed hours
10. Weight and height of athletic team members
11. Photograph

Confidential Information: This is all other information contained in the student's educational record and can be released only upon the written consent of the student, the exceptions as defined in the Family Educational Rights and Privacy Act of 1974 (see FERPA section), as amended, which waive prior student consent are covered in the section.

Confidential information shall only be transferred to a third party, however, on the condition that such party will not permit any other party to have access to the information without the written consent of the student.

Original credentials with which a student applies for admission or readmission to the College become the property of the College, are assembled in a permanent student folder, and are not released to anyone. The file contents are made available only to those persons properly authorized to receive confidential information and only in consultation with a professional staff member in the Office of Admissions and Records.

Although the permanent academic record is a cumulative record compiled by the student, the Registrar is the officer of the institution charged with the responsibility of its accuracy and safekeeping. Accordingly, the student folder and the permanent cumulative academic record are not available to anyone for removal from the Registrar's assigned depository.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

(1) The right to inspect and review the student's education records within 45 days of the day the College receives a request for access.

Students should submit to the registrar, dean, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The College official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

(2) The right to request the amendment of the student's education records that the student believes is inaccurate.

Students may ask the College to amend a record that they believe is inaccurate. They should write the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate.

If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his/her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

(3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility.

Upon request, the College discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by Hillsdale Free Will Baptist College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

ATHLETIC ELIGIBILITY

It is the intent of Hillsdale Athletics to "Equip Men and Women to Make a Difference." Therefore, there are high expectations of those who desire to participate and represent Hillsdale in Athletics. Athletics at Hillsdale is a privilege. It is the goal of the Faculty and Staff to assist all students in being successful in the classroom. In addition to the low teacher-student ratios, the Academic Intervention Program is in place to give students every opportunity to succeed in the classroom. Therefore, there are high expectations of the athletes in the classroom. In order to be eligible to participate, a student-athlete must meet the following academic requirements:

- First Semester Freshman must obtain a 1.7 grade point average (GPA)
- Transfer students must possess at least a 2.0 cumulative GPA
- All other students must maintain at least a 2.0 cumulative GPA
- Any student not eligible will remain ineligible until posted grades raise the student's cumulative GPA

Note: 0-level courses are not included in calculations for the student's GPA.

ACADEMIC INFORMATION

CLASSIFICATION OF STUDENTS

Freshmen: Students having fewer than 30 semester hours.
Sophomores: Students having at least 30 semester hours.
Juniors: Students having at least 60 semester hours.
Seniors: Students having at least 90 semester hours. (Senior status does not necessarily assure graduation with that class.)
Special: Students having a baccalaureate degree or those not wishing to pursue a degree program.

ACADEMIC PROGRESS

All students (except special students) are expected to be making academic progress which will allow them to complete their courses of study within a reasonable time. All students are expected to maintain a minimum Grade Point Average of 1.70 the first semester. For each succeeding semester, the student must maintain the following cumulative grade point averages: 1.80 second semester, 1.90 third semester, 2.0 all succeeding semesters. Students who fail to maintain these minimum grade point averages will be placed on academic warning. If the Grade Point Average is not improved, the student will be placed on academic probation for a semester. Failure to improve the Grade Point Average following academic probation may result in academic suspension. The Vice President for Academic Affairs will make this decision based on the current performance of the student. Any appeal of academic suspension will be referred to the Academic Affairs Committee of the College. **NOTE:** Any student whose semester Grade Point Average falls below academic standards (while his/her Cumulative GPA remains within standards) will be warned by letter that failure to improve grades may result in substandard Cumulative GPA and formal notification on transcript of academic restrictions.

CLASS ATTENDANCE

1. Regular, punctual class attendance is essential for the satisfactory completion of a course. The student is expected, therefore, to attend all sessions of the courses in which he/she is enrolled.
2. All absences are recorded and an absence does not excuse any student from any required work.
3. Students who are involved in extracurricular activities and/or public relations for the College may receive excused absences which entitle the student to make up any work missed. In order for an absence to be considered excused, the Activity Absence Form must be completed and presented to the instructor at least one class period prior to the absence. Excessive absences, even though they are excused, may affect the student's performance in the class.
4. Students are responsible for the content of any course in which they are officially enrolled. Individual instructors determine the degree that tardiness and absence from class affect students' grades. Instructors must detail those requirements and penalties in the class syllabus and receive approval for them from the Vice President for Academic Affairs. Students who exceed the number of absences or otherwise fail to meet attendance policies will experience the consequences outlined by the instructor in the course syllabus.
5. For online courses: A student is counted present in online courses through their participation in online discussion. Discussion is required each week. Students not participating in discussion for three weeks will not pass the course and will not receive a refund.

CREDIT HOUR DEFINITION

The College follows the Carnegie definition of a credit hour. One unit of credit reflects three hours of work (one hour of classroom instruction and two hours of student work) per week for a period of sixteen weeks. A class hour is considered to be 50 minutes. A semester includes one week devoted to final examinations. That means that each credit hour includes 13.33 hours of classroom instruction and 32 hours of outside work.

Most resident courses are offered on a sixteen week basis; some are offered on an eight week basis. Eight week classes require the same amount of time and effort as sixteen week classes.

Some classes are offered as hybrid (blended) or online courses. Students and faculty participating in these courses should expect to invest at least 13.33 hours of faculty instructional time and 32 hours of student work for each credit hour. Methods such as discussion boards, chats, etc. may serve as instructional time.

Laboratory credit normally includes two hours per week of laboratory instruction.

MINISTRY TEAM PARTICIPATION

Periodic instructor reports are collected by the Registrar's Office from the faculty. The instructor identifies students who are performing unsatisfactorily in class. Unsatisfactory is defined as a grade lower than a 'C.' The major reason for the unsatisfactory performance will also be listed, such as Excessive Absences, Incomplete Work, Low Test Scores, Poor Assignment, Poor Project Performance or Poor Online Participation.

Participation in extracurricular activities (Chapel Band, Hillsdale Players, NewLife, ministerial work, preaching), or any activity in which a student represents the College, may be affected by the unsatisfactory progress reports. Any student making unsatisfactory progress may be assigned to the Academic Intervention Program. Any student who is uncooperative or is making unsatisfactory progress in more than one class may be placed on suspension by the Vice President for Academic Affairs. Students who are suspended by the Vice President for Academic Affairs from extracurricular

activities will not be allowed to travel, perform, or participate in any group/team activity other than practice. (See Athletic Eligibility p. * for inter-collegiate sports.)

ACADEMIC DISHONESTY

Guiding Principle: No Hillsdale student shall commit any act of academic dishonesty in order to advance his/her own academic performance or to impede or advance the academic progress of others.

Academic dishonesty in any form will not be tolerated by the college community. This specifically includes cheating, plagiarism (including copying from the internet), fabrication, fraud, destruction of property, and bribery or intimidation, as well as assisting others or attempting to engage in such acts. When the instructor has evidence indicating that an act of academic dishonesty has occurred, the instructor should complete an Academic Dishonesty Documentation Form and submit it with the supporting documentation to the Vice President for Academic Affairs.

If the instructor determines that academic dishonesty has occurred, the instructor has the authority to administer either of the following:

1. Record a "zero" for the assignment or test in question.
2. Assign a grade of "F" for the course.

The student has the right to appeal to the Vice President for Academic Affairs and to present evidence on his/her behalf. This appeal should be filed within 48 hours of the time when the student receives the instructor's decision. The Vice President for Academic Affairs will notify the student of the decision.

In cases of extreme or repeated incidents of academic dishonesty, the Vice President for Academic Affairs has the authority to determine appropriate punishment. This may include suspension or expulsion from the college. The Vice President for Academic Affairs may form a faculty committee to investigate and make recommendations concerning disciplinary action to be taken.

FRAUDULENT TRANSCRIPTS AND DIPLOMAS

Upon verification of a fraudulent transcript or diploma, a certified letter will be sent to the student stating that a disciplinary hold has been placed on the individual's records prohibiting future enrollments. A notation of academic dishonesty will be added to the student's transcript, and transcripts will only be sent to a university or agency, but not directly to the student.

REPEAT / FORGIVEN COURSES

A student shall have the prerogative to repeat courses and have only the second grade earned, even if it is lower than the first grade, count in the calculation of the retention/graduation GPA, up to a maximum of four courses, but not to exceed 18 hours, in the courses in which the original grade earned was a "D" or "F". Both attempts shall be recorded on the transcript with the earned grade for each listed in the semester earned. If a student repeats an individual course more than once, all grades earned, with the exception of the first, are used to calculate the retention/graduation GPA. Students repeating courses above the first four courses or 18 credit hours of "D" or "F" repeated may do so with the original grades and repeat grades averaged. Forgiveness applies to the first four courses repeated.

GRADING SYSTEM
(See Grade Point Average)

GRADE	MEANING	POINTS
A	Excellent	4
B	Superior	3
C	Average	2
D	Below Average	1
F	Failure	0
P	Passing	
W	Official Withdrawal	
I	Incomplete	
IP	In Progress	

WITHDRAWALS

A student who wishes to withdraw from a course must obtain the proper form from his/her advisor, have it signed by the instructor, and submit it to the Registrar's Office. If the withdrawal is approved, the student will receive a grade of 'W' which is not computed in the GPA. Withdrawals will not be approved during the last six weeks of a semester. Exceptions in cases of serious illness or other causes beyond the student's control need to be appealed to the Academic Affairs Committee. Withdrawals completed prior to the last day to enroll will not be recorded on the student's transcript. A student who ceases to attend class without officially withdrawing will receive an 'F' (see Calendar of Events, "Last Day to Withdraw from Classes"). Students who pre-enroll but fail to attend or fulfill their financial obligations may be administratively withdrawn and receive the grade of 'W.'

GRADES

Hillsdale instructors should grade student assignments and post the grades on Populi/MySaint within two weeks of receiving the assignment. If the instructor cannot grade the assignment within two weeks, he/she should advise the class when the assignment will be graded and the grades posted.

Semester grades must be turned in electronically via finalizing the course on Populi/MySaint by the Tuesday following the last day of finals at the end of the semester. Any exceptions must be approved by the Vice President for Academic Affairs.

INCOMPLETE GRADES

The grade 'I' (Incomplete) means that a part of the course work was not completed and must be finished within the designated time frame. If an incomplete is

granted, students have six weeks after the end of the course to complete the work. To be awarded the 'I' grade, the student must present valid reasons to the instructor for not having completed the course requirements and submit a "Request for Grade of Incomplete Form." The instructor and Vice President for Academic Affairs will determine if an 'I' grade will be granted. If the incomplete work is not satisfactorily completed by the deadline, the grade originally submitted by the instructor at the conclusion of the course/semester will become the final grade. If the incomplete work is completed to the instructor's satisfaction by the end of the six weeks, the instructor will submit a Grade Change. Any requests for exceptions to this policy must be submitted in writing to the Academic Affairs Committee.

GRADE APPEALS

A student who wishes to appeal a course grade must do so within ninety (90) days from the end of the term in which the grade is awarded. The appeal must be made in writing and should contain evidence supporting the appeal. All appeals should be directed to the Vice President for Academic Affairs who will hear and rule on grade appeals. The decision of the Vice President for Academic Affairs is final.

If the grade being appealed was awarded by the Vice President for Academic Affairs, while serving as the course instructor, the President of the College will appoint an appropriate faculty member to hear and rule on the grade appeal. The decision of the faculty member so appointed is final.

GRADE POINTS (also known as Honor Points) AND GRADE POINT AVERAGE (GPA)

The grade point is the basis for computing the student's grade point average (see Grading System). It represents the average number of grade points per hour earned by the student for a given term or number of terms. It is calculated by dividing the total number of grade points earned by the total number of hours for which the student has been registered. For example, a student registered for thirty credit hours and earning seventy-five grade points would have a grade point average of 2.50. The marks 'I', 'P', 'U', and 'W' do not give grade points, and courses so marked are omitted from grade point average computations. An 'F' is included in grade point averages as a zero.

TRANSCRIPTS

Every student is entitled to one official transcript of his/her course work provided all financial obligations to the College have been paid. Transcripts will be processed in three to five business days. A charge of $5 will be made for any transcript other than the first. The Registrar's Office will charge an additional fee of $5 per transcript for rush 24-hour turnaround service (when available).

ACADEMIC CALENDAR

The College operates on a two-semester basis per year with each semester running approximately sixteen weeks. The fall semester begins in August with the spring semester beginning in January. Summer Session begins the day after spring semester finals and ends the day before the first day of fall semester classes. Winter Intersession begins the day after fall semester finals and ends the day before the first day of class in the spring semester.

CREDIT FOR EXTRA-INSTITUTIONAL LEARNING

Hillsdale recognizes that many students have been involved in significant learning beyond their formal education. Students are encouraged to maximize the opportunity to receive Credit for Extra-Institutional Learning in order to meet degree requirements and advance toward more demanding subject matter.

No credit in this category is granted toward a graduate degree. The granting of undergraduate credit based on prior learning is to be done in compliance with the general guidelines of the Council on Adult and Experiential Learning (CAEL). The amount of credit for extra-institutional learning that may be applied toward a degree is subject to the graduation requirements of the College. The credit allowed is limited to 25% of the credits required for a degree or 32 semester credit hours, whichever is smaller.

The credit received through the procedures in the "Credit for Extra-Institutional Learning" category will be transcripted with the grade of 'CR' for credit and no honor points will be calculated into the student's Grade Point Average (GPA). A fee of $15/credit hour will be charged for transcripting Credit for Extra-Institutional Learning.

Credit for Extra-Institutional Learning will include the abbreviation of the source of evaluation as follows: Advanced Standing (AS); Advanced Placement Program (APP) administered by the College Board; College Level Examination Program (CLEP – School code: 0927); American Council of Education (ACE) International Baccalaureate Program (IB); Transfer of Advanced Standing (TAS) awarded by another institution of higher education; recommenda-tions for non-collegiate learning experiences; military credit (MC) as verified by the DD Form 214, DD Form 295, or other official military documents; Defense Activ-ity for Non-Traditional Education Support (DANTES); and Credit by Demonstrated Competency (CDC). When a course is in a discipline not offered at Hillsdale, the prefix TRAN is used to denote elective transfer credit. See appendix for credit awarded for CLEP, AP, and IB scores. The student may contact the Registrar's Office for details on how to apply for extra-institutional learning credit.

LEARNING RESOURCE CENTER (LRC) – LIBRARY

The purpose of Hillsdale's Learning Resource Center is to serve as an academic library supporting the curricular needs of students and faculty. The LRC is continuing to

expand its resources to support the curriculum and promote student academic success. Information about policies and services is available at the library website www.library.hc.edu or at the library circulation desk. Library hours are posted.

ACADEMIC HONORS

DEAN'S LIST
An honor roll is listed each semester of students who have carried an academic load of 12 hours or more, maintained a 3.5 grade point average with no grade lower than a 'C' for that semester, and have passed Chapel.

PRESIDENT'S LIST
An honor roll is listed each semester of students who have carried an academic load of 12 hours or more, have maintained a 4.0 grade point with no grade other than an 'A' or 'P', and have passed Chapel.

KEY AWARD
To stimulate scholarship and recognize achievements, the College annually gives a Key Award to the graduating sophomore and senior in the traditional program with the highest cumulative grade point average (minimum of 3.0 GPA).

CLASS AWARD
A similar award is given to the freshman in the traditional program who has maintained the highest grade point average for the year and the junior with the highest cumulative grade point average (minimum of 3.0 GPA).

PROGRAM AWARD
An award is given to the graduating student with the highest grade point average in each bachelor degree major (minimum of 3.0 GPA).

BEST ALL-AROUND STUDENTS' AWARD
This annual award is presented to a male and female selected by the students. Their vote is based on Christian character, campus leadership, and other traits of value.

MOST OUTSTANDING STUDENT AWARD
The most outstanding student award is presented annually to a student chosen by the faculty. The selection is based on academic ability, leadership ability, attitude, and general achievements in the area of relationship in regard to the faculty and other students.

GRADUATION WITH ACADEMIC HONORS
Under recommendation of the faculty, the College awards honors of three levels at commencement: Cum Laude, 3.50 to 3.69; Magna Cum Laude, 3.70 to 3.89; Summa Cum Laude, 3.90 to 4.0.

DEGREE REQUIREMENTS

REQUIREMENTS FOR AN ASSOCIATE IN ARTS DEGREE
The College offers courses leading to the Associate in Arts degree to high school graduates who complete the general education core curriculum and degree requirements. To receive the degree, a student must complete the following requirements:

1. Earn a minimum of 64 semester hours.
2. Earn a minimum of 128 grade (honor) points or double the number of semester hours completed (retention GPA of 2.0).
3. Complete at least 16 semester credit hours of the 64 in residence (courses taught through Hillsdale).
4. Have no failing grade in any required subject.
5. Have no incomplete grade in a course needed for graduation.
6. Satisfy all financial obligations to the College and be in good standing with the College.

REQUIREMENTS FOR A BACHELOR DEGREE

1. Earn a minimum of 128 semester hours (general education core curriculum and major requirements as prescribed by the College). A minimum of 45 hours must be completed in upper division courses.
2. Earn a minimum of 256 grade (honor) points or double the number of semester hours completed (retention GPA of 2.0).
3. Complete at least 32 semester credit hours in residence (courses taught through Hillsdale).
4. Have no failing grade in any required subject.
5. Have a minimum grade of 'C' in all courses pertaining to the major.
6. Have no incomplete grade in a course needed for graduation. A diploma will be awarded after the incomplete grade is removed from the transcript.
7. Satisfy all financial obligations to the College and be in good standing with the College.

NUMBERING OF COURSES

Course Numbers: Numbers of four digits are used to designate courses. The first digit represents the classification: Remedial, 0000; Freshman, 1000; Sophomore, 2000; Junior, 3000; Senior, 4000; and Graduate, 5000 or above. The last digit is the number of credit hours the student may earn for the course (see Course Descriptions). The middle two digits are control numbers. Transfer credits (without an equivalent Hillsdale course) are assigned 99; CDC credits (Credit by Demonstrated Competency) are assigned 77. If possible, middle digits are selected to indicate course sequence such as ENGL 1113 English Composition I and ENGL 1213 English Composition II.

CURRICULA INFORMATION

The classical world was rooted in two disciplines of intellectual pursuit. The trivium (commonly known as the arts and humanities in modern terminology) is based on language: grammar, logic, and rhetoric. The quadrivium deals with natural phenomena and consists of mathematics, physics, science, and rhythm (music, which in modern practice has been shifted into the Arts). The educational approach of studying across these disciplines became known as the Liberal Arts.

In modern practice the disciplines have been expanded from the original seven. At Hillsdale the Arts include Bible, Christian ministries, communication, drama, English, humanities, language, literature, missions, music, philosophy, religion, theology, and video

production. The Sciences encompass both the social and natural sciences. At Hillsdale the areas included in the sciences are business, computer science, economics, education, geography, health promotion and exercise science, history, leadership, management, mathematics, political science, psychology, science, sociology, and statistics.

GENERAL DEGREE INFORMATION

A student who completes the general education core curriculum may complete an Associate in Arts degree, a Bachelor of Arts degree, or a Bachelor of Science degree by finishing the requirements established by the College. The bachelor degrees consist of the general education requirements; Christian Studies core curriculum; and an emphasis or major area of study.

Note: Detailed requirements are listed in the following section on undergraduate degree programs and in the Graduate catalog. Each is designed to allow the student to use the layout as a guide or checklist in pursuing a degree.

DOUBLE MAJORS AND SECOND DEGREES

If a student is working concurrently on two majors within the same degree plan (Bachelor of Arts or Bachelor of Science), that student is considered to be working on a double major. Only one diploma will be issued for students completing a double major.

If a student is working concurrently on two majors in separate degree plans (Bachelor of Arts and Bachelor of Science), that student is considered to be working on a second degree. When the student is working on two degrees concurrently, he/she must complete the general education requirements for each degree.

A transfer or returning student who is working on a second degree subsequent to the completion of his/her first bachelor degree must complete at least thirty (30) semester credit hours in residence at Hillsdale and the major requirements for the degree. The first bachelor degree is considered to meet the general education requirements for the second degree.

GENERAL EDUCATION CORE CURRICULUM

The following general education core curriculum requirements are basic to any program of study the student may choose as an area of concentration for the Associate in Arts degree. The following courses are designed to implement the general education objective of the College and conform to the articulation agreement adopted by the Oklahoma State Regents for Higher Education.

The Associate in Arts degree is a program designed to lead the student toward his/her educational goal. A faculty advisor will work with the student to help correlate his/her associate degree work with a bachelor degree program at Hillsdale or another senior college of the student's choice. In Oklahoma, credits earned by a student at an institution accredited by a recognized national accrediting agency may be reviewed on a course-by-course basis for possible transfer to an institution in The Oklahoma State System for Higher Education.

GENERAL EDUCATION CORE CURRICULUM

Computer Science	**3 hrs**
One course from the following is required:	
Computer Applications (CSCI 2723)	3 hrs
Web Page Design (CSCI 3333)	3 hrs
Humanities and Literature	**9 hrs**
The following are required:	
Lit Study English Bible I (ENGL 1513)	3 hrs
Lit Study English Bible II (ENGL 1613)	3 hrs
One course from the following is required:	
American Literature (ENGL 2113 or 2213)	3 hrs
Humanities (HUMN 1113)	3 hrs
Introduction to Philosophy (PHIL 2203)	3 hrs
Introduction to Theatre (DRAM 1113)	3 hrs
Music Literature/History (MUSI 2113)	3 hrs
Western Civilization (HIST 2133)	3 hrs
World Literature (ENGL 3513 or 3523)	3 hrs
Interdisciplinary	**1 hr**
Student Success Skills (IDIS 1001)	1 hr
Language Arts	**6 hrs**
English Composition I (ENGL 1113)	3 hrs
English Composition II (ENGL 1213)	3 hrs
Mathematics (MATH 1500 level or above)	**3 hrs**
Natural Science	**8 hrs**
Life Science w/lab (NATS 1000 or above)	4 hrs
Physical Sci w/lab (NATS 1000 or above)	4 hrs
Philosophy and Theology	**7 hrs**
Christian Apologetics (PHIL 1122)	2 hrs
Christian Ethics (PHIL 1112)	2 hrs
FWB History and Doctrine (THEO 1213)	3 hrs
Physical Education**	**2 hrs**
Social Studies	**9 hrs**
American Fed Government (POLS 1523)	3 hrs
American History (HIST 1323 or 1423)	3 hrs
General Psychology (PSYC 1123)	3 hrs
General Education Total Requirements	**48 hrs**

Students enrolled in bachelor degree programs should follow the general education requirements for their selected major.

All full-time students are required to take at least one of the following courses each semester until all are completed: Christian Apologetics, Christian Ethics, Literary Study of the English Bible I, Literary Study of the English Bible II, and FWB History and Doctrine.

**Two hours from the activity classes or intercollegiate sports are required. Students with serious health problems (verified by a doctor), married students, and single students who have attained the age of 21 at first enrollment, may substitute Personal Health (HPES 2912) with the permission of the Academic Advisor.

ASSOCIATE IN ARTS DEGREE

Each student is required to complete the general education core curriculum listed below. In addition, the student will choose, in consultation with his/her advisor, elective courses to increase professional skills, educational competencies, personal enrichment, and spiritual development. It is important that the student declares an area of concentration or identifies the institution and/or the desired degree program. This allows the faculty advisor to assist in tailoring a program which will facilitate transfer and to prepare the student for the future. *The student is ultimately responsible for his/her course selection in meeting the graduation requirements.*

Associate in Arts Aim:
The aim of the Associate in Arts degree is to provide a broad general education for Christians that will facilitate transfer and prepare the student for the future. The general objectives of this degree are as follows:

- Development of Christian world view
- Integration of knowledge into life practice
- Participation in a specific area of concentration

ASSOCIATE IN ARTS STUDENT DEGREE CHECK FORM

GENERAL EDUCATION REQUIREMENTS

__ American Fed Government (POLS 1523) 3 hrs
__ American History (HIST 1323 or 1423) 3 hrs
__ Christian Apologetics (PHIL 1122) 2 hrs
__ Christian Ethics (PHIL 1112) 2 hrs
__ Computer Science (CSCI 2723 OR 3333) 3 hrs
__ English Composition I (ENGL 1113) 3 hrs
__ English Composition II (ENGL 1213) 3 hrs
__ FWB History and Doctrine (THEO 1213) 3 hrs
__ General Psychology (PSYC 1123) 3 hrs
__ Humanities, one from the following 3 hrs
American Literature (ENGL 2113 or 2213)
Humanities (HUMN 1113)
Introduction to Philosophy (PHIL 2203)
Introduction to Theatre (DRAM 1113)
Music Literature/History (MUSI 2113)
Western Civilization (HIST 2133)
World Lit (ENGL 3513 or 3523)
__ Lit Study English Bible I (ENGL 1513) 3 hrs
__ Lit Study English Bible II (ENGL 1613) 3 hrs
__ Mathematics (MATH 1500 level or above) 3 hrs
Business majors must take Col. Alg. for Bus (MATH 1523)
__ Natural Sciences 8 hrs
Life Science w/lab (NATS 1000 level or above)
Physical Sci. w/lab (NATS l000 level or above)
__ Physical Education Activity Classes (2) 2 hrs
__ Student Success Skills (IDIS 1001) 1 hr

General Education Requirement is 48 hours.

ASSOCIATE IN ARTS ELECTIVE COURSES

Sem/Yr	Course Number/Course Title	Cr Hrs
____	_____	____
____	_____	____
____	_____	____
____	_____	____
	Elective Hours	____
	General Education Requirements	48
	TOTAL HOURS	_____

An Associate in Arts degree requires a minimum of 64 credit hours.

ASSOCIATE IN ARTS CONCENTRATIONS

In addition to the general education core curriculum requirements, the following are suggested for those students who are not pursuing the bachelor degree. When the student selects a transfer institution, the requirements of that program will take priority over the following recommendations, but not the general education requirements. The student's faculty advisor will assist in correlating a program with the institution to which the student plans to transfer. The Associate in Arts degree requires a minimum of 64 credit hours.

BIBLICAL STUDIES CONCENTRATION

The following sixteen hours are required:
__ Discipler's Formation (CMIN 1000, 1010, 2000, 2020) 0 hrs
__ Life of Christ (BIBL 2313) 3 hrs
__ Life and Writings of Paul (BIBL 2113) 3 hrs
__ Elem. Greek I (LANG 2113) 3 hrs
__ Elem. Greek II (LANG 2213) 3 hrs
__ Choice of the following 3 hrs
Foundations of Teaching/Preaching (CMIN 2003)
Intro to Christian Ministries (CMIN 2353)
__ Additional Elective 1 hr

BUSINESS CONCENTRATION

The following courses are required:
__ Elementary Accounting I (ACCT 2523) 3 hrs
__ Elementary Accounting II (ACCT 2623) 3 hrs
__ Introduction to Business (BUSN 2213) 3 hrs

Choose at least seven hours from the following: 7 hrs
__ Applied Calc for Bus, Life & Soc Sciences (MATH 2703)
__ College Algebra for Business (MATH 1523)
__ Macroeconomics (ECON 2123)
__ Microeconomics (ECON 2223)
__ Personal Finance (BUSN 1623)
__ Principles of Public Relations (MGMT 2113)
__ Sports Law (BUSN 2313)
__ Business Workshop (BUSN 2801)*
(*may only take one time to count towards AA)

CHRISTIAN MINISTRY CONCENTRATION

The following sixteen hours are required:
__ Discipler's Formation (CMIN 1000, 1010, 2000, 2020) 0 hrs
__ Introduction to Christian Ministries (CMIN 2353) 3 hrs

Choice twelve hours from the following: 12 hrs
__ Fundamentals of Speech (COMM 1113)
__ Foundations of Teaching/Preaching (CMIN 2003)
__ Life of Christ (BIBL 2313)
__ Life and Writings of Paul (BIBL 2113)
__ Language options
Greek (LANG 2113 and 2213)
Modern Language
__ Additional Elective 1 hr

ENGLISH CONCENTRATION

The following course is required:
__ Fundamentals of Speech (COMM 1113) 3 hrs

Choose at least seven hours from the following: 7 hrs
__ American Literature I (ENGL 2113)
__ American Literature II (ENGL 2213)
__ World Literature I (ENGL 3513)
__ World Literature II (ENGL 3523)
__ Yearbook Editing I (ENGL 1111)
__ Yearbook Editing II (ENGL 1211)

Choose at least six hours from the following: 6 hrs
__ Intermediate Composition (ENGL 2313)
__ Introduction to Journalism (ENGL 2413)
__ Introduction to Theatre (DRAM 1113)
__ Literature elective 3000 level or above

GENERAL STUDIES CONCENTRATION

The General Studies concentration provides students with a broad exposure to various academic disciplines during their first two years of post-secondary education. It offers students considerable latitude in curriculum choices. It consists of 16 hours selected in consultation with the faculty advisor. In order to receive an associate degree in General Studies, the student must complete the General Education Core Curriculum and a minimum of 64 semester credit hours.

If a student intends to pursue an online Bachelor degree completion program, the following courses are recommended to move successfully into one of the following online degree completion programs:

Business Emphasis

The following courses are recommended:

__ Appl Calc for Bus, Life & Soc Sciences (MATH 2703) 3 hrs
__ Business Workshop (BUSN 2801 1 hr
__ Fundamentals of Speech (COMM 1113) 3 hrs
__ Introduction to Business (BUSN 2213) 3 hrs
__ Writing & Research (ENGL 3113) 3 hrs
__ Bible Elective (3000 level or above) 3 hrs

Christian Ministry and Business Emphasis

The following courses are recommended:

__ Business Workshop (BUSN 2801) 1 hr
__ Computer Workshop (CSCI 2801) 1 hr
__ Introduction to Business (BUSN 2213) 3 hrs
__ Personal Finance (BUSN 1623) 3 hrs
__ Foundations of Teach/Preach (CMIN 2353) 3 hrs
__ Introduction to Christian Ministry (CMIN 2353) 3 hrs
__ Christian Spiritual Formation (CMIN 3112) 2 hrs

Christian Ministry Emphasis

The following courses are recommended:

__ Christian Spiritual Formation (CMIN 3112) 2 hrs
__ Fundamentals of Speech (COMM 1113) 3 hrs
__ Introduction to Christian Ministry (CMIN 2353) 3 hrs
__ Life and Writings of Paul (BIBL 2113) 3 hrs
__ Life of Christ (BIBL 2313) 3 hrs
__ Reading & Writing in Chr. Stud (ENGL 2112) 3 hrs

MATHEMATICS CONCENTRATION

The following courses are required:

__ Calculus I (MATH 1714) 4 hrs
__ Calculus II (MATH 2724) 4 hrs
__ College Algebra (MATH 1513) 3 hrs
__ Found Geometry/Measurement (MATH 1533) 3 hrs
__ Trigonometry (MATH 1613) 3 hrs

MUSIC CONCENTRATION

The following courses are required:

__ Aural Skills I (MUSI 1501) 1 hr
__ Aural Skills II (MUSI 1601) 1 hr
__ Aural Skills III (MUSI 2501) 1 hr
__ Aural Skills IV (MUSI 2601) 1 hr
__ Musical Structures I (MUSI 1503) 3 hrs
__ Musical Structures II (MUSI 1603) 3 hrs
__ Musical Structures III (MUSI 2503) 3 hrs
__ Musical Structures IV (MUSI 2603) 3 hrs

Other Music Electives

__ MIDI I (APMU 1912) 2 hrs
__ Applied Music (must pass piano proficiency test)
__ Ensemble Activities

PHYSICAL EDUCATION CONCENTRATION

The following courses are required:

__ First Aid (HPES 1232) 2 hrs
__ Personal Health (HPES 2912) 2 hrs
__ Human Anatomy (NATS 2544) 4 hrs
__ Human Physiology (NATS 2644) 4 hrs
__ Intro to Health Prom & Exercise Sci (HPES 2133) 3 hrs

PRE-EDUCATION CONCENTRATION

Students entering the field of education should see a faculty advisor for guidance in correlating a program with the institutional program to which they plan to transfer. The following suggestions are intended for a pre-education concentration leading to a degree in education at another institution.

The following courses are recommended:

__ Fundamentals of Speech (COMM 1113) 3 hrs
__ Three hours of humanities not used in Gen Ed Req 3 hrs
__ Foreign Language Competency met

The following is recommended for those continuing at Hillsdale:

__ Foundations of Education (EDUC 3113) 3 hrs

The following are suggested for elementary education students to meet the Oklahoma Department of Education 4 x 12 rule (need 12 hours in areas of English, Science, Math, and Social Science):

__ Math (courses not used in Gen Ed Req) 9 hrs
__ Natural Sci (course not used in Gen Ed Req) 4 hrs
__ Social Sci (course not used in Gen Ed Req) 4 hrs

For secondary education, courses will be selected that correspond with the area in which the student plans to teach. Must complete a minimum of 15 hours.

PSYCHOLOGY CONCENTRATION

The following are required:

__ Fundamentals of Speech (COMM 1113) 3 hrs
__ Introduction to Sociology (SOCI 2123) 3 hrs
__ Life-Span Dev Psychology (PSYC 2223) 3 hrs
__ Psychology electives 6 hrs

SCIENCE CONCENTRATION

A minimum of fifteen hours from the following courses is required: (courses not used in Gen Ed Req)

__ General Biology (NATS 1514) 4 hrs
__ General Chemistry I (NATS 1614) 4 hrs
__ General Chemistry II (NATS 1624) 4 hrs
__ Human Anatomy (NATS 2544) 4 hrs
__ Human Physiology (NATS 2644) 4 hrs
__ Lab Assistant Practicum (NATS 2001) 1 hr
__ Nutrition (NATS 2233) 3 hrs

SOCIAL STUDIES CONCENTRATION

The following courses are required:

__ Am Hist (section not used in Gen Ed Req) 3 hrs
__ Introduction to Sociology (SOCI 2123) 3 hrs
__ Principles of Geography (GEOG 2243) 3 hrs
__ Western Civilization (HIST 2133) 3 hrs

Choose one:

Macroeconomics (ECON 2123)
Microeconomics (ECON 2223)

An Associate in Arts degree requires a minimum of 64 credit hours. A minimum cumulative GPA of 2.0 is required.

Students taking an online course at Hillsdale must pass *IDIS 1120 Orientation to Online Collegiate Studies* before beginning their first online course.

BACHELOR DEGREES

Business (B.S.)

Christian Ministry (B.A.)

- *Educational Ministry*
- *Integrated Ministry*
- *Missions*
- *Pastoral Ministry*
- *Theology*
- *Youth*

Exercise Science (B.S.)

Intercultural Studies (B.A.)

Interdisciplinary Studies (B.A.)

Letters (B.A.)

Liberal Studies (B.A)

Ministry & Business (B.A.)

Psychology (B.S.)

Teacher Education (B.S.)

- *Elementary Education*
- *Secondary Education – Business*
- *Secondary Education – English*
- *Secondary Education – Mathematics*
- *Secondary Education – Physical Education*
- *Secondary Education – Social Sciences*

Worship & Music Studies (B.A.)

BACHELOR OF SCIENCE IN BUSINESS

BUSINESS AIM:
The aim of the Business Program is to provide a broad general education with Biblical and religious studies at the core, preparing students to serve Jesus Christ, to function successfully in business, and to perform with competence in graduate school. The general objectives for the degree are as follows:

- Competency in basic business principles
- Critical thinking through sharpened analysis and problem solving
- Application of Christian values in business

GENERAL EDUCATION REQUIREMENTS:

__ American Fed Government (POLS 1523) 3 hrs
__ American History (HIST 1323 or 1423) 3 hrs
__ Christian Ethics (PHIL 1112) 2 hrs
__ Computer Science (CSCI 2723 or 3333) 3 hrs*
__ English Composition I (ENGL 1113) 3 hrs
__ English Composition II (ENGL 1213) 3 hrs
__ Fundamentals of Speech (COMM 1113) 3 hrs
__ General Psychology (PSYC 1123) 3 hrs
__ Humanities, one from the following 3 hrs
American Lit (ENGL 2113 or 2213)
Humanities (HUMN 1113)
Introduction to Philosophy (PHIL 2203)
Introduction to Theatre (DRAM 1113)
Music Literature/History (MUSI 2113)
Western Civilization (HIST 2133)
World Literature (ENGL 3513 or 3523)
__ Lit Study English Bible I (ENGL 1513) 3 hrs
__ Lit Study English Bible II (ENGL 1613) 3 hrs
__ Math 6 hrs*
Applied Calc. for Bus. Life & Soc Sci (MATH 2703)
College Algebra for Business (MATH 1523)
__ Natural Sciences 8 hrs
Life Science w/lab (NATS 1000 level or above)
Physical Sci w/lab (NATS 1000 level or above)
__ Physical Education Activity Classes (2) 2 hrs
__ Statistics (STAT 3003) 3 hrs*
__ Student Success Skills (IDIS 1001) 1 hr
__ Writing and Research (ENGL 3113) 3 hrs*

General Education Requirement is 55 hours.

CHRISTIAN STUDIES CORE REQUIREMENTS:

__ Christian Apologetics (PHIL 1122) 2 hrs
__ FWB History and Doctrine (THEO 1213) 3 hrs
__ Bible Elective (3000 level or above) 3 hrs
__ Biblical Interpretation (BIBL 3013) 3 hrs
__ Christian Theology (THEO 3303) 3 hrs

Christian Studies Core Requirement is 14 hours.

BUSINESS REQUIREMENTS:

__ Business Communication (BUSN 3503) 3 hrs*
__ Business Ethics (BUSN 3003) 3 hrs*
__ Business Finance (BUSN 3103) 3 hrs*
__ Business Law (BUSN 3323) 3 hrs*
__ Coop Work Experience (BUSN 4513) 3 hrs*
__ Elementary Accounting I (ACCT 2523) 3 hrs*
__ Elementary Accounting II (ACCT 2623) 3 hrs*
__ Introduction to Business (BUSN 2213) 3 hrs*
__ Intercult. Comm in Global Wkplace(BUSN 3313) 3 hrs*
__ Macroeconomics (ECON 2123) 3 hrs*
__ Microeconomics (ECON 2223) 3 hrs*
__ Management Principles (MGMT 3303) 3 hrs*
__ Principles of Marketing (BUSN 3333) 3 hrs*
__ Strategic Business Capstone (BUSN 4543) 3 hrs*

Six hours from the following are required: 6 hrs*
(Three hours must be 3000 level or above)
Accounting, Business, Computer Science, Economics, Leadership or Management

_____ _____ _____
_____ _____ _____

Business Requirement is 48 hours.

Electives: 11 hrs
(Accounting, Business, Computer Science, Economics, Leadership or Management, and Foreign Language Studies are recommended):

_____ _____ _____
_____ _____ _____
_____ _____ _____
_____ _____ _____
_____ _____ _____

Minimum of 128 hours (45 of which must be upper level) is required for Bachelor of Science in Business.

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required

Online Degree Completion Program Available:
Please contact the Business Program Director for more information.

Students taking an online course at Hillsdale must pass *IDIS 1120 Orientation to Online Collegiate Studies* before beginning their first online course.

BACHELOR OF ARTS IN CHRISTIAN MINISTRY

CHRISTIAN MINISTRY AIM:
The aim of the Bachelor of Arts in Christian Ministry is to combine general education, biblical and practical theology, philosophical studies, and experiential learning in order to prepare the student for opportunities in various Christian Ministry fields. Alongside the core requirements students are free to choose from a variety of ministry specializations directed towards their calling or interest.

The general objectives of this degree are as follows:

- Development of spiritually mature Christ followers who are thoroughly equipped for every good work
- Development of life-long learners of Scripture, culture, and their ministry context
- Development of effective and passionate servant leaders
- Development of disciples who are active and influential while fulfilling the Great Commission
- Enhancement of communicative, critical thinking, and leadership skills

GENERAL EDUCATION REQUIREMENTS:

__ American Fed Government (POLS 1523)	3 hrs
__ American History (HIST 1323 or 1423)	3 hrs
__ Christian Ethics (PHIL 1112)	2 hrs
__ English Composition I (ENGL 1113)	3 hrs
__ English Composition II (ENGL 1213)	3 hrs
__ FWB History and Doctrine (THEO 1213)	3 hrs
__ General Psychology (PSYC 1123)	3 hrs
__ Humanities, one from the following	3 hrs
American Literature (ENGL 2113 or 2213)	
Humanities (HUMN 1113)	
Introduction to Philosophy (PHIL 2203)	
Introduction to Theatre (DRAM 1113)	
Music Literature and History (MUSI 2113)	
Western Civilization (HIST 2133)	
World Literature (ENGL 3513 or 3523)	
__ Lit Study English Bible I (ENGL 1513)	3 hrs
__ Lit Study English Bible II (ENGL 1613)	3 hrs
__ Mathematics (MATH 1500 level or above)	3 hrs
__ Natural Sciences	8 hrs
Life Science w/lab (NATS 1000 level or above)	
Physical Sci w/lab (NATS 1000 level or above)	
__ Physical Education Activity Classes (2)	2 hrs
__ Student Success Skills (IDIS 1001)	1 hr

General Education Requirement is 43 hours.

__ Computer Science Competency–Student must pass a proficiency test or complete CSCI 2723 or 3333 with a minimum grade of C.

BIBLE AND THEOLOGY CORE REQUIREMENTS:

__ Christian Apologetics (PHIL 1122)	2 hrs*
__ Life and Writings of Paul (BIBL 2113)	3 hrs*
__ Life of Christ (BIBL 2313)	3 hrs*
__ Bible Electives (3000 level or above)	12 hrs*
__ Biblical Interpretation (BIBL 3013)	3 hrs*
__ Church History (HIST 3103)	3 hrs*
__ Systematic Theology I (THEO 3313)	3 hrs*
__ Systematic Theology II (THEO 3413)	3 hrs*

Bible and Theology Core Requirement is 32 hours.

CHRISTIAN MINISTRY CORE REQUIREMENTS:

__ Admin of Christian Education (CMIN 3523)	3 hrs*
__ Christian Ministry Counseling (CMIN 4723)	3 hrs*
__ Discipler's Formation (CMIN 1011,1021,2011,2021)	4 hrs*
(Integrated ministry students will substitute Christian Spiritual Formation (CMIN 3112)	
__ Concepts of Leadership (LEAD 3823_	3 hrs*
__ Introduction to Christian Ministries (CMIN 2353)	3 hrs*
__ Persp on World Christian Movement (MISS 3113)	3 hrs*
__ Practical Min Experience (CMIN 3041)	1 hr*

Christian Ministry Core Requirement is 20 hours

PASTORAL MINISTRY SPECIALIZATION:
The purpose of the Pastoral Ministry specialization is to provide general, theological, and pastoral ministry education for Christians preparing for vocational pastoral ministry in the local church for the advancement of God's Kingdom.

The general objectives of this specialization are as follows:

- Development of Christian character
- Integration of theological knowledge and church leadership principles
- Effectiveness in exegeting the Biblical text
- Demonstration of servant leadership

PASTORAL MINISTRY REQUIREMENTS:

__ Advanced Biblical Preaching (CMIN 4222)	2 hrs*
__ Advanced Apologetics (PHIL 4213)	3 hrs*
__ Church Planting/Growth (CMIN 4333)	3 hrs*
__ Expository Preaching (CMIN 4423)	3 hrs*
__ Homiletics (CMIN 3113)	3 hrs*
__ Language (9 hrs of Greek)	9 hrs*
Elementary Greek I (LANG 2113)	
Elementary Greek II (LANG 2213)	
Intermediate Greek I (LANG 3113)	
__ New Testament Intro to Critical Issues (BIBL 3213)	3 hrs*
__ Old Testament Intro to Critical Issues (BIBL 3113)	3 hrs*
__ Pastoral Internship I (CMIN 4012)	2 hrs*
__ Pastoral Internship II (CMIN 4022)	2 hrs*
__ Teaching in the Church (CMIN 3223)	3 hrs*

Pastoral Ministry Requirement is 36 hours.

Minimum of 131 hours (45 of which must be upper level) is required for Bachelor of Arts in Christian Ministry - Pastoral Ministry

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required.

EDUCATIONAL MINISTRY SPECIALIZATION:
The Educational Ministry specialization exists for the purpose of preparing men and women to teach and lead Christian education and discipleship programs in the local church or parachurch ministry. The academic program consists of general education, theological and Biblical studies, Christian education, and practical ministry experience.

The general objectives of this degree are as follows:

- Integration of theological knowledge and sound educational theory
- Competency as Christian educators
- Application of knowledge base to local church ministry
- Demonstration of servant leadership

EDUCATIONAL MINISTRY REQUIREMENTS:

__ Adult Learner in Christian Ed (CMIN 4123)	3 hrs*
__ Children's Ed in the Church (CMIN 4113)	3 hrs*
__ Christian Ministry Seminar (CMIN 3802)	2 hrs*
__ Educational Ministry Internship (CMIN 4503)	3 hrs*
__ Educational Ministry Readings (CMIN 4101)	1 hr*
__ Foundations of Education (EDUC 3113)	3 hrs*
__ Foundations of Youth Ministry (CMIN 3603)	3 hrs*
__ Fundamentals of Speech (COMM 1113)	3 hrs
__ Psychology Elective (choose two)	3 hrs*
Adolescent Psychology (PSYC 3123)	
Child Psychology (PSYC 3113)	
Educational Psychology (PSYC 3323)	
Life-Span Develop Psychology (PSYC 2223)	
Marriage and the Family (PSYC 3353)	
__ Special Programs in Christian Educ. (CMIN 3553)	3 hrs*
__ Special Topics: Educational Ministry (CMIN 4903)	3 hrs*
__ Teaching in the Church (CMIN 3223)	3 hrs*

Educational Ministry Requirement is 33 hours

Minimum of 128 hours (45 of which must be upper level) is required for Bachelor of Arts in Christian Ministry – Educational Ministry

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required.

MISSIONS SPECIALIZATION:

The Missions specialization exists for the purpose of advancing the cause of worldwide evangelization and discipleship through academic study, experiential learning, and character development. The academic program consists of general education, theology and Biblical studies, missiology, and practical ministry. Experiential learning is woven throughout the degree program, with both formal and non-formal active learning opportunities. In response to the command to disciple all nations, teaching them to obey all Christ commanded (Matt. 28:18-20), and recognizing the necessity of all Christians to strive for Christ-likeness (Phil. 2:5), this program includes intentional venues for personal spiritual growth and development.

MISSIONS REQUIREMENTS:

__ Biblical Basis of Missions (MISS 3212)	2 hrs*
__ Comparative Religions (choose one)	3 hrs*
Comparative Religions I (RELG 3113)	
Comparative Religions II (RELG 3213)	
__ Cont Iss, Meth & Strat of Missions (MISS 3613)	3 hrs*
__ Fundamentals of Speech (COMM 1113)	3 hrs*
__ History of Missions (MISS 3723)	3 hrs*
__ Language Studies, from the following	6-10 hrs
Students may take either Elem Greek I and II or two semesters of the same modern language	
__ Ministering Cross-Culturally (MISS 4103)	3 hrs*
__ Missions and Culture (MISS 3123)	3 hrs*
__ Missions Internship (MISS 4403)	3 hrs*
__ Missions Reading (MISS 4001)	1 hr*
__ Missions Track (choose one)	3 hrs*
Special Topics: Missions Specialization (MISS 4903)	
Church Planting/Growth (MISS 4333)	
__ Persp on World Christian Movement (MISS 3113)	3 hrs*

Missions Requirement is 36 hours.

Minimum of 131 hours (45 of which must be upper level) is required for Bachelor of Arts in Christian Ministry – Missions

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required.

THEOLOGY SPECIALIZATION:

The aim of the Theology specialization is to provide general theological and ministry education for Christians preparing for entrance into graduate school or seminary and vocational ministry for the advancement of God's Kingdom. The general objectives of this degree are as follows:

- Development of Christian character
- Development of effective oral and written communication skills
- Development of an understanding of contemporary culture and society
- Development of biblical and theological knowledge
- Development of appropriate critical thinking skills
- Development of necessary language skills

THEOLOGY REQUIREMENTS:

__ Elementary Greek I (LANG 2113)	3 hrs*
__ Elementary Greek II (LANG 2213)	3 hrs*
__ Intermediate Greek I (LANG 3113)	3 hrs*
__ Intermediate Greek II (LANG 3213)	3 hrs*
__ New Testament Intro to Critical Issues (BIBL 3213)	3 hrs*
__ Old Testament Intro to Critical Issues (BIBL 3113)	3 hrs*
__ Directed Readings in Theology (THEO 4232)	2 hrs*
__ Evangelical Theology (THEO 4243)	3 hrs*
Choose 4 hours from the following	4hrs*
Theological Workshop (THEO 3801)	
Theological Seminar (THEO 3802)	
Special Topics (THEO 4903)	
__ Comparative Religions I (RELG 3113)	3 hrs*
__ Comparative Religions II (RELG 3213)	3 hrs

Theology Requirement is 33 hours

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required.

YOUTH MINISTRY SPECIALIZATION:

The Youth Ministry specialization exists for the purpose of providing general, theological, and ministry education for Christians preparing for various types of youth ministry.

The general objectives of this degree are as follows:

- Development of Christian character
- Integration of theological knowledge and youth leadership principles
- Understanding of contemporary youth culture
- Demonstration of servant leadership

YOUTH MINISTRY REQUIREMENTS:

__ Admin of Youth Ministries (CMIN 3623)	3 hrs*
__ Adolescent Psychology (PSYC 3123)	3 hrs*
__ Cont Issues/Methods of Youth Min (CMIN 3613)	3 hrs*
__ Foundations of Youth Ministry (CMIN 3603)	3 hrs*
__ Fundamentals of Speech (COMM 1113)	3 hrs
__ Homiletics (CMIN 3113)	3 hrs*
__ Language (6 hrs of Greek)	6 hrs*
Elementary Greek I (LANG 2113)	
Elementary Greek II (LANG 2213)	
__ Special Programs in Christian Educ (CMIN 3553)	3 hrs*
__ Teaching in the Church (CMIN 3223)	3 hrs*
__ Youth Ministry Internship I (CMIN 4512)	2 hrs*
__ Youth Ministry Internship II (CMIN 4522)	2 hrs*
__ Youth Ministry Reading (CMIN 4001)	1 hr*

Youth Ministry Requirement is 35 hours.

Minimum of 131 hours (45 of which must be upper level) is required for Bachelor of Arts in Christian Ministry – Youth Ministry

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required.

NOTE: THE FOLLOWING SPECIALIZATION IS OFFERED THROUGH ONLINE DELIVERY ONLY

INTEGRATED MINISTRY SPECIALIZATION:
The Integrated Ministry specialization exists for the purpose of preparing non-traditional students for a variety of fields of ministry through academic study, experiential learning, and character development. The academic program consists of general education, theology and Biblical studies, and practical ministry delivered through and interacting within the online community. Experiential learning is woven throughout the degree program, with both formal and non-formal active learning opportunities.

The general objectives of this degree are as follows:

- Integration of biblical and theological knowledge, discipleship strategies, leadership principles, and educational theory
- Competency as Christian ministers
- Application of knowledge base to local church ministry
- Preparation for possible parachurch ministry
- Demonstration of servant leadership
- Ability to function effectively within the online community

INTEGRATED MINISTRY REQUIREMENTS:

__ Advanced Apologetics (PHIL 4213)	3 hrs*
__ Christian Ministry Internship (CMIN 3812)	2 hrs
__ CMIN Seminar (CMIN 3802)	2 hrs*
__ Christian Spiritual Formation (CMIN 3112)	2 hrs*
__ Church Planting/Growth (CMIN 4333)	3 hrs*
__ Foundations of Youth Ministry (CMIN 3603)	3 hrs*
__ Fundamentals of Speech (COMM 1113)	3 hrs*
__ New Testament Greek Appreciation (LANG 4103)	3 hrs*
__ Persp on World Christian Movement (MISS 3113)	3 hrs*
__ Planning/Conducting Public Worship (WRSP 4223)	3 hrs*
__ Reading & Writing in Chr. Stu (ENGL 2112)	2 hrs*
__ Special Topics (CMIN 4903) (Directed to Student Interest)	3 hrs*
__ Teaching in the Church (CMIN 3223)	3 hrs*

NOTE: Christian Theology (THEO 3303) and Special Topics – Theology (THEO 4903) may be substituted for Systematic Theology I and II (THEO 3313 and 3413) for students specializing in **Integrated Ministry Only.**

Integrated Ministry Requirement is 35 hours

Minimum of 130 hours (45 of which must be upper level) is required for Bachelor of Arts in Christian Ministry – Integrated Ministry.

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required

Students taking an online course at Hillsdale must pass *IDIS 1120 Orientation to Online Collegiate Studies* before beginning their first online course.

ONLINE FORMAT FOR INTEGRATED MINISTRY IS USED AS A DEGREE COMPLETION PROGRAM

Please contact the Christian Ministry Program Director for specific requirements.

BACHELOR OF SCIENCE IN EXERCISE SCIENCE

EXERCISE SCIENCE AIM:
The aim of the Exercise Science Program is to provide students with a foundation in how exercise and lifestyle change affects God's greatest creation, the human body. Students will be prepared to enter the job market or continue into a graduate or professional degree program. The general objectives of this degree are as follows:

- Competency in the disciplines of health promotion and exercise science
- Integration of Christian principles with the knowledge and understanding of health
- Obtaining a high level of knowledge, skills, and abilities to take into a professional career or additional education

GENERAL EDUCATION REQUIREMENTS:

__ American Fed Government (POLS 1523)	3 hrs
__ American History (HIST 1323 or 1423)	3 hrs
__ Christian Ethics (PHIL 1112)	2 hrs
__ College Algebra (MATH 1513 or 1523)	3 hrs
__ Computer Science (CSCI 2723 or 3333)	3 hrs
__ English Composition I (ENGL 1113)	3 hrs
__ English Composition II (ENGL 1213)	3 hrs
__ Fundamentals of Speech (COMM 1113)	3 hrs
__ General Psychology (PSYC 1123)	3 hrs
__ Humanities, from the following:	3 hrs
American Literature (ENGL 2113 or 2213)	
Humanities (HUMN 1113)	
Introduction to Philosophy (PHIL 2203)	
Introduction to Theatre (DRAM 1113)	
Music Literature and History (MUSI 2113)	
Western Civilization (HIST 2133)	
World Literature (ENGL 3513 or 3523)	
__ Introduction to Sociology (SOCI 2123)	3 hrs
__ Lit Study English Bible I (ENGL 1513)	3 hrs
__ Lit Study English Bible II (ENGL 1613)	3 hrs
__ Natural Sciences	8 hrs*
General Biology (NATS 1514)	
General Chemistry I (NATS 1614)	
__ Physical Education Activity Classes (2)	2 hrs
__ Statistics (STAT 3003)	3 hrs
__ Student Success Skills (IDIS 1001)	1 hr

General Education Requirement is 52 hours.

CHRISTIAN STUDIES CORE REQUIREMENTS:

__ Christian Apologetics (PHIL 1122)	2 hrs
__ FWB History and Doctrine (THEO 1213)	3 hrs
__ Bible Elective (BIBL 2000 level or above)	3 hrs
__ Biblical Interpretation (BIBL 3013)	3 hrs
__ Christian Theology (THEO 3303)	3 hrs

Christian Studies Core Requirement is 14 hours.

EXERCISE SCIENCE REQUIREMENTS:

__ Care/Prevention Athletic Injuries (HPES 3502)	2 hrs*
__ Personal Health (HPES 2912)	2 hrs*
__ Health Promotion Programs (HPES 3513)	3 hrs*
__ Human Anatomy (NATS 2544)	4 hrs*
__ Human Physiology (NATS 2644)	4 hrs*
__ Intro to Health Prom & Exercise Sci (HPES 2133)	3 hrs*
__ Lifestyle Interventions (HPES 3563)	3 hrs*
__ Motor Development (HPES 3323)	3 hrs*
__ Nutrition (HPES 2223)	3 hrs*
__ Physiology of Exercise (HPES 4223)	3 hrs*
__ Choose one:	3 hrs*
Physiology of Exercise Lab (HPES 4833)	
Exercise Testing & Prescription (HPES 3853)	
__ Principles of Health & Fitness (HPES 3813)	3 hrs*
__ Principles of Personal Training (HPES 3873)	3 hrs*
__ Senior Capstone (HPES 4403)	3 hrs*
__ Structural Kinesiology (HPES 4113)	3 hrs*
__ Choose 9 hours from the following:	9 hrs*
Adapted Physical Education (HPES 3232)	
Admin of Health & Physical Education (HPES 3113)	
Chronic Disease Intervention (HPES 4853)	
First Aid (HPES 1232)	
Motor Learning (HPES 3223	
Officiating (HPES 3333)	
Sports Law (BUSN 2313)	
Sports Management (MGMT 4303)	
Sports Marketing (BUSN 3303)	

Exercise Science Requirement is 54 hours.

ADDITIONAL ELECTIVES: 8 hr

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Minimum of 128 hours (45 of which must be upper level) is required for Bachelor of Science in Exercise Science.

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required.

Students taking an online course at Hillsdale must pass *IDIS 1120 Orientation to Online Collegiate Studies* before beginning their first online course.

BACHELOR OF ARTS IN INTERCULTURAL STUDIES

PROGRAM AIM:
The Intercultural Studies Program exists to equip its graduates to effectively respond to and serve men and women of diverse cultural and ethnic backgrounds in our global twenty-first century. The program includes studies in general education, philosophy, social sciences, cross-cultural communication, leadership, humanities, and theology. The relationship between ideas learned and practical experience are essential, therefore, experiential learning is woven throughout the degree program, with both formal and non-formal active learning opportunities. Emphasis on personal holistic growth and development is intentionally interwoven into the program.

GENERAL EDUCATION REQUIREMENTS:

__ American Fed Government (POLS 1523) 3 hrs
__ American History (HIST 1323 or 1423) 3 hrs
__ Christian Apologetics (PHIL 1122) 2 hrs
__ Christian Ethics (PHIL 1112) 2 hrs
__ Computer Science (CSCI 2723 or 3333) 3 hrs
__ English Composition I (ENGL 1113) 3 hrs
__ English Composition II (ENGL 1213) 3 hrs
__ FWB History and Doctrine (THEO 1213) 3 hrs
__ Fundamentals of Speech (COMM 1113) 3 hrs
__ General Psychology (PSYC 1123) 3 hrs
__ Humanities, one from the following 3 hrs
American Lit (ENGL 2113 or 2213)
Humanities (HUMN 1113)
Introduction to Philosophy (PHIL 2203)
Introduction to Theatre (DRAM 1113)
Music Literature/History (MUSI 2113)
Western Civilization (HIST 2133)
World Literature (ENGL 3513 or 3523)
__ Lit Study English Bible I (ENGL 1513) 3 hrs
__ Lit Study English Bible II (ENGL 1613) 3 hrs
__ Mathematics (MATH 1500 level or above) 3 hrs
__ Natural Sciences 8 hrs
Life Science w/lab (NATS 1000 level or above)
Physical Sci w/lab (NATS 1000 level or above)
__ Physical Education Activity Classes (2) 2 hrs
__ Student Success Skills (IDIS 1001) 1 hr
__ Writing and Research (ENGL 3113) 3 hrs*

General Education Requirement is 54 hours.

BIBLE AND THEOLOGY CORE REQUIREMENTS:

__ Bible Elective (3000 level or above 12 hrs*
__ Biblical Interpretation (BIBL 3013) 3 hrs*
__ Life and Writings of Paul (BIBL 2113) 3 hrs*
__ Life of Christ (BIBL 2313) 3 hrs*
__ Church History (HIST 3103) 3 hrs*
__ Systematic Theology I (THEO 3313) 3 hrs*
__ Systematic Theology II (THEO 3413) 3 hrs*

Bible and Theology Core Requirement is 30 hours.

INTERCULTURAL STUDIES REQUIREMENTS:

__ Biblical Basis of Missions (MISS 3212) 2 hrs*
__ Christian Ministry Counseling (CMIN 4723) 3 hrs*
__ Comparative Religions (choose one) 3 hrs*
Comparative Religions I (RELG 3113)
Comparative Religions II (RELG 3213)
__ Cont Iss, Meth & Strat of Missions (MISS 3613) 3 hrs*
__ Discipler's Formation (CMIN 1011,1021,2011,2021) 4 hrs*
__ Teaching in the Church (CMIN 3223) 3 hrs*
__ History of Missions (MISS 3723) 3 hrs*
__ Introduction to Christian Ministries (CMIN 2353) 3 hrs*
__ Language options 6-10 hrs*
Students may take either Elem Greek I
and Elem Greek II or two semesters of the same
modern language
Elementary Greek (LANG 2113 and 2213)
Modern Language
__ Ministering Cross-Culturally (MISS 4103) 3 hrs*
__ Missions and Culture (MISS 3123) 3 hrs*
__ Missions Internship (MISS 4403) 3 hrs*
__ Missions Reading (MISS 4001) 1 hr*
__ Missions Track (choose one) 3 hrs*
Special Topics: Missions Specialization (MISS 4903)
Church Planting/Growth (MISS 4333)
__ Practical Min Experience (MISS 3041 and 3051) 2 hrs*
__ Persp on World Christian Movement (MISS 3113) 3 hrs*

Intercultural Studies Requirement is 48 hours.

Minimum of 132 hours (45 of which must be upper level) is required for Bachelor of Science in Business.

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required

Students taking an online course at Hillsdale must pass *IDIS 1120 Orientation to Online Collegiate Studies* before beginning their first online course.

BACHELOR OF ARTS IN INTERDISCIPLINARY STUDIES

INTERDISCIPLINARY STUDIES AIM:
The aim of the Interdisciplinary Studies Program is to provide a broad general education with Biblical and religious studies at the core preparing students for service in the church, entry into the job market, or attendance at graduate school. The general objectives for the degree are as follows:

- Common literacy drawn from great literature of the world
- Competency in communication of ideas
- Application of knowledge across the various disciplines

GENERAL EDUCATION REQUIREMENTS:

__ American Fed Government (POLS 1523)	3 hrs
__ American History (HIST 1323 or 1423)	3 hrs
__ Christian Ethics (PHIL 1112)	2 hrs
__ Computer Science (CSCI 2723 or 3333)	3 hrs
__ English Composition I (ENGL 1113)	3 hrs
__ English Composition II (ENGL 1213)	3 hrs
__ Fundamentals of Speech (COMM 1113)	3 hrs
__ General Psychology (PSYC 1123)	3 hrs
__ Humanities, one from the following American Literature (ENGL 2113 or 2213) Humanities (HUMN 1113) Introduction to Philosophy (PHIL 2203) Introduction to Theatre (DRAM 1113) Music Literature and History (MUSI 2113)	3 hrs
__ Language Studies, from the following Students may take either Elem Greek I and II or two semesters of the same modern language	6-10 hrs
__ Lit Study English Bible I (ENGL 1513)	3 hrs
__ Lit Study English Bible II (ENGL 1613)	3 hrs
__ Math Concepts/Applications (MATH 1503)	3 hrs
__ Natural Sciences Life Science w/Lab (NATS 1000 level or above) Physical Sci w/Lab (NATS 1000 level or above)	8 hrs
__ Physical Education Activity Classes (2)	2 hrs
__ Statistics (STAT 3003)	3 hrs
__ Student Success Skills (IDIS 1001)	1 hr
__ Western Civilization (HIST 2133)	3 hrs
__ World Literature I (ENGL 3513)	3 hrs
__ World Literature II (ENGL 3523)	3 hrs
__ Writing and Research (ENGL 3113)	3 hrs

General Education Requirement is 67 hours.

CHRISTIAN STUDIES CORE REQUIREMENTS:

__ Christian Apologetics (PHIL 1122)	2 hrs
__ FWB History and Doctrine (THEO 1213)	3 hrs
__ Bible Elective (2000 level or above)	3 hrs
__ Biblical Interpretation (BIBL 3013)	3 hrs
__ Christian Theology (THEO 3303)	3 hrs
__ Comparative Religions II (RELG 3213)	3 hrs

Christian Studies Core Requirement is 17 hours.

ARTS AND SCIENCES REQUIREMENTS:
The interdisciplinary approach is based on a broad exposure across disciplines. In order to complete the Interdisciplinary Studies degree, the student must complete a minimum of 15 credit hours in both the Arts (Humanities Division) and the Sciences (Social and Natural Sciences Divisions) in addition to the general education requirements. **Courses must be 2000 level or above in order to count toward the degree**. No more than 30 credit hours may be counted from any single discipline toward the Interdisciplinary Studies degree.

ARTS AND HUMANITIES COURSES*
(Bible, Christian Ministry, Communication, Drama, English, Humanities, Language, Leadership, Literature, Missions, Music, Philosophy, Religion, Theology or Video Production)

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SOCIAL AND NATURAL SCIENCES COURSES*
(Business, Computer Science, Economics, Education, Exercise Science, History, Leadership, Mathematics, Political Science, Psychology, Science, Sociology, or Statistics)

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ELECTIVES:

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GRADUATION REQUIREMENT:
__ Interdisciplinary Capstone (IDIS 4403) 3 hrs*

Minimum of 128 hours (45 of which must be upper level) is required for Bachelor of Arts in Interdisciplinary Studies.

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required.

Students taking an online course at Hillsdale must pass *IDIS 1120 Orientation to Online Collegiate Studies* before beginning their first online course.

BACHELOR OF ARTS IN LETTERS

LETTERS AIM:
The aim of the Letters Program is to provide a broad general education with Biblical and religious studies at the core to enrich the study of the Letters Major. Letters utilizes the classic integration preparing students for service in the church, entry into the job market, or attendance at graduate school. The general objectives of this degree are as follows:

- Common literacy drawn from great literature of the world
- Analysis of issues across the disciplines
- Competency in communication of ideas as evidence of critical thinking skills
- Integration of knowledge across the disciplines of Literature, History, and Philosophy
- Completion of a Senior Thesis that incorporates the preceding objectives

GENERAL EDUCATION REQUIREMENTS:

__ American Fed Government (POLS 1523)	3 hrs
__ American History (HIST 1323 or 1423)	3 hrs*
__ Christian Ethics (PHIL 1112)	2 hrs*
__ Computer Science (CSCI 2723 or 3333)	3 hrs
__ English Composition I (ENGL 1113)	3 hrs*
__ English Composition II (ENGL 1213)	3 hrs*
__ Fundamentals of Speech (COMM 1113)	3 hrs*
__ General Psychology (PSYC 1123)	3 hrs
__ Humanities, one from the following American Literature (ENGL 2113 or 2213) Humanities (HUMN 1113) Introduction to Theatre (DRAM 1113) Music Literature and History (MUSI 2113) Western Civilization (HIST 2133)	3 hrs
__ Language Studies, from the following Students may take either Elem Greek I and II or two semesters of the same modern language	6-10 hrs
__ Lit Study English Bible I (ENGL 1513)	3 hrs*
__ Lit Study English Bible II (ENGL 1613)	3 hrs*
__ Math Concepts/Applications (MATH 1503)	3 hrs
__ Natural Sciences Life Science w/lab (NATS 1000 level or above) Physical Sci w/lab (NATS 1000 level or above)	8 hrs
__ Physical Education Activity Classes (2)	2 hrs
__ Statistics (STAT 3003)	3 hrs
__ Student Success Skills (IDIS 1001)	1 hr
__ Writing and Research (ENGL 3113)	3 hrs*

General Education Requirement is 58 hours.

CHRISTIAN STUDIES CORE REQUIREMENTS:

__ Christian Apologetics (PHIL 1122)	2 hrs*
__ FWB History and Doctrine (THEO 1213)	3 hrs
__ Bible Elective (BIBL 2000 level or above)	3 hrs*
__ Biblical Interpretation (BIBL 3013)	3 hrs*
__ Christian Theology (THEO 3303)	3 hrs
__ Comparative Religions II (RELG 3213)	3 hrs

Christian Studies Core Requirement is 17 hours.

LETTERS REQUIREMENTS:
A 36 semester credit hour major completed with a grade of 'C' or above. The student must complete a minimum of 12 semester credit hours (2000 level or above) each in history, literature, and philosophy. At least 27 semester credit hours must be in the upper-division (3000 level or above), including a minimum of 9 semester credit hours of upper-division courses in history, literature and philosophy. Graduates must complete a thesis for IDIS 4403.

Thesis Title: _____

LITERATURE (minimum of 12 semester credit hours with at least 9 semester hours 3000 level or above)*:

1-__ World Literature I (ENGL 3513)	3 hrs*
2-__ World Literature II (ENGL 3523)	3 hrs*
3-__ _____	____
4-__ _____	____
____ _____	____

PHILOSOPHY (minimum of 12 semester credit hours with at least 9 semester hours 3000 level or above)*:

1-__ Introduction to Philosophy (PHIL 2203)	3 hrs*
2-__ _____	____
3-__ _____	____
4-__ _____	____
____ _____	____

HISTORY (minimum of 12 semester credit hours with at least 9 semester hours 3000 level or above)*:

1-__ Western Civilization (HIST 2133)	3 hrs*
2-__ _____	____
3-__ _____	____
4-__ _____	____
____ _____	____

ELECTIVES (GEOG 2243, ECON 2123, or SOCI 2123 are recommended):

____ _____	____
____ _____	____
____ _____	____
____ _____	____

GRADUATION REQUIREMENT:
__ Interdisciplinary Capstone (IDIS 4403*) 3 hrs*

Minimum of 128 hours (45 of which must be upper level) is required for Bachelor of Arts in Letters.

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required.

Students taking an online course at Hillsdale must pass *IDIS 1120 Orientation to Online Collegiate Studies* before beginning their first online course.

BACHELOR OF ARTS IN LIBERAL STUDIES

LIBERAL STUDIES AIM:
The aim of the Liberal Studies Program is twofold: 1) to provide a broad general education with a biblical and religious studies core, and 2) to afford the student an opportunity to define the territory of intellectual enquiry. The very design of the program indicates a multiplicity of church-related and vocational possibilities. The general objectives of this degree are as follows:

- Competency in Biblical Foundations
- Integration of Christian principles with the student's primary area of competence

ADMISSION GUIDELINES

This degree program has been designed for the student who needs a non-traditional format and is serious about reaching his or her academic goals. The student should be:

- 21 years of age or older, or
- Married, or
- Employed full-time

Traditional students desiring to take courses in this program should fit the above guidelines or have reached the Junior classification. Exceptions must be approved by the Vice President for Academic Affairs.

Each student admitted into this program is assigned to a faculty advisor. He/she works closely with the faculty advisor to develop an individualized program of study requiring a minimum of 128 credit hours. This program of study includes course work in several subject areas as listed below. Individual courses are to be selected in consultation with the faculty advisor.

Humanities & Literature 12 hrs
(Literature, Biblical Literature, Philosophy, Music, Art, Drama)
____ Literary Study of the Bible I (ENGL 1513)
____ Literary Study of the Bible II (ENGL 1613)
____ _____
____ _____

Language Arts 6 hrs
__ English Composition I (ENGL 1113)
__ English Composition II (ENGL 1213)

Mathematics & Natural Science 11 hrs
(Math, Biology, Physics, Chemistry, Geology, Astronomy, Earth Science, Environmental Science)

Social Studies 9 hrs
(Psychology, Political Science, Economics, Sociology, Anthropology, History)
___ _____
___ _____
___ _____

Christian Studies 18 hrs
Bible, Missions, Religion, Theology, Christian Ministries (not to exceed 6 hours in CMIN) 2000 level or above
___ _____
___ _____
___ _____
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___ _____
___ _____
Total 56 hrs

Free Electives Total 36 hrs
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Major (3000 level and above) Total 36 hrs
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DEGREE TOTAL 128 hrs

A minimum grade of "C" is required for all 3000 and 4000 level courses.

Note: College policy requires a minimum of 45 credit hours in upper division courses for all Bachelor's degrees.

Online Degree Completion Program Available: Please contact the Program Director for more information.

Students taking an online course at Hillsdale must pass *IDIS 1120 Orientation to Online Collegiate Studies* before beginning their first online course.

BACHELOR OF ARTS IN MINISTRY AND BUSINESS

MINISTRY AND BUSINESS AIM:
The aim of the Bachelor of Arts in Ministry and Business is to provide general education with business and ministry studies in order to prepare the student with opportunities for bi-vocational ministry. The options in both ministry and business allow the student to select tracks that suit his or her vocational goals. The general objectives of this degree are as follows:

- Development of Christian character
- Development of competency in business and ministry practices within the student's respective tracks of study
- Enhancement of appropriate critical thinking skills

GENERAL EDUCATION REQUIREMENTS:

__American Fed Govt. (POLS 1523) 3 hrs
__American History (HIST 1323 or 1423) 3 hrs
__Christian Ethics (PHIL 1112) 2 hrs
__College Algebra for Business (MATH 1523) 3 hrs
__English Composition I (ENGL 1113) 3 hrs
__English Composition II (ENGL 1213) 3 hrs
__Fundamentals of Speech (COMM 1113) 3 hrs
__General Psychology (PSYC 1123) 3 hrs
__Humanities, one from the following: 3 hrs
American Lit (ENGL 2113 or 2213)
Humanities (HUMN 1113)
Introduction to Philosophy (PHIL 2203)
Introduction to Theatre (DRAM 1113)
Music Literature and History (MUSI 2113)
Western Civilization (HIST 2133)
World Literature (ENGL 3513 or 3523)
__Lit Study English Bible I (ENGL 1513) 3 hrs
__Lit Study English Bible II (ENGL 1613) 3 hrs
__Natural Sciences 8 hrs
Life Science w/lab (NATS 1000 level or above)
Physical Sci. w/lab (NATS 1000 level or above)
__ Physical Education Activity Classes (2) 2 hrs
__ Student Success Skills (IDIS 1001) 1 hr
__ Writing and Research (ENGL 3113) 3 hrs

General Education Requirement is 46 hours

__ Computer Science Competency–Student must pass a proficiency test or complete CSCI 2723 or 3333 with a minimum grade of C.

CHRISTIAN STUDIES CORE REQUIREMENTS:

__Bible Electives (3000 level or above) 6 hrs*
__Biblical Interpretation (BIBL 3013) 3 hrs*
__Choose 3 of the following: 3 hrs*
Discipler's Formation (CMIN 1011,1021,2011,2021)
__Christian Apologetics (PHIL 1122) 2 hrs
__Christian Theology (THEO 3303) 3 hrs*
__FWB History and Doctrine (THEO 1213) 3 hrs
__Choose one: 3 hrs
Life and Writings of Paul (BIBL 2123)
Life of Christ (BIBL 2313)

Christian Studies Core Requirement is 23 hrs

ELECTIVES:

____ _____ ____
____ _____ ____
____ _____ ____
____ _____ ____
____ _____ ____

MINISTRY SPECIALIZATION AREA (Choose one)

PASTORAL MINISTRY REQUIREMENTS:

__Admin Of Christian Educ (CMIN 3523) 3 hrs*
__Christian Min Counseling (CMIN 4723) 3 hrs*
__Concepts of Leadership (LEAD 3823) 3 hrs*
__Foundations of Teaching/Preaching (CMIN 2003) 3 hrs*
__Homiletics (CMIN 3113) 3 hrs*
__Introduction to Christian Ministry (CMIN 2353) 3 hrs*
__New Testament Intro to Critical Issues (BIBL 3213) 3 hrs*
__Old Testament Intro to Critical Issues (BIBL 3113) 3 hrs*
__Plan/Cond Public Worship (WRSP 4223) 3 hrs*
__Choose one: 3 hrs*
Persp on World Christian Movement (MISS 3113)
Global Ministry (MISS 3223)

Pastoral Ministry Requirement is 30 hours

YOUTH MINISTRY REQUIREMENTS:

__Admin Of Christian Educ. (CMIN 3523) 3 hrs*
__Admin of Youth Ministry (CMIN 3623) 3 hrs*
__Christian Min Counseling (CMIN 4723) 3 hrs*
__Concepts of Leadership (LEAD 3823) 3 hrs*
__Contemp Iss & Meth of YMIN (CMIN 3613) 3 hrs*
__Foundations of Teaching/Preaching (CMIN 2003) 3 hrs*
__Foundations of Youth Ministry (CMIN 3603) 3 hrs*
__Introduction to Christian Ministry (CMIN 2353) 3 hrs*
__Youth Ministry Reading (CMIN 4001) 1 hr*
__Choose one: 3 hrs*
Persp on World Christian Movement (MISS 3113)
Global Ministry (MISS 3223)

Youth Ministry Requirement is 28 hours

MISSIONS REQUIREMENTS:

__Comparative Religions (choose one) 3 hrs*
Comparative Religions I (RELG 3113)
Comparative Religions II (RELG 3213)
__Cont Iss, Meth & Strat of Missions (MISS 3613) 3 hrs*
__Foundations of Teaching/Preaching (CMIN 2003) 3 hrs*
__History of Missions (MISS 3723) 3 hrs*
__Introduction to Christian Ministry (CMIN 2353) 3 hrs*
__Ministering Cross-Culturally (MISS 4103) 3 hrs*
__Missions and Culture (MISS 3123) 3 hrs*
__Missions Reading (MISS 4001) 1 hr*
__Missions Track (choose one) 3 hrs*
Special Topics: Missions Specialization (MISS 4903)
Church Planting/Growth (MISS 4333)
__Choose one: 3 hrs*
Persp on World Christian Movement (MISS 3113)
Global Ministry (MISS 3223)

Missions Requirement is 28 hours

EDUCATIONAL MINISTRY REQUIREMENTS:

The following courses are required:

__ Admin of Christian Ed (CMIN 3523)	3 hrs*
__ Admin of Youth Ministries (CMIN 3623)	3 hrs*
__ Adult Learner in Christian Ed (CMIN 4123)	3 hrs*
__ Children's Ed in the Church (CMIN 4113)	3 hrs*
__ Educational Ministry Readings (CMIN 4101)	1 hr*
__ Educational Psychology (PSYC 3323)	3 hrs*
__ Found of Education (EDUC 3113)	3 hrs*
__ Foundations of Teaching/Preaching (CMIN 2003)	3 hrs*
__ Introduction to Christian Ministries (CMIN 2353)	3 hrs*
__ Choose one:	3 hrs*
Persp on World Christian Movement (MISS 3113)	
Global Ministry (MISS 3223)	

Educational Ministry Requirement is 28 hours

BUSINESS SPECIALIZATION AREA (Choose one)

__ Introduction to Business Competency 3 hrs*

Student must pass a proficiency test or complete BUSN 2213 with a minimum grade of C before starting the business specialization area.

BUSINESS with INTERNATIONAL EMPHASIS REQUIREMENTS:

__Business Communication (BUSN 3503)	3 hrs*
__Business Ethics (BUSN 3003)	3 hrs*
__Business Finance (BUSN 3103)	3 hrs*
__Business Law (BUSN 3323)	3 hrs*
__Computer Seminar (CSCI 3802)	2 hrs*
__Constitutional Law (POLS 3113)	3 hrs*
__Elementary Accounting I (ACCT 2523)	3 hrs*
__Elementary Accounting II (ACCT 2623)	3 hrs*
__Intercultural Comm In Global Wkplace (BUSN 3313)	3 hrs*
__Principles of Management (MGMT 3303)	3 hrs*

International Emphasis Requirement is 29 hours

BUSINESS with FINANCIAL EMPHASIS REQUIREMENTS:

__Business Finance (BUSN 3103)	3 hrs*
__Business Law (BUSN 3323)	3 hrs*
__Computer Workshop: EXCEL (CSCI 3801)	1 hr*
__Economics: Wage & Labor Issues (ECON 3213)	3 hrs*
__Elementary Accounting I (ACCT 2523)	3 hrs*
__Elementary Accounting II (ACCT 2623)	3 hrs*
__Statistics (STAT 3303)	3 hrs*
__Choose one:	3 hrs*
Income Tax Accounting I (ACCT 3113)	
Accounting Special Topics (ACCT 4903)	
__Choose one:	3 hrs*
Macroeconomics (ECON 2123) or	
Microeconomics (ECON 2223)	
__Choose one:	3 hrs*
Income Tax Accounting II (ACCT 4113)	
Management Info. System (MGMT 3503)	
Economics Special Topics (ECON 4903)	

Financial Emphasis Requirement is 28 hours

BUSINESS with MANAGEMENT & MARKETING EMPHASIS REQUIREMENTS:

__Business Communication (BUSN 3503)	3 hrs*
__Business Ethics (BUSN 3003)	3 hrs*
__Business Law (BUSN 3323)	3 hrs*
__Computer Workshop (CSCI 3801)	1 hr*
__Entrep & Small Business Mgt. (MGMT 4203)	3 hrs*
__Goals, Priorities, and Attitudes (MGMT 3303)	3 hrs*
__Industrial/Organizational Psych. (BUSN/PSYC 4203)	3 hrs*
__Management Principles (MGMT 3303)	3 hrs*
__Principles of Marketing (BUSN 3333)	3 hrs*
__Web Page Design (CSCI 3333)	3 hrs*

Management & Marketing Emphasis Requirement is 28 hours

ONLINE FORMAT FOR INTEGRATED MINISTRY AND BUSINESS IS USED AS A DEGREE COMPLETION PROGRAM

INTEGRATED MINISTRY REQUIREMENTS:

__ Admin of Christian Education (CMIN 3523)	3 hrs*
__ Christian Min. Counseling (CMIN 4723)	3 hrs*
__ Christian Min. Internship (CMIN 3812)	2 hrs*
__ Christian Min. Seminar (CMIN 3802)	2 hrs*
__ Christian Spiritual Formation (CMIN 3112)	2 hrs*
__ Foundations of Teaching/Preaching (CMIN 2003)	3 hrs*
__ Global Ministry (MISS 3223)	3 hrs*
__ Introduction to Christian Ministries (CMIN 2353)	3 hrs*
__ New Testament Greek Appreciation (LANG 4103)	3 hrs*
__ Special Topics (CMIN 4903)	3 hrs*
Directed to Student Interest)	

Christian Ministry Studies Core Requirements is 27 hrs

INTEGRATED BUSINESS REQUIREMENTS:

__Business Communication (BUSN 3503)	3 hrs*
__Business Ethics (BUSN 3003)	3 hrs*
__Business Finance (BUSN 3103)	3 hrs*
__Business Law (BUSN 3323)	3 hrs*
__Elementary Accounting I (ACCT 2523)	3 hrs*
__Entrep & Small Business Mgt (MGMT 4203)	3 hrs*
__Industrial/Organizational Psych. (BUSN/PSYC 4203)	3 hrs*
__Intercultural Comm In Global Wkplace (BUSN 3313)	3 hrs*
__Macroeconomics (ECON 2123)	3 hrs*
__Management Principles (MGMT 3303)	3 hrs*
__Principles of Marketing (BUSN 3333)	3 hrs*
__Choose one	3 hrs*
Economics: Wage & Labor Issues (ECON 3213)	
Managing People in Organizations (MGMT 3403)	

Minimum of 128-130 hours (45 of which must be upper level) is required for the Bachelor of Arts in Ministry and Business. Completion of all Gen. Ed, Christian Studies Core, a selected emphasis track from ministry, and a selected emphasis track from business are required.

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required.

Students taking an online course at Hillsdale must pass *IDIS 1120 Orientation to Online Collegiate Studies* before beginning their first online course.

BACHELOR OF SCIENCE IN PSYCHOLOGY

PSYCHOLOGY AIM:
The aim of the Psychology Program is to provide a general, Bible based education in psychology to prepare students for service in church, entry into the job market, or entry into graduate school. The general objectives of this degree are as follows:

- Competency in the discipline of psychology
- Integration of Christian principles with the knowledge and understanding of psychology
- Critical thinking skills sharpened through analytical activities

GENERAL EDUCATION REQUIREMENTS:

__ American Fed Government (POLS 1523)	3 hrs
__ American History (HIST 1323 or 1423)	3 hrs
__ Christian Ethics (PHIL 1112)	2 hrs
__ Computer Science (CSCI 2723 or 3333)	3 hrs
__ English Composition I (ENGL 1113)	3 hrs
__ English Composition II (ENGL 1213)	3 hrs
__ Fundamentals of Speech (COMM 1113)	3 hrs
__ General Psychology (PSYC 1123)	3 hrs
__ Humanities, one from the following	3 hrs
American Literature (ENGL 2113 or 2213)	
Humanities (HUMN 1113)	
Introduction to Philosophy (PHIL 2203)	
Introduction to Theatre (DRAM 1113)	
Music Literature and History (MUSI 2113)	
Western Civilization (HIST 2133)	
__ Lit Study English Bible I (ENGL 1513)	3 hrs
__ Lit Study English Bible II (ENGL 1613)	3 hrs
__ Mathematics (MATH 1500 level or above)	3 hrs
__ Natural Sciences	8 hrs
Life Science w/lab (NATS 1000 level or above)	
Physical Sci w/lab (NATS 1000 level or above)	
__ Physical Education Activity Classes (2)	2 hrs
__ Student Success Skills (IDIS 1001)	1 hr
__ World Literature (ENGL 3513 or 3523)	3 hrs
__ Writing and Research (ENGL 3113)	3 hrs

General Education Requirement is 52 hours.

CHRISTIAN STUDIES CORE REQUIREMENTS:

__ Christian Apologetics (PHIL 1122)	2 hrs
__ FWB History and Doctrine (THEO 1213)	3 hrs
__ Bible Electives (BIBL 2000 level or above)	3 hrs
__ Bible Electives (BIBL 3000 level or above)	3 hrs
__ Biblical Interpretation (BIBL 3013)	3 hrs
__ Christian Theology (THEO 3303)	3 hrs

Christian Studies Core Requirement is 17 hours.

PSYCHOLOGY REQUIREMENTS:

__ Adolescent Psychology (PSYC 3123)	3 hrs*
__ Child Psychology (PSYC 3113)	3 hrs*
__ Clinical Electives, recommended from the following	6 hrs*
Abnormal Psychology (PSYC 4103)	
Christian Ministry Counseling (CMIN 4723)	
Group Processes (PSYC 4263)	
Marriage and Family (PSYC 3353)	
__ Intro to Christian Counseling (PSYC 4523)	3 hrs*
__ Lifespan Psychology (PSYC 2223)	3 hrs*
__ Psychology Capstone (PSYC 4463)	3 hrs*
__ Psychology of Personality (PSYC 3143)	3 hrs*
__ Psychology Practicum (PSYC 4393)	3 hrs*
__ Research Design (PSYC 4353)	3 hrs*
__ Social Psychology (PSYC 3163)	3 hrs*
__ Specialty Electives, recomm. from the following	6 hrs*
Educational Psychology (PSYC 3323)	
Industrial/Organizational Psychology (PSYC 4203)	
Learning and Cognition (PSYC 3193)	
Special Topics (PSYC 4903)	
Tests and Measurements (PSYC 4183)	
__ Statistics (STAT 3003)	3 hrs*
__ Choose one of the following courses:	3 hrs*
Introduction to Sociology (SOCI 2123)	
Cultural Anthropology (SOCI 3123)	
__ Additional Psychology Electives	9 hrs*

Psychology Requirement is 54 hours.

ELECTIVES:

__ Additional Electives	5 hrs
____ _____	_____
____ _____	_____

Minimum of 128 hours (45 of which must be upper level) is required for Bachelor of Science in Psychology.

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required.

Students taking an online course at Hillsdale must pass *IDIS 1120 Orientation to Online Collegiate Studies* before beginning their first online course.

BACHELOR OF SCIENCE IN TEACHER EDUCATION

TEACHER EDUCATION PROGRAM:

A student must notify the Teacher Education Coordinator of intent to enter this program at least 60 days before the student wishes to enter the Teacher Education professional sequence.

1. The student must complete the Application for Admission to the Teacher Education Program.
2. The student must have completed 45 credit hours and must have a cumulative grade point average of 2.75, which includes a minimum of a 'C' in English Composition, Math courses, and, for elementary, all 4X12 courses.
3. The student's pastor or church youth worker and three college faculty members must complete recommendation forms.
4. The student will complete an interview with a faculty committee consisting of three members.

The faculty committee will approve admission, conditionally admit the student, or deny admission of the student into the professional education sequence. The student will be notified in writing of the committee's decision.

UNIT AIM:

The mission of the Teacher Education Unit is derived from the mission of the college in that it seeks to prepare highly qualified and effective teachers who truly make a difference in the classroom and in the lives of their students through:

1. Fostering **knowledge** through scholarship and pedagogical skills
2. Promoting **reflective** teaching and decision-making abilities
3. Stimulating **innovative** curriculum building and pedagogical practices
4. Cultivating **democratic values** and ethics that promote diversity and community

Therefore, the overall theme of the School of Education is Teach, Equip, and Serve through four components: **Knowledge, Reflection, Innovation, and Democratic Values.**

UNIT PHILOSOPHY: TEACH, EQUIP, and SERVE

*To know wisdom and **instruction**, to **understand** words of insight, to receive instruction in wise dealing, in righteousness, justice, and equity; …Let the wise hear and increase in learning, and the one who understands obtain guidance,…The fear of the Lord is the beginning of **knowledge**; fools despise wisdom and instruction.*

Proverbs 1:2-3, 5, 7a, ESV

- The Conceptual Framework of Hillsdale's School of Education follows the purpose statement in Proverbs 1K2-3, 5, 7a. It focuses on **instruction, understanding,** and **knowledge**. These foundational concepts lead the School of Education to embrace the philosophy of **Teach, Equip,** and **Serve.**
- The School of Education is committed to preparing teacher candidates with the necessary skills to be **knowledgeable, reflective** and **innovative** educators who promote **democratic values**.
- The faculty agrees with Henry Giroux' assertion that "schools are part of a wider societal process," and is prepared to work with students of the unit to promote the teacher's stewardship role within the community. The visual Conceptual model was based upon this goal.

ELEMENTARY EMPHASIS

4X12 COURSE REQUIREMENTS:

English 12 hrs*
- __ English Composition I (ENGL 1113)
- __ English Composition II (ENGL 1213)
- __ Fundamentals of Speech (COMM 1113)
- __ Grammatical Structure of English (ENGL 3313)

Mathematics 12 hrs*
- __ Algebra for Elementary Teachers (MATH 1343)
- __ Found Geometry/Measurement (MATH 1533)
- __ Math Concepts/Applications (MATH 1503)
- __ Choose one: 3 hrs*
  - College Algebra (MATH 1513)
  - Statistics (STAT 3003)

Natural Sciences 12 hrs*
- __ General Biology (NATS 1514)
- __ Introductory Physics (NATS 1314)
- __ Science Elective (from the following)
  - Gen Chemistry I (NATS 1614)
  - Gen Chemistry II (NATS 1624)
  - Human Anatomy (NATS 2544)
  - Human Physiology (NATS 2644)

Social Sciences 12 hrs*
- __ American Fed Government (POLS 1523)
- __ American History (HIST 1323 or 1423)
- __ Introduction to Sociology (SOCI 2123)
- __ Principles of Geography (GEOG 2243)

4X12 Course Requirement is 48 hours.

OTHER GEN EDUCATION REQUIREMENTS:

- __ Christian Ethics (PHIL 1112) 2 hrs
- __ General Psychology (PSYC 1123) 3 hrs
- __ Literary Study English Bible I (ENGL 1513) 3 hrs
- __ Literary Study English Bible II (ENGL 1613) 3 hrs
- __ Physical Education Activity Classes (2) 2 hrs
- __ Student Success Skills (IDIS 1001) 1 hr

Other General Education Requirement is 14 hours.

CHRISTIAN STUDIES CORE REQUIREMENTS:

- __ Christian Apologetics (PHIL 1122) 2 hrs
- __ FWB History/Doctrine (THEO 1213) 3 hrs
- __ Bible Elective (BIBL 2000 level or above) 3 hrs
- __ Biblical Interpretation (BIBL 3013) 3 hrs
- __ Christian Theology (THEO 3303) 3 hrs

Christian Studies Core Requirement is 14 hours.

ELEM ED READING METHODS REQUIREMENTS:

- __ Assess & Intervention in Lit K-8 (EDEL 4223) 3 hrs*
- __ Children's Literature (EDEL 4323) 3 hrs*
- __ Literacy in Intermediate Grades (EDEL 3223) 3 hrs*
- __ Literacy in Primary Grades (EDEL 3123) 3 hrs*
- __ Meth Teaching Language Arts (EDEL 4123) 3 hrs*

Elem Ed Reading Methods Requirement is 15 hours.

OTHER METHODS COURSE REQUIREMENTS:

__ Meth Teaching Creative Arts (EDEL 3152) 2 hrs*
__ Meth Teaching Math (EDEL 4243) 3 hrs*
__ Meth Teaching Physical Ed (EDEL 3252) 2 hrs*
__ Meth Teaching Science (EDEL 3133) 3 hrs*
__ Meth Teaching Social Studies (EDEL 3243) 3 hrs*

Other Methods Course Requirement is 13 hours.

PROFESSIONAL EDUCATION REQUIREMENTS:

__ Adolescent Psychology (PSYC 3123) 3 hrs*
__ Child Psychology (PSYC 3113) 3 hrs*
__ Classroom Management (EDUC 4512) 2 hrs*
__ Educational Assessment (EDUC 4312) 2 hrs*
__ Educational Psychology (PSYC 3323) 3 hrs*
__ Exceptional Child (EDUC 4112) 2 hrs*
__ Foundations of Education (EDUC 3113) 3 hrs*
__ Student Teaching (EDUC 4519) 9 hrs*
__ Tech and Media in Education (EDUC 3412) 2 hrs*

Professional Education Requirement is 29 hours.

__ Computer Science Competency–Student must pass a proficiency test or complete CSCI 2723 or 3333.
__ Foreign Language Competency

Minimum of 133 hours (45 of which must be upper level) is required for Bachelor of Science with Teacher Education Emphasis (Elementary).

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.75 is required.

BACHELOR OF SCIENCE IN TEACHER EDUCATION

SECONDARY EMPHASIS

Refer to previous page for Teacher Education Program information.

GENERAL EDUCATION REQUIREMENTS:

__ American Fed Government (POLS 1523) 3 hrs
__ American History (HIST 1323 or 1423) 3 hrs
__ Christian Ethics (PHIL 1112) 2 hrs
__ Computer Science (CSCI 2723 or 3333) 3 hrs
__ English Composition I (ENGL 1113) 3 hrs*
__ English Composition II (ENGL 1213) 3 hrs*
__ Fundamentals of Speech (COMM 1113) 3 hrs
__ General Psychology (PSYC 1123) 3 hrs
__ Humanities, two from the following 6 hrs
  American Literature (ENGL 2113 or 2213)
  Humanities (HUMN 1113)
  Introduction to Philosophy (PHIL 2203)
  Introduction to Theatre (DRAM 1113)
  Music Literature and History (MUSI 2113)
  Western Civilization (HIST 2133)
__ Lit Study English Bible I (ENGL 1513) 3 hrs
__ Lit Study English Bible II (ENGL 1613) 3 hrs
__ Mathematics (MATH 1500 level or above) 3 hrs*
__ Natural Sciences 8 hrs
  Life Science w/lab (NATS 1000 level or above)
  Physical Sci w/lab (NATS 1000 level or above)
__ Physical Education Activity Classes (2) 2 hrs
__ Student Success Skills (IDIS 1001) 1 hr

General Education Requirement is 49 hours.

CHRISTIAN STUDIES CORE REQUIREMENTS:

__ Christian Apologetics (PHIL 1122) 2 hrs
__ FWB History and Doctrine (THEO 1213) 3 hrs
__ Bible Elective (2000 level or above) 3 hrs
__ Biblical Interpretation (BIBL 3013) 3 hrs
__ Christian Theology (THEO 3303) 3 hrs

Christian Studies Core Requirement is 14 hours.

SECONDARY EDUCATION EMPHASIS:

__ Adolescent Psychology (PSYC 3123) 3 hrs*
__ Classroom Management (EDUC 4512) 2 hrs*
__ Educational Assessment (EDUC 4312) 2 hrs*
__ Educational Psychology (PSYC 3323) 3 hrs*
__ Foundations of Education (EDUC 3113) 3 hrs*
__ Reading Content Areas (EDUC 4213) 3 hrs*
__ Secondary Teaching Meth—Major Field 3 hrs*
  Business Education (EDUC 4443)
  English (EDUC 4413)
  Physical Education (EDUC 4423)
  Social Sciences (EDUC 4433)
  Mathematics (EDUC 4453)
__ Student Teaching Exp (EDUC 4519) 9 hrs*
__ Tech and Media in Ed (EDUC 3412) 2 hrs*
__ The Exceptional Child (EDUC 4112) 2 hrs*

Secondary Education Requirement is 32 hours.

__ Foreign Language Competency

AREA OF CONCENTRATION

Each student must choose a subject matter concentration in one of the following: business education, language arts, social sciences, or physical education.

BUSINESS EDUCATION:

__ Business Ethics (BUSN 3003) 3 hrs*
__ Business Finance (BUSN 3103) 3 hrs*
__ Business Law (BUSN 3323) 3 hrs*
__ Elementary Accounting I (ACCT 2523) 3 hrs*
__ Elementary Accounting II (ACCT 2623) 3 hrs*
__ Intercult. Comm in Global Wkplace (BUSN 3313) 3 hrs*
__ Introduction to Business (BUSN 2213) 3 hrs*
__ Macroeconomics (ECON 2123) 3 hrs*
__ Microeconomics (ECON 2223) 3 hrs*
__ Management Principles (MGMT 3303) 3 hrs*
__ Principles of Marketing (BUSN 3333) 3 hrs*
__ Business Education Capstone (BUSN 4643) 3 hrs*

*Recommend MATH 1523 College Algebra for Business to meet Math requirement under General Education.

Business Education Concentration is 36 hours.

ENGLISH:

Completed as General Education Requirements
- English Composition I (ENGL 1113)*
- English Composition II (ENGL 1213)*
- Fundamentals of Speech (COMM 1113)*

__ Creative Writing (ENGL 3723) 3 hrs*
__ Dev of English Language (ENGL 3413) 3 hrs*
__ Drama Production (DRAM 1421) 1 hr*
__ Gram Structure of English (ENGL 3313) 3 hrs*
__ Literature from the following: 9 hrs*
- American Literature I (ENGL2113)
- American Literature II (ENGL 2213)
- World Literature I (ENGL 3513)
- World Literature II (ENGL 3523)
- Special Topics (ENGL 4903)

__ Shakespeare (ENGL 3613) 3 hrs*
__ Survey of British Literature (ENGL 3643) 3 hrs*
__ Teaching Methods, from the following: 3 hrs*
- Methods of Teaching Written English for ESL (ENGL 4113)
- Methods of Teaching Conversational English for ESL (ENGL 4213)

__ Writing and Research (ENGL 3113) 3 hrs*
__ Yearbook Editing I (ENGL 1111) 1 hr*
__ Yearbook Editing II (ENGL 1211) 1 hr*
__ Young Adult Literature (ENGL 3623) 3 hrs*

English Concentration is 36 hours.

MATHEMATICS EDUCATION

__ Applied Calculus (MATH 2703) 3 hrs*
__ Calculus I: Calc w/Analytic Geometry (MATH 1714) 4 hrs*
__ Calculus II: Calc w/Analytic Geometry (MATH 2724) 4 hrs*
__ Capstone (MATH 4543) 3 hrs*
__ College Algebra (MATH 1513) (*compl. in Gen Ed)* (3 hrs*)
__ Found. Geometry/Measurement (MATH 1533) 3 hrs*
__ Linear algebra (MATH 3013) 3 hrs*
__ Statistics (STAT 3003) 3 hrs*
__ Technology and Media in Mathematics (MATH 3601) 1 hr*
__ Trigonometry (MATH 1613) 3 hrs*
__ Six hours from the following: 6 hrs*
- Calculus III: Calc w/Analytic Geometry (MATH 2734)
- Elementary Number Theory (MATH 3123)
- History of Mathematics (MATH 4103)
- Mathematics Seminar (MATH 2802, 3802)
- Modern Algebra (MATH 4023)
- Special Topics (MATH 2903, 4903)

Mathematics Education Concentration is 33 hours.

PHYSICAL EDUCATION:

__ Adapted Physical Education (HPES 3232) 2 hrs*
__ Admin Health/Phys Educ (HPES 3113) 3 hrs*
__ Care/Prevention Ath Inj (HPES 3502) 2 hrs*
__ First Aid (HPES 1232) 2 hrs*
__ Personal Health (HPES 2912) 2 hrs*
__ Human Anatomy (NATS 2544) 4 hrs*
__ Human Physiology (NATS 2644) 4 hrs*
__ Intro to Health Prom & Exercise Sci (HPES 2133) 3 hrs*
__ Motor Development (HPES 3323) 3 hrs*
__ Officiating (HPES 3333) 3 hrs*
__ Physiology of Exercise (HPES 4223) 3 hrs*
__ Phys Educ Activity Classes (no repeats) 2 hrs*
(Total of 4 hrs with General Ed. Requirements)
__ Structural Kinesiology (HPES 4113) 3 hrs*

Physical Education Concentration is 36 hours.

SOCIAL SCIENCES:

Completed in General Education Requirements
- American Federal Government (POLS 1523)*
- American History (HIST 1323 or 1423)*

__ Amer Hist (section not used in Gen Ed Req) 3 hrs*
__ Church History (HIST 3103) 3 hrs*
__ Constitutional Law (POLS 3113) 3 hrs*
__ Cultural Anthropology (SOCI 3123) 3 hrs*
__ Choose one of the following courses 3 hrs*
- European Hist 1500-1815 (HIST 3413) or
- European Hist 1815-Present (HIST 3423)

__ Introduction to Sociology (SOCI 2123) 3 hrs*
__ Oklahoma History (HIST 3313) 3 hrs*
__ Principles of Geography (GEOG 2243) 3 hrs*
__ Choose three from the following: 9 hrs*
- Macroeconomics (ECON 2123)
- Microeconomics (ECON 2223)
- Selected Topics in U.S. Hist (HIST 2013)
- Special Topics (ECON 4903)
- Special Topics (HIST 4903)
- 20th Century History (HIST 4113)

__ Western Civilization (HIST 2133) 3 hrs*

Social Sciences Concentration is 36 hours.

Minimum of 128 hours (45 of which must be upper level) is required for Bachelor of Science with Teacher Education Emphasis (Secondary).

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.5 is required.

Students taking an online course at Hillsdale must pass *IDIS 1120 Orientation to Online Collegiate Studies* before beginning their first online course.

BACHELOR OF ARTS IN WORSHIP AND MUSIC STUDIES

WORSHIP AND MUIC STUDIES AIM:
The aim of this degree is to prepare worship leaders for a variety of ministries within the total program of the Church. The academic program consists of general education; Christian ministry studies; studies of worship/music philosophy, technique, history, and theory; and vocal and instrumental performance. Experiential learning is woven throughout the degree program, with both formal and non-formal active learning opportunities. As the Apostle Paul exhorts in Colossians 3:16, this program includes venues for the student's spiritual and professional growth and development that will transpire in leading others into a growing relationship with Christ through worship opportunities.

The student who successfully completes this program of study will be able to:

- Demonstrate Christian character in personal and ministry relationships
- Communicate a philosophy of worship that is biblical and sensitive to changing styles and valued traditions
- Demonstrate competence in planning and leading worship services
- Demonstrate competence in preparing vocalists and instrumentalists for worship leading
- Demonstrate servant leadership while assisting in a broad range of ministry within the church
- Demonstrate a proficiency in a chosen instrument (i.e., voice and keyboard or guitar)

GENERAL EDUCATION REQUIREMENTS:

__ American Fed Government (POLS 1523)	3 hrs
__ American History (HIST 1323 or 1423)	3 hrs
__ Christian Ethics (PHIL 1112)	2 hrs
__ Computer Science (CSCI 2723 or 3333)	3 hrs
__ English Composition I (ENGL 1113)	3 hrs
__ English Composition II (ENGL 1213)	3 hrs
__ General Psychology (PSYC 1123)	3 hrs
__ Music Literature and History (MUSI 2113)	3 hrs
__ Lit Study English Bible I (ENGL 1513)	3 hrs
__ Lit Study English Bible II (ENGL 1613)	3 hrs
__ Mathematics (MATH 1500 level or above)	3 hrs
__ Natural Sciences	8 hrs
Life Science w/lab (NATS 1000 level or above)	
Physical Sci w/lab (NATS 1000 level or above)	
__ Physical Education Activity Classes (2)	2 hrs
__ Student Success Skills (IDIS 1001)	1 hr

General Education Requirement is 43 hours.

Vocal performance proficiency_____
Instrument performance proficiency_____

CHRISTIAN STUDIES CORE REQUIREMENTS:

__ Christian Apologetics (PHIL 1122	2 hrs
__ Bible Elective (3000 level or above)	3 hrs*
__ Biblical Interpretation (BIBL 3013)	3 hrs*
__ Christian Theology (THEO 3303)	3 hrs*
__ Discipler's Formation Series	0 hrs*
(CMIN 1000,1010,2000,2020)	
__ FWB History and Doctrine (THEO 1213)	3 hrs
__ Introduction to Christian Ministry (CMIN 2353)	3 hrs*
__ Life of Christ (BIBL 2313)	3 hrs*

Christian Studies Core Requirement is 20 hours.

WORSHIP AND MUSIC STUDIES REQUIREMENTS:

Harmonic Practices & Musicianship

__ Aural Skills I (MUSI 1501)	1 hr*
__ Aural Skills II (MUSI1601)	1 hr*
__ Aural Skills III (MUSI 2501)	1 hr*
__ Aural Skills IV (MUSI 2601)	1 hr*
__ Musical Structures I (MUSI 1503)	3 hrs*
__ Musical Structures II (MUSI 1603)	3 hrs*
__ Musical Structures III (MUSI 2503)	3 hrs*
__ Musical Structures IV (MUSI 2603)	3 hrs*

Worship Studies

__ Intro to Worship Studies (WRSP 2212)	2 hrs*
__ Creative Worship (WRSP 2222)	2 hrs*
__ Concepts of Leadership (LEAD 3823)	3 hrs*
__ Music History 1 (MUSI 4413)	3 hrs*
__ Music History 2 (MUSI 4423)	3 hrs*
__ Planning & Conducting Public Worship (WRSP 4223)	3 hrs*
__ Practical Internships	3 hrs*
Practical Ministry Experience (CMIN 3051)	
Christian Ministry Internship (CMIN 3812)	
__ Ensembles	6 hrs*

(1 hr X 6 semesters/ Students must have minimum of 4 semesters of MUSI 1111 and minimum of 4 semesters of MUSI 1301 or CMIN/WRSP 2001 – only 2 semesters can run congruently)

Concert Chorale (MUSI 1111)
Local Church Choir (MUSI 1221)
New Life Ministry Team (WRSP 1301)
Worship Leadership (CMIN /WRSP 2001)

Applied Music Studies (5 hrs. lower; 7 hrs. upper levels) 12 hrs

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__ Senior Recital (APMU 4111) 1 hr*

Worship and Music Studies Requirement is 54 hours

WORSHIP AND MUSIC STUDIES SPECIALIZATIONS
(Choose one specialization from the following page)

CHURCH ADMINISTRATION SPECIALIZATION AREA:

__ Intro to Business Competency – Student must complete BUSN 2213 Intro to Business with a minimum grade of 'C' or pass a proficiency test before starting this Specialization

__ Administration of Christian Education (CMIN 3523)	3 hrs*
__ Business Communication (BUSN 3503)	3 hrs*
__ Management Principles (MGMT 3303)	3 hrs*
__ Persuasion Principles (COMM 3523)	3 hrs*
__ Principles of Marketing (BUSN 3333)	3 hrs*
__ Worship Technology (WRSP 3213)	3 hrs*

Church Administration Specialization Requirement is 18 hours.

WORSHIP LEADERSHIP SPECIALIZATION AREA:

__ Arranging for Contemporary Worship (WRSP 4243)	3 hrs*
__ Choral Conducting (MUSI 3143)	3 hrs*
__ Dynamics of Worship Leading (WRSP 3133)	3 hrs*
__ Dynamics of Instrumental Worship (WRSP 3123)	3 hrs*
__ Music Lit. for Worship (WRSP 4233)	3 hrs*
__ Worship Technology I (WRSP 3213)	3 hrs*

Worship Leadership Specialization Requirement is 18 hours.

Minimum of 135 hours (45 of which must be upper level) is required for Bachelor of Arts in Worship and Music Studies with Church Administration Specialization or Worship Leadership Specialization.

A minimum grade of 'C' is required for all courses pertaining to the major. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required for graduation.

Students taking an online course at Hillsdale must pass *IDIS 1120 Orientation to Online Collegiate Studies* before beginning their first online course.

BACHELOR PROGRAM MINORS

These guidelines are provided to assist the student in a desired second concentration. It should be noted that minors are not required and that completion of a minor may cause a student to exceed the minimum number of hours required for the bachelor degree.

Note: A minimum grade of 'C' is required for all courses pertaining to the minor. These courses are indicated with an asterisk. A minimum cumulative GPA of 2.0 is required.

BUSINESS MINOR

This program provides three different courses of study for the students according to interests. The student may prepare for a business minor fulfilling one of the following specialized areas, depending on the interest of the student: International Emphasis, Financial Emphasis, or Management/Marketing Emphasis.

Note: Students must pass BUSN 2213 Introduction to Business with a minimum grade of 'C' or successfully pass the Introduction to Business Competency Test before beginning the upper-level Business emphasis classes.

Business Minor with International Emphasis:

The aim of the Business minor with International Emphasis is to prepare students to think, work, and serve in a global marketplace. The student should be prepared to think critically in an international setting, utilize the legal process in business decision-making situations, and communicate Christian values and principles in business.

The following courses are required:

__ Elementary Accounting I (ACCT 2523) 3 hrs*
__ Elementary Accounting II (ACCT 2623) 3 hrs*
__ Business Communication (BUSN 3503) 3 hrs*
__ Business Ethics (BUSN 3003) 3 hrs*
__ Business Finance (BUSN 3103) 3 hrs*
__ Business Law (BUSN 3323) 3 hrs*
__ Intercultural Comm in Global Workplace (BUSN 3313) 3 hrs*

Business Minor with Financial Emphasis:

The aim of the Business minor with Financial Emphasis is to prepare students to think, work, and serve in an atmosphere dealing with money, the economy, spending, and additional financial ventures. The student should be able to handle various types of currency, understanding the process of procuring a financial base for any type of business formation, and understand the economies of a diverse climate for financial management.

The following courses are required:

__ Elementary Accounting I (ACCT 2523) 3 hrs*
__ Elementary Accounting II (ACCT 2623) 3 hrs*
__ Accounting Special Topics (ACCT 4903) 3 hrs*
__ Business Finance (BUSN 3103) 3 hrs*
__ Computer Workshop: EXCEL (CSCI 3801) 1 hr*
__ Economics: Wage and Labor Issues (ECON 3213) 3 hrs*
__ Economics Special Topics (ECON 4903) 3 hrs*
__ Choose one: 3 hrs*
Macroeconomics (ECON 2123)
Microeconomics (ECON 2223)

Business Minor with Management/Marketing Emphasis:

The aim of the Business minor with Management/ Marketing Emphasis is to prepare students to think, work, and serve in management or marketing, getting people together to accomplish desired goals and objectives through planning, organizing, staffing, leading, and directing an organization—whether in business or ministry. The student should be able to determine products or services which may be of interest to customers as well as develop strong customer relations in a Christian environment.

The following courses are required:

__ Business Communication (BUSN 3503) 3 hrs*
__ Business Ethics (BUSN 3003) 3 hrs*
__ Entrepreneurship & Small Bus. Mgmt (MGMT 4203) 3 hrs*
__ Management Principles (MGMT 3303) 3 hrs*
__ Web Page Design (CSCI 3333) 3 hrs*
__ Choose one: 3 hrs*
Cooperative Work Experience (BUSN 4513)*
Sports Management (BUSN 4303)*
__ Choose one: 3 hrs*
Principles of Marketing (BUSN 3333) or
Sports Marketing (BUSN 3303)

COMMUNICATION MINOR

The aim of the Communication minor is to provide a general foundation of communication skills and practices to be used in the work place.

The following courses are required:

__ Business Communication (BUSN 3503) 3 hrs*
__ Communication in Society (COMM 2713) 3 hrs*
__ Conflict Management (COMM 3833 3 hrs*
__ Intercult Comm in Global Workplace (COMM 3313) 3 hrs*
__ Interpersonal Communication (COMM 2213) 3 hrs*
__ Intro to Journalism (ENGL 2413) 3 hrs*
__ Persuasion Principles (COMM 3523) 3 hrs*

Note: Students must pass COMM 1113 Fundamentals of Speech with a minimum grade of "C" before beginning the upper-level Communication emphasis classes.

EDUCATION MINOR

The aim of the Education minor is to provide opportunities to gain knowledge in the field of education. This course of study will be useful for students seeking alternative teacher education certification or students wishing to work in areas of corporate training or human resource development.

The following courses are required:

__ Adolescent Psychology (PSYC 3123) 3 hrs*
__ Classroom Management (EDUC 4512) 2 hrs*
__ Educational Assessment (EDUC 4312) 2 hrs*
__ Educational Psychology (PSYC 3323) 3 hrs*
__ The Exceptional Child (EDUC 4112) 2 hrs*
__ Foundations of Education (EDUC 3113) 3 hrs*
__ Reading Content Areas (EDUC 4213) 3 hrs*
__ Tech and Media in Education (EDUC 3412) 2 hrs*

EDUCATIONAL MINISTRY MINOR

The Educational Ministry minor focuses on preparation for engagement in the Christian education program of the local church or parachurch organization.

If the student has not completed the following courses, they must be added to this program:

__ Foundations of Teaching/Preaching (CMIN 2003) 3 hrs*

The following courses are required:

__ Admin of Christian Education (CMIN 3523) 3 hrs*
__ Admin of Youth Ministries (CMIN 3623) 3 hrs*
__ Adult Learner in Christian Educ (CMIN 4123) 3 hrs*
__ Children's Education in the Church (CMIN 4113) 3 hrs*
__ Choose 2 of the following: 2 hrs
Discipler's Formation (CMIN 1011,1021,2011,2021)
__ Educational Ministry Readings (CMIN 4101) 1 hr*
__ Educational Psychology (PSYC 3323) 3 hrs*
__ Foundations of Education (EDUC 3113) 3 hrs*
__ Intro to Christian Ministries (CMIN 2353) 3 hrs*

EXERCISE SCIENCE MINOR

The aim of the Exercise Science minor provides students with a foundation in how exercise and lifestyle change affects God's greatest creation, the human body. The minor will give students the basic knowledge of exercise science and health promotion to be used in church settings, physical education classes, or continuation in this field of study.

The following courses are required:

__ Health Promotion Programs (HPES 3513) 3 hrs*
__ Intro to Health Prom & Exercise Sci (HPES 2133) 3 hrs*
__ Motor Development (HPES 3323) 3 hrs*
__ Nutrition (NATS 2223) 3 hrs*
__ Physiology of Exercise (HPES 4223) 3 hrs*
__ Structural Kinesiology (HPES 4113) 3 hrs*
Choose one of the following: 2 or 3 hrs*
Admin Health/Physical Educ (HPES 3113)
Care/Prevention Athletic Injuries (HPES 3502)
Chronic Disease Intervention (HPES 4853)
Exercise Testing & Prescription (HPES 3853)
Health & Hygiene (HPES 2912)
Motor Learning (HPES 3223)
Physiology of Exercise Lab (HPES 4833)
Sports Law (BUSN 2313)
Sports Marketing (BUSN 3303)

Note: NATS 2544 Human Anatomy and NATS 2644 Human Physiology are required prerequisites for this minor.

MATHEMATICS MINOR

The Mathematics minor is designed to give students with an aptitude in mathematics a sound mathematics foundation for use in strengthening his/her chosen field of study. The program will also prepare students for further studies in mathematical or scientific fields.

The following 20 hours are required:

__ Choose one: 3 hrs*
Found Geometry/Measurement (MATH 1533)
Applied Calc for Bus, Life & Social Sci (MATH 2703)
__ Trigonometry (MATH 1613) 3 hrs*
__ Calculus I (MATH 1714) 4 hrs*
__ Calculus II (MATH 2724) 4 hrs*
__ Statistics (STAT 3003) 3 hrs*
__ Choose 3 hrs from the following: 3 hrs*
Mathematics Workshop (MATH 3801)
Mathematics Seminar (MATH 3802)
Special Topics (MATH 4903)
Linear Algebra (MATH 3013)
Elementary Number Theory (MATH 3123)
Technology and Media in Mathematics (MATH 3601)
Modern Algebra (MATH 4023)
History of Mathematics (MATH 4103)

MISSIONS MINOR

The Missions minor is designed to meet some of the educational requirements for missionary candidates. It is also designed for lay persons who want to know more about world missions so they can better support and promote the cause.

The following courses are required:

__ Choose 2 of the following: 2 hrs
Discipler's Formation (CMIN 1011,1021,2011,2021)
__ Cont Iss, Meth & Strat of Missions (MISS 3613) 3 hrs*
__ History of Missions (MISS 3723) 3 hrs*
__ Missions and Culture (MISS 3123) 3 hrs*
__ Missions Reading (MISS 4001) 1 hr*
__ Choose one: 3 hrs*
Comparative Religions I (RELG 3113)
Comparative Religions II (RELG 3213)
__ Choose one: 3 hrs*
Persp on World Christian Movement (MISS 3113)
Global Ministry (MISS 3223)

PASTORAL MINISTRY MINOR

The Pastoral Ministry minor is designed to provide basic preparation for the student who plans to serve as pastor of a local church. This program will acquaint the student with some of the situations he will encounter as a pastor and with ways to cope with these situations.

If the student has not completed the following courses, they must be added to this program:

__ Bible course, 2000 level or above 3 hrs*
__ Foundations of Teaching/Preaching (CMIN 2003) 3 hrs*

The following courses are required:

__ Admin of Christian Education (CMIN 3523) 3 hrs*
__ Choose 2 of the following: 2 hrs
Discipler's Formation (CMIN 1011,1021,2011,2021)
__ Christian Ministry Counseling (CMIN 4723) 3 hrs*
__ Homiletics (CMIN 3113) 3 hrs*
__ Intro to Christian Ministries (CMIN 2353) 3 hrs*
__ Old Testament Intro to Critical Issues (BIBL 3113) 3 hrs*
__ New Testament Intro to Critical Issues (BIBL 3213) 3 hrs*
__ Choose one: 3 hrs*
Persp on World Christian Movement (MISS 3113)
Global Ministry (MISS 3223)

PSYCHOLOGY MINOR

The aim of the Psychology minor is to give students an understanding of how to deal with interpersonal relationships, mental disorders, problem solving skills, and crisis management skills.

The following 18 hours are required:

__ Abnormal Psychology (PSYC 4103) 3 hrs*
__ Adolescent Psychology (PSYC 3123) 3 hrs*
__ Child Psychology (PSYC 3113) 3 hrs*
__ Educational Psychology (PSYC 3323) 3 hrs*
__ Introduction to Christian Counseling (PSYC 4523) 3 hrs*
__ Marriage and Family (PSYC 3353) 3 hrs*

TEACHING ENGLISH AS A SECOND LANGUAGE (TESL) MINOR

The student will gain a greater understanding of the English language and how to teach English to speakers of other languages.

The following are required:

__ Dev English Language (ENGL 3413) 3 hrs*
__ ESL Student Teaching Prac (ENGL 4313) 3 hrs*
__ Gram Structure of English (ENGL 3313) 3 hrs*
__ Introduction to Linguistics (ENGL 3213) 3 hrs*
__ Meth Teaching Conv Eng ESL (ENGL 4213) 3 hrs*
__ Meth Teaching Written Eng ESL (ENGL 4113) 3 hrs*

THEATRE MINOR

The aim of the Theatre minor is to provide the needed skill set to pursue further studies in theatre and/or effectively use drama in the church or another setting.

__ Acting I (DRAM 2113) 3 hrs*
__ Acting II (DRAM 2123) 3 hrs*
__ Drama Production (DRAM 1421) (3 terms total) 3 hrs*
__ Introduction to Theatre (DRAM 1113) 3 hrs*
__ Play Analysis (DRAM 4113) 3 hrs*
__ Principles of Dramatic Structure (DRAM 4323) 3 hrs*
__ Theatre History (DRAM 4313) 3 hrs*

THEOLOGICAL STUDIES MINOR

The Theological Studies minor is designed to provide basic preparation for the student who wishes to pursue further studies in theology or related disciplines. It will also provide a basic theological understanding for students preparing for service in a local church as pastors or in other leadership positions.

If the student has not completed the following courses, they must be added to this program:

__ Elementary Greek I (LANG 2113) 3 hrs*
__ Elementary Greek II (LANG 2213) 3 hrs*
__ Bible courses, 2000 level or above 6 hrs*

The following courses are required:

__ Biblical Interpretation (BIBL 3013) 3 hrs*
__ Evangelical Theology (THEO 4243) 3 hrs*
__ Intermediate Greek I (LANG 3113) 3 hrs*
__ Systematic Theology I (THEO 3313) 3 hrs*
__ Systematic Theology II (THEO 3413) 3 hrs*
__ Choose three hours from the following: 3 hrs*
  Directed Readings in Theology (THEO 4232)
  Intermediate Greek II (LANG 3213)
  Introduction to Philosophy (PHIL 2203)
  Special Topics (THEO 4903)
  Theological Workshop (THEO 3801)
  Theological Seminar (THEO 3802)

YOUTH MINISTRY MINOR

The Youth Ministry minor is designed to provide basic preparation for the student who plans to serve as youth pastor/leader in a local church. This program will acquaint the student with some of the situations he or she will encounter as a youth leader and ways to cope with these situations.

If the student has not completed the following courses, they must be added to this program:

__ Bible course, 2000 level or above 3 hrs*
__ Foundations of Teaching/Preaching (CMIN 2003) 3 hrs*

The following courses are required:

__ Admin of Youth Ministry (CMIN 3523) 3 hrs*
__ Choose 2 of the following: 2 hrs
  Discipler's Formation (CMIN 1011,1021,2011,2021)
__ Contemp Issues & Meth of Youth Min (CMIN 3613) 3 hrs*
__ Foundations of Youth Ministry (CMIN 3603) 3 hrs*
__ Homiletics (CMIN 3113) 3 hrs*
__ Readings in Youth Ministry (CMIN 4001) 1 hr*
__ Choose one: 2-3 hrs*
  Christian Ministry Counseling (CMIN 4723)
  Concepts of Leadership (LEAD 3823)
  Persp on World Christian Movement (MISS 3113)
  Planning/Conducting Public Worship (WRSP 4223)
  Global Ministry (MISS 3223)

A minimum grade of 'C' is required for all courses pertaining to the minor. These courses are indicated with an asterisk.

Students taking an online course at Hillsdale must pass *IDIS 1120 Orientation to Online Collegiate Studies* before beginning their first online course.

CHRISTIAN MINISTRY CERTIFICATE

Online Delivery

This academic program provides off-campus adult students with college courses in Bible, Missions, Philosophy, Theology, and various areas of Christian Ministry through an online delivery format designed and taught by qualified faculty. The program is administered by the College of Christian Ministry and the Vice-President for Academic Affairs.

Upon successful completion ("C" or higher grades for every course) of 36 credit hours (18 hrs. of required courses and 18 hrs. of designated electives), the student will be awarded a Christian Ministry certificate in recognition of his or her accomplishment. Although this accomplishment is not a college degree, the courses are regular college classes and can be applied to a Hillsdale bachelor degree if the student chooses to engage in that pursuit.

Christian Ministry Certificate Aims:

Students who complete this certificate will be prepared to:

- Practice and teach essentials of Christian spiritual formation
- Demonstrate knowledge of Scripture with appropriate skills in interpretation and application
- Utilize course content and related learning experiences in a variety of church ministry settings

Required courses: 18 hrs*

__ **Orientation to Online Collegiate Studies (IDIS 1120) 0 hrs**

__ Biblical Interpretation (BIBL 3013) 3 hrs
__ Christian Apologetics (PHIL 1112) 2 hrs
__ Christian Spiritual Formation (CMIN 3112) 2 hrs
__ Introduction to Christian Ministry (CMIN 2353) 3 hrs
__ Literary Study of the English Bible I (ENGL 1513) 3 hrs
__ Literary Study of the English Bible II (ENGL 1613) 3 hrs
__ Reading & Writing in Christian Studies (ENGL 2112) 2 hrs

Choose 18 hours from the following: 18 hrs*

__ Administration of Christian Education (CMIN 3523) 3 hrs
__ Christian Ethics (PHIL 1122) 2 hrs
__ Christian Ministry Counseling (CMIN 4723) 3 hrs
__ Christian Theology (THEO 3303) 3 hrs
__ Church History (HIST 3103) 3 hrs
__ Concepts of Leadership (LEAD 3823) 3 hrs
__ Foundations of Teaching/Preaching (CMIN 2003) 3 hrs
__ Free Will Baptist History & Doctrine (THEO 1213) 3 hrs
__ Global Ministry (MISS 3223) 3 hrs
__ Intro to Worship Studies (WRSP 2212) 2 hrs
__ Life and Writings of Paul (BIBL 2113) 3 hrs
__ Life of Christ (BIBL 2313) 3 hrs
__ New Testament Greek Appreciation (LANG 4103) 3 hrs
__ New Testament Intro to Critical Issues (BIBL 3313) 3 hrs
__ Old Testament Intro to Critical Issues (BIBL 3213) 3 hrs
__ Planning/ Conduct Public Worship (WRSP 2212) 2 hrs

A minimum grade of 'C' is required for all courses counted toward the Christian Ministry Certificate. These required and elective courses are indicated with an asterisk.

Students taking an online course at Hillsdale must pass *IDIS 1120 Orientation to Online Collegiate Studies* before beginning their first online course.

COURSE DESCRIPTIONS

Course Numbers: Numbers of four digits are used to designate courses. The first digit represents the classification: Remedial, 0000; Freshman, 1000; Sophomore, 2000; Junior, 3000; and Senior, 4000. The last digit is the number of credit hours the student may earn for the course. Graduate course descriptions are presented in the Graduate section.

Select courses are available in an on-line format. Please check the class schedule at www.hc.edu.

ACCOUNTING (ACCT)

ACCT 2003 ACCOUNTING FOR MANAGERS 3 hours
This course is an overview of accounting from the perspective of a non-accounting manager to provide the tools to understand the essentials of how finance functions within an organization. This includes internal controls, the function of accounting, historical accounting data, and financial planning.

ACCT 2523 ELEMENTARY ACCOUNTING I 3 hours
This course presents the basic principles of financial accounting. Emphasis is given to the preparation and use of income statements, balance sheets, and statements of funds flow for corporations. Also included in this course are the analysis and recording of financial transactions involving cash, inventories, fixed assets, bonds, and capital stock as well as closing, adjusting, and reversing entries for revenues and expenses. Prerequisite: MATH 1523 or permission of the Program Director.

ACCT 2623 ELEMENTARY ACCOUNTING II 3 hours
This course is an introduction to managerial accounting. It includes analysis of cost behavior and the use of this knowledge for both short and long term decisions. This course also introduces the student to budgeting and the accumulation of product costs for planning and performance evaluation. Specific subjects covered include cost-volume-profit analysis, capital budgeting, allocations, variances from standard costs, and the measurement of divisional performance. Prerequisite: ACCT 2523.

ACCT 2801 ACCOUNTING WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

ACCT 2802 ACCOUNTING SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

ACCT 2903 SPECIAL TOPIC 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

ACCT 3113 INCOME TAX ACCOUNTING I 3 hours
This course is a study of individual income tax accounting utilizing a forms-based approach to basic and intermediate tax concepts. Emphasis will be given to filing status, exemptions and dependency determination, evaluation of taxable and non-taxable income, adjustments, deductions, and credits, and earned income credit as well as additional income tax concepts. Prerequisite: ACCT 2523 and junior standing or permission of the Program Director.

ACCT 3801 ACCOUNTING WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

ACCT 3802 ACCOUNTING SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

ACCT 4113 INCOME TAX ACCOUNTING II 3 hours
This course is a continuation of ACCT 3113 (Income Tax Accounting I) which integrates the academic knowledge of individual income tax accounting with practical experience in a real lab environment. Students will implement their knowledge by completing actual tax forms both manually and through tax software provided by the Internal Revenue Service in a TAX Center. Students will practice basic and intermediate tax concepts and get acquainted with advanced level tax law for various forms of business organizations, military, international, and ministry returns. Prerequisite: ACCT 3113 and permission of Program Director.

ACCT 4903 SPECIAL TOPIC 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

APPLIED MUSIC (APMU)

APMU 1000 RECITAL ATTENDANCE 0 hours
This course requires attendance at department-approved recitals or concerts each semester. All music majors must successfully complete at least six semesters of APMU 1000 Recital Attendance.

APMU 1011 CLASS VOICE 1 hour
This course is a study of fundamentals of voice for those not ready for private voice. This course may be repeated.

APMU 1211 GROUP PIANO I 1 hour
This course for the non-keyboard music major is designed to develop functional piano skills. Keyboard theory and technique, sight-reading, solo-ensemble repertoire, and creative activities (harmonization, improvisation) will be emphasized.

APMU 1221 GROUP PIANO II 1 hour
This course for the non-keyboard music major is designed to develop functional piano skills. Keyboard theory and technique, sight-reading, solo-ensemble repertoire, and creative activities (harmonization, improvisation) will be emphasized. Prerequisite: APMU 1211 or permission of the instructor.

APMU 1311 VOICE FOR NON-MAJORS 1 hour
This course of private music instruction is designed for students who are not music concentrates. The student receives one half-hour lesson per week. This course may be repeated.

APMU 1321-2 VOICE FOR MUSIC MAJORS 1-2 hour(s)
This course consists of private voice instruction designed for music students. Before enrollment students must demonstrate proficiency which is appropriate for a music major. Students may enroll for one or two hours credit. This course may be repeated up to a maximum of four credit hours for each level.

APMU 1412 GROUP GUITAR I 2 hours
This course introduces students to basic guitar chords and basic strumming patterns with attention given to beginning guitar literature.

APMU 1422 GROUP GUITAR II 1 hour
This course is a continuation of APMU 1412. Students should know how to play comfortably in the Keys of D, G and A major. Experiences in reading traditional notation and tab notation continue with more time given to transposition and new strumming patterns. Prerequisite: APMU 1412 or permission of the instructor.

APMU 1511 PIANO FOR NON-MAJORS 1 hour
This course of private piano instruction is designed for students who are not music concentrates. The student receives one half-hour lesson per week. This course may be repeated.

APMU 1521-2 PIANO FOR MUSIC MAJORS 1-2 hour(s)
This course consists of private piano instruction designed for music students. Before enrollment students must demonstrate proficiency which is appropriate for a music major. Students may enroll for one or two hours credit. This course may be repeated up to a maximum of four credit hours for each level.

APMU 1711-2 INSTRUMENTS 1-2 hour(s)
This course consists of private instruction designed for music students or to improve the skills of non-music majors. This course may include private instruction on a variety of instruments. This course may be repeated.

APMU 1912 MIDI I 2 hours
This course is a basic study in electronic music utilizing the Hillsdale Free Will Baptist College electronic music laboratory. This course may be repeated.

APMU 2211 GROUP PIANO III 1 hour
This course for the non-keyboard music major is designed to develop functional piano skills. Keyboard theory and technique, sight-reading, solo-ensemble repertoire, and creative activities (harmonization, improvisation) will be emphasized. Prerequisite: APMU 1221 or permission of the instructor.

APMU 2221 GROUP PIANO IV 1 hour
This course for the non-keyboard music major is designed to develop functional piano skills. Keyboard theory and technique, sight-reading, solo-ensemble repertoire, and creative activities (harmonization, improvisation) will be emphasized. Special emphasis is placed on sight-reading, accompanying, and instrumental and vocal-choral score reading. Prerequisite: APMU 2211 or permission of the instructor.

APMU 2321-2 VOICE FOR MUSIC MAJORS 1-2 hour(s)
This course consists of private voice instruction designed for music students. Before enrollment students must demonstrate proficiency which is appropriate for a music major. Students may enroll for one or two hours credit. This course may be repeated up to a maximum of four credit hours for each level.

APMU 2521-2 PIANO FOR MUSIC MAJORS 1-2 hour(s)
This course consists of private piano instruction designed for music students. Before enrollment students must demonstrate proficiency which is appropriate for a music major. Students may enroll for one or two hours credit. This course may be repeated up to a maximum of four credit hours for each level.

APMU 2711-2 INSTRUMENTS 1-2 hour(s)
This course consists of private instruction designed for music students or to improve the skills of non-music majors. This course may include private instruction on a variety of instruments. This course may be repeated.

APMU 2801 APPLIED MUSIC WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

APMU 2802 APPLIED MUSIC SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

APMU 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours

APMU 3000 JUNIOR RECITAL 0 hours
This course involves preparation and performance of a public recital under the direction of the music faculty. Prerequisite: Junior standing and permission of the instructor.

APMU 3321-2 VOICE FOR MUSIC MAJORS 1-2 hour(s)
This course consists of private voice instruction designed for music students. Before enrollment students must demonstrate proficiency which is appropriate for a music major. Students may enroll for one or two hours credit. This course may be repeated up to a maximum of four credit hours for each level.

APMU 3501 ACCOMPANYING 1 hour
This course consists of two hours per week of assigned and supervised accompanying of choral ensembles and/or teaching studios. Prerequisite: APMU 2522 or permission of instructor.

APMU 3521-2 PIANO FOR MUSIC MAJORS 1-2 hour(s)
This course consists of private piano instruction designed for music students. Before enrollment students must demonstrate proficiency which is appropriate for a music major. Students may enroll for one or two hours credit. This course may be repeated up to a maximum of four credit hours for each level.

APMU 3711-2 INSTRUMENTS 1-2 hour(s)
This course consists of private instruction designed for music students or to improve the skills of non-music majors. This course may include private instruction on a variety of instruments. This course may be repeated.

APMU 3801 APPLIED MUSIC WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

APMU 3802 APPLIED MUSIC SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

APMU 4111 SENIOR RECITAL 1 hour
This course involves preparation and performance of a public recital by students in the bachelor degree program. Prerequisite: APMU 3000 and permission of the instructor.

APMU 4321-2 VOICE FOR MUSIC MAJORS 1-2 hour(s)
This course consists of private voice instruction designed for music students. Before enrollment students must demonstrate proficiency which is appropriate for a music major. Students may enroll for one or two hours credit. This course may be repeated up to a maximum of four credit hours for each level.

APMU 4332 VOCAL PEDAGOGY 2 hours
This course is a basic study of vocal instruction techniques including anatomy of the vocal tract, voice building and hygiene, physiological process, and acoustical properties. Prerequisite: Six (6) credit hours of vocal instruction and the permission of the instructor.

APMU 4521-2 PIANO FOR MUSIC MAJORS 1-2 hour(s)
This course consists of private piano instruction designed for music students. Before enrollment students must demonstrate proficiency which is appropriate for a music major. Students may enroll for one or two hours credit. This course may be repeated up to a maximum of four credit hours for each level.

APMU 4711-2 INSTRUMENTS 1-2 hour(s)
This course consists of private instruction designed for music students or to improve the skills of non-music majors. This course may include private instruction on a variety of instruments. This course may be repeated.

APMU 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours

BIBLE (BIBL)

The prerequisites for all upper level Bible courses are ENGL 1513 and ENGL 1613.

BIBL 2113 LIFE AND WRITINGS OF PAUL 3 hours
This course includes a survey of the basic events in the life of the Apostle Paul and an introduction to his writings. Special attention is given to the important position occupied by Paul in the life, literature, and worship of the early church.

BIBL 2313 LIFE OF CHRIST 3 hours
This course is a study of the basic events of the life and ministry of Christ based upon the four Gospels. Special attention is given to His teachings and the history of the interpretation of the Gospels.

BIBL 2413 SURVEY OF THE PROPHETS 3 hours
This course is a study of the prophetic literature of the Old Testament. Attention is given to the beginnings of the prophetic movement, the place which it occupied in the history of Israel, and the major writings it produced.

BIBL 2613 EARLY CHRISTIANITY 3 hours
This course is a study of the early formative years of the Christian church with special reference to the Book of Acts and other early Christian writings.

BIBL 2801 BIBLICAL STUDIES WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics, scripture texts, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

BIBL 2802 BIBLICAL STUDIES SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, scripture texts, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

BIBL 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

BIBL 3003 BIBLE AND SCIENCE 3 hours
This course includes a careful examination of the basic scientific principles in each discipline of the biological and physical sciences and their correlation with the Scriptures. Biblical inerrancy is emphasized in this study of the actual facts of scientific observations and their complete agreement with the Bible.

BIBL 3013 BIBLICAL INTERPRETATION 3 hours
This course is a study of the process that led to the creation of the English Bible and its authority. It includes a survey of the principles and practice of independent Bible study, including an emphasis on the grammatical, historical approach to Biblical interpretation. The student will study methods of application leading to the development of theme, proposition, and, finally, the lesson itself.

BIBL 3113 OLD TESTAMENT INTRODUCTION TO CRITICAL ISSUES 3 hours
This course is an introduction to the study of the Old Testament with special reference to the history of its interpretation and an examination of the critical problems (date, author, etc.) which relate to it. Attention is also given to the relationship between the literature of the Old Testament and that of the other cultures of that period.

BIBL 3213 NEW TESTAMENT INTRODUCTION TO CRITICAL ISSUES 3 hours
This course is an introduction to the study of the New Testament with emphasis upon the history of its interpretation and consideration of current debate concerning date, authorship, text, etc. Attention is also given to the theological development presented in the books of the New Testament.

BIBL 3313 PENTATEUCH 3 hours
This course is a critical study of the text of the first five books of the Old Testament with an analysis of its historical setting and theological significance.

BIBL 3413 ROMANS 3 hours
This course is a careful analysis of the historical background, content, and interpretation of the book of Romans.

BIBL 3423 CORINTHIAN CORRESPONDENCE 3 hours
This course is an analytical study of the two letters with emphasis upon Paul's counsel to a particular congregation suffering through chaotic problems.

BIBL 3613 ISAIAH 3 hours
This course is a careful exegesis of the text of Isaiah together with an examination of its historical setting and theological significance.

BIBL 3801 BIBLICAL STUDIES WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics, scripture texts, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

BIBL 3802 BIBLICAL STUDIES SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, scripture texts, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

BIBL 4113 DANIEL 3 hours
This study examines the life of Daniel and the major theological themes of the book that bears his name. Particular attention is given to analyzing prophetic passages.

BIBL 4313 GOSPEL OF JOHN 3 hours
This course offers a careful analysis of the historical background, content, and interpretation of the Gospel of John.

BIBL 4413 POETIC AND WISDOM LITERATURE 3 hours
This course is a literary study of Job, Psalms, Proverbs, Ecclesiastes, Song of Solomon, and Lamentations. It focuses on the background, content, interpretation, and application of these books.

BIBL 4513 HEBREWS AND GENERAL EPISTLES 3 hours
This course examines the background, writers, and content of Hebrews and the General Epistles.

BIBL 4613 REVELATION 3 hours
This course is an analytical study of the book of Revelation and a consideration of the different viewpoints of eschatology.

BIBL 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

BUSINESS (BUSN)

BUSN 1623 PERSONAL FINANCE 3 hours
This course is a survey of the field of consumption with attention to the needs and problems of the consumer and to better personal financial management practices.

BUSN 2213 INTRODUCTION TO BUSINESS 3 hours
This course provides a broad understanding of the business world and how it functions. It outlines the philosophy, objectives, and responsibilities of business in its relationship to its environment. The many aspects of business, such as management, organization, production, labor, accounting, data processing, marketing, finance, and ethics are covered.

BUSN 2313 SPORTS LAW 3 hours
This course is a study of the general principles of law as they apply to sports and the business world. This course includes the study of the laws of contracts, torts, and employment. It highlights the legal responsibilities of recreation and sports professionals. Prerequisite: BUSN 2213 or permission of Program Director.

BUSN 2801 BUSINESS WORKSHOP 1 hour
This course is a workshop exploring careers in business, topics of current interest, and business literature and resources. The course may be repeated with a change of subject matter for a maximum of four credit hours.

BUSN 2802 BUSINESS SEMINAR 2 hours
This course is a seminar exploring careers in business, topics of current interest, and business literature and resources. The course may be repeated with a change of subject matter for a maximum of four credit hours.

BUSN 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

BUSN 3003 BUSINESS ETHICS 3 hours
This course examines the ethical problems faced in business practice. The study focuses on relationships with employers, employees, customers, stockholders, suppliers, and society. Prerequisite: PHIL 1112 and BUSN 2213 or permission of instructor.

BUSN 3103 BUSINESS FINANCE 3 hours
This course is an introduction to the basic principles and concepts of financial management. It includes time value of money concepts, working capital management, ratio analysis and forecasting, financial planning, security valuation, capital budgeting, and alternative financing sources. Prerequisite: ACCT 2523 or permission of instructor.

BUSN 3303 SPORTS MARKETING 3 hours
This course is designed for students with an interest in sports and business. It highlights the intellectual, spiritual, social, and moral responsibilities of a franchise owner, manager, or player. Instructional areas will include an orientation to the sports industry, economics, event execution, career opportunities, financial risk and decision making, event marketing, advertising and promotion, and legal aspects/contracts from a Christian perspective. Prerequisite: CSCI 2723 and BUSN 2213 or permission of instructor.

BUSN 3313 INTERCULTURAL COMMUNICATION IN THE GLOBAL WORKPLACE 3 hours
This course examines methods necessary to effectively communicate in multinational companies and enterprises and to run successful businesses with international partners. Topics for discussion include reasons for intercultural differences, group dynamics, culture and its impact on style of management and decision-making (cognitive styles), types of management models, intercultural communication in business and "globalization," cross-cultural aspects of business etiquette, and intercultural communication in business and management. Prerequisite: BUSN 2213 or permission of the instructor. Crosslisted as COMM 3313.

BUSN 3323 BUSINESS LAW 3 hours
This course is a study of the general principles of law as they apply to the business world. This course includes the law of contracts, agencies, torts, bailments, and employer-employee relationships. Prerequisite: POLS 1523 and BUSN 2213 or permission of instructor.

BUSN 3333 PRINCIPLES OF MARKETING 3 hours
This course is a survey of the marketing functions and role of marketing in the organization. Emphasis will be given to the factors that affect consumer behavior, the development and evaluation of an organization's marketing strategies, and the fundamental marketing variables. Prerequisite: BUSN 2213 or permission of Program Director.

BUSN 3503 BUSINESS COMMUNICATION 3 hours
This course is a study of business communication theory and techniques with emphasis on functional application of interpersonal skills, computer assisted presentations, oral presentations, letters, and reports. Prerequisite: COMM 1113 and BUSN 2213 or permission of Program Director.

BUSN 3801 BUSINESS WORKSHOP 1 hour
This course is a workshop exploring careers in business, topics of current interest, and business literature and resources. The course may be repeated with a change of subject matter for a maximum of four credit hours.

BUSN 3802 BUSINESS SEMINAR 2 hours
This course is a seminar exploring careers in business, topics of current interest, and business literature and resources. The course may be repeated with a change of subject matter for a maximum of four credit hours.

BUSN 4001 DIRECTED READINGS IN BUSINESS 1 hour
This course is a contracted independent reading program under faculty direction for the purpose of completing the student's undergraduate preparation for business plus topics of current interest in the field. The study will include major reading assignments and written reports. The course may be repeated with a change of subject matter. Offered by arrangement.

BUSN 4203 INDUSTRIAL/ORGANIZATIONAL PSYCHOLOGY 3 hours
This course provides a study of the individual and groups in complex organizations, including organizational structure, organizational changes, and the organization in society. The course is concerned with motivation, worker satisfaction, and communication in organizations, personnel relations, and other related factors. Prerequisite: PSYC 1123 and junior/senior standing. Crosslisted as PSYC 4203.

BUSN 4303 SPORTS MANAGEMENT 3 hours
This course is designed to provide insight into key decisions made by managers on the business or mission side of sports with emphasis from a Christian perspective. Text and case studies from actual situations in the field help students analyze management strategies in regard to leagues, clubs, players/athletes and agents, college sports, advertising, sponsorships and endorsements, fan loyalty and branding, news media, stadium capital projects, and financial valuation and profitability. Prerequisite: BUSN 3303 or BUSN 3333 or MGMT 3303 or permission of the instructor. Crosslisted as MGMT 4303.

BUSN 4511 CAREER DEVELOPMENT WORKSHOP 1 hour
This course is a series of workshops emphasizing career development. One workshop per semester is required. Topics include career planning, resume development, interviewing, current issues, and discussion of the program's courses to actual business experience. (Each of the four workshops is divided into discussion topics that are related to but distinguishable from all the other workshops. Each workshop is self-standing and students may begin the program with any one of the sequence.)

BUSN 4513 COOPERATIVE WORK EXPERIENCE 3 hours
This course uses supervised and evaluated work experience to supplement academic training with on-the-job training relevant to the student's career goals. In the parallel plan, up to three hours of credit may be earned with part-time work during the semester or with full-time employment during the summer. In the alternating plan, up to six hours of credit may be earned with full-time employment during a semester. This course may be repeated. Permission of the instructor is required.

BUSN 4521 CAREER DEVELOPMENT WORKSHOP 1 hour
This course is a series of workshops emphasizing career development. One workshop per semester is required. Topics include career planning, resume development, interviewing, current issues, and discussion of the program's courses to actual business experience. (Each of the four workshops is divided into discussion topics that are related to but distinguishable from all the other workshops. Each workshop is self-standing and students may begin the program with any one of the sequence.)

BUSN 4531 CAREER DEVELOPMENT WORKSHOP 1 hour
This course is a series of workshops emphasizing career development. One workshop per semester is required. Topics include career planning, resume development, interviewing, current issues, and discussion of the program's courses to actual business experience. (Each of the four workshops is divided into discussion topics that are related to but distinguishable from all the other workshops. Each workshop is self-standing and students may begin the program with any one of the sequence.)

BUSN 4543 STRATEGIC BUSINESS CAPSTONE 3 hours
This course serves as the capstone for the business core curriculum and its purpose is to provide a practical forum for students to integrate and apply the knowledge and skills that they have gained from all previous business courses. Students will learn to think strategically as they develop comprehensive solutions to current business problems. A graded college level assessment may be included in this course at the discretion of the Business Program Director. It is required to be taken in the final semester of study. Prerequisite: Senior standing, Permission of the Program Director, BUSN 3503, BUSN 3103, BUSN 3323, BUSN 3333, and MGMT 3303.

BUSN 4541 CAREER DEVELOPMENT WORKSHOP 1 hour
This course is a series of workshops emphasizing career development. One workshop per semester is required. Topics include career planning, resume development, interviewing, current issues, and discussion of the program's courses to actual business experience. (Each of the four workshops is divided into discussion topics that are related to but distinguishable from all the other workshops. Each workshop is self-standing and students may begin the program with any one of the sequence.)

BUSN 4643 BUSINESS EDUCATION CAPSTONE 3 hours
This course is a capstone course which integrates business communication practice with additional foundational business course curricula. The capstone project will be designed to require the student to demonstrate critical thinking and problem solving on a local and global perspective using interpersonal skills, computer-assisted materials, oral presentations, and portfolio documents. Prerequisite: Senior standing, BUSN 3003, BUSN 3103, BUSN 3323, BUSN 3333 and MGMT 3303**.**

BUSN 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

CHRISTIAN MINISTRIES (CMIN)

CMIN 1011, 1021, 2011, 2021 DISCIPLER'S FORMATION SERIES **4** hours
This Series of courses is a requirement for all students seeking a BA in any ministry discipline (i.e., Christian Education, Church Music, Missions, Pastoral Ministry, Theology, Youth Ministry). Through instruction and guidance by designated spiritual coaches, students are assisted in character and spiritual development. The series includes focus on spiritual disciplines, spiritual gifts, character, lifestyle, discernment, and other topics related to the formation of the Christian minister.

CMIN 2001 WORSHIP LEADERSHIP 1 hour
This course is designed to involve students in the planning and implementation of worship services in the campus schedule. Students will be assigned individual responsibilities and work in a collaborative environment. Permission of the instructor is required. Crosslisted as WRSP 2001

CMIN 2003 FOUNDATIONS OF TEACHING AND PREACHING 3 hours
This course is a study of principles of the teaching-learning process coupled with the basics of homiletics so students will gain skills necessary for transformational communication of the Bible. Methods of teaching, lesson preparation, types of sermons, and sermon preparation will be studied, followed by practical application experiences.

CMIN 2353 INTRODUCTION TO CHRISTIAN MINISTRY **3** hours
This course is a broad overview of various aspects of Christian ministry. It includes an introduction to missions, pastoral and youth ministries, worship leadership, and educational ministry. The biblical basis, principles, and practices of each area of ministry are examined. The course is designed for students pursuing either vocational or lay ministry.

CMIN 2801 CHRISTIAN MINISTRY WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics, scripture texts, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

CMIN 2802 CHRISTIAN MINISTRY SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, scripture texts, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

CMIN 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

CMIN 3041 PRACTICAL MINISTRY EXPERIENCE 1 hour
This series of practical ministry experience courses involves supervised ministry in a local church or another approved ministry setting. Students will engage in various types of Christian service ministries determined by the faculty instructor and field supervisor to be valuable for the student's preparation for ministry (i.e. degree specialization). Prerequisite: Junior standing.

CMIN 3051 PRACTICAL MINISTRY EXPERIENCE 1 hour
This series of practical ministry experience courses involves supervised ministry in a local church or another approved ministry setting. Students will engage in various types of Christian service ministries determined by the faculty instructor and field supervisor to be valuable for the student's preparation for ministry (i.e. degree specialization). Prerequisite: Junior standing.

CMIN 3112 CHRISTIAN SPIRITUAL FORMATION 2 hours
This course is a study about Christian spiritual formation, which is the process of being shaped by the Holy Spirit into the likeness of Christ. Studies help students identify how God transforms Christ-followers and what their individual collective responsibilities are in that process. Although much of the course is informative, the ultimate goal is that it will be transformative as students apply what they learn in their own spiritual journey and use what they learn in discipling others.

CMIN 3113 HOMILETICS 3 hours
This course is an in-depth study of the science and art governing the preparation and delivery of sermons. The student is taught the classification of knowledge and the art of applying it through speech communication. Various types of sermons, such as topical, textual, and expository, are prepared and preached. Emphasis is placed upon effective message transmitting and receiving activities.

CMIN 3223 TEACHING IN THE CHURCH 3 hours
This course is a study of principles and practices involved in the teaching-learning process of spiritual formation primarily taking place in the postmodern church. Students will be challenged with information and skill development opportunities necessary for effective service in church-based educational ministry.

CMIN 3523 ADMINISTRATION OF CHRISTIAN EDUCATION 3 hours
This course is designed to assist ministers and lay-leaders in the design, organization, and administration of educational ministries in the local church. Topics include planning, needs assessment, program design and development, recruitment, resource (human and material) management, training, and curriculum evaluation and selection. The general principles and practices covered in the course will also be applicable to parachurch educational ministries.

CMIN 3533 WOMEN AND MINISTRY 3 hours
This course is an examination and analysis of the history, theology, and contemporary issues related to women and Christian ministry. Special attention will be devoted to the nature and dynamics of Christ-centered service as related to women in leadership/ministry roles.

CMIN 3553 SPECIAL PROGRAMS IN CHRISTIAN EDUCATION 3 hours
This course provides an overview of various special programs offered through the Christian education department of the local church. These programs include camps, retreats, VBS, mission trips, and other special events. The study includes planning, budgeting, coordinating, implementing, and evaluating these activities.

CMIN 3603 FOUNDATIONS OF YOUTH MINISTRY 3 hours
This course is an exploration of Biblical, educational, and philosophical foundations for youth ministry. Current youth culture and developmental needs of adolescents will be examined in light of these foundations. Students will be required to develop a personal theory of ministering to youth through Biblical education, personal evangelism, and relational discipleship.

CMIN 3613 CONTEMPORARY ISSUES AND METHODS OF YOUTH MINISTRY 3 hours
This course emphasizes current trends and issues of major concern in youth ministry. The course includes studies in the methods for effective ministry in contemporary settings.

CMIN 3623 ADMINISTRATION OF YOUTH MINISTRIES 3 hours
This course focuses on some of the "nuts-and-bolts" aspects of everyday youth ministry in the church setting. Topics examined range from organizing and administering a youth program to counseling teenagers, the dynamics of team ministry and working with volunteers. Finances and budgeting, church staff relationships, and promotional skills are also examined. Prerequisite: CMIN 3603.

CMIN 3801 CHRISTIAN MINISTRY WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics, scripture texts, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

CMIN 3802 CHRISTIAN MINISTRY SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, scripture texts, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

CMIN 3812 CHRISTIAN MINISTRY INTERNSHIP 2 hours
This course provides opportunity for practical application of ministry concepts. In addition to a faculty advisor, students will receive instruction, guidance, and constructive evaluation from a field mentor in a ministry setting. The course may be repeated for a maximum of four credit hours.

CMIN 4001 YOUTH MINISTRY READING 1 hour
This course is a contracted reading program under faculty direction for the purpose of completing the student's undergraduate preparation for Youth Ministry work. Study will include major reading assignments, critical summary reports, and group discussions.

CMIN 4012 PASTORAL INTERNSHIP I
CMIN 4022 PASTORAL INTERNSHIP II 2 hours
These courses are designed to provide the ministerial student with practical experience and on-the-job training through involvement in the work and ministry of a local church on a regular basis. Classroom time is devoted to discussion and analysis of the student's church involvement. Prerequisite: Junior standing or permission of the instructor.

CMIN 4101 EDUCATIONAL MINISTRY READING 1 hour
This is a directed independent reading course designed to acquaint the student with contemporary issues in educational ministry. Related written work is required. The course may be repeated once, with a change in topic. Prerequisite: Junior standing or permission of the instructor.

CMIN 4103 MINISTERING CROSS-CULTURALLY 3 hours
This course is a study of principles, practices, and problems related to ministry within the context of cultural diversity. Topics of study include cross-cultural communication, conflict management, witnessing, teaching, preaching, building and maintaining relationships, and counseling. Crosslisted as MISS 4103.

CMIN 4113 CHILDREN'S EDUCATION IN THE CHURCH 3 hours
This course is a study of objectives, methods, practices, activities, materials, and equipment used to meet the developing needs of preschool and elementary children as they relate to the total ministry of the church.

CMIN 4123 THE ADULT LEARNER IN CHRISTIAN EDUCATION 3 hours
This course is an overview of learning in adulthood. The focus will be on a reflective study of adult learning in theory and research as applied to adult education in the church. The characteristics of adult life, objectives, materials, activities, and adult ministry will be emphasized.

CMIN 4212 MINISTRY STRATEGY 2 hours
This course introduces students to the art of strategizing and provides opportunities for them to practice developing appropriate strategies for different types of ministry objectives. Content is general in nature, and each student will be challenged to make application relative to his or her ministry objectives. Crosslisted as MISS 4212.

CMIN 4222 ADVANCED BIBLICAL PREACHING 2 hours
This is an advanced course designed to prepare the student for an effective preaching ministry in a local church. Attention is given to the preparation and delivery of various types of Biblical sermons and to the further development of proper speech technique. Attention is also given to planned programs of Biblical preaching. Prerequisite: CMIN 3113.

CMIN 4333 CHURCH PLANTING AND GROWTH 3 hours
This course is a study of basic principles and methods of church planting and growth. The study integrates relevant insights from history and sociology with foundational Biblical materials related to development of churches and church-planting movements. Application for ministries within one's own cultural context and cross-cultural contexts are included in the study. Crosslisted as MISS 4333.

CMIN 4423 EXPOSITORY PREACHING 3 hours
This course involves the development and delivery of expository sermons. It is designed to prepare a minister to preach both individual sermons and sermon series which utilize expository methods. Prerequisite: Senior standing or permission of the instructor.

CMIN 4503 EDUCATIONAL MINISTRY INTERNSHIP 3 hours
This course is designed to provide the student with practical experience and on-the-job training in educational ministry in the local church. The student will work with a faculty instructor and field supervisor in the development of a learning and ministry plan for the semester or summer term. Prerequisite: Junior or senior standing.

CMIN 4512 YOUTH MINISTRY INTERNSHIP I 2 hours
CMIN 4522 YOUTH MINISTRY INTERNSHIP II 2 hours
These courses are designed to provide the youth ministry student with practical experience and on-the-job training through involvement in the work and ministry of a local church on a regular basis. Classroom time is devoted to discussion and analysis of the student's church involvement. Prerequisite: Junior standing or permission of the instructor.

CMIN 4723 CHRISTIAN MINISTRY COUNSELING 3 hours
This course is designed for those in leadership positions. The course is practical and applicable to the counseling problems common to pastors and church leaders.

CMIN 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

COMMUNICATION (COMM)

COMM 1113 FUNDAMENTALS OF SPEECH 3 hours
This course is a study of communication theory and practice of basic speech skills through public speaking. (This course is a prerequisite for advanced courses in speech.)

COMM 2113 VOICE AND DICTION 3 hours
This course is a general study of the structure of the vocal mechanism; principles of vocal quality, articulation, and pronunciation.

COMM 2213 INTERPERSONAL COMMUNICATION 3 hours
This course introduces the student to the complex interaction of social and psychological forces operating in human communication. Theories will be considered in the context of real communication situations in industry, education, medical and legal practice, as well as empirical research. The most recent laboratory and field research results will be discussed.

COMM 2713 COMMUNICATION IN SOCIETY 3 hours
This course examines the formats, roles, strategies, and constraints of human communication in varied social contexts.

COMM 2801 COMMUNICATION WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

COMM 2802 COMMUNICATION SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

COMM 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

COMM 3313 INTERCULTURAL COMMUNICATION IN THE GLOBAL WORKPLACE 3 hours
This course examines methods necessary to effectively communicate in multinational companies and enterprises and to run successful businesses with international partners. Topics for discussion include reasons for intercultural differences, group dynamics, culture and its impact on style of management and decision-making (cognitive styles), types of management models, intercultural communication in business and "globalization," cross-cultural aspects of business etiquette, and intercultural communication in business and management. Prerequisite: BUSN 2213 or permission of the instructor. Crosslisted as BUSN 3313.

COMM 3523 PERSUASION PRINCIPLES 3 hours
This course is a study of persuasive communication, including social, psychological, and rhetorical theories of human motivation. It also includes audience analysis, methods of adaptation, appeals to the audience, and analysis of persuasive premises. Special emphasis will be given to ethical responsibilities of the speaker, media, and listener.

COMM 3801 COMMUNICATION WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

COMM 3802 COMMUNICATION SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

COMM 3833 CONFLICT MANAGEMENT 3 hours
This course is an analysis of conflict situations in personal, professional, and cultural contexts. The role of communication in creating, expressing, and influencing conflict messages and behaviors is discussed. Topics include theories of conflict, cooperative processes, dialogue, mediation, interpersonal barriers, and power.

COMM 4153 NONVERBAL COMMUNICATION 3 hours
This course seeks to expose students to recent research on nonverbal behavior, emphasizing those properties of communication which characterize social and cultural groups.

COMM 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

COMPUTER SCIENCE (CSCI)

CSCI 2723 COMPUTER APPLICATIONS 3 hours
This course is a study of various computer software applications. The student gains experience in using commercially available software specifically spreadsheets, word processing, presentation software, and an introduction to databases.

CSCI 2801 COMPUTER WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

CSCI 2802 COMPUTER SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

CSCI 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

CSCI 3003 COMPUTERS IN MINISTRY 3 hours
In this course students explore the world of computing as it relates to various areas of ministry and church administration. Topics covered include desktop publishing, use of the Internet, database management, computer networks, on-line services, information resources, and contact management. Prerequisite: CSCI 2723.

CSCI 3333 WEB PAGE DESIGN 3 hours
This course provides students with all of the skills necessary to design and publish a professional-looking website. Various software applications will be taught allowing students to create and compile all of the components needed for good web pages such as text, graphics, audio, tables, and links. Proper screen layout techniques will be addressed. Students will be introduced to HTML concepts, JavaScript, and other more technical elements of web page creation. Students will be required to create, publish, and maintain their own websites during the course. Prerequisite: CSCI 2723 or permission of instructor.

CSCI 3801 COMPUTER WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

CSCI 3802 COMPUTER SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

CSCI 4003 ADVANCED WEB PAGE DESIGN 3 hours
This course provides students with more advanced skills of professional web page design. Although web-authoring software will be utilized, students will also learn to create and modify web pages using HTML and various scripting languages such as JavaScript. Frames, forms, and interactive multimedia elements will be taught. Students will demonstrate competency by publishing and maintaining their own websites reflecting these topics during the course. Prerequisite: CSCI 3333 or permission of instructor.

CSCI 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

DRAMA (DRAM)

DRAM 1113 INTRODUCTION TO THEATRE 3 hours
This course explores the philosophy, practice, and theory of elementary principles of direction, acting, and stagecraft.

DRAM 1411 DRAMA – HILLSDALE PLAYERS 1 hour
This is a select ensemble that performs drama presentations throughout the school year. The emphasis will be placed on producing a program appropriate for church and school audiences. This course may be repeated.

DRAM 1421 DRAMA PRODUCTION 1 hour
This class includes various topics, stagecraft, acting, lighting, sound, and promotion. This course may be repeated. Students will be required to participate in a stage production before an audience.

DRAM 2113 ACTING I 3 hours
This course develops an understanding and appreciation for the art of drama. Students will explore and develop fundamental acting-related skills, tools, and techniques that are prerequisite to success on stage (theater, television, film, commercials), in church and in everyday life.

DRAM 2123 ACTING II 3 hours
This course includes the study of scene analysis, character development, audition techniques, and improvisation, as well as how these techniques and concepts are beneficial for use in the church or theater.

DRAM 2801 DRAMA WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

DRAM 2802 DRAMA SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

DRAM 2903 SPECIAL TOPICS 3 hours
This course will present various subjects in the area of study through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. This course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Permission of Program Director.

DRAM 3213 MANAGEMENT STUDIO 3 hours
This course thoroughly explores the creation and effective use of stagecraft, lighting, makeup and costume design. Prerequisite: DRAM 1113 or permission of Program Director.

DRAM 3801 DRAMA WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

DRAM 3802 DRAMA SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

DRAM 4113 PLAY ANALYSIS 3 hours
This course explores the analysis of scripts by major American and European playwrights. Prerequisite: DRAM 1113 or permission of Program Director.

DRAM 4213 DIRECTING 3 hours
This course is a study of the techniques of directing and includes play analysis, blocking, communication skills, and working with actors. Prerequisites: DRAM 1113, DRAM 2113, DRAM 2123, DRAM 3213 or Permission of Program Director.

DRAM 4313 THEATRE HISTORY 3 hours
This course is a survey of growth and development of the theatre from its beginnings with consideration of dramatic literature, physical theatre, style of presentation, and social significance of theatre. Prerequisite: DRAM 1113 or permission of Program Director.

DRAM 4323 PRINCIPLES OF DRAMATIC STRUCTURE 3 hours
This course acquaints the student with dramatic structure and technical limitations placed upon material written for dramatic production and provides experience in writing for the stage. Prerequisite: DRAM 1113 or permission of Program Director.

DRAM 4903 SPECIAL TOPICS 3 hours
This course will present various subjects in the area of study through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. This course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Permission of Program Director.

ECONOMICS (ECON)

ECON 2123 MACROECONOMICS 3 hours
This is an introductory course in economic principles as they relate to national income, economic growth and development, economic fluctuations, monetary policy, and fiscal policy. This course also includes material on foreign trade, international economics, and balance of payments.

ECON 2223 MICROECONOMICS 3 hours
This course provides a survey and analysis of the fields of production, supply and demand, and marginal analysis with the policies, practices, and operations of individual markets.

ECON 2801 ECONOMICS WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

ECON 2802 ECONOMICS SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

ECON 2903 SPECIAL TOPIC 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

ECON 3213 ECONOMICS: WAGE AND LABOR ISSUES 3 hours
This course is a study of the success, decline, and trends of our economic system as it depends on the workings of labor markets which include the impact of married women, the aged, immigrants, manual labor, hourly employees, unions, and any other wage group which affects the economy. Prerequisite: ECON 2123 or ECON 2223

ECON 3801 ECONOMICS WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

ECON 3802 ECONOMICS SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

ECON 4903 SPECIAL TOPIC 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

ELEMENTARY EDUCATION (EDEL)

EDEL 2801 ELEMENTARY EDUCATION WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDEL 2802 ELEMENTARY EDUCATION SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDEL 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDEL 3113 ELEMENTARY READING METHODS 3 hours
This course acquaints future teachers with theories and methodologies designed to teach reading to children. Emphasis will be given to pre-reading skills and parental cooperation, word recognition and unified phonics skills, vocabulary development and the reading process, and critical comprehension skills. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDEL 3123 LITERACY IN PRIMARY GRADES 3 hours
This course is specifically designed to focus on research-based concepts of language and literacy learning. Evaluation of literacy activity and components of a literacy-rich environment will be examined. A minimum of 10 field experience hours is required. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDEL 3133 METHODS OF TEACHING SCIENCE 3 hours
This course teaches curriculum, concepts, and methods in science and health education in the elementary school. Materials and procedures for teaching life sciences and physical sciences, including earth science, are emphasized. A minimum of 10 field experience hours is required. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDEL 3152 METHODS OF TEACHING CREATIVE ARTS 2 hours
This course is designed to teach methods of general music and visual art in grades K-8. Classroom management of time, materials, and students will be included. Art/music appreciation and creativity will be taught and encouraged. A minimum of 10 field experience hours is required. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDEL 3223 LITERACY IN INTERMEDIATE GRADES 3 hours
This class is specifically designed to incorporate different components of an integrated literacy program in the intermediate grades. Issues related to planning, organizing and evaluation, and how it relates to literacy development will be explored. A minimum of 10 field experience hours is required. Prerequisite: EDEL 3123 and admission to Education Program or permission from Teacher Education Coordinator.

EDEL 3243 METHODS OF TEACHING SOCIAL STUDIES 3 hours
This course is designed to help the student develop skills for planning, implementing, and evaluating social studies instruction. Materials and procedures for teaching history, government, geography, and safety education are emphasized. A minimum of 10 field experience hours is required. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDEL 3252 METHODS OF TEACHING PHYSICAL EDUCATION 2 hours
This course is designed to present teachers with current methods and techniques of teaching physical education to students K-8. Special emphasis is placed on curriculum, methods of teaching, methods of learning, class management, and the use of equipment. A minimum of 10 field experience hours is required. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDEL 3801 ELEMENTARY EDUCATION WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDEL 3802 ELEMENTARY EDUCATION SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDEL 4123 METHODS OF TEACHING LANGUAGE ARTS 3 hours
This course studies materials and instructional strategies for practical language activities such as oral expression, written expression, storytelling and other creative activities, spelling, handwriting, and functional grammar. A minimum of 10 field experience hours is required. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDEL 4223 ASSESSMENT AND INTERVENTION IN LITERACY K-8 3 hours
This course is designed to assess literate activity in various settings, to collect and organize test materials, and to study instructional techniques. The student will learn how to administer and score test materials, interpret assessment findings, and select instructional strategies to aid in literacy development. After observations and evaluating test data, an individual remediation/motivational plan will be developed for the purpose of bringing student success in reading and language development. The student will study how success in reading affects self-esteem, behavior, and other academic areas. A minimum of 10 field experience hours is required. Prerequisite: EDEL 3123, EDEL 3223, and admission to Education Program or permission from Teacher Education Coordinator.

EDEL 4243 METHODS OF TEACHING MATHEMATICS 3 hours
This course is designed to help the student understand and develop specific strategies for teaching elementary mathematics, including manipulatives and use of math computer programs. A minimum of 10 field experience hours is required. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDEL 4323 CHILDREN'S LITERATURE 3 hours

This course is designed for elementary education majors, and any others interested in exploring quality literature for children, preschool through eighth grade. The course will provide a broad overview of the field of children's literature, including historical and contemporary considerations, criticism, and representative works from major genres. Examination of different responses to literature and how it relates to literacy development will be explored. A minimum of 10 field experience hours is required with this course. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDEL 4903 SPECIAL TOPICS 3 hours

Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDUCATION (EDUC)

EDUC 2223 INTRODUCTION TO EDUCATION 3 hours

This course is a basic introduction to the field of education. The student will study the history of the great movements and leaders in education. Particular attention will be given to modern institutions and means of education, including information on Christian colleges and day schools.

EDUC 2801 EDUCATION WORKSHOP 1 hour

This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDUC 2802 EDUCATION SEMINAR 2 hours

This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDUC 2903 SPECIAL TOPICS 3 hours

Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDUC 3113 FOUNDATIONS OF EDUCATION 3 hours

This course is a basic introduction to the field of education. The student will study the history of the great movements and leaders in education. Particular attention will be given to modern institutions and means of education, including information on Christian colleges and day schools. Different models of teaching will also be examined. An in-depth look into a Biblical philosophy of Christian education enables the student to clearly articulate his or her own Biblical philosophy of education. This course is designed to meet the ACSI philosophy of Christian school education requirements. A minimum of 30 hours field experience is required.

EDUC 3123 HISTORY AND PHILOSOPHY OF EDUCATION 3 hours

This course is an in-depth look at the philosophical underpinnings of a Biblical philosophy of Christian education. A brief look at the historical roots of education builds a foundation upon which the student will be able to clearly articulate his or her own Biblical philosophy of Christian school education. This course is designed to meet the ACSI philosophy of Christian school education requirements. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDUC 3313 TEACHING METHODS AND PRACTICES 3 hours

This course studies the basic elements of lesson design. Pre-service teachers will study teaching models, design lesson plans, construct tests, and analyze grading and reporting systems. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDUC 3412 TECHNOLOGY AND MEDIA IN EDUCATION 2 hours

This course prepares the student to select, utilize, evaluate, and produce instructional materials. Computer technology, instructional aids, multimedia, and other emerging technologies will be emphasized. Prerequisite: Computer literacy and admission to Education Program or permission from Teacher Education Coordinator.

EDUC 3801 EDUCATION WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDUC 3802 EDUCATION SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDUC 4112 THE EXCEPTIONAL CHILD 2 hours
This course includes identifying characteristics of the exceptional child, resources in the community, and the federally mandated policies and procedures for educating children with exceptionalities. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDUC 4213 READING IN SECONDARY SCHOOL CONTENT AREAS 3 hours
This course prepares prospective secondary teachers to guide students in identifying reading and study skills needed to achieve success in the secondary school disciplines in language arts, social sciences, natural sciences, and others. A minimum of 30 hours field experience is required. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDUC 4312 EDUCATIONAL ASSESSMENT 2 hours
This course provides practice in the educational theories of effective instructional strategies, classroom management, and a variety of assessments, and the involvement of parents/caregivers and the community in the learning process. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDUC 4413 SECONDARY TEACHING METHODS: ENGLISH 3 hours
This course for prospective secondary English teachers presents the teaching of composition, language principles, literature, speech, and journalism. Attention is given to research, curriculum design, evaluation, media, and the classroom applications and implications of each. Included are the evaluation of professional materials, the development of teaching units, and the study of basic research and pedagogy of the language arts. A minimum of 30 hours field experience is required. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDUC 4423 SECONDARY TEACHING METHODS: PHYSICAL EDUCATION 3 hours
This course for prospective secondary teachers of physical education presents the teaching of lifelong wellness through physical activity from pre-adolescence to adulthood. Attention is given to curriculum design, research, evaluation, and field application. Specific guidelines that will be tested and measured through physical performance are included in this course. Age-specific activities will be designed and monitored for proper mechanical usage. A minimum of 30 hours field experience is required. Prerequisite: Admission to the Education Program or permission from the Teacher Education Coordinator.

EDUC 4433 SECONDARY TEACHING METHODS: SOCIAL STUDIES 3 hours
This course for prospective secondary teachers of social studies presents the teaching of history, economics, geography, political science, psychology, and sociology. Attention is given to curriculum design, evaluation, media, research and the classroom applications and implications of each. Included are the evaluation of professional materials, development of teaching units, and study of basic research and pedagogy of the social studies. A minimum of 30 hours field experience is required. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

EDUC 4443 SECONDARY TEACHING METHODS: BUSINESS EDUCATION 3 hours
This course for prospective secondary teachers of business education presents the teaching of business, economics, management, accounting, and computer science principles. Attention is given to curriculum design, research, evaluation, field application, and classroom applications of each. Included are the evaluation of professional materials, development of teaching units, and study of basic research and pedagogy of vocational business education. A minimum of 30 hours field experience is required. Prerequisite: Admission to the Education Program or permission from Teacher Education Coordinator.

EDUC 4453 SECONDARY TEACHING METHODS: MATHEMATICS 3 hours
This course for prospective secondary teachers of mathematics presents the teaching of basic middle school mathematics, algebra, geometry, trigonometry, and higher levels of mathematic for the high school. Attention is given to curriculum design, evaluation, media, research, and the classroom applications and implications of each. Included are the evaluation of professional materials, development of teaching units, and study of basic research and pedagogy of mathematics. A minimum of 30 hours field experience is required. Prerequisite: Admission to the Education Program or permission from Teacher Education Coordinator.

EDUC 4512 CLASSROOM MANAGEMENT 2 hours
This course includes techniques of classroom management related to concerns such as behavioral strategies, time and materials, rapport, and rules formation. This course also contains a component which deals with parent/community relations. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator. Corequisite: EDUC 4519.

EDUC 4519 STUDENT TEACHING 9 hours
In this course, student teachers assume the teaching role in the classroom. Student teachers will be supervised and evaluated by a professional practitioner and a faculty mentor from Hillsdale. Student teachers will receive instruction, assistance, and constructive supervision in classroom management, evaluation of student behavior, various methods of teaching, selection of teaching materials, and school-home-church community relations. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator. Corequisite: EDUC 4512.

EDUC 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Admission to Education Program or permission from Teacher Education Coordinator.

ENGLISH AND LITERATURE (ENGL)

ENGL 0013 CONVERSATIONAL ENGLISH I 3 hours
This is a course in basic English conversation. Vocabulary, drills, writing exercises, and detailed explanations are presented in a systematic manner aimed at developing fluent oral control of the English language. This course is designed to prepare students for entry into ENGL 1113 English Composition I and is not acceptable for degree credit.

ENGL 0023 CONVERSATIONAL ENGLISH II 3 hours
This course is a continuation of ENGL 0013 Conversational English I. Vocabulary, drills, writing exercises, and detailed explanations are presented in a systematic manner aimed at developing fluent oral control of the English language. Prerequisite: ENGL 0013 or placement by assessment testing and/or instructor. This course is designed to prepare students for entry into ENGL 1113 English Composition I and is not acceptable for degree credit.

ENGL 0113 READING DEVELOPMENT 3 hours
This course provides a survey of basic reading techniques and vocabulary development designed to accelerate reading rates and improve comprehension. Attention is given to types of rapid reading and to skills in critical reading. This course is not acceptable for degree credit.

ENGL 0123 FUNDAMENTAL ENGLISH SKILLS 3 hours
This course provides a basic review of essential composition skills (usage, mechanics, graphics, sentence development, paragraph development, and so on). Basic grammar terminology is also reviewed. This course is designed to prepare students for entry into ENGL 1113 English Composition I and is not acceptable for degree credit.

ENGL 1103 AMERICAN CULTURE AND COMMUNICATION 3 hours
This course is primarily for international students who want to develop better communication skills while gaining an appreciation for the American culture and many issues that are relevant to modern day society in the United States. Students learn how to better state their opinions, speak persuasively, and debate issues. Cross-cultural communication issues are discussed, and students practice their pronunciation using American dialects. The student's vocabulary is greatly enhanced by learning many essential words that are needed to communicate effectively in American culture and academic environments.

ENGL 1111 YEARBOOK EDITING I 1 hour
This course will begin with the planning and scheduling of working timetable to successfully complete the contents of a yearbook. Techniques of layout, photography, and writing of copy will be examined. Actual work will be done in producing a yearbook by using computer desktop publishing programs which will enhance the computer proficiency of the student.

ENGL 1113 ENGLISH COMPOSITION I 3 hours
This course is a study of analysis and research writing techniques, persuasive composition, style, and the effective use of language. A research paper is required. Students must earn a minimum of 'C' to fulfill degree requirements. Prerequisite: Guidelines set by the Assessment Committee or minimum of 'C' in ENGL 0123.

ENGL 1211 YEARBOOK EDITING II 1 hour

This is a continuation of ENGL 1111 and will focus on the implementation of a yearbook plan through problem solving, interpersonal cooperation, and meeting production deadlines to produce a finished yearbook. The study of the techniques of layout, photography, and writing of copy will continue to be developed. Actual work will be done in producing a yearbook by using computer and desktop publishing programs which will enhance the computer proficiency of the student.

ENGL 1213 ENGLISH COMPOSITION II 3 hours

This course is a study of purpose and audience with an emphasis on persuasive writing, style, and critical thinking. A research paper is required. Students must earn a minimum of 'C' to fulfill degree requirements. Prerequisite: Minimum of 'C' in ENGL 1113 or Advanced Placement.

Students entering with a 26 ACT and 4 years of High School English (grades of A or B) may receive Academic Placement in ENGL 1213 English Composition II. If ENGL 1213 English Comp. II is completed with a final grade of A or B, the student will receive 3 credit hours for ENGL 1113 English Comp. I (with a grade of "P"). If the student does not earn an A or B, the student must enroll in ENGL 1113 English Comp. I.

ENGL 1513 LITERARY STUDY OF THE ENGLISH BIBLE I 3 hours

An overall view of the structure, contents, history, peoples, and teachings of the Old Testament is given. A careful reading of the Biblical text is required. The course includes geographical studies, character studies, and spiritual applications of modern-day living. Literary analysis and critical essays are included in the course.

ENGL 1613 LITERARY STUDY OF THE ENGLISH BIBLE II 3 hours

An overall view of the structure, contents, history, peoples, and teachings of the New Testament is given. A careful reading of the Biblical text is required. The course includes geographical studies, character studies, and spiritual applications of modern-day living. Literary analysis and critical essays are included in the course.

ENGL 2112 READING AND WRITING IN CHRISTIAN STUDIES 2 hours

This course is a study of reading and writing techniques in the various fields of Christian studies, including Bible, theology, missions, apologetics, ethics, and ministry. It is designed to help students improve reading and research skills as they enhance their ability to express responses and results from those learning activities in appropriate written formats.

ENGL 2113 AMERICAN LITERATURE I 3 hours

This course is a survey of the work of the major American poets, essayists, novelists, historians, critics, and dramatists from the Colonial Period to Whitman. The relationship of the literature surveyed to the time frame in which it was written will be shown. Also, the value of great literature for the cultural enrichment of this generation will be noted. Prerequisite: ENGL 1113 or Advanced Placement.

ENGL 2213 AMERICAN LITERATURE II 3 hours

This course is a survey of the great American writers from Whitman to the present. As in ENGL 2113, the relationship between the work and time era will be highlighted. Discussion will be centered on literary texts and trends. Prerequisite: ENGL 1113 or Advanced Placement.

ENGL 2313 INTERMEDIATE COMPOSITION I 3 hours

This course is designed to improve a student's college level writing skills as they relate to a specific audience. The difference between the appropriate writing style for critical and other types of essays, research papers, journals, and abstracts will be explored.

ENGL 2323 INTERMEDIATE COMPOSITION II 3 hours

This course acquaints the student with a process of reading, responding to, analyzing, interpreting, and writing about three standard genres of literature: the short story, poetry, and drama. No prior literary study is assumed.

ENGL 2413 INTRODUCTION TO JOURNALISM 3 hours

This course is designed to acquaint the education students with basic news writing and editing, yearbook layout and design, and photography elements, as well as publications software and technology. It includes a laboratory experience of working with the Harvester yearbook and doing newsletter publication. In addition, the course looks at basic elements involved in sponsoring student publications.

ENGL 2801 ENGLISH WORKSHOP 1 hour

This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

ENGL 2802 ENGLISH SEMINAR 2 hours

This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Permission of Program Director.

ENGL 2903 SPECIAL TOPICS 3 hours
This course will cover various subjects in the area of study through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. This course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Permission of Program Director.

ENGL 3113 WRITING AND RESEARCH 3 hours
This is an undergraduate course designed to develop sound techniques of research (experimental, historical, and descriptive survey) and writing in the student's major field. It also deals with selecting appropriate subjects, gathering and evaluating data, presenting material, and objectively reporting conclusions. Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 3213 INTRODUCTION TO LINGUISTICS 3 hours
This course provides an introduction to phonology, morphology, and syntax. Attention is given to current theoretical approaches. The science of language in its descriptive and historical aspects is studied. Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 3313 GRAMMATICAL STRUCTURE OF ENGLISH 3 hours
This course is a study of the grammar of English, using the most significant theoretical approaches. Both traditional grammar and transformational generative are emphasized. Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 3413 DEVELOPMENT OF THE ENGLISH LANGUAGE 3 hours
This course is the study of the English language from the time of earliest records, with emphasis on major external influences and internal changes which have shaped the present grammar, vocabulary, etc. Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 3513 WORLD LITERATURE I 3 hours
This course is a study of great literary works (selected from both Eastern and Western literatures) from classical antiquity to the Renaissance. Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 3523 WORLD LITERATURE II 3 hours
This course is a study of great literary works representing the history of world literature from the Enlightenment to modern times. Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 3613 SHAKESPEARE 3 hours
This course will briefly review the origin and development of drama, survey of the life and times of William Shakespeare, and study nine plays including the major tragedies. Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 3623 YOUNG ADULT LITERATURE 3 hours
This course will focus on the content of young adult literature (YAL), the diversity inherent in the genre, and appropriate strategies for encouraging student literary response to YAL and literature in general. Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 3643 SURVEY OF BRITISH LITERATURE 3 hours
This course is a survey of British literature from Anglo-Saxon to the present. Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 3723 CREATIVE WRITING 3 hours
This course provides training in writing and teaching poetry, short story, play, non-fiction and other genres. Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 3801 ENGLISH WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 3802 ENGLISH SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisites: ENGL 1113, ENGL 1213, and permission of Program Director.

ENGL 4113 METHODS OF TEACHING WRITTEN ENGLISH FOR ESL 3 hours
This course presents objectives, methods, assessment, and philosophies of teaching composition and grammar to speakers of other languages. Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 4213 METHODS OF TEACHING CONVERSATIONAL ENGLISH FOR ESL 3 hours
This course presents objectives, methods, assessment, and philosophies of teaching the spoken language to speakers of other languages. Theories of second language acquisition will be studied. Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 4313 ESL STUDENT TEACHING PRACTICUM 3 hours
This course is based on observation and teaching experience in an ESL classroom or extensive practice in private tutoring with formal supervision. Prerequisites: ENGL 4113.

ENGL 4413 LIFE & WRITINGS OF C.S. LEWIS 3 hours
This course is a study of the life and writings of the influential Twentieth century Christian writer C.S. Lewis. Attention will be given to Lewis' contribution to a variety of fields including: theology, philosophy, apologetics, ethics, literary criticism, fiction, children's stories, etc. Prerequisites: ENGL 1113 and ENGL 1213, PHIL 2203 or permission of the instructor. Crosslisted as PHIL 4413.

ENGL 4903 SPECIAL TOPICS 3 hours
This course presents various subjects in the area of study through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. This course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Permission of Program Director.

GEOGRAPHY (GEOG)

GEOG 2243 PRINCIPLES OF GEOGRAPHY 3 hours
This course includes study on how space is distributed and utilized physically, politically, and culturally. The impact of weather and natural phenomena is examined, and students are introduced to gathering and mapping of data.

GEOG 2801 GEOGRAPHY WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

GEOG 2802 GEOGRAPHY SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

GEOG 2903 SPECIAL TOPIC 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

GEOG 3801 GEOGRAPHY WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

GEOG 3802 GEOGRAPHY SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

GEOG 4903 SPECIAL TOPIC 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

HISTORY (HIST)

HIST 0123 U.S. HISTORY 3 hours
This American history course is a survey of the nation's history from the earliest explorations to the present time. It is designed for students who need additional preparation before enrolling in college-level history courses. This course is not acceptable for degree credit.

HIST 1323 AMERICAN HISTORY TO 1865 3 hours
This course examines the early cultural and political development of North America and the formation of the United States of America, while special attention to construction and interpretations of the Constitution, economic development, and societal change. The Civil War is reviewed as a sectional struggle between competing cultural, economic, and political ideologies.

HIST 1423 AMERICAN HISTORY SINCE 1865 3 hours
This course examines the political, economic, and social development of the United States of America from the end of the Civil War to recent times. This includes the settlement and development of the trans-Mississippi West and Great Plains, the emergence of the U.S. as a world power, and the political evolution of the U.S. Constitution as it governs liberty and equity.

HIST 2013 SELECTED TOPICS IN U.S. HISTORY 3 hours
This course is a study of five selected topics from five periods in United States history emphasizing political, social, military, and other aspects of history. The five periods involved are colonial, federal, mid-nineteenth century, late nineteenth century, and mid-twentieth century.

HIST 2133 WESTERN CIVILIZATION 3 hours
This course is a survey of the background of western civilization, covering the early history of man and the civilization of the ancient Near-East, Greece, and Rome up to the Renaissance and Reformation.

HIST 2801 HISTORY WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

HIST 2802 HISTORY SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

HIST 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

HIST 3103 CHURCH HISTORY 3 hours
This course examines the development of the Christian church from the end of the apostolic age to the present. Consideration is given to the outstanding persons and events of this period and to the doctrinal development which took place.

HIST 3313 OKLAHOMA HISTORY 3 hours
This course provides a survey of Oklahoma History, including its geography, Native American populations, exploration, Indian reservation system, land openings, political origins and evolution, agricultural and mineral development, and economic progress. Oklahoma's distinct cultural identity is studied.

HIST 3413 EUROPEAN HISTORY 1500 TO 1815 3 hours
This course is a study of early European history from the Renaissance to the French Revolution and Napoleon.

HIST 3423 EUROPEAN HISTORY 1815-PRESENT 3 hours
This course is a study of European history from 1815 to the present and includes the dominant political, social, and cultural trends in the major countries.

HIST 3723 HISTORY OF MISSIONS 3 hours
This course is a complement to the study of church history. Its focus is on the development of missionary activity, people, practices, problems, and progression from the apostolic age to the present day. Crosslisted as MISS 3723.

HIST 3801 HISTORY WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

HIST 3802 HISTORY SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

HIST 4103 HISTORY OF MATHEMATICS 3 hours
This course is a study of the historical development of mathematics, including an introduction to the works of notable mathematicians and a look at famous problems and their development over time. Prerequisite: MATH 1513 and junior standing or permission of the instructor. Crosslisted as MATH 4103.

HIST 4113 TWENTIETH CENTURY HISTORY 3 hours
This course is a study of the history of the twentieth century with a special focus on the rise of the United States as a world power. The study will include the general cultural, economic, and political developments that shaped the course of world events.

HIST 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

HEALTH PROMOTION/EXERCISE SCIENCE (HPES)
(One hour HPES courses may be repeated.)

HPES 1031 BOWLING 1 hour
This course offers instruction and practice in the fundamentals of bowling with emphasis on basic skills and knowledge of the rules and scoring.

HPES 1131 AEROBIC CONDITIONING 1 hour
This is an exercise course designed to condition the body for maximum health and fitness with special emphasis on cardiovascular fitness.

HPES 1231 TEAM SPORTS 1 hour
Basic skills and competitive games in selected team sports are observed for promotion of the general health of the student.

HPES 1232 FIRST AID 2 hours
This course is a study of the anatomy and its care in times of emergency. The student will receive basic CPR training as a part of the course.

HPES 1331 RACQUETBALL 1 hour
This course builds the fundamental racquetball skills of serving, developing the forehand and backhand, court positioning, and strategy.

HPES 1431 INTERCOLLEGIATE GOLF 1 hour
This course provides the opportunity for students to participate in intercollegiate golf. Permission of the instructor is required.

HPES 1611 WOMEN'S INTERCOLLEGIATE VOLLEYBALL 1 hour
This course provides the opportunity for students to participate in women's intercollegiate volleyball. Permission of the instructor is required.

HPES 1621 WOMEN'S INTERCOLLEGIATE BASKETBALL 1 hour
This course provides the opportunity for students to participate in women's intercollegiate basketball. Permission of the instructor is required.

HPES 1631 WOMEN'S INTERCOLLEGIATE SOFTBALL 1 hour
This course provides the opportunity for students to participate in women's intercollegiate softball. Permission of the instructor is required.

HPES 1641 WOMEN'S INTERCOLLEGIATE SOCCER 1 hour
This course provides the opportunity for students to participate in women's intercollegiate soccer. Permission of the instructor is required.

HPES 1651 WOMEN'S INTERCOLLEGIATE CROSS-COUNTRY 1 hour
This course provides the opportunity for students to participate in women's intercollegiate cross-country running. Permission of the instructor is required.

HPES 1721 MEN'S INTERCOLLEGIATE BASKETBALL 1 hour
This course provides the opportunity for students to participate in men's intercollegiate basketball. Permission of the instructor is required.

HPES 1731 MEN'S INTERCOLLEGIATE BASEBALL 1 hour
This course provides the opportunity for students to participate in men's intercollegiate baseball. Permission of the instructor is required.

HPES 1741 MEN'S INTERCOLLEGIATE SOCCER 1 hour
This course provides the opportunity for students to participate in men's intercollegiate soccer. Permission of the instructor is required.

HPES 1751 MEN'S INTERCOLLEGIATE CROSS-COUNTRY 1 hour
This course provides the opportunity for students to participate in men's intercollegiate cross-country running. Permission of the instructor is required.

HPES 2001 WEIGHT TRAINING 1 hour
The purpose of this course is to learn the basic skills in weight training. This will be accomplished by introducing warm-up, lifting, and body strengthening techniques. Students will also learn warm-up programs, training programs, and programs that condition and strengthen the body through continuous weight training.

HPES 2033 COACHING 3 hours
This course includes the history and development of games, conduct of coaching, training methods, strategy and rules, and systems of leading coaches.

HPES 2111 CHEERLEADING 1 hour
Students will receive instruction, participate in cheerleading as exercise, and implement public demonstrations of this activity.

HPES 2121 WALKING AS A LIFE SPORT 1 hour
This course gives a study of the physical, emotional, and spiritual benefits of walking. Included in the course are lectures, outside reading, and the development of a regular walking program with an accompanying logbook.

HPES 2133 INTRODUCTION TO HEALTH PROMOTION AND EXERCISE SCIENCE 3 hours
This course is an introduction to the fields of health promotion and exercise science. Students will be introduced to the curriculum, employment opportunities, terminology, and professional associations. Students will develop the skills to perform basic library and web based research.

HPES 2211 KARATE 1 hour
Students will receive instruction and participate in the Tae Kwon Do form of Karate.

HPES 2223 NUTRITION 3 hours
This course is designed to teach the basic principles of optimal nutrition and their role in maintenance of health and prevention and treatment of disease. Emphasis is given to selection, quality, and interrelationships of nutrients in both the normal and therapeutic diet to meet the individual's physiological, psychological, and sociological needs. Crosslisted as NATS 2233.

HPES 2433 SCHOOL AND COMMUNITY RECREATION 3 hours
This course is for prospective teachers of physical education. It includes developing skills and techniques of recreational games and activities, team sports, rhythmics, individual activities, and recreational programs. It is required of physical education majors and recommended for all elementary and secondary teachers.

HPES 2801 PHYSICAL EDUCATION WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

HPES 2802 PHYSICAL EDUCATION SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

HPES 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

HPES 2912 PERSONAL HEALTH 2 hours
This course is a study of health information from the physical, emotional, social, intellectual, and spiritual dimensions. Emphasis is given to the health issues concerning college students.

HPES 3113 ADMINISTRATION OF HEALTH AND PHYSICAL EDUCATION 3 hours
This course is a study of the principles of organization and administration in health and physical education programs for schools and communities.

HPES 3223 MOTOR LEARNING 3 hours
This course is designed to study the development of movement, competency, and implications for skill learning in young people.

HPES 3232 ADAPTED PHYSICAL EDUCATION 2 hours
This course is designed to challenge the future teacher to adapt instruction, activities, and information according to the needs of the participant.

HPES 3323 MOTOR DEVELOPMENT 3 hours
This course will allow students to study growth and physical development throughout different stages of life and the acquisition of neuromuscular control of movement at different levels of development.

HPES 3333 OFFICIATING 3 hours
This course offers the study and interpretation of various sports and their rules. It gives the opportunity for experience and for becoming a registered official. It provides a good background in the proper techniques of officiating and controlling a sport activity.

HPES 3502 CARE AND PREVENTION OF ATHLETIC INJURIES 2 hours
This course will include a study of injuries in the exercise and sports sciences. Methods of care and prevention with emphasis on the common injuries and taping techniques will be included.

HPES 3513 HEALTH PROMOTION PROGRAMS 3 hours
This course focuses on the process involved with designing a health promotion program. It will include models, theories, and evaluation techniques to improve overall wellness, disease prevention, and risk reduction.

HPES 3563 LIFESTYLE INTERVENTIONS 3 hours
This course will show how students can interrelate their knowledge of applying lifestyle interventions to individuals, entire communities, work places, and schools.

HPES 3801 PHYSICAL EDUCATION WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

HPES 3802 PHYSICAL EDUCATION SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

HPES 3813 PRINCIPLES OF HEALTH AND FITNESS 3 hours
This course is an introduction to the biological, physical, and psychological sciences related to health, fitness, exercise, and sport. Theoretical and applied concepts and principles that make up the foundation of health, testing, design, and prescription will be presented.

HPES 3853 EXERCISE TESTING AND PRESCRIPTION 3 hours
This course will allow students to examine the process of testing an individual's fitness level and prescribing the correct dose of exercise accordingly. The student will be provided with knowledge of the impact exercise has on nutrition, weight control, and the overall dose response on the human body.

HPES 3873 PRINCIPLES OF PERSONAL TRAINING 3 hours
This course prepares students with the knowledge, skills, and abilities required for a nationally recognized certification in personal training. This includes obtaining the understanding of the body's response to acute and chronic exercise as well as competencies in technique and evaluation.

HPES 4113 STRUCTURAL KINESIOLOGY 3 hours
This course provides an introduction to basic human anatomy, physiology, and biomechanics of specific structures that produce and sustain movement.

HPES 4223 PHYSIOLOGY OF EXERCISE 3 hours
This course is a general study of the bioenergetics of muscular work; neuromuscular structure, function, and control; cardio respiratory functions and control; and physical training as it relates to nutrition and exercise performance.

HPES 4403 SENIOR CAPSTONE 3 hours
Seniors must complete a capstone course prior to graduation under the direction of their advisor. The student will present a proposal to his or her faculty advisor that must be approved by the department chair and the Exercise Science Program Director. The completed project will demonstrate that the student has accomplished the degree purposes of common literacy, communication skills, and critical thinking.

HPES 4833 PHYSIOLOGY OF EXERCISE LABORATORY 3 hours
This course includes laboratory experiments that allow the student to survey the fitness level of participants by evaluating fundamental physiological mechanisms, regulating responses, and adapting to exercise. Systems evaluated include cardio-respiratory, energy, and muscular. Prerequisite: HPES 4223.

HPES 4853 CHRONIC DISEASE INTERVENTION 3 hours
This course provides students with a basic understanding of chronic diseases and how they may be prevented or treated through the implementation of health promotion and exercise science. Prerequisite: HPES 4223.

HPES 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

HUMANITIES (HUMN)

HUMN 1113 HUMANITIES 3 hours
This course is an introductory survey of music, art, and literature with consideration of the historical and philosophical background and with appreciation of their significance in human experience.

HUMN 2801 HUMANITIES WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

HUMN 2802 HUMANITIES SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

HUMN 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

HUMN 3801 HUMANITIES WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

HUMN 3802 HUMANITIES SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

HUMN 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

INTERDISCIPLINARY STUDIES (IDIS)

IDIS 1001 STUDENT SUCCESS SKILLS 1 hour
This course provides students with knowledge of the basic skills required for college success. Topics covered include time management, reading textbooks, taking class notes and tests, documentation, library skills, web evaluation, learning styles, and personality assessment. A letter grade of C or higher is required for passing this course.

IDIS 1120 ORIENTATION TO ONLINE COLLEGIATE STUDIES 0 hours
This course is designed for online students to determine if they have learning styles and skills necessary for successful online learning. Through participation in the orientation the student and faculty advisor will determine if the student has a computer and an internet system as well as skills needed to properly operate those systems in order to engage effectively in the online courses at Hillsdale. Successful completing of the orientation is required before a student will be admitted to regular online college courses provided by Hillsdale Free Will Baptist College.

IDIS 2801 INTERDISCIPLINARY STUDIES WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

IDIS 2802 INTERDISCIPLINARY STUDIES SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

IDIS 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

IDIS 3801 INTERDISCIPLINARY STUDIES WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

IDIS 3802 INTERDISCIPLINARY STUDIES SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

IDIS 4222 AREA STUDIES 2 hours
Students who are prospective missionary candidates select for individual research the area in which they are interested. An in-depth study is made of the geography, history, culture, religion, and missionary activity of the chosen area. A research paper representing the results of the study will be required at the conclusion of the semester. Offered under the supervision of the instructor of missions.

IDIS 4403 INTERDISCIPLINARY CAPSTONE 3 hours
Seniors must complete a capstone course prior to graduation under the direction of their advisor. The student will present a proposal to his or her faculty advisor which must be approved by both the Department Chair in which the faculty advisor serves and the Interdisciplinary Studies Director. The IDIS 4403 project will be designed to demonstrate that the student has accomplished the degree purposes of common literacy, communication skills, and critical thinking.

IDIS 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

LANGUAGE (LANG)

LANG 1115 ELEMENTARY FRENCH I 5 hours
This is a basic course giving the student an overview of the French language. Drill in the pronunciation and conversation will be given, along with reading and writing of easy material and the study of grammar. Supplementary reading in French will be assigned to develop vocabulary and promote facility in reading.

LANG 1215 ELEMENTARY FRENCH II 5 hours
This course includes the systematic cultivation of increased depth and control in the basic skills of listening, speaking, reading, and writing French. Practical drills in the pronunciation and conversation will be given along with reading and writing of easy material, and the study of grammar will continue to be emphasized in order to build on previous knowledge. Supplementary reading in French will be assigned to develop vocabulary and promote facility in reading. Prerequisite: LANG 1115 or Advanced Placement through skills assessment.

LANG 1313 CONVERSATIONAL SPANISH I 3 hours
This is an elementary course in understanding the Spanish language. The course includes intensive practice in the pronunciation and conversation of everyday Spanish. The everyday topics of family, home, city, school, marketplace, and general life will be utilized.

LANG 1315 ELEMENTARY SPANISH I 5 hours
This is a beginning course in understanding, speaking, and reading and writing Spanish.

LANG 1323 CONVERSATIONAL SPANISH II 3 hours
This course is a continuation of Conversational Spanish I (LANG 1313). Further attention is given to the pronunciation and conversation of everyday Spanish. Prerequisite: LANG 1313.

LANG 1415 ELEMENTARY SPANISH II 5 hours
This is a continuation of LANG 1315 Elementary Spanish I. It is a basic course in reading, writing, and speaking Spanish. Prerequisite: LANG 1315 or permission of the instructor.

LANG 2113 ELEMENTARY GREEK I 3 hours
This course is a study of the basic grammar, syntax, and vocabulary of the Greek language. Emphasis is given to the Greek of the Hellenistic Period. Facility in translation is developed through the use of practice exercises.

LANG 2213 ELEMENTARY GREEK II 3 hours
This course is a continuation of Elementary Greek I (LANG 2113). Further attention is given to the development of elementary grammar, vocabulary, and translation skills. Prerequisite: LANG 2113.

LANG 2313 INTERMEDIATE SPANISH I 3 hours
This course focuses on the development of reading, grammar, writing, and speaking skills in Spanish. It emphasizes the expansion of vocabulary and strong re-enforcement of grammatical structures. It includes the reading and discussion of Spanish texts appropriate for a third semester student. Prerequisite: LANG 1415 or permission of the instructor.

LANG 2413 INTERMEDIATE SPANISH II 3 hours
This course continues to refine reading skill and mastery of Spanish grammar. It emphasizes a more sophisticated vocabulary and a greater understanding of grammatical structures. This course includes the reading and discussion of literary and cultural texts appropriate for a fourth semester student. Prerequisite: LANG 2313.

LANG 2801 LANGUAGE WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

LANG 2802 LANGUAGE SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

LANG 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

LANG 3113 INTERMEDIATE GREEK I 3 hours
This course is a study of the vocabulary, grammar, and syntax of the Greek language designed for second year students. Facility in translation is developed through the translation of practice exercises and selected passages from the Greek New Testament and/or other Greek literature. Prerequisite: LANG 2213.

LANG 3213 INTERMEDIATE GREEK II 3 hours
This course is a continuation of Intermediate Greek I (LANG 3113). It seeks to develop an understanding of the vocabulary, grammar, and syntax of the Greek language which is appropriate for a fourth semester student. Considerable attention is given to developing appropriate translation skills. Prerequisite: LANG 3113.

LANG 3801 LANGUAGE WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

LANG 3802 LANGUAGE SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

LANG 4103 NEW TESTAMENT GREEK APPRECIATION 3 hours
This course is an introductory study of the basic grammar, syntax, and vocabulary of the Greek Language. Emphasis is given to the use of Greek study aids. Facility in translation and use of Greek study aids is developed through the use of practice exercises.

LANG 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

LEADERSHIP (LEAD)

LEAD 2801 LEADERSHIP WORKSHOP 1 hour
This course is a workshop exploring careers in business, topics of current interest, and business literature and resources. This course may be repeated with a change of subject matter for a maximum of four credit hours.

LEAD 2802 LEADERSHIP SEMINAR 2 hours
This course is a seminar exploring careers in business, topics of current interest, and business literature and resources. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

LEAD 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

LEAD 3801 LEADERSHIP WORKSHOP 1 hour
This course is a workshop exploring careers in business, topics of current interest, and business literature and resources. This course may be repeated with a change of subject matter for a maximum of four credit hours.

LEAD 3802 LEADERSHIP SEMINAR 2 hours
This course is a seminar exploring careers in business, topics of current interest, and business literature and resources. The course may be repeated with a change of subject matter for a maximum of four credit hours.
Permission of Program Director is required.

LEAD 3823 CONCEPTS OF LEADERSHIP 3 hours
This course is a study of the concepts of leadership presented in the Scriptures with the goal of maximizing leadership potential.

LEAD 4003 SMALL GROUP LEADERSHIP 3 hours
This course is a study of the organization and function of small groups. Emphasis will be given to the role of small groups in church ministry and business. Prerequisite: Junior standing.

LEAD 4503 CASE STUDIES IN LEADERSHIP 3 hours
Case studies will be selected for in-depth study of the application of leadership concepts with particular reference to those concepts found in Scripture. Students will develop a written analysis of their style of leadership. Related issues are introduced through readings. Prerequisite: Junior standing.

LEAD 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. This course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Junior standing and permission of the instructor is required.

MATHEMATICS (MATH)

MATH 0233 BASIC SKILLS FOR MATHEMATICS I 3 hours
This course is a thorough review of arithmetic and arithmetic concepts as well as an introduction to algebraic and geometric concepts. Topics covered include integers, fractions, linear equations, basic area and volume concepts, exponents, and problem solving. This course is designed to prepare students for entry into MATH 1503 Mathematical Concepts and Applications and is not acceptable for degree credit.

MATH 0243 BASIC SKILLS FOR MATHEMATICS II 3 hours
This course is a continuation of MATH 0233. This course is not acceptable for degree credit.

MATH 1333 INTERMEDIATE ALGEBRA 3 hours
This course presents the fundamental operations, linear equations, graphing, problem solving, exponents, quadratic equations, and inequalities. Prerequisite: one year of high school algebra or MATH 0233 with a grade of 'C' or better.

MATH 1343 ALGEBRA FOR ELEMENTARY TEACHERS 3 hours
This course is an introductory algebra course appropriate to the needs of the elementary teacher. The course presents basic algebraic principles as well as contemporary terminology, techniques and methods of solving algebraic equations, systems of equations, and inequalities. Basic operations of graphing calculators and other technology will be presented. Prerequisite: Three successful semesters of high school algebra, MATH 1503 or adequate placement test scores. Credit will not apply towards a mathematics or a secondary mathematics education degree.

MATH 1503 MATHEMATICAL CONCEPTS AND APPLICATIONS 3 hours
This is a course designed to enhance the student's abilities to analyze and solve problems. The course includes basic concepts of arithmetic and algebra, applications of exponents and logarithms, topics in coordinate geometry, and an introduction to elementary statistics. Prerequisite: one year of high school algebra or MATH 0233 with a grade of 'C' or better.

MATH 1513 COLLEGE ALGEBRA 3 hours
This course presents functions and graphing. Polynomial, exponential, and logarithmic functions will be explored. Substitution, elimination, and matrices will be used to solve systems of linear equations. Prerequisite: two years of high school algebra or MATH 1333 with a grade of 'C' or better. Credit may be earned in only one course from MATH 1513 and MATH 1523.

MATH 1523 COLLEGE ALGEBRA FOR BUSINESS 3 hours
This course presents functions and graphs, systems of linear equations and inequalities, and matrices. Applications from business are utilized throughout the course. Prerequisite: two years of high school algebra or MATH 1333 with a grade of 'C' or better. Credit may be earned in only one course from MATH 1513 and MATH 1523.

MATH 1533 FOUNDATIONS OF GEOMETRY AND MEASUREMENT 3 hours
This is a course designed to enhance the student's abilities to analyze and solve problems. Topics included are plane geometry, transformations, and topology. It also includes a study and practice of systems of measurement and an introduction to trigonometry. Prerequisite: one year of high school algebra and one year of high school geometry or MATH 1503.

MATH 1613 TRIGONOMETRY 3 hours
This course presents the development and use of circular and trigonometric functions: relations between the functions, solutions of triangles, and applications to practical problems. Prerequisite: high school geometry and MATH 1513.

MATH 1714 CALCULUS I: CALCULUS WITH ANALYTIC GEOMETRY 4 hours
Topics include differentiation and integration of elementary functions, limits, continuity, and applications of the definite integral. Prerequisite: MATH 1513, MATH 1523 or permission of the instructor.

MATH 2703 APPLIED CALCULUS FOR BUSINESS, LIFE AND SOCIAL SCIENCES 3 hours
This course is a study of topics that include differentiation and integration of elementary functions, limits, continuity, and applications of the definite integral for solving theoretical and applied problems in business, life sciences, and social sciences. Prerequisite: MATH 1513, MATH 1523 (or equivalent) with a minimum grade of 'C' or permission of instructor.

MATH 2724 CALCULUS II: CALCULUS WITH ANALYTIC GEOMETRY 4 hours
Topics covered include calculus of transcendental functions, techniques of integration, series, conic sections, polar coordinates, and parametric equations. Prerequisite: MATH 1714 or permission of the instructor.

MATH 2734 CALCULUS III: CALCULUS WITH ANALYTIC GEOMETRY 4 hours
Topics covered include vector calculus, functions of several variables, partial derivatives, and multiple integrals. Prerequisite: MATH 2724 or permission of the instructor.

MATH 2801 MATHEMATICS WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

MATH 2802 MATHEMATICS SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

MATH 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

MATH 3013 LINEAR ALGEBRA 3 hours
This course is an introductory course in vector spaces, matrices, determinants, characteristic roots, and applications. Prerequisite: MATH 2724 or permission of the instructor.

MATH 3123 ELEMENTARY NUMBER THEORY 3 hours
This is a course designed to present theoretical studies in mathematics including primes and composites, number theoretic functions, Diophantine equations, congruence classes, and mathematical induction. Prerequisite: MATH 2724.

MATH 3601 TECHNOLOGY AND MEDIA IN MATHEMATICS 1 hour
This course will be an introduction to computer software and calculators used for students of mathematics. Topics will be selected from uses of the internet for the study of mathematics, graphing calculators, and computer software for solving mathematical problems. Permission of instructor is required.

MATH 3801 MATHEMATICS WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

MATH 3802 MATHEMATICS SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

MATH 4023 MODERN ALGEBRA 3 hours
This course is an introduction to group, ring, and field theory. Emphasis is on real and complex number fields with supportive problem sets and applications. Prerequisite: MATH 2734

MATH 4103 HISTORY OF MATHEMATICS 3 hours
This course is a study of the historical development of mathematics, including an introduction to the works of notable mathematicians and a look at famous problems and their development over time. Prerequisite: MATH 1513 and junior standing or permission of the instructor. Crosslisted as HIST 4103.

MATH 4543 CAPSTONE: THE NATURE OF MODERN MATHEMATICS 3 hours
This capstone course for Mathematics Education majors examines the connections between the mathematics disciplines required for the Mathematics Education Program. Connections between the disciplines in modern uses of mathematics and the historical development of each of the disciplines are studied. Prerequisite: Senior standing or permission of the instructor.

MATH 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

MANAGEMENT (MGMT)

MGMT 2113 PRINCIPLES OF PUBLIC RELATIONS 3 hours
This course is a study of current concepts in public relations as a management function in the church, business, industry, government, and education. Direction in producing practical public relations tools is given.

MGMT 2801 MANAGEMENT WORKSHOP 1 hour
This course is a workshop exploring careers in business, topics of current interest, and business literature and resources. The course may be repeated with a change of subject matter for a maximum of four credit hours.

MGMT 2802 MANAGEMENT SEMINAR 2 hours
This course is a seminar exploring careers in business, topics of current interest, and business literature and resources. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

MGMT 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

MGMT 3003 GOALS, PRIORITIES, AND ATTITUDES 3 hours
This course includes setting goals, prioritizing those goals, and studying personal management skills and attitudes necessary to be successful in life pursuits. It focuses on Christian principles that should be integrated into personal management. Student success skill development, including information literacy, is emphasized. Prerequisite: Junior standing and MGMT 3303 or permission of Program Director.

MGMT 3303 MANAGEMENT PRINCIPLES 3 hours
This course is a study of the eight aspects of managing organizations: planning, decision-making, organizing, staffing, communicating, motivating, leading, and controlling/evaluating with the presentation of principles for application to both not-for-profit and for-profit organizations. Prerequisite: Junior standing or BUSN 2213 or pass Business Proficiency Test.

MGMT 3403 MANAGING PEOPLE IN ORGANIZATIONS 3 hours
Organizational behavior is the composite of the values, behaviors, and attitudes of the organizational leadership, groups within the organization, and all individual behaviors. Emphasis is on groups and individuals, how they interact with each other and the larger organizational culture. Prerequisites: Junior standing and MGMT 3303 or permission of Program Director.

MGMT 3503 MANAGEMENT INFORMATION SYSTEM 3 hours
This course is an introduction to management of information processing for rational decision-making. Topics include records management and other computer applications related to functional business areas. Prerequisite: CSCI 2723.

MGMT 3801 MANAGEMENT WORKSHOP 1 hour
This course is a workshop exploring careers in business, topics of current interest, and business literature and resources. The course may be repeated with a change of subject matter for a maximum of four credit hours.

MGMT 3802 MANAGEMENT SEMINAR 2 hours
This course is a seminar exploring careers in business, topics of current interest, and business literature and resources. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

MGMT 3903 CONVENTION MANAGEMENT INTERNSHIP 3 hours
Convention Management Internship features an intensive, eight-day, hands-on intern experience that allows selected students to work behind the scenes at the Free Will Baptist National Convention. The preliminary course work provides an overview of basic convention and meeting management issues, concepts, and vocabulary. The on-site experience allows for a detailed experience in one of eight specific areas. Permission of Program Director is required.

MGMT 4001 DIRECTED READINGS IN MANAGEMENT 1 hour
This course is a contracted independent reading program under faculty direction for the purpose of completing the student's undergraduate preparation for business plus topics of current interest in the field. The study will include major reading assignments and written reports. The course may be repeated with a change of subject matter. Offered by arrangement. Prerequisite: MGMT 3303 or permission of Program Director.

MGMT 4003 ORGANIZATIONAL BEHAVIOR 3 hours
This course applies the concepts and theories of organizational behavior and human resources management. It is designed to be an integrative/cross-functional experience. Prerequisite: MGMT 3303 or permission of Program Director.

MGMT 4203 ENTREPRENEURSHIP AND SMALL BUSINESS MANAGEMENT 3 hours
This course is a study dealing with the effective management of small firms. It includes determination of appropriate strategy as well as the activities of planning, starting, organizing, directing, and controlling a small business operation. Offered on demand. Prerequisite: MGMT 3303.

MGMT 4303 SPORTS MANAGEMENT 3 hours
This course is designed to provide insight into key decisions made by managers on the business or mission side of sports with emphasis from a Christian Perspective. Text and case studies from actual situations in the field help students analyze management strategies in regard to leagues, clubs, players/athletes and agents, college sports, advertising, sponsorships and endorsements, fan loyalty and branding, new media, stadium capital projects, and financial valuation and profitability. Prerequisite: BUSN 3303, BUSN 3333, or MGMT 3303. Crosslisted as BUSN 4303.

MGMT 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

MISSIONS (MISS)

MISS 2363 INTRODUCTION TO WORLD MISSIONS 3 hours
This course is designed to acquaint the student with the Biblical basis of missions, history of missions, principles of missions, and missionary practice.

MISS 2801 MISSIONS WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

MISS 2802 MISSIONS SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Department Director is required.

MISS 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours

MISS 3041 PRACTICAL MINISTRY EXPERIENCE 1 hour
MISS 3051 PRACTICAL MINISTRY EXPERIENCE 1 hour
This series of practical ministry experience courses involves supervised ministry in a local church or other approved ministry setting. Students will engage in various types of Christian service ministries determined by the faculty instructor and field supervisor to be valuable for the student's preparation for ministry (i.e. degree specialization). Prerequisite: Junior standing.

MISS 3111 MISSIONS FIELD STUDY 1 hour
This is an in-service program designed to give the student a basic understanding of a particular home or foreign mission field. The student is required to spend one to two weeks of supervised learning and observation on the field. This course may be repeated once.

MISS 3112 MISSIONS INTERNSHIP 2 hours
This is an in-service program for students approved for short-term missionary work. Students will participate in actual field ministries under the supervision of experienced missionaries. Attention will be given to initiative and adjustment in field situations. Prerequisite: Junior standing.

MISS 3113 PERSPECTIVES ON THE WORLD CHRISTIAN MOVEMENT 3 hours
This is a comprehensive study of missions from four perspectives: Biblical, historical, cultural, and strategic. It provides students of all Christian ministry degree programs the opportunity to intensely study and understand the global mission of God and their responsibilities in it.

MISS 3123 MISSIONS AND CULTURE 3 hours
This is a study of the nature of missions as it relates to the purpose, function, and patterns of man in culture. It is designed to give students an orientation toward peoples and cultures of other lands for the sake of imparting the Christian witness in indigenous rather than western forms. The course should be equally helpful for other church workers and laypersons to better understand and minister to people of various subcultures in American society.

MISS 3212 BIBLICAL BASIS OF MISSIONS 2 hours
This is a study of God's mission as it is revealed and flows throughout the Bible. Topics include God's missionary character, His global mission strategy, and His active engagement in mission through His followers.

MISS 3223 GLOBAL MIINISTRY 3 hours
This is an in-depth study of world missions. It includes extensive study of God's global mission for all peoples and the geographical dimensions of this mission.

MISS 3613 CONTEMPORARY ISSUES, METHODS, AND STRATEGIES OF MISSIONS 3 hours
This study deals with critical issues that confront Christians in intercultural ministries today. It includes study of mission methods and strategies for effective ministries in contemporary settings.

MISS 3723 HISTORY OF MISSIONS 3 hours
This course is a complement to the study of church history. Its focus is on the development of missionary activity, people, practices, problems, and progression from the apostolic age to the present day. Crosslisted as HIST 3723.

MISS 3801 MISSIONS WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

MISS 3802 MISSIONS SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

MISS 4001 MISSIONS READING 1 hour
This course is a contracted independent reading program under faculty direction for the purpose of completing the student's undergraduate preparation for missionary work. Study will include major reading assignments and written reports.

MISS 4103 MINISTERING CROSS-CULTURALLY 3 hours
This course is a study of principles, practices, and problems related to ministry within the context of cultural diversity. Topics of study include cross-cultural communication, conflict management, witnessing, teaching, preaching, building and maintaining relationships, and counseling. Crosslisted as CMIN 4103.

MISS 4212 MINISTRY STRATEGY 2 hours
This course introduces students to the art of strategizing and provides opportunities for them to practice developing appropriate strategies for different types of ministry objectives. Content is general in nature, and each student will be challenged to make application relative to his or her ministry objectives. Crosslisted as CMIN 4212.

MISS 4333 CHURCH PLANTING AND GROWTH 3 hours
This course is a study of basic principles and methods of church planting and growth. The study integrates relevant insights from history and sociology with foundational Biblical materials related to development of churches and church-planting movements. Application for ministries within one's own cultural context and cross-cultural contexts are included in the study. Crosslisted as CMIN 4333.

MISS 4403 MISSIONS INTERNSHIP 3 hours
This course is designed to provide the student with practical experience and on-the-job training in missions work. The student will work with a faculty instructor and field supervisor in the development of a learning and ministry plan for the semester or summer term. Prerequisite: Junior standing and enrollment in the missions emphasis degree program.

MISS 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours

MISS 4983 MISSIONS CAPSTONE 3 hours
This is a contract course in which the student does a ministry project/paper that integrates all degree coursework, practical experiences, and personal preparedness for the transition from college into the next necessary stage for engagement in his or her specific ministry track choice. The student will fulfill this requirement during his or her final semester in the Bachelor of Arts with Missions Emphasis program. The student's work will be evaluated by the instructor assigned to work with him or her, the missions program director, Christian ministry department chair, and the Vice President for Academic Affairs. An oral presentation before the preceding team of educators will be part of this evaluation. Prerequisite: Senior standing and departmental approval.

MUSIC (MUSI)

MUSI 1122 FUNDAMENTALS OF MUSIC 2 hours
This course is designed to acquaint the student with the rudiments of music. It includes the study of the staff, notes, rests, scales, keys, key signatures, sight-singing, and ear training.

MUSI 1221 LOCAL CHURCH CHOIR 1 hour
This course is an ensemble experience that includes the rigors of preparing for a weekly music ministry in a local church. Students will choose a church music program based on preapproval and interaction with the degree program director.

MUSI 1401 HARVESTERS 1 hour
Harvesters is a select performance group. They perform often throughout the year. While a variety of music is covered, the emphasis is on contemporary gospel songs. The course may be repeated. Prerequisite: By audition and interview only.

MUSI 1501 AURAL SKILLS I 1 hour
This course is a study of simple melodic and rhythmic patterns, isolated and in the context of literature, to the end of aural perception and vocal reading of same. Corequisite: MUSI 1503.

MUSI 1503 MUSICAL STRUCTURES I 3 hours
This course is a study of the basic materials of music as a necessary preparation for the study of music theory. These factors will be approached through written, aural, oral, sensitivity, keyboard, and analysis drills. Corequisite: MUSI 1501.

MUSI 1601 AURAL SKILLS II 1 hour
This course is a study of simple melodic and rhythmic patterns, isolated and in the context of literature, to the end of aural perception and vocal reading of same. Prerequisite: MUSI 1501. Corequisite: MUSI 1603.

MUSI 1603 MUSICAL STRUCTURES II 3 hours
This course is an overview of the common practice periods through writing, analysis, aural perception, and keyboard. Prerequisite: MUSI 1503. Corequisite: MUSI 1601.

MUSI 1701 INSTRUMENTAL ENSEMBLE 1 hour
The student will actively participate through playing an instrument in rehearsals and public performances. Literature used will vary in style and period. Membership is by permission of the instructor. The course may be repeated.

MUSI 2101 CHAMBER ENSEMBLE 1 hour
Chamber Ensemble is a high caliber ensemble of singers chosen by audition. This course will include rehearsal and performance of choral masterworks from the Baroque through twentieth century style periods.

MUSI 2113 MUSIC LITERATURE AND HISTORY 3 hours
This course is a detailed study of the musical masterworks illustrating different style periods and musical media, vocal and instrumental. Techniques of aural perception are stressed for the improvement of basic listening skills.

MUSI 2221 CONCERT CHORALE 1 hour
This course provides opportunity for the student to develop correct practice in group singing and a high regard for the place of music in public worship. This course is for freshmen and sophomores. The course may be repeated.

MUSI 2501 AURAL SKILLS III 1 hour
This course is a study of moderately difficult rhythms and melodies in the context of illustrative eighteenth and nineteenth century styles, aural perception, vocal reading, and analysis. Prerequisite: MUSI 1601. Corequisite: MUSI 2503.

MUSI 2503 MUSICAL STRUCTURES III 3 hours
This course is a study of the traditional harmonic practices of the eighteenth and nineteenth century through writing, analysis, aural perception, and keyboard. Prerequisite: MUSI 1603. Corequisite: MUSI 2501.

MUSI 2601 AURAL SKILLS IV 1 hour
This course is a study of rhythms and melodies as used by late nineteenth and twentieth century composers, aural perception, vocal reading, and analysis. Prerequisite: MUSI 2501. Corequisite: MUSI 2603.

MUSI 2603 MUSICAL STRUCTURES IV 3 hours
This course is a study of late nineteenth century harmonic practices and twentieth century idioms through writing, analysis, aural perception, and keyboard. Prerequisite: MUSI 2503. Corequisite: MUSI 2601.

MUSI 2801 MUSIC WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

MUSI 2802 MUSIC SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

MUSI 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

MUSI 3143 CHORAL CONDUCTING 3 hours
This course is a study in fundamental theory of music and the conventional and advanced conducting beats. Individual demonstration is stressed. It seeks to prepare the student for leading congregational worship as well as training and preparing for a choral group.

MUSI 3202 COUNTERPOINT 2 hours
This course is the study of composition of polyphonic music from the sixteenth to twentieth centuries, focusing on eighteenth-century counterpoint and analysis of inventions and fugues with exercises in writing.

MUSI 3312 CONDUCTING I 2 hours
This course furnishes a study in fundamental theory of music and the conventional conducting beats. Individual demonstration is stressed. It seeks to prepare the student for directing choral groups and congregational worship.

MUSI 3322 CONDUCTING II 2 hours
This course furnishes a study in fundamental theory of music and the advanced conducting beats. Individual demonstration is stressed. It seeks to prepare the student for training and directing a choral group.

MUSI 3512 PIANO PEDAGOGY I 2 hours
This course is a basic study of beginning piano methods and the teaching skills necessary to successfully teach beginning piano for all ages and class environments (private or group lessons). Prerequisite: Eight hours of piano or permission of instructor.

MUSI 3522 PIANO PEDAGOGY II 2 hours
This course is a basic study of intermediate piano literature and the teaching skills necessary to successfully teach intermediate to advanced piano students. Prerequisite: MUSI 3512 or permission of instructor.

MUSI 3612 VOCAL METHODS AND MATERIALS I 2 hours
This course is a basic study of early childhood and elementary vocal music, including solos and ensembles, and basic music teaching skills applicable to the private studio, church, or school. Suggested materials for children's choirs and appropriate rehearsal techniques will be emphasized.

MUSI 3622 VOCAL METHODS AND MATERIALS II 2 hours
This course is a study of junior high and high school vocal music, including solos and ensembles, with basic teaching techniques applicable to the private studio, church, or school. Suggested materials for teen and adult choirs with appropriate rehearsal techniques will be emphasized.

MUSI 3801 MUSIC WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

MUSI 3802 MUSIC SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

MUSI 4112 FORM AND ANALYSIS 2 hours
This course studies the structure of homophonic forms, followed by the standard polyphonic and homophonic forms of eighteenth through twentieth century music. Prerequisite: MUSI 2603.

MUSI 4221 CONCERT CHORALE 1 hour
This course provides opportunity for the student to develop correct practice in group singing and a high regard for the place of music in public worship. This course is for juniors and seniors. The course may be repeated.

MUSI 4413 MUSIC HISTORY I 3 hours
This course is a study of the forms, styles, and composers through the Baroque Era using directed listening to develop basic criteria for understanding music.

MUSI 4423 MUSIC HISTORY II 3 hours
This course is a study of the forms, styles, and composers of the Preclassical Era to the present using directed listening to develop basic criteria for understanding music.

MUSI 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

NATURAL SCIENCES (NATS)

NATS 0123 CONCEPTS OF BIOLOGY 3 hours
This course will teach students different methods of studying science and obtaining skills to help them study science in a more productive way. The fundamental principles of biology will be studied through the investigation of the basic structural and functional characteristics of cell biology, energetics and metabolism, and an overview of the classification and characteristics of living organisms. This course is not acceptable for degree credit.

NATS 1311 INTRODUCTORY PHYSICS LABORATORY 1 hour
A two-hour lab session each week is designed to facilitate understanding of the physical principles and concepts studied in physics. Available only to transfer students who completed a course in physics without lab hours.

NATS 1314 INTRODUCTORY PHYSICS 4 hours
This is an introductory study of the principles of force, energy, fluids, thermodynamics, electricity, waves, and optics. This course is not intended for physical science or mathematics majors. It has three hours of lecture and one two-hour laboratory period each week. Prerequisite: 1000 level or above mathematics course or two years of high school algebra.

NATS 1324 PRINCIPLES OF BIOLOGICAL SCIENCE 4 hours
This course is a study of the literacy level basics of biology. The scientific method is applied to the study of structure and function of living things in their environments. Topics include cell biology, metabolism, genetics, growth and development, diversity of life, ethics in biology, and the contrasting models for the origin of species. Directed laboratory exercises are included: Prerequisite: high school algebra or equivalent.

NATS 1414 PRINCIPLES OF PHYSICAL SCIENCE 4 hours
This course is a study of the literacy level basics in the physical sciences. The scientific method is applied to the study of the non-living world. Topics are in the areas of chemistry, physics, meteorology, geology, astronomy, and the contrasting models for the origin of the universe. Directed laboratory exercises are included. Prerequisite: high school algebra or equivalent.

NATS 1511 GENERAL BIOLOGY LABORATORY 1 hour
A two-hour lab session each week is designed to facilitate understanding of the biological principles and concepts studied in biology. Available only to transfer students who completed a course in biology without lab hours.

NATS 1514 GENERAL BIOLOGY 4 hours
This course is a study of the basic structural and functional characteristics of cell biology, energetics and metabolism. The fundamental principles of living organisms will be studied through an investigation of microbiology, plant and animal systems including the human system. This course includes classroom and laboratory instruction.

NATS 1611 GENERAL CHEMISTRY I LABORATORY 1 hour
A two-hour lab session each week is designed to facilitate understanding of the chemical concepts studied in chemistry. Available only to transfer students who completed a course in general chemistry without lab hours.

NATS 1614 GENERAL CHEMISTRY I 4 hours
This course is an introduction to the fundamental principles and basic areas of chemistry. Topics include principles of matter, ions, molecules and chemical formulas, stoichiometry, aqueous solutions, gases, energy, and atomic theory and bonding. It has three hours of lecture and one two-hour laboratory period each week. Prerequisites: 1000 level or above mathematics course or two years of high school algebra.

NATS 1621 GENERAL CHEMISTRY II LABORATORY 1 hour
A two-hour lab session each week is designed to facilitate understanding of the chemical concepts studied in General Chemistry II. Available only to transfer students who completed a course in general chemistry without lab hours.

NATS 1624 GENERAL CHEMISTRY II 4 hours
This course is a continuation of General Chemistry I (NATS 1614). Selected topics include chemical bonding, an introduction to organic chemistry, intermolecular forces, physical properties of solutions, chemical equilibrium, acids and bases, and thermodynamics. It has three hours of lecture and one two-hour laboratory period each week. Prerequisite: NATS 1614.

NATS 2001 LABORATORY ASSISTANT PRACTICUM 1 hour
Experience in conducting laboratory investigations will be gained by assisting the instructor in biological and physical science laboratory classes. Techniques of preparing materials and equipment, maintaining a clean and safe laboratory environment, guiding students' learning, and monitoring the laboratory inventory will be emphasized. This course may be repeated. Prerequisite: Permission of instructor and NATS 1314 or NATS 1514.

NATS 2111 INTRODUCTION TO NURSING I 1 hour
This is a course to acquaint the student with the development of nursing from its beginning to the present. Major contributors and their contributions to nursing are discussed. Focus is on the beginning socialization into nursing. Students are introduced to the major concepts in the nursing curriculum. Basic math principles are applied to nursing.

NATS 2211 INTRODUCTION TO NURSING II 1 hour
Terminology and simple assessments techniques to facilitate nursing care are presented. Various roles associated with professional nursing are discussed.

NATS 2233 NUTRITION 3 hours
This course is designed to teach the basic principles of optimal nutrition and their role in maintenance of health and prevention and treatment of disease. Emphasis is given to selection, quality, and interrelationships of nutrients in both the normal and therapeutic diet to meet the individual's physiological, psychological, and sociological needs. Crosslisted as HPES 2223.

NATS 2541 HUMAN ANATOMY LABORATORY 1 hour
A two-hour lab session each week is designed to facilitate understanding of the anatomical concepts studied in human anatomy. Available only to transfer students who completed a course in human anatomy without lab hours.

NATS 2544 HUMAN ANATOMY 4 hours
This course is a study of the development and gross morphology of the human body and its systems. It has three hours of lecture and one two-hour laboratory period each week. Prerequisite: General Biology (NATS 1514) or permission of the instructor.

NATS 2641 HUMAN PHYSIOLOGY LABORATORY 1 hour
A two-hour lab session each week is designed to facilitate understanding of the physiological concepts studied in human physiology. Available only to transfer students who completed a course in human physiology without lab hours.

NATS 2644 HUMAN PHYSIOLOGY 4 hours
This course is a study of the function of vertebrate organ systems in homeostasis. Topics include circulation, digestion, endocrine and nervous control, metabolism, muscle action and respiration, with emphasis on humans. It has three hours of lecture and one two-hour laboratory period each week. Prerequisite: General Biology (NATS 1514) or permission of the instructor.

NATS 2801 NATURAL SCIENCE WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

NATS 2802 NATURAL SCIENCE SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

NATS 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

NATS 3801 NATURAL SCIENCE WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

NATS 3802 NATURAL SCIENCE SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

NATS 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

PHILOSOPHY (PHIL)

PHIL 1112 CHRISTIAN ETHICS 2 hours
This course is an introductory study in Christian ethics designed to assist college students in the integration of belief and behavior. The course focuses on the kinds of ethical issues which college students are likely to encounter.

PHIL 1122 CHRISTIAN APOLOGETICS 2 hours
This course is a study of the case for Christianity and a critical evaluation of common objections to Christian claims. Attention will be given to ways in which apologetic considerations affect ministry and personal evangelism.

PHIL 2013 CASE STUDIES IN ETHICS 3 hours
This course includes readings, discussions, and development of papers pertaining to relevant case studies and readings involving ethical issues applied to actual situations.

PHIL 2103 BIBLICAL FOUNDATIONS OF ETHICS 3 hours
This is a study of key Biblical texts that particularly relate to the subject of ethics. The course helps students balance revelation and reason in a thoroughly Biblical treatment of decision-making.

PHIL 2203 INTRODUCTION TO PHILOSOPHY 3 hours
This course is a basic introduction to the problems, methods, and terminology of philosophy by means of an historical examination of the major philosophers in the Western tradition. The perennial questions of philosophy are explored including, the nature of God, reality, knowledge, values, and humanity. The analysis of these issues emphasizes their integration in the development of an overall conceptual framework or worldview.

PHIL 2801 PHILOSOPHY WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

PHIL 2802 PHILOSOPHY SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

PHIL 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

PHIL 3003 LOGIC 3 hours
This course is an examination of logical methods and procedures, with some consideration of contemporary philosophy of logic.

PHIL 3203 CHRISTIAN PERSPECTIVE 3 hours
This course will explore ways in which the student can develop a positive relationship with God as he or she explores the role of general revelation (the creation) and special revelation (the Scriptures) in the development of a Christian Worldview.

PHIL 3801 PHILOSOPHY WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

PHIL 3802 PHILOSOPHY SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

PHIL 4213 ADVANCED APOLOGETICS 3 hours
This course is an advanced study of the case for Christianity and a critical evaluation of common objections to Christian truth claims. Attention will be given to theoretical arguments for/against the truth of the Christian faith. Emphasis will also be given to the practical application of the ideas discussed for ministry and personal evangelism. Prerequisite: PHIL 1122 or permission of the instructor.

PHIL 4413 LIFE & WRITINGS OF C.S. LEWIS 3 hours
This course is a study of the life and writings of the influential Twentieth century Christian writer C.S. Lewis. Attention will be given to Lewis' contribution to a variety of fields including: theology, philosophy, apologetics, ethics, literary criticism, fiction, children's stories, etc. Prerequisites: ENGL 1113 and ENGL 1213, PHIL 2203 or permission of the instructor. Crosslisted as ENGL 4413.

PHIL 4443 FIRST PRINCIPLES 3 hours
This course is designed as an integrated study of various topics, scripture texts, literature, and methodologies in Christian ministry. The purpose is to introduce the student to a comprehensive view of the ontology of personal and corporate ministry. The discovery of 'First Principles' will be derived through synthesis of descriptive accounts of existence, religion, the individual, the minister, and other related subjects. Crosslisted as THEO 4443.

PHIL 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

POLITICAL SCIENCE (POLS)

POLS 1523 AMERICAN FEDERAL GOVERNMENT 3 hours
This course is a study of the realities of the political and governmental process in the United States: how that process actually works in practice, its strengths and shortcomings, the needs and possibilities for change and reform, and the significant issues of public policy.

POLS 2801 POLITICAL SCIENCE WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

POLS 2802 POLITICAL SCIENCE SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

POLS 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

POLS 3113 CONSTITUTIONAL LAW 3 hours
This course examines the constitutional origins of the government of the United States of America. The check and balance system between the legislative, judicial, and executive branches will be studied. Special emphasis will be given to Federalism, the Bill of Rights and amendments, the presidency, the congressional process, and the practice of judicial review. Prerequisite: POLS 1523 or permission of the instructor.

POLS 3801 POLITICAL SCIENCE WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

POLS 3802 POLITICAL SCIENCE SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

POLS 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

PSYCHOLOGY (PSYC)

PSYC 1123 GENERAL PSYCHOLOGY 3 hours
This course provides an introduction to the general principles of psychology. The student is acquainted with the human organism, its behavior, and some of the mechanics and dynamics of learning, perception, emotion, and motivation.

PSYC 2223 LIFE-SPAN DEVELOPMENTAL PSYCHOLOGY 3 hours
This course is a survey of the psychological changes in the human race through the life cycle. This includes the changes in cognitive, social, and emotional physiological development from the prenatal stages through death. Prerequisite: PSYC 1123.

PSYC 2801 PSYCHOLOGY WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

PSYC 2802 PSYCHOLOGY SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

PSYC 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

PSYC 3113 CHILD PSYCHOLOGY 3 hours
This course is an investigation of the relationship between the child's development and environmental influences with observations of child behavior. Prerequisite: PSYC 1123.

PSYC 3123 ADOLESCENT PSYCHOLOGY 3 hours
This course is a study of the physical growth, glandular changes, and emotions of adolescents including interests, religious experience, and social adjustment. Prerequisite: PSYC 1123.

PSYC 3143 PSYCHOLOGY OF PERSONALITY 3 hours
This course provides a study of the classical theories of personality in psychology and introduces the student to the objectives and challenges of a scientific study of personal life. Emphasis will be given to a critical evaluation of personality theories in light of current knowledge and Biblical perspectives. Prerequisite: PSYC 1123 and junior/senior standing.

PSYC 3163 SOCIAL PSYCHOLOGY 3 hours
This course is a study of the nature of the social structures which man has developed and their influences on the functioning of human individuals/groups from a Christian perspective. Prerequisite: PSYC 1123, SOCI 2123, and junior/senior standing.

PSYC 3193 LEARNING AND COGNITION 3 hours
This course is a study of the research and theories in learning and cognition. Basic types of learning and the variables which influence the learning and cognitive processes will be included. In the learning component, the focus will be on instrumental and operant conditioning and issues growing from these basic types of learning. In the cognitive component, topics covered will be information processing, memory, language, comprehension, and thought. Prerequisite: PSYC 1123 and junior/senior standing.

PSYC 3323 EDUCATIONAL PSYCHOLOGY 3 hours
This course is a study of the application of psychological principles to learning and behavior. Results of research as applied to classroom learning and motivation are studied together with factors which help or hinder effective learning. A minimum of 30 hours field experience is required. Prerequisite: PSYC 1123.

PSYC 3353 MARRIAGE AND FAMILY 3 hours
This course presents factors in self-understanding and interpersonal relations. Mate selection, changing roles of men and women, and problems of marital adjustments are investigated from a Christian perspective. Socialization of children and problems of parenthood are also considered. Prerequisite: PSYC 1123 and junior/senior standing.

PSYC 3801 PSYCHOLOGY WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

PSYC 3802 PSYCHOLOGY SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

PSYC 4103 ABNORMAL PSYCHOLOGY 3 hours
This course will provide students a general introduction to the study of abnormalities and the factors which make up such abnormalities. It includes a presentation of the biological, psychological, and sociological factors which are correlated with maladaptive behavior. Prerequisite: PSYC 1123 and junior/senior standing.

PSYC 4183 TESTS AND MEASUREMENTS 3 hours
This course is a study of the measurement of human behavior. Special reference is given to tests of intelligence, achievement, personality, and interest. Prerequisite: PSYC 1123, STAT 3003, and junior/senior standing.

PSYC 4203 INDUSTRIAL/ORGANIZATIONAL PSYCHOLOGY 3 hours
This course provides a study of the individual and groups in complex organizations, including organizational structure, organizational changes, and the organization in society. The course is concerned with motivation, worker satisfaction, and communication in organizations, personnel relations, and other related factors. Prerequisite: PSYC 1123 and junior/senior standing. Crosslisted as BUSN 4203.

PSYC 4263 GROUP PROCESSES 3 hours
This course deals with both the theoretical and the practical processes of group relationships. It provides students with an understanding of the psychological principles underlying group behavior. Topics covered will include group formation and development, cohesion and norms, social influence and power, stereotyping and prejudice, group decision-making, inter-group relations and diversity within groups, stigma in the workplace, leadership in groups, group performance, and staffing organizational groups. Prerequisite: PSYC 1123 and junior/senior standing.

PSYC 4353 RESEARCH DESIGN 3 hours
The purpose of this course is to introduce students to the various methods of research in the behavioral sciences. Topics will include surveys, longitudinal and cross-sectional studies, naturalistic observations, and experimental designs. Each student will complete a research project using knowledge gained from this course and the statistics course. Prerequisites: PSYC 1123, STAT 3003, and junior/senior standing.

PSYC 4393 PSYCHOLOGY PRACTICUM 3 hours
This course involves supervised work in a school, church, or community setting to provide practical experience in the area of psychology. Prerequisite: Permission of the Program Director and junior/senior standing.

PSYC 4463 PSYCHOLOGY CAPSTONE 3 hours
This is a capstone course to integrate the academic programs of psychology and general education with an emphasis on examining the interaction between the discipline and essential Christian beliefs and practices. It is required to be taken in the final semester of study. Prerequisites: PSYC 4353 and permission of the Program Director.

PSYC 4523 INTRODUCTION TO CHRISTIAN COUNSELING 3 hours
This is an introductory course to develop basic counseling skills for those who plan to serve as pastors, missionaries, or other Christian workers. It includes a study of the various approaches, methods, and resources which may be used in counseling in a Christian context. Prerequisite: PSYC 1123 or permission of the instructor.

PSYC 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

RELIGION (RELG)

RELG 2000 CHAPEL 0 hours
Hillsdale chapel is a required opportunity for the entire campus to come together and affirm our common commitments to Christ, His church, and our community. We are affirmed in these commitments by the work of the Holy Spirit through Biblical worship, the preached word, creative expression, and practical instruction. In addition, the student is required to choose a local church for regular worship while enrolled as a student and to complete 15 hours of voluntary Christian service through a church or agency approved by the Campus Pastor.

The course is graded as 'P' Pass or 'F' Fail. Students receiving a failing grade (F) in Chapel will be subject to conditions and restrictions on their academic and extra- curricular activities in the following semester. Students receiving an unsatisfactory grade (F) in two consecutive semesters will be excluded from enrollment for one semester.

RELG 2801 RELIGION WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

RELG 2802 RELIGION SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

RELG 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

RELG 3113 COMPARATIVE RELIGIONS I: NON-CHRISTIAN AMERICAN RELIGIONS 3 hours
This is a comparative study of non-Christian American cults and religious movements. The course will include the historical development, key leaders, religious texts and other authority sources, membership statistics, practices, doctrines, and influence of the religious systems studied.

RELG 3213 COMPARATIVE RELIGIONS II: WORLD RELIGIONS 3 hours
This course is designed especially to acquaint students with the major religions of the world. The study includes Buddhism, Hinduism, Animism, Islam, Romanism, Bahaism, and others.

RELG 3801 RELIGION WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

RELG 3802 RELIGION SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

RELG 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

SOCIOLOGY (SOCI)

SOCI 2123 INTRODUCTION TO SOCIOLOGY 3 hours
This course includes the study of humans as they relate through the social bond, groups, communities, and cultures. Norms and values, their application to anthropology and religion, and social deviancy are included.

SOCI 2801 SOCIOLOGY WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

SOCI 2802 SOCIOLOGY SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

SOCI 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

SOCI 3102 PEOPLE GROUP STUDY 2 hours
This is an in-depth research project on a group of people identified by missiologists as a significantly large sociological grouping of individuals who have a common language, shared ethnicity, significant patterns of social interaction and who perceive themselves to have a common affinity for one another. The research project will include people group selection, gathering of available information, and compilation of available information in a research paper. Emphasis is given to studies about groups of people who do not have enough Christians and resources to reach their own people with the gospel message.

SOCI 3123 CULTURAL ANTHROPOLOGY 3 hours
This course is a study of man as related to the make-up and meaning of culture, the origin of man, and modern civilization.

SOCI 3801 SOCIOLOGY WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

SOCI 3802 SOCIOLOGY SEMINAR 2 hours
This seminar is designed as an intensive study of various topics or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

SOCI 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

STATISTICS (STAT)

STAT 3003 STATISTICS 3 hours
This is an introductory applied statistics course focusing on descriptive and inferential statistical methods. Topics include measures of central tendency and variability, the normal distribution, correlation, regression, and ANOVA. Prerequisite: MATH 1513, MATH 1523, MATH 1503 or permission of the instructor.

THEOLOGY (THEO)

THEO 1213 FREE WILL BAPTIST HISTORY AND DOCTRINE 3 hours
This course is a study of the historical foundation of the Free Will Baptist denomination with attention to the men and women who have made significant contributions to its life and thought. The second part of the course consists of a survey of the beliefs of the Free Will Baptists including the distinctive doctrines of this movement.

THEO 2801 THEOLOGICAL WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics, scripture texts, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

THEO 2802 THEOLOGICAL SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, scripture texts, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

THEO 2903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

THEO 3303 CHRISTIAN THEOLOGY 3 hours
This course is a study of the most important theological teachings of the Christian faith. It examines the doctrines of the Bible, God, Christ, Salvation, the Holy Spirit, and the Church. Key Scripture passages relating to these doctrines will be studied.

THEO 3313 SYSTEMATIC THEOLOGY I 3 hours
This course examines the major doctrinal teachings of the Christian faith. It begins with an analysis of the key terms used in the study of systematic theology and an overview of the major theological systems which the student is likely to encounter. It also examines theology, bibliology, and Christology. Prerequisite: THEO 1213.

THEO 3413 SYSTEMATIC THEOLOGY II 3 hours
This course is a continuation of THEO 3313 Systematic Theology I. It examines pneumatology, angelology, soteriology, ecclesiology, and eschatology. Prerequisite: THEO 1213.

THEO 3801 THEOLOGICAL WORKSHOP 1 hour
This workshop is designed as an intensive study of various topics, scripture texts, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours.

THEO 3802 THEOLOGICAL SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, scripture texts, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of four credit hours. Permission of Program Director is required.

THEO 4232 DIRECTED READINGS IN THEOLOGY 2 hours
This course requires the reading and analysis of leading works in theology under faculty supervision. Works read come from a variety of different religious traditions including traditional Protestantism, Roman Catholicism, Eastern Orthodoxy, Neo-orthodoxy, and liberal Protestantism. The course may be repeated once with different content. Prerequisite: THEO 3303 or THEO 3313 and THEO 3413 or permission of the instructor.

THEO 4243 EVANGELICAL THEOLOGY 3 hours
This course examines the development of theology of the evangelical movement. It focuses on the contributions of leading evangelical theologians such as Charles Hodge, Carl F.H. Henry, and others. The course includes an analysis of the doctrines which are distinctive to the evangelical movement. Prerequisite: THEO 3303 or THEO 3313 and THEO 3413 or permission of the instructor.

THEO 4443 FIRST PRINCIPLES 3 hours
This course is designed as an integrated study of various topics, scripture texts, literature, and methodologies in Christian ministry. The purpose is to introduce the student to a comprehensive view of the ontology of personal and corporate ministry. The discovery of 'First Principles' will be derived through synthesis of descriptive accounts of existence, religion, the individual, the minister, and other related subjects. Crosslisted as PHIL 4443.

THEO 4903 SPECIAL TOPICS 3 hours
Various subjects in the area of study will be presented through research and writing or through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis is given to the creative approaches, research, and/or collaborative learning to enrich the understanding of the student. Permission of instructor is required. This course may be repeated with a change of subject matter for a maximum of nine credit hours.

VIDEO PRODUCTION (VPRO)

VPRO 2113 INTRODUCTION TO VIDEO TECHNOLOGY 3 hours
In this course students are introduced to equipment used to make movies for film and television. They will demonstrate an understanding of the terms, procedures, and considerations in selecting the most effective equipment for specific scenes. They will demonstrate a basic understanding of how to use cameras, lights, and sound recording devices.

VPRO 2213 LOW-BUDGET FILMMAKING 3 hours
In this course students will learn basic camera, lighting, sound, and storytelling techniques to professionally produce a compelling video for church, business, or home using the tools available to them.

VPRO 3113 CAMERA TECHNIQUES 3 hours
In this course students will become familiar with f-stops, the impact of lighting conditions and specific lighting packages on lenses, emulsions, rigging, depth of field, and other camera and set operations and procedures, as well as the full range of technical maintenance needed for digital video and film cameras. Students will demonstrate the mastery of camera mechanics and the necessary support duties.

VPRO 3213 FILM LIGHTING 3 hours
This course introduces students to the basic technical considerations needed to create lighting effects. They will demonstrate an understanding of the subtle graduation in color and light and how to use them creatively to enhance the story. Students will demonstrate creating and setting up fixed, moving, and changing lighting effects for day and night scenes.

VPRO 3333 FILM SOUND 3 hours
This course allows students to demonstrate the use of microphones, microphone placement, sound enhancements, volume, and the recording techniques used on location and in a studio. They will produce a full sound mix, including dialogue, score, source music, sound effects, and a variety of digital technologies.

VPRO 4113 FILM EDITING 3 hours
This course introduces the students to the digital environment of the non-linear AVID editing system, mastering the basics of multiple video and audio tracks, scenes assembly, time line structure, and maintenance. Basic transitions such as dissolves, fades, wipes, and others will be introduced. Students will learn the process of commercial digital film editing and become familiar with story line and plot development through basic post-production techniques of picture and sound juxtaposition. They will be introduced to the mechanics and methods of digital effects and will also demonstrate a proficiency in the manipulation of single images, resulting in digitally enhanced composite shots and scenes.

VPRO 4213 TELEVISION/LIVE PRODUCTION 3 hours
This course introduces the student to the process and techniques of live television studio production. Emphasis is on practical experience.

WORSHIP STUDIES (WRSP)

WRSP 1301 NEW LIFE MINISTRY TEAM 1 hour
New Life Ministry Team is a select ensemble of mixed voices that performs numerous times throughout the year. While a variety of music is covered, the emphasis is on contemporary gospel songs. The course may be repeated. Prerequisite: By audition and interview only.

WRSP 2001 WORSHIP LEADERSHIP 1 hour
This course is designed to involve students in the planning and implementation of worship services in the campus schedule. Students will be assigned individual responsibilities and work in a collaborative environment. Permission of the instructor is required. Crosslisted as CMIN 2001.

WRSP 2212 INTRODUCTION TO WORSHIP STUDIES 2 hours
This course is an introductory study of Christian worship. Application is made to worship as a lifestyle integrated into the community life of congregational worship in the church. Time is spent discerning what is meant by biblical worship and how it is enacted philosophically and practically in a worship service.

WRSP 2222 CREATIVE WORSHIP 2 hours
This course is a biblical study of worship as it relates to engaging the whole person as heart, soul, mind, and strength. Application is made to creative planning in lighting design, audio and video production, presentation software, banners, staging, and a variety of multi-media possibilities. Prerequisite: WRSP 2212.

WRSP 3123 DYNAMICS OF INSTRUMENTAL WORSHIP 3 hours
This is a study of the principles of the development and performance practice of instrumental music in the traditional and non-traditional worship service. Students learn the importance of building the rhythm section. Additional time is spent on rehearsal and performance techniques for building and directing praise band, rhythm section with small, medium and large orchestra, and praise band with vocal ensemble.

WRSP 3133 DYNAMICS OF WORSHIP LEADING 3 hours
This course is a study of worship methods that deals with principles and processes of building a music program for the traditional and non-traditional worship service. Attention is given to pedagogy of vocal groups for adult singers. Students also learn the development, role, and repertoire of large and small ensembles in the worship service.

WRSP 3213 WORSHIP TECHNOLOGY 3 hours
This course is a study of sound, presentation software, lighting, and computer competencies for the use of Finale music notation software in the church music and Christian Music Industry setting. This includes, but is not limited to, the creation of: lead sheets, piano-vocal, guitar, praise band, choral charts and full orchestration. Musical knowledge is combined with technological skill in entering music notation and producing written music of a publishing level. Prerequisite: MUSI 1503, MUSI 1603, MUSI 2503 and MUSI 2603.

WRSP 4233 MUSIC LITERATURE FOR WORSHIP 3 hours
This course is a study of the materials used in program building of instrumental and vocal ensembles in traditional and non-traditional worship settings. Evaluation is made of select publishers to investigate musical, audio, video, and software resources availability with application to contemporary Christian worship ensemble.

WRSP 4243 ARRANGING FOR CONTEMPORARY WORSHIP 3 hours
This course is a study of the basics of arranging for a small ensemble focusing on contemporary worship styles. Two areas covered: (1) a study of the principles of arranging for, coordinating, and directing a contemporary vocal ensemble, and (2) proper instrumental arranging, both independent of, and in accompaniment of vocal ensembles. Prerequisite: MUSI 1503, MUSI 1603, MUSI 2503, MUSI 2603.

WRSP 4423 PLANNING & CONDUCTING PUBLIC WORSHIP 3 hours
This course is a Biblical, theological, and practical study of public worship. The principles of worship design are studied, including a survey of various historical and contemporary models for corporate worship, elements of the worship program, how to plan an effective worship service, how to adapt to various types of churches, and the responsibility of the pastor and other leaders in planning and leading church worship services.

HILLSDALE
RANDALL
GRADUATE SCHOOL

A Message
from
the
Academic Dean

Welcome to the Randall Graduate School! Hillsdale Free Will Baptist College has been making a difference in the lives of its students and the world for 55 years. The naming of the Randall Graduate School continues that tradition. The Master of Arts in Ministry Program was started over ten years ago. This lone graduate degree at Hillsdale has educated and equipped many people and touched lives around the world.

With the inception of the Randall Graduate School, we introduce to you the Master of Public Administration. We anticipate this degree to have a positive and eternal impact on lives for years into the future. So, as you peruse the pages that follow, take time to consider what opportunities the completion of one of these degrees will open to your life. We are convinced that if you will invest your life in one of these programs, you will benefit greatly and find yourself better equipped to make a difference.

We live in a complex world. The changes that come every day require leaders that are committed to continued growth. As you engage your world, we would love to walk with you as you prepare and lead to make a difference!

Mark Braisher, D.Min.
Academic Dean

RANDALL GRADUATE SCHOOL

APPLICATION PROCESS

Application is a simple process that can lead to a quick decision.

1. Application form submitted online.
2. Application fee of $25 sent to the Graduate Admissions Office
3. *Submit Reference / Recommendation letters
4. *Submit Statement of Goals
5. Submit official transcripts - Send a Request for Official Transcripts to the college from which you graduated. Official transcripts must be sent from the college or university to:

   Admissions
   Hillsdale Free Will Baptist College
   P O Box 7208
   Moore OK 73153

6. Financial Aid – If needed, complete a FAFSA and Scholarship Application Form. Contact the Financial Aid Officer to schedule an appointment.

***See specific Graduate degree for particular Admission Requirements**

ADMISSION STATUS

The College is aware that all students have not had the same opportunities for academic preparation. Therefore, three types of admission have been established for the Graduate Program: regular, probationary, and special.

Regular Admission
All the admission documents have been received and evaluated. The student is eligible for enrollment in the Graduate Program or any other Hillsdale degree program.

Probationary Admission
This status is granted to students who do not meet the academic criteria for admission to the Graduate Program. It also includes students whose GPA reflects serious doubt as to the student's ability to benefit from and succeed in the Hillsdale Graduate Program. The student must be granted probationary admission by vote of the Graduate Faculty Committee and maintain a cumulative GPA of 3.0 or better (on a 4.0 scale) in order to continue in the program.

Special Admission
Qualified students who only wish to enroll in specific courses without completing a degree may enroll for credit in any course upon the approval of the Graduate Dean. Students who are not qualified for admission may audit a course upon the approval of the Graduate Dean.

Upon review of the application packet, the candidate will receive notice of acceptance or non-acceptance into the program.

FINANCIAL INFORMATION

The cost of attending the Graduate Program includes tuition, fees, books, and other course materials as listed and explained below.

Semester Tuition and Fee Schedule

Audit Tuition-per audit hour $50
Books ..... (TBA)
Graduation Fee.....$175
Independent Study Fee (per credit hour).....$50
Program Application Fee $25
Tuition-per credit hour .....see specific degree program
(Master of Arts or Master of Public Administration)

Finance Charges
There is a 1.5% service charge per month (50 cent minimum) computed on the prior months' ending balance minus credits and other payments received. The service charge will be assessed on the first working day after the first day of each month and is charged against the total unpaid account balance. An additional penalty of $50.00 will be assessed at the end of the semester if all current tuition and fees have not been paid in full. Students who are eligible for State or Federal Financial Aid are exempt from finance charges, if the Financial Aid Office has verified student has completed and submitted all necessary forms and documentation to apply for Financial Aid. Once Financial Aid has been applied to the student's account, the student is subject to the payment plan and finance charges.

Application Fee
The student pays the nonrefundable Program Application Fee ($25) at the time of application.

Tuition
Tuition is determined by the semester credit hour rate. Students pay first semester tuition at registration, prior to the first class session. Students who apply for financial assistance must have all paperwork completed by this time so that arrangements can be made for additional payments, if needed. See the specific graduate degree program for current tuition prices.

Payment Plans

1. Semester Payment Plan – Students may pay the entire tuition for the semester.
2. Monthly Payment Plan – If the student is unable to pay the full semester's tuition at registration, the College will make an installment plan available.
3. Employer Reimbursement Plan – If the student's employer will reimburse tuition cost upon successful completion of the course or semester, the student must still make payment at registration or make other arrangements with the Business Office.
4. VISA and MasterCard – Students may pay by credit card.

*Returned Check Charge – There will be a $25 charge for all returned checks.

Unpaid & Past Due Balances
Actions taken if deadlines are not met on payments for student accounts:

1. Students whose accounts become more than 30 days delinquent are subject to a late-payment charge.
2. Students will not be allowed to enroll in a subsequent semester until their accounts are paid.
3. Transcripts will not be issued nor will students be permitted to appear for graduation exercises until all accounts are cared for at the Business Office.

Tuition Refunds
If a student withdraws from a course, tuition will be refunded according to the following:

Intensive Courses	
Withdrawal four weeks prior to class	90% refund
Withdrawal two weeks prior to class	80% refund
Withdrawal after class begins	No refund

Online & Night Courses	
Withdrawal after one class	80% refund
Withdrawal after two classes	No refund

Books
It is the responsibility of the student to purchase all necessary materials before the actual class begins in order to have adequate time to complete pre-class assignments. Books and syllabi will be available at least four weeks prior to an intensive course and at least two weeks prior to a night course.

STUDENT FINANCIAL AID

Federal Student Aid Application Deadlines
The student is responsible for completion of the Free Application for Federal Student Aid (FASFA) for the possible awarding of grants, loans, and scholarships. The student is obligated for the balance of the account. Should the student fail to complete the FAFSA by the semester deadline (Fall, October 1 or Spring, April 1), the student is responsible to pay the balance of the account. Failure to meet his/her account obligations will cause the beginning of disenrollment proceedings, and the student will be withdrawn from courses through the Academic Affairs Office. Appeals may be made to the Operations Council.

Scholarships
To receive a scholarship, a student must complete the scholarship application form and supply any additional materials required. A student will only be eligible to receive one scholarship per semester. All scholarships awarded are contingent upon satisfactory completion of semester and availability of funds; early withdrawal will result in the loss of scholarship awarded and recalculation of the student's account. Exceptions to any of the above guidelines must be approved by the Graduate Faculty Committee.

Free Will Baptist Cooperative Scholarship (MA only)
This scholarship is available to members and ministers attending a Free Will Baptist church that contributes to the Oklahoma State Cooperative Plan. Students must maintain a 3.00 GPA for continued eligibility.

Church Tuition Assistance Scholarship
Awards of $200 per semester are given to students based on the willingness of their home church to assist them in obtaining a Hillsdale degree. Hillsdale will match the amount given by the student's home church up to a maximum of $200 per semester. Students must maintain a 3.00 GPA for continued eligibility.

Veterans Assistance
Veterans or VA dependents applying for financial assistance should complete the application listed below that corresponds to his/her specific qualifications. All applications can be found at www.gibill.va.gov.

Student's Qualification	Application
Veteran – First Time Applicant	22-1990
Veteran – Returning Applicant	22-1995
Dependent – First Time Applicant	22-5490
Dependent – Returning Applicant	22-5495

After completing the appropriate application, the student should contact the Director of Veteran Affairs to complete the Enrollment Certification Form (22-1999).

ACADEMIC INFORMATION

Academic Progress
All degree seeking students are expected to be making academic progress which will allow them to complete their courses of study within a reasonable time. All students are expected to maintain a minimum grade point average of 2.5. Students who fail to maintain this minimum grade point average after completing twelve hours of course work will be placed on academic probation for a semester. Failure to improve the grade point average following nine course hours may result in academic suspension. The Dean of Graduate Studies will make this decision based on the current performance of the student. Any appeal of academic suspension will be referred to the Graduate Faculty Committee. Any student being placed on academic probation twice will be subject to confer with the Dean of Graduate Studies and President of the institution.

Academic Dishonesty
No Hillsdale student shall commit any act of academic dishonesty in order to advance his/her own academic performance or to impede or advance the academic progress of others.

Academic dishonesty in any form is not condoned by the College community. This specifically includes cheating, plagiarism, fabrication, fraud, destruction of property, and bribery or intimidation, as well as assisting others or attempting to engage in such acts. If there exists no doubt that an act of academic dishonesty has occurred, the instructor has the authority to administer any of the following:

1. Record a "zero" for the assignment (or test) in questions.

2. Recommend to the Dean of Graduate Studies that the student be dropped from the class and assigned a failing grade 'F' for the course. The written recommendation will include a description of the specific occurrence, including supportive documents if applicable.

3. In cases of extreme or repeated incidents of academic dishonesty, recommend the Dean of Graduate Studies that the student be suspended or expelled from the College. The written recommendation will include a description of the specific occurrences, including supportive documents if applicable. Such cases will be referred to the Disciplinary Committee in accordance with the student disciplinary procedures contained in the Student Handbook.

Repeat Courses

A student who makes a 'C' grade and desires to repeat a course may do so. However, the credit hours will only be counted as taking it once. Grade points will be given for the repeated course on the regular basis. A student will not be given credit for any course in which he/she received a grade lower than a 'C'. If the course is a required course, the student must retake the class. If the course is an elective, it is the student's choice to retake the course.

Grading System

(See Grade Point Average)

Grade	Meaning	Points
A	Excellent	4
B	Superior	3
C	Average	2
D	Below Average	1
F	Failure	0
P	Passing	
W	Official Withdrawal	
I	Incomplete	
IP	In Progress	

Withdrawals

In case a student must withdraw, he/she must complete the appropriate withdrawal form and have it approved. Withdrawal forms may be obtained from the Registrar's Office. If the withdrawal is approved, the student will receive a grade of 'W' which is not computed in the GPA. A student who ceases to attend class without officially withdrawing will receive either an 'X' or an 'F' at the discretion of the instructor.

Incomplete Grades

The grade 'I' (Incomplete) means that a part of the course work was not completed and must be finished within the designated time frame. If an incomplete is granted, a student has six weeks after the end of the course to complete the work. If the incomplete work is not satisfactorily completed by the deadline, the grade originally submitted by the instructor at the end of the course will become the final grade. Any exceptions to this policy must be submitted in writing to the Graduate Faculty Committee.

GRADE APPEALS

A student who wishes to appeal a course grade must do so within ninety (90) days from the end of the term in which the grade is awarded. The appeal must be made in writing and should contain evidence supporting the appeal. All appeals should be directed to the Vice President for Academic Affairs who will hear and rule on grade appeals. The decision of the Vice President for Academic Affairs is final.

If the grade being appealed was awarded by the Vice President for Academic Affairs, while serving as the course instructor, the President of the College will appoint an appropriate faculty member to hear and rule on the grade appeal. The decision of the faculty member so appointed is final.

REGISTRATION

Once a student has been admitted into the program, he/she will need to fill out registration forms. This can be done in one of two ways. Registration forms can be mailed into the Graduate Office, or the student can enroll personally with the Graduate Liaison.

GRADUATE DEGREE STRUCTURE

Each course is distinguished by a unique alphanumeric label and course title. This combination of letters and numbers gives the course sequencing of the graduate curriculum its structure.

The numeric scheme for the graduate course sequence follows the same general outline in each discipline represented in the Bulletin. The last number in each course number equals the number of hours of graduate credit assigned to the course. All graduate credit will begin with a number of five (5) or higher. The numeric structure for the courses is as follows:

Alpha Label	5000/5799	General Courses	1-3 hours
Alpha Label	5801	Workshop	1 hour
Alpha Label	5802	Seminar	2 hours
Alpha Label	5903	Special Topics	3 hours
Alpha Label	5933	Independent Study	3 hours
Alpha Label	5943	Directed Readings	3 hours
Alpha Label	5953	Study Abroad	3 hours
Alpha Label	5963	Practicum	3 hours
Alpha Label	5973	Masters Project	3 hours
Alpha Label	5993	Masters Thesis	3 hours

The Alpha label in front of the course number represents the field of study or discipline to which the course is assigned. The course labels are four capital letters as follows:

BIBL	=	Bible
COUN	=	Counseling
COMM	=	Communication
CMIN	=	Christian Ministry
ECON	=	Economics
EDUC	=	Education
HIST	=	History
LANG	=	Language
LEAD	=	Leadership
MGMT	=	Management
MISS	=	Missions
MPAG	=	Management - Governmental
MPAM	=	Management - Administrative
MPAN	=	Management - Non-Profit
PHIL	=	Philosophy
RELG	=	Religion
STAT	=	Statistics
THEO	=	Theology

ACADEMIC SUPPORT

Learning Resource Center (LRC)
The purpose of Hillsdale's Learning Resource Center is to serve as an academic library supporting the curricular needs of students and faculty. The LRC is continuing to expand its resources to support the curriculum and promote student academic success. Library hours are posted. Internet access to library resources is available to current students.

Computer Lab
Hillsdale students have a number of computers and accessories available for their use. Computers equipped with Internet access are available for student use during posted hours. All students are required to complete a Technology Usage Agreement before being issued an access code for the system.

POLICY OF NONDISCRIMINATION

Hillsdale Free Will Baptist College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. Hillsdale Free Will Baptist College reserves the right to, and does, maintain student educational and behavioral employment requirements and standards, which are based upon religious considerations consistent with its role and mission.

In response to Title VII of the Civil Rights Act of 1964 and Executive Order 11246 of September 24, 1965, the policy of the college with regard to this matter is as follows. The college takes affirmative action in the recruitment of faculty members.

C. Hillsdale Free Will Baptist College, in all manner and respects, is an Equal Opportunity Employer and shall offer a program of Equal Educational Opportunity.

D. Hillsdale Free Will Baptist College, in compliance with Title VI of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972, and other federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, disability, or status as a veteran in any of its policies or procedures. This includes-but is not limited to-admissions, employment, financial aid, and educational services.

HILLSDALE NONDISCRIMINATION GRIEVANCE PROCEDURE

The following persons have been designated to handle inquiries regarding the nondiscrimination policies:

Dr. Mark Braisher
Executive Vice President
P O Box 7208
Moore, OK 73153
405-912-9000

Or

Dr. Timothy W. Eaton
President
P O Box 7208
Moore, Ok 73153
405-912-9000

This procedure is applicable to complaints alleging discrimination, harassment, and retaliation on the basis of race, color, national origin, sex, disability and age. Any student, prospective student or employee that feels that they have been discriminated against or harassed based on race, color, national origin, sex, disability, or age should contact in writing: Executive Vice President, P.O. Box 7208, Moore, OK 73153. In the event that the Executive Vice President is involved in the accusation of harassment or discrimination, the complaint should contact: President, P.O. Box 7208, Moore, OK 73153. The complaint should describe the date and time, persons involved, place, and circumstances surrounding the incident. The complaint should be signed by the complainant. All complaints received will be promptly, thoroughly, and impartially investigated and decided within 60 days. The complainant's identity will be kept confidential. The complainant will be kept informed in writing at each state of the process. That is, 1) Acknowledgement of the receipt of the complaint; 2) Report of findings of the investigation. If discrimination has occurred, appropriate corrective and remedial actions will be taken. If the complainant is not satisfied with the resolution of the complaint, they may appeal to the Hillsdale Free Will Baptist College Board of Trustees. An appeal should be made in writing to the Chairman of the Board of Trustees, P.O. Box 7208, Moore, OK 73153. The complainant will be kept informed in writing at each stage of the appeal process. That is, 1) Acknowledgment of receipt of the appeal; 2) Report of findings of the investigation and any corrective or remedial actions taken by the Board of Trustees.

Individuals who are not satisfied with the resolution of the complaint at the College may file complaints of discrimination with the U.S. Department of Education, Office of Civil Rights, 8930 Ward Parkway, Suite 2037, Kansas City, Missouri 64114-3302; Telephone: (816) 268-0550; Facsimile: (816) 823-1404; or Email: OCR.KansasCity@ed.gov.

Under no circumstances will there be any retaliation against the complainant or persons who participate in related proceedings by any Hillsdale employee.

SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCEDURES

Hillsdale Free Will Baptist College is committed to maintaining a safe and professional educational environment in which students and faculty are not subjected to sexual harassment. The College does not tolerate actions and/or words which are regarded as sexual harassment or sexual violence against any student or college employee.

Sexual harassment is unwelcome conduct of a sexual nature. It can be verbal, visual, physical, or communicated in writing or electronically. Although

sexual harassment may violate state or federal law, Hillsdale Free Will Baptist College may consider conduct to be sexual harassment even though it may not rise to the level of illegal sex discrimination.

Sexual harassment includes but is not limited to the following:

- Unwelcome sexual advances
- Requests for dates or sexual favors
- Unwelcome physical contact of a sexual nature
- Sexual violence (such as rape or assault)
- Continued or repeated verbal abuse of a sexual nature, such as suggestive comments and sexually explicit jokes that are considered offensive by the other individual
- Sexually degrading language used to insult another person
- Remarks of a sexual nature used to describe a person's body or clothing. This includes comments about an individual's body or appearance that go beyond a mere compliment, including off-color jokes that are clearly unwanted and considered offensive by the other individual.
- Fostering a work or academic environment that is intimidating, hostile, or offensive because of unwanted sexually oriented conversation, suggestions, requests, demands, physical contacts or attention
- Public display of sexually oriented pictures, drawings, or calendars
- Offensive physical contact such as unwelcome touching, pinching, or brushing against the body of another person
- Actions or words which indicate that benefits will be gained or lost based on one's response to sexual advances
- Disseminating false information about a person's sexual conduct
- Making false accusations against another person regarding sexual harassment

Sexual harassment may be committed by one student against another student, by a faculty member or other employee against a student, or by a student against a faculty member or other employee. Because members of the faculty and administration of the college hold positions that involve the legitimate exercise of power and authority over others, they should exercise care in the use of that power and authority. It is the responsibility of members of the faculty and administration to insure that their conduct and words cannot reasonably be perceived as sexually coercive, abusive, or exploitive.

Criminal Complaint Procedure

Sexual harassment may constitute a violation of the laws of the state of Oklahoma, and the complainant must decide whether or not to file a criminal complaint. Any student, prospective student, or employee who wishes to file a criminal complaint alleging sexual harassment or violence should call 911 or contact the Police Department of the City of Moore, Oklahoma. The non-emergency number is 405-793-5171.

Institutional Complaint Procedure

Any student, prospective student, or employee may file a complaint of sexual harassment with the college. The following people have been designated to handle inquiries regarding Hillsdale Free Will Baptist College's policy on sexual harassment.

Dr. Mark Braisher
Executive Vice President
P.O. Box 7208
Moore OK 73153

Or

Dr. Timothy W. Eaton
President
P.O. Box 7208
Moore OK 73153

CONSUMER INFORMATION

Department Of Education Regulation
Hillsdale is located in the Greater Oklahoma City Area in the residential community of Moore. In compliance with the Department of Education regulations, crime statistics are available at www.hc.edu under *Consumer Information.*

Change of Information Notice
Hillsdale Free Will Baptist College reserves the right to make necessary changes without further notice. The regulations, courses, personnel, and costs listed herein are subject to change after date of publication of the Graduate Bulletin through established procedures. It is important that each student familiarize himself/herself with the regulations set forth in this catalog and assumes his/her proper responsibilities concerning them.

For more information or assistance in application contact: Admissions at 405.912.9007 or email: admissions@hc.edu

MASTER OF ARTS IN MINISTRY

MASTER OF ARTS IN MINISTRY PROGRAM BENEFITS

Graduate Students can…

1. Gain satisfaction of completing an educational goal.
2. Improve communicative skills, leadership and ministry effectiveness.
3. Continue with work schedules and family life while attending class in various concentrated formats.
4. Develop lasting friendships with other ministry professionals who have similar interests and who can enrich the learning experience.
5. Study under the guidance of Hillsdale's regular and adjunct faculty who recognize and encourage contributions that advanced students bring to the classroom.

MASTER OF ARTS IN MINISTRY AIM

The Master of Arts in Ministry program is designed to prepare students for effective service in local churches as pastors, associate pastors, Christian Education directors, and other Christian ministry leadership positions. It includes courses in Biblical studies, Christian ministries, strategic planning, apologetics, hermeneutics, theology, preaching and other disciplines necessary for Christian service. Each course includes appropriate reading, writing, and critical thinking components.

Students who successfully complete this program will be able to:

1. Present key concepts of the Christian faith including revelation, inspiration, salvation, the church, eschatology, and other important doctrines.
2. Utilize various media including social media, electronic, print, etc. in presenting and defending the Christian faith locally and globally.
3. Prepare and present Biblical sermons and lessons in an effective manner.
4. Provide effective leadership to a local congregation in worship, ministry, evangelism, and other activities.
5. Conduct academic research and writing in the field of ministry which reflect a significant level of understanding, critical thinking, and organizational skills.

ADMISSION REQUIREMENTS

1. Application form, Statement of Goals, Validation of Church Relationship Form, Official Transcript showing the completion of undergraduate program, signed Biblical Foundations Statement, Reference Form, FAFSA and Scholarship Application, and payment of the $25 Application Fee.
2. Bachelors Degree.
3. GPA of 3.0 or better (on a 4.0 scale) on all prior college work.

Exceptions: Any applicant not meeting the above-stated requirements may petition for consideration by the Graduate Faculty Committee, which serves as the exceptions body in any academic policy matters.

APPLICATION PROCESS

Application is a simple process that can lead to a quick decision by the Graduate Dean.

1. Application for Admission
   Complete the Application Form and send it with the $25 Application Fee to the Graduate Admissions Office.
2. Statement of Goals
   Complete a Statement of Goals which details your goals/plans for the degree program and your career in ministry.
3. Official Transcripts
   Send a Request for Official Transcript to each college or university previously attended. Unofficial transcripts will not be accepted. Transcripts must be sent from the college or university to:
   Admissions
   Hillsdale Free Will Baptist College
   PO BOX 7208
   Moore, OK 73153
4. References
   Give Validation of Church Relationship to your pastor to complete and return to you in a signed, sealed envelope. Send it with your application.
   Give the Reference Form to an adult to complete and return to you in a signed, sealed envelope. Send it with your application.
5. Biblical Foundations Statement
   Read and sign the Biblical Foundations Statement. Send it along with your application.
6. Financial Aid
   If needed, apply for Financial Assistance or scholarships by filling out the Scholarship Application Form and a FAFSA. Call to schedule an appointment with the Financial Aid Officer.

FINANCIAL INFORMATION

The cost of pursuing the Master of Arts in Ministry degree program includes tuition, fees, books, and other course materials as listed and explained below.

Semester Tuition and Fee Schedule

Books..... (TBA)
Program Application Fee $25
Independent Study Fee (additional per credit hour).....$50
Tuition-per credit hour (MA).....$325
Audit Tuition-per audit hour $50
Graduation Fee.....$175

COURSE FORMAT

Master of Arts in Ministry courses may be completed online or in the classroom. On campus classes are generally taught in the evening. A list of the available courses is published prior to the beginning of each semester.

A student who completes an average of six hours every six months can graduate with a Master of Ministry degree in approximately three years. All courses can be completed without leaving your career position.

Workshops/Seminars
The schedule for workshops (one hour courses) and seminars (two or three hour courses) will be announced prior to the pre-enrollment period for each semester.

Independent Study Courses
The Hillsdale Master of Arts in Ministry Program also offers courses that may be completed independently under the supervision of regular faculty and adjunct faculty who are well-regarded professors in their respective fields.

GRADUATION REQUIREMENTS

To graduate with a Master of Arts in Ministry degree a student must complete the following requirements:

1. Complete 36 semester hours (thesis option) or 42 semester hours (non-thesis option) acceptable to the College including the following:
   A. Thesis option
      1. 15 hours from the Required Core Courses
      2. 15 hours from the Electives Courses
      3. 6 hours from the Research Core
   B. Non-Thesis option
      1. 15 hours from the Required Core Courses
      2. 27 hours from the Elective Courses
2. Achieve a cumulative GPA of at least 3.0 or better (on a 4.0 scale) on all course work.
3. Satisfactorily complete every course in the degree with a grade of C or better.
4. Complete a majority of the credit hours required for the degree with Hillsdale FWB College.
5. Satisfy all financial obligations to the College and be in good standing with the College.
6. Submit an Intent to Graduate Form by mid-term of the last semester before graduation and pay the nonrefundable Graduation Fee. Graduates must participate in Commencement Exercises unless excused by the Academic Affairs Committee.

MASTER OF ARTS IN MINISTRY

Master of Arts in Ministry Required Courses
The following four (4) courses are required for the Master of Arts in Ministry degree (Thesis and Non-Thesis options):

Required Core Courses			**12 hours**
LEAD	5233	Strategic Planning	3 hours
PHIL	5003	Apologetics	3 hours
THEO	5213	Hermeneutics	3 hours
Choose one of the following:			3 hours
PHIL	5013	Philosophy of Religion	
THEO	5013	New Testament Theology	
THEO	5123	Historical Theology	

Thesis Option Requirements

EDUC	5123	Intro to Research and Statistics	3 hours

One of the following four (4) courses must be completed as the capstone course for the Master of Arts degree (Thesis option):

CMIN	5973	Masters Project or	3 hours
CMIN	5993	Masters Thesis	3 hours
BIBL	5973	Masters Project or	3 hours
BIBL	5993	Masters Thesis	3 hours

MILITARY CHAPLAINCY
Hillsdale Graduate School courses and degrees are recognized by the United States Armed Services for Chaplaincy preparation. Candidates may use Hillsdale course work to meet the military's requirements of a Masters degree and at least 72 graduate hours that includes 30 hours of Bible. The Master of Divinity in Chaplaincy and the Master of Arts in Religion degrees are scheduled to open in this current academic year.

MASTER OF PUBLIC ADMINISTRATION

MPA PROGRAM OUTCOMES

Graduate Students can…

1. Apply Biblical principles to the practice of public administration
2. Lead and manage in public governance and/or the non-profit sector
3. Participate in and contribute to the policy process.
4. Analyze, synthesize, think critically, solve problems and make decisions
5. Articulate and apply a public service perspective.
6. Communicate and interact productively with a diverse and changing workforce and citizenry

ADMISSION REQUIREMENTS

1.Application form (online)
2. Bachelor degree with GPA of 2.5. Official transcript from graduating institution required.
3. Successfully completed Intermediate Algebra or more advanced math course. Documentation from official transcript required.
4. Two letters of recommendation.
5. Statement of Goals explaining one's career objective and why they believe they can succeed in the MPA program.
6. Application Fee or $25.
7. FAFSA form process completed.

Exceptions: Any applicant not meeting the above-stated requirements may petition for consideration by the Graduate Committee, which serves as the exceptions body in any academic policy matters.

OFFICIAL TRANSCRIPTS

Send a **Request for Official Transcripts** to the college from which you graduated. Official transcripts must be sent directly from the college to Hillsdale.

Unofficial transcripts will not be accepted. Transcripts must be sent from the college or university directly to:

Admissions
Hillsdale Free Will Baptist College
PO BOX 7208
Moore, OK 73153

ADMISSION STATUS

The College is aware that all students have not had the same opportunities for academic preparation. Therefore, two types of admission have been established for the MPA Program: regular and probationary.

Regular Admission
All the admission documents have been received and evaluated. The student is eligible for enrollment in the MPA Program.

Probationary Admission
This status is granted to students who do not meet the academic criteria for admission to the MPA Program. The student must be granted probationary admission by vote of the Graduate Faculty Committee and maintain a cumulative GPA of 3.0 or better (on a 4.0 scale) in order to continue in the program.

Upon review of the application packet, the candidate will receive notice of acceptance or non-acceptance into the program.

FINANCIAL INFORMATION

The cost of pursuing the Master of Public Administration Graduate Program includes tuition, fees, books, and other course materials as listed and explained below.

Semester Tuition and Fee Schedule
Program Application Fee…….....$25
Books .....(TBA)
Tuition per credit hour (MPA).....$400
Graduation Fee…….....$175

COURSE FORMAT

There are currently two main methods of instruction: one-night-a-week, or online. The MPA Program is accelerated including up to three courses in a semester. All MPA students are in a cohort group which they continue with throughout the program. The MPA Program is approximately two years in length, and is designed for working adults.

MPA PROGRAM COMPONENTS

This program grooms students to become mid-level leaders in public administration. It focuses on the Christian World-view along with practical public administration knowledge. The program is designed to connect the student to experienced public administrators and organizations while grooming them with skills in:

- Leadership from a Christian perspective
- Public speaking
- Dealing with the News Media
- Research and writing
- Quantitative analysis

The Christian World-view is incorporated throughout the program with the Ethics Checks, and the Christian Mentors. Students will gain first-hand practical knowledge as they work with a government agency or a non-profit organization on their Research Project. Students build their research projects as they progress through the program. The project is incorporated in the MPA courses. Students will learn the skills of writing and quantitative analysis when they evaluate the quality of an existing program.

Additionally public administration leaders often speak to large groups including the news media. Students will learn public speaking skills and techniques to deal with the news media as they progress through the program.

GRADUATION REQUIREMENTS

To graduate with a Master of Public Administration degree a student must complete the following requirements:

- Submit in writing their Research Project to the MPA Program Director.
- Successfully complete 39 MPA semester hours of one MPA emphasis track with a GPA of 3.0 or better.
- Complete the MPA Major Field Test – Pre and Post.

Master of Public Administration Required Courses
The following nine courses are required for the Master of Public Administration Degree:

Required Core Courses	**27 Hrs.**
MPAM 5113 Introduction to Public Administration	3 hrs
MPAM 5213 Program Evaluation & Research	3 hrs
LEAD 5313 Leadership & Organizational Culture	3 hrs
STAT 5213 Introductory Quantitative Methods	3 hrs
LEAD 5323 Executive Leadership	3 hrs
STAT 5313 Quantitative Data Analysis for Public Administration	3 hrs
ECON 5213 Principles of Economics	3 hrs
MPAM 5223 Public Program Management	3 hrs
MPAM 5233 Public Budgeting & Finance	3 hrs

Each student must take one of the following emphases:

- **Government Management**
- **Non-Profit Management**.

Government Management Emphasis

MPAG 5213 Legislative Process	3 hrs
MPAG 5313 Administrative Law	3 hrs
MPAG 5413 Public Policy Implementation	3 hrs
MPAM 5613 Presentation of Research	3 hrs

Non-Profit Management Emphasis

MPAN 5213 Establishing a Non-Profit Organization	3 hrs
MPAN 5313 Funding a Non-Profit Agency	3 hrs
MPAN 5413 Grant Writing	3 hrs
MPAM 5613 Presentation of Research	3 hrs

GRADUATE COURSE DESCRIPTIONS

(MA) indicates course is used in Master of Arts in Ministry degree program.
(MPA) indicates course is used in Master of Public Administration degree program.

Select courses are available in an on-line format. Please contact the Graduate Office for details.

BIBLE

BIBL 5233 JESUS AND THE GOSPEL TRADITION 3 hours
This course will examine the early Christian traditions about Jesus as reflected in the four Gospels. Key events in the life and ministry of Jesus will be viewed in terms of primary exegesis. Consideration will be given to recent developments in Jesus studies related to apocryphal and Gnostic gospel writings. **(MA)**

BIBL 5253 ROMANS AND GALATIANS 3 hours
This course will examine the historical background, teachings, and interpretation of Paul's letters to the Romans and Galatians. **(MA)**

BIBL 5313 PENTATEUCH 3 hours
This course is a critical study of the text of the first five books of the Old Testament with an analysis of its historical setting and theological significance. **(MA)**

BIBL 5503 OLD TESTAMENT POETICAL BOOKS 3 hours
The emphasis of this course is an introduction to Hebrew poetry. Psalms, Song of Songs, Lamentations, and selected poetry throughout the Old Testament will be studied. The central message of three major poetic books will be highlighted, as well as, their contribution to Old Testament theology. Form and function will be examined, seeking to expose meaning and significance for life and ministry. **(MA)**

BIBL 5533 OLD TESTAMENT WISDOM LITERATURE 3 hours
Hebrew wisdom literature emphasizes the study of Proverbs, Job, and Ecclesiastes, focusing upon the central message of each book, other selected wisdom texts in the Old Testament, and highlighting their contribution to Old Testament theology. Form and function will be examined, seeking to expose meaning and significance for life. **(MA)**

BIBL 5603 MAJOR THEMES FROM THE PROPHETS 3 hours
This course is designed to study recurring thematic patterns found within the Old Testament prophets. Some emphasis will be given to the historical period in which each of the prophets ministered. Additional emphasis will be given to setting the themes of the prophets in relation to the Torah and the on-going revelation of God. **(MA)**

BIBL 5801 WORKSHOP 1 hour
This workshop is designed as a study of various topics, issues, or methodologies. The course may be repeated with change of subject matter for a maximum of four (4) hours. Prerequisite: Approval of the Advisor **(MA)**

BIBL 5802 SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, issues, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of six (6) hours. Prerequisite: Approval of the Advisor **(MA)**

BIBL 5903 SPECIAL TOPICS 3 hours
This course presents various subjects in the area of study through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis will be given to creative approaches, research, and collaborative learning to enrich the understanding of the student. The course may be repeated with a change of subject matter for a maximum of nine (9) credit hours. Prerequisite: Approval of the Advisor **(MA)**

BIBL 5933 INDEPENDENT STUDY 3 hours
This course allows the student to do an in depth, supervised study in an area related to his or her degree program. Students are limited to subject matter that can be supervised by a faculty member. Prerequisite: Approval of the Advisor **(MA)**

BIBL 5943 DIRECTED READINGS 3 hours
This course is for advanced students to enhance understanding in areas where they wish to gain some measure of expertise in the literature of the field. Prerequisite: Approval of the Advisor **(MA)**

BIBL 5953 STUDY ABROAD 3 hours
This course allows students to participate in short term experiences outside the continental United States. Students will propose learning objects for the study abroad experience that are deemed appropriate by the faculty supervisor. Credit is given upon satisfactory completion of all course requirements. Prerequisite: Approval of the Advisor **(MA)**

BIBL 5963 PRACTICUM 3 hours
This course allows students to participate in off-campus experiences designed to relate ideas and concepts to problems encountered on the field. Credit is given upon satisfactory completion of all course requirements. Prerequisite: Approval of the Advisor **(MA)**

BIBL 5973 MASTERS PROJECT 3 hours
This course is designed to provide students with the opportunity to pursue guided research in an area under faculty supervision. The course will be structured to utilize the appropriate methodology for the project, the communication of the findings, and the summary of the conclusions. Prerequisite: Approval of the Advisor **(MA)**

BIBL 5993 MASTERS THESIS 3 hours
This course is designed for students studying for a masters degree to demonstrate competency through the completion of a thesis. The student must complete independent research and write a thesis under faculty supervision. Prerequisite: Approval of the Advisor **(MA)**

CHRISTIAN MINISTRY

CMIN 5103 MINISTERING CROSS-CULTURALLY 3 hours
This course is a study of the principles and procedures of communication with an emphasis on cross-cultural ministry related to the Christian faith. A focus on the cultural diversity of today's world will assist the student in understanding both the complexity and necessity of successful communication. Crosslisted: MISS 5103 **(MA)**

CMIN 5123 CHURCH STRUCTURE AND MINISTRY 3 hours
This is a study of the officers of the church—both staff and lay personnel. Specific duties of church officers and staff will be closely examined. The concept of team ministries will be studied along with a view of the role of individual responsibilities within the team. The role of the pastor will be examined in relationship to other members of the staff as well as to lay workers in the church. The place of church doctrine within church administration and ministry will also be emphasized. **(MA)**

CMIN 5213 SPIRITUAL FORMATION 3 hours
This course focuses on the development of the spiritual life in ministry. Attention is given to the spiritual disciplines, the prayer life, and the biblical nature of calling, ministry and character. **(MA)**

CMIN 5223 DISCIPLESHIP MINISTRIES 3 hours
This course will examine the biblical, general and specific steps to enable a person first to be a disciple. The student will discover systems, biblical principles and methods that create a disciple making context. The systems will cover both the macro-level and the micro-level. Once this has been discovered and discussed the student will select a disciple making system and create a micro-level disciple making plan for a local church. **(MA)**

CMIN 5333 CHURCH PLANTING AND GROWTH 3 hours
This course is an introduction to the basic principles and methods of church planting and growth. The student gains an understanding of different philosophies of church planting and growth as well as an acquaintance with contemporary methods and strategies. **(MA)**

CMIN 5413 MENTORING IN MINISTRY 3 hours
This course acquaints students with the theory and practice of mentoring. Emphasis is given to developing personal mentoring skills, as well as the creation and administration of ministry-based mentoring programs, including discipleship training. **(MA)**

CMIN 5801 WORKSHOP 1 hour
This workshop is designed as a study of various topics, issues, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Approval of the Advisor **(MA)**

CMIN 5802 SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, issues, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of six credit hours. Prerequisite: Approval of the Advisor **(MA)**

CMIN 5903 SPECIAL TOPICS 3 hours
This course presents various subjects in the area of study through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis will be given to creative approaches, research, and collaborative learning to enrich the understanding of the student. The course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Approval of the Advisor **(MA)**

CMIN 5933 INDEPENDENT STUDY 3 hours
This course allows the student to do an in depth, supervised study in an area related to his or her degree program. Students are limited to subject matter that can be supervised by a faculty member. Prerequisite: Approval of the Advisor **(MA)**

CMIN 5943 DIRECTED READINGS 3 hours
This course is for advanced students to enhance understanding in areas where they wish to gain some measure of expertise in the literature of the field. Prerequisite: Approval of the Advisor **(MA)**

CMIN 5953 STUDY ABROAD 3 hours
This course allows students to participate in short term experiences outside the continental United States. Students will propose learning objects for the study abroad experience that are deemed appropriate by the faculty supervisor. Credit is given upon satisfactory completion of all course requirements. Prerequisite: Approval of the Advisor **(MA)**

CMIN 5963 PRACTICUM 3 hours
This course allows students to participate in off-campus experiences designed to relate ideas and concepts to problems encountered on the field. Credit is given upon satisfactory completion of all course requirements. Prerequisite: Approval of the Advisor **(MA)**

CMIN 5973 MASTERS PROJECT 3 hours
This course is designed to provide students with the opportunity to pursue guided research in an area under faculty supervision. The course will be structured to utilize the appropriate methodology for the project, the communication of the findings, and the summary of the conclusions. Prerequisite: Approval of the Advisor **(MA)**

CMIN 5993 MASTERS THESIS 3 hours
This course is designed for students studying for a masters degree to demonstrate competency through the completion of a thesis. The student must complete independent research and write a thesis under faculty supervision. Prerequisite: Approval of the Advisor **(MA)**

COMMUNICATION

COMM 5413 EXPOSITORY PREACHING 3 hours
This course involves the development and delivery of expository sermons. It is designed to prepare a minister to preach both individual sermons and sermon series, which utilize expository methods. Prerequisite: COMM 5013 or permission of the instructor **(MA)**

COMM 5433 ADVANCED BIBLICAL PREACHING 3 hours
This course is an advanced course designed to prepare the student for an effective preaching ministry in a local church. Attention is given to the preparation and delivery of various types of Biblical sermons and to the further development of proper speech technique. Attention is also given to planned programs of Biblical preaching. Prerequisite: COMM 5413 **(MA)**

COMM 5801 WORKSHOP 1 hour
This workshop is designed as a study of various topics, issues, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Approval of the Advisor **(MA)**

COMM 5802 SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, issues, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of six credit hours. Prerequisite: Approval of the Advisor **(MA)**

COMM 5903 SPECIAL TOPICS 3 hours
This course presents various subjects in the area of study through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis will be given to creative approaches, research, and collaborative learning to enrich the understanding of the student. The

course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Approval of the Advisor **(MA)**

COMM 5933 INDEPENDENT STUDY 3 hours
This course allows the student to do an in depth, supervised study in an area related to his or her degree program. Students are limited to subject matter that can be supervised by a faculty member. Prerequisite: Approval of the Advisor **(MA)**

COMM 5943 DIRECTED READINGS 3 hours
This course is for advanced students to enhance understanding in areas where they wish to gain some measure of expertise in the literature of the field. Prerequisite: Approval of the Advisor **(MA)**

COMM 5953 STUDY ABROAD 3 hours
This course allows students to participate in short term experiences outside the continental United States. Students will propose learning objects for the study abroad experience that are deemed appropriate by the faculty supervisor. Credit is given upon satisfactory completion of all course requirements. Prerequisite: Approval of the Advisor **(MA)**

COMM 5963 EXPOSITORY PREACHING PRACTICUM 3 hours
This course is in expositional preaching in which the student prepares a sermon calendar for a year's preaching and preaches through a book in the New Testament. The students share their work with others in the class so that each one gathers a sermon reservoir on the book selected. There are both pre- and post-class assignments. **(MA)**

COUNSELING

COUN 5003 INTRODUCTION TO CHRISTIAN COUNSELING 3 hours
This is an introductory course to develop basic counseling skills for those who plan to serve as pastors, missionaries, or other Christian workers. It includes a study of the various approaches, methods, and resources that may be used in counseling in a Christian context. **(MA)**

COUN 5033 COUNSELING THEORIES AND METHODS 3 hours
This course provides an overview of several key theorists and methodologies related to counseling psychology. Students will engage in practice counseling sessions with peer analysis. Emphasis will be given to matters of referral, including when and how referrals should be made. Legal issues related to the counselor/ counselee relationship will be addressed. **(MA)**

COUN 5123 MARRIAGE AND FAMILY COUNSELING 3 hours
This course is a consideration of the dynamics of marriage and family relationships. The emphasis is on understanding the structure and function of marriage, the various aspects of the marital relationship, family systems, and ways the counselor may approach marriage and family counseling as a creative, preventive, and healing ministry. **(MA)**

COUN 5801 WORKSHOP 1 hour
This workshop is designed as a study of various topics, issues, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Approval of the Advisor **(MA)**

COUN 5802 SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, issues, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of six credit hours. Prerequisite: Approval of the Advisor **(MA)**

COUN 5903 SPECIAL TOPICS 3 hours
This course presents various subjects in the area of study through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis will be given to creative approaches, research, and collaborative learning to enrich the understanding of the student. The course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Approval of the Advisor **(MA)**

COUN 5933 INDEPENDENT STUDY 3 hours
This course allows the student to do an in depth, supervised study in an area related to his or her degree program. Students are limited to subject matter that can be supervised by a faculty member. Prerequisite: Approval of the Advisor **(MA)**

COUN 5943 DIRECTED READINGS 3 hours
This course is for advanced students to enhance understanding in areas where they wish to gain some measure of expertise in the literature of the field. Prerequisite: Approval of the Advisor **(MA)**

COUN 5953 STUDY ABROAD 3 hours
This course allows students to participate in short term experiences outside the continental United States. Students will propose learning objects for the study abroad experience that are deemed appropriate by the faculty supervisor. Credit is given upon satisfactory completion of all course requirements. Prerequisite: Approval of the Advisor **(MA)**

COUN 5963 PRACTICUM 3 hours
This course allows students to participate in off-campus experiences designed to relate ideas and concepts to problems encountered on the field. Credit is given upon satisfactory completion of all course requirements. Prerequisite: Approval of the Advisor **(MA)**

ECONOMICS

ECON 5213 PRINCIPLES OF ECONOMICS 3 hours
This course will include the economic philosophies of Hayek and Keynes. It will address monetary and fiscal policies and their impact on the U.S. and world economies. **(MPA)**

EDUCATION

EDUC 5123 RESEARCH METHODS 3 hours
This course assists students in learning to conceptualize research problems and develop hypotheses. The student will examine concepts of defining and measuring important variables, data collecting and analysis of data, interpretation and making inferences, and writing and implementing a research proposal. The design of research strategies for experimental, quasi-experimental, and qualitative methods will be emphasized. **(MA)**

EDUC 5133 UNDERSTANDING EDUCATIONAL RESEARCH AND ASSESSMENT 3 hours
This course is an overview of the nature of research on human development, learning, and pedagogical knowledge and skills. Topics include current trends and issues in education, skills in data collection and assessment, and application of research in educational settings. **(MA)**

HISTORY

HIST 5113 CHURCH HISTORY 3 hours
This course is a study of the development of the Christian church from the end of the apostolic age through the 20th century. Consideration is given to outstanding persons and events, doctrinal controversies that have developed as well as missionary expansion of the Christian faith. **(MA)**

HIST 5213 PATRISTICS 3 hours
This course is a study of church life in the first five centuries, with emphasis upon Christian leaders, literature, doctrinal formulations, worship and developing ecclesiastical structures. **(MA)**

HIST 5333 BAPTIST HERITAGE 3 hours
This course is a survey of Baptist history in Europe, Great Britain, and North America. Attention will be focused on the development of the two distinct traditions of general and particular Baptists. Special emphasis will be directed toward the General, Free, and Free Will Baptist movements. **(MA)**

HIST 5801 WORKSHOP 1 hour
This workshop is designed as a study of various topics, issues, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Approval of the Advisor **(MA)**

HIST 5802 SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, issues, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of six credit hours. Prerequisite: Approval of the Advisor **(MA)**

HIST 5903 SPECIAL TOPICS 3 hours
This course presents various subjects in the area of study through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis will be given to creative approaches, research, and collaborative learning to enrich the understanding of the student. The course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Approval of the Advisor **(MA)**

HIST 5933 INDEPENDENT STUDY 3 hours
This course allows the student to do an in depth, supervised study in an area related to his or her degree program. Students are limited to subject matter that can be supervised by a faculty member. Prerequisite: Approval of the Advisor **(MA)**

HIST 5943 DIRECTED READINGS 3 hours
This course is for advanced students to enhance understanding in areas where they wish to gain some measure of expertise in the literature of the field. Prerequisite: Approval of the Advisor **(MA)**

HIST 5953 STUDY ABROAD 3 hours
This course allows students to participate in short term experiences outside the continental United States. Students will propose learning objects for the study abroad experience that are deemed appropriate by the faculty supervisor. Credit is given upon satisfactory completion of all course requirements. Prerequisite: Approval of the Advisor **(MA)**

HIST 5963 PRACTICUM 3 hours
This course allows students to participate in off-campus experiences designed to relate ideas and concepts to problems encountered on the field. Credit is given upon satisfactory completion of all course requirements. Prerequisite: Approval of the Advisor **(MA)**

LANGUAGE

LANG 5103 NEW TESTAMENT GREEK APPRECIATION 3 hours
This course is a study of the grammar, syntax, and vocabulary of the Greek language. It is specifically designed to meet the needs of the graduate student who has not completed at least one year of Greek grammar and vocabulary at the undergraduate level. It gives the student a sufficient understanding of the Greek language to use leading commentaries, Bible dictionaries, and other resources requiring an understanding of the original language of the New Testament. It also prepares a student to translate selected verses from the Greek New Testament using the resources that are normally available to pastors and other Christian workers. **(MA)**

LEADERSHIP

LEAD 5213 CHRISTIAN LEADERSHIP 3 hours
This course examines the Biblical and theological perspectives of leadership as well as functions or tasks of leadership planning, organizing, directing, staffing and controlling. A unit is included on time management and personal planning for the Christian worker. The emphasis is to improve leadership abilities of the students and to prepare them to develop leadership in others. **(MPA)**

LEAD 5223 STRATEGIC PLANNING 3 hours
This course will examine principles of planning for ministries. An emphasis will be placed o the local church. Attention will be given to long-range planning, as well as short-term and day to day planning. Development of other leaders will be included as well. **(MA)**

LEAD 5313 LEADERSHIP & ORGANIZATIONAL CULTURE 3 hours
This course will teach the student various methods of evaluating public programs including needs assessment, process evaluation, and program effectiveness. It will guide them on how to evaluate a program for their research project, and how to write their findings for the program's management. **(MPA)**

LEAD 5323 EXECUTIVE LEADERSHIP 3 hours
This course will include the leadership skills of time management, communication, and project management. As an executive with a public organization the leader must first manage themselves including their time, composure, attitude and the way they communicate with their staff and the public. The course will include internal written and oral communication as well as that used with social media and news organizations. Additionally strategic planning will be addressed throughout the course. **(MPA)**

LEAD 5801 WORKSHOP 1 hour
This workshop is designed as a study of various topics, issues, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Approval of the Advisor **(MA)**

LEAD 5802 SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, issues, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of six credit hours. Prerequisite: Approval of the Advisor **(MA)**

LEAD 5903 SPECIAL TOPICS 3 hours
This course presents various subjects in the area of study through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis will be given to creative approaches, research, and collaborative learning to enrich the understanding of the student. The course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Approval of the Advisor **(MA)**

LEAD 5933 INDEPENDENT STUDY 3 hours
This course allows the student to do an in depth, supervised study in an area related to his or her degree program. Students are limited to subject matter that can be supervised by a faculty member. Prerequisite: Approval of the Advisor **(MA)**

LEAD 5943 DIRECTED READINGS 3 hours
This course is for advanced students to enhance understanding in areas where they wish to gain some measure of expertise in the literature of the field. Prerequisite: Approval of the Advisor **(MA)**

LEAD 5953 STUDY ABROAD 3 hours
This course allows students to participate in short term experiences outside the continental United States. Students will propose learning objects for the study abroad experience that are deemed appropriate by the faculty supervisor. Credit is given upon satisfactory completion of all course requirements. Prerequisite: Approval of the Advisor **(MA)**

LEAD 5963 PRACTICUM 3 hours
This course allows students to participate in off-campus experiences designed to relate ideas and concepts to problems encountered on the field. Credit is given upon satisfactory completion of all course requirements. Prerequisite: Approval of the Advisor **(MA)**

MANAGEMENT

MGMT 5123 FINANCIAL PLANNING 3 hours
This is a study of church stewardship planning based on Biblical principles. It is a study of what God has to say about financial practices coupled with standard bookkeeping methodology. It defines the work of the church treasurer, financial secretary, finance committee, and other church financial officers and terms. **(MA)**

MGMT 5801 WORKSHOP 1 hour
This workshop is designed as a study of various topics, issues, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Approval of the Advisor **(MA)**

MGMT 5802 SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, issues, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of six credit hours. Prerequisite: Approval of the Advisor **(MA)**

MGMT 5903 SPECIAL TOPICS 3 hours
This course presents various subjects in the area of study through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis will be given to creative approaches, research, and collaborative learning to enrich the understanding of the student. The course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Approval of the Advisor **(MA)**

MGMT 5933 INDEPENDENT STUDY 3 hours
This course allows the student to do an in depth, supervised study in an area related to his or her degree program. Students are limited to subject matter that can be supervised by a faculty member. Prerequisite: Approval of the Advisor **(MA)**

MGMT 5943 DIRECTED READINGS 3 hours
This course is for advanced students to enhance understanding in areas where they wish to gain some measure of expertise in the literature of the field. Prerequisite: Approval of the Advisor **(MA)**

MANAGEMENT – ADMINISTRATIVE

MPAM 5113 INRODUCTION TO PUBLIC ADMINISTRATION 3 hours
This course is an introduction to public administration and to the MPA program. The course will give an overview of public administration in American government. Attention will be given to the legislative process, policy implementation, administrative oversight, court decisions, and management of government agencies. Additionally the role of government spending will be examined concerning its effects on American government and the U.S. economy. **(MPA)**

MPAM 5213 PROGRAM EVALUATION & RESEARCH 3 hours
This course will teach the student various methods of evaluating public programs including needs assessment, process evaluation, and program effectiveness. It will guide them on how to evaluate a program for their research project, and how to write their findings for the program's management. **(MPA)**

MPAM 5223 PUBLIC PROGRAM MANAGEMENT 3 hours
This course will focus on individual decision-making, diversity management, inter-governmental relations, collaboration, team management, and strategic planning. Case studies will be examined and discussed. **(MPA)**

MPAM 5233 PUBLIC BUDGETING & FINANCE 3 hours
This course will address the realities of fiscal scarcity, downsizing and rapid technological change. Resource budgeting and finance concepts will be emphasized. Students will become astute consumers of budget data and related research. The course will include budget creation and financing of various types of projects over appropriate periods of time. **(MPA)**

MPAM 5613 PRESENTATION OF RESEARCH 3 horus
In this course students will combine all of their research chapters into one document as their capstone. They will create an outline of this information to be presented in a new conference setting. Students will take the MPA Major Field Test. **(MPA)**

MANAGEMENT – GOVERNMENTAL

MPAG 5213 LEGISLATIVE PROCESS 3 hours
This course will provide an overview of the legislative process as it is implemented through the U.S. Congress and state legislatures. Assignments will include interaction with a congressional or legislative staff. Students will be exposed to the responsibilities and routines of such offices. **(MPA)**

MPAG 5313 ADMINISTRATIVE LAW 3 hours
This course focuses on the legal principles governing federal and state agencies including statutory and constitutional framework; the role of executive offices; the role of the legislative branch; and judicial review. **(MPA)**

MPAG 5413 PUBLIC POLICY IMPLEMENTATION 3 hours
This course includes the study of various relationships and communication by a government agency as it implements new law. It includes policy-making processes in conjunction with legislators and the public. Strategies to implement new laws will be studied. Case studies will be examined for real-world issues. **(MPA)**

MANAGEMENT – NON-PROFIT

MPAN 5213 ESTABLISHING A NON-PROFIT ORGANIZATION 3 horus
This course will include the filing of legal documents, creating a board of directors, establishing a vision and mission statement, writing and implementing policy, and creating a personnel manual. Case studies will be examined for real-world issues. **(MPA)**

MPAN 5313 FUNDING A NON-PROFIT AGENCY 3 hours
This course will address strategic financial planning of a non-profit, various vehicles for funding a non-profit, creating a realistic budget, and issues related to special events. Other issues will include products, services, membership fees, Internet, and social media. **(MPA)**

MPAN 5413 GRANT WRITING 3 hours
This course will include writing grant proposals, researching available grant sources, and connecting with foundations and government entities offering rants. Students will learn how to strategically plan for grant acquisition. **(MPA)**

MISSIONS

MISS 5103 MINISTERING CROSS-CULTURALLY 3 hours
This course is a study of the principles and procedures of communication with an emphasis on cross-cultural ministry related to the Christian faith. A focus on the cultural diversity of today's world will assist the student in understanding both the complexity and necessity of successful communication. Crosslisted: CMIN 5103 **(MA)**

MISS 5123 THEOLOGY OF MISSIONS 3 hours
This course is a study of the Biblical and theological foundations of Christian missions. The unfolding missionary purpose of God will be traced through the Bible as it relates to the purposes, nature, scope and current challenges of cross-cultural missions. **(MA)**

MISS 5343 CHURCH PLANTING AND GROWTH 3 hours
This course incorporates relevant sociological, anthropological, and historical insights as students examine Paul's model of planting churches cross-culturally as found in the book of Acts. It gives suggestions for the development of current effective strategies for multiplying growing indigenous congregations. It examines methods of evangelism and the training of pastors and laity. **(MA)**

MISS 5613 CONTEMPORARY ISSUES AND METHODS OF MISSIONS 3 hours
In this course emphasis will be given to current trends and issues of major concern in mission strategy. Missionaries on furlough may be utilized in their areas of expertise. **(MA)**

MISS 5801 WORKSHOP 1 hour
This workshop is designed as a study of various topics, issues, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Approval of the Advisor **(MA)**

MISS 5802 SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, issues, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of six credit hours. Prerequisite: Approval of the Advisor **(MA)**

MISS 5903 SPECIAL TOPICS 3 hours
This course presents various subjects in the area of study through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis will be given to creative approaches, research, and collaborative learning to enrich the understanding of the student. The course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Approval of the Advisor **(MA)**

MISS 5933 INDEPENDENT STUDY 3 hours
This course allows the student to do an in depth, supervised study in an area related to his or her degree program. Students are limited to subject matter that can be supervised by a faculty member. Prerequisite: Approval of the Advisor **(MA)**

MISS 5943 DIRECTED READINGS 3 hours
This course is for advanced students to enhance understanding in areas where they wish to gain some measure of expertise in the literature of the field. Prerequisite: Approval of the Advisor **(MA)**

MISS 5953 STUDY ABROAD 3 hours
This course allows students to participate in short term experiences outside the continental United States. Students will propose learning objects for the study abroad experience that are deemed appropriate by the faculty supervisor. Credit is given upon satisfactory completion of all course requirements. Prerequisite: Approval of the Advisor **(MA)**

MISS 5963 PRACTICUM 3 hours
This course allows students to participate in off-campus experiences designed to relate ideas and concepts to problems encountered on the field. Credit is given upon satisfactory completion of all course requirements. Prerequisite: Approval of the Advisor **(MA)**

MISS 5973 MASTERS PROJECT 3 hours
This course is designed to provide students with the opportunity to pursue guided research in an area under faculty supervision. The course will be structured to utilize the appropriate methodology for the project, the communication of the findings, and the summary of the conclusions. Prerequisite: Approval of the Advisor **(MA)**

MISS 5993 MASTERS THESIS 3 hours
This course is designed for students studying for a masters degree to demonstrate competency through the completion of a thesis. The student must complete independent research and write a thesis under faculty supervision. Prerequisite: Approval of the Advisor **(MA)**

PHILOSOPHY

PHIL 5003 APOLOGETICS 3 hours
This course is a study of the defense of Christianity with emphasis on the Biblical and theological foundation, methodology, and contemporary challenges to the truth of Christianity. **(MA)**

PHIL 5013 PHILOSOPHY OF RELIGION 3 hours
This course is an introductory study of selected topics in philosophy of religion. Critical analysis will be directed toward such subjects as the nature of God in classical theism, theistic arguments for God's existence, faith and reason, religious experience, religious language, and the problem of evil as it relates to theological issues. **(MA)**

PHIL 5203 CHRISTIAN ETHICS 3 hours
This course presents a Biblical model for ethics in a postmodern world, examining the ethical theories of obligation and value from a philosophical perspective. The lectures survey various ethical systems, identify unstated assumptions in ethical theories, and evaluate those theories for legitimacy, relevancy, and cogency. The goal of the course is to provide learners with a Christian framework of values and ethics, leading them to make God-honoring decisions in a truth-relative world. **(MA)**

PHIL 5801 WORKSHOP 1 hour
This workshop is designed as a study of various topics, issues, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Approval of the Advisor **(MA)**

PHIL 5802 SEMINAR 2 hours
This seminar is designed as an intensive study of various topics, issues, or methodologies. A writing project is required. The course may be repeated with a change of subject matter for a maximum of six credit hours. Prerequisite: Approval of the Advisor **(MA)**

PHIL 5903 SPECIAL TOPICS 3 hours
This course presents various subjects in the area of study through visiting professors and lecturers that complement the curriculum and take advantage of the educational background, experience, and expertise of the instructor. Emphasis will be given to creative approaches, research, and collaborative learning to enrich the understanding of the student. The course may be repeated with a change of subject matter for a maximum of nine credit hours. Prerequisite: Approval of the Advisor **(MA)**

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PHIL 5963 PRACTICUM 3 hours
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RELIGION

RELG 5113 AMERICAN RELIGION AND CULTURE 3 hours
This course is designed to assist students to recognize and understand the place and roles that religion has had and continues to have in the United States. The study is an aid in understanding the nation, its culture, and its people. It will

focus on traditional religious groups, movements, and issues. Limited attention will be paid to less traditional applications of religious practice. **(MA)**

RELG 5213 WORLD RELIGIONS 3 hours
This course is designed especially to acquaint students with the major religions of the world. The study includes Buddhism, Hinduism, Animism, Islam, Romanism, Baha'ism, and others. **(MA)**

RELG 5801 WORKSHOP 1 hour
This workshop is designed as a study of various topics, issues, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Approval of the Advisor **(MA)**

RELG 5802 SEMINAR 2 hours
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RELG 5903 SPECIAL TOPICS 3 hours
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STATISTICS

STAT 5213 INTRODUCTOR QUANTITATIVE METHODS 3 hours
This course will include math calculations to determine statistical exercises. Focus will include descriptive statistics and the beginning of inferential statistics. **(MPA)**

STAT 5313 QUANTITATIVE DATA ANALYSIS FOR PUTBLIC ADMINISTRATION 3 hours
Students will learn how to evaluate program data to determine the effectiveness of a program and how to write up their findings. The course will include conclusions related to hypotheses testing, and descriptive and inferential statistics. Students will examine how to generate and interpret statistical analysis. **(MPA)**

THEOLOGY

THEO 5013 NEW TESTAMENT THEOLOGY 3 hours
This course is an examination of the dominant themes and the development of theological concepts of the New Testament. **(MA)**

THEO 5033 BIBLICAL THEOLOGY OF PAUL 3 hours
This course provides an inductive study of key themes as developed through Acts and the Pauline Epistles. The study will be conducted from the standpoint of the central importance of the concept of newness for New Testament theology and history. **(MA)**

THEO 5123 HISTORICAL THEOLOGY 3 hours
This course is an examination of the birth and development of the Christian Church beliefs. The eras of the Apostolic Fathers, the Reformation, and the present will receive emphasis. Attention will be given to key figures, events, political themes, and theological developments. **(MA)**

THEO 5213 HERMENEUTICS 3 hours
This course is a study of the principal laws and methods of interpreting the various forms of Biblical expression. Attention is given to various problems of Biblical interpretation. **(MA)**

THEO 5333 THE WORKS OF ARMINIUS 3 hours
The primary focus of this course is on the theological writings of James Arminius translated by James and William Nichols and compiled into three volumes known as the London Edition. The Arminius writings are compared and contrasted with selected writings from John Calvin's Institutes of the Christian Religion. The context for both perspectives is set in the Reformed Orthodoxy of reformation and post-reformation Protestantism. **(MA)**

THEO 5801 WORKSHOP 1 hour
This workshop is designed as a study of various topics, issues, or methodologies. The course may be repeated with a change of subject matter for a maximum of four credit hours. Prerequisite: Approval of the Advisor **(MA)**

THEO 5802 SEMINAR 2 hours
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THEO 5973 MASTERS PROJECT 3 hours
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THEO 5993 MASTERS THESIS 3 hours
This course is designed for students studying for a masters degree to demonstrate competency through the completion of a thesis. The student must complete independent research and write a thesis under faculty supervision. Prerequisite: Approval of the Advisor **(MA)**

GOVERNANCE

Board of Trustees

Members	*Home Town*	*Term Ends*
Jeff Blair, *Chairman*	Locust Grove, OK	2016
Roger Hogan, *Vice Chair*	Farmington, MO	2014
Dick Terry, *Clerk*	Sulphur, OK	2015
Terry Bigger	Jenks, OK	2013
Doug Dickey	Bryan, TX	2013
Jay Dixon	Haskell, OK	2017
Timothy Eaton	Moore, OK	*Ex Officio, President, Hillsdale Free Will Baptist College*
Clyde Gillentine	Mesquite, TX	2014
Sheri Hanna	Edmond, OK	2016
Joel Kircher	Checotah, OK	2014
Craig McDougal	Moore, OK	2015
Leonard Pirtle	Owasso, OK	2013
Mark Reierson	Stratford, OK	2017
Kendall Ross	Altus, AR	2014
Dale Skiles	Springfield, MO	2015
David Taylor	Hot Springs, AR	2014
Jay Tilson	Union, MO	2016
Mike Wade	Norman, OK	*Ex Officio, Exec. Secretary, Oklahoma State Assoc. of Free Will Baptists*
Todd Wiley	Oklahoma City, OK	2014

GOVERNING POLICY

Hillsdale Free Will Baptist College is governed by the Board of Trustees with the President of the College, the Moderator, and the Executive Secretary of the Oklahoma State Association of Free Will Baptists as ex-officio members. The State Associations of Arkansas and Texas elect two trustees each. The Missouri State Association of Free Will Baptists elects three trustees. The Oklahoma State Association of Free Will Baptist selects ten trustees. The trustees elected by these four states presently constitute the Board of Trustees. The President administers the day-to-day operation of the College under the direct supervision of the Board of Trustees.

DOCTRINE

The doctrine of the College is that of the Free Will Baptist denomination as outlined in A Treatise of the Faith and Practices of Free Will Baptists, Inc. As to fundamental principles, the College unreservedly endorses the conservative Protestant position. The Biblical Foundations Statement of the College is endorsed by each member of the Board of Trustees, Administration, Faculty, and Staff.

SUPPORT

Student fees account for approximately 70 percent of the total income of the College; local church groups and other sources account for 30 percent. The College thus depends upon Free Will Baptist individuals and churches for its support. The Cooperative Program of the Oklahoma State Association of Free Will Baptists provides a basic undergirding for the educational ministry of the College. Gift income comes primarily from a five-state area that includes approximately 65,000 Free Will Baptists.

If you are interested in supporting Hillsdale Free Will Baptist College through cash contributions, gifts, estate planning, annuities, or in-kind support, contact the Office of Institutional Advancement at 405-912-9452. Written inquiries should be addressed to:

Office of Institutional Advancement
Hillsdale Free Will Baptist College
P.O. Box 7208
Moore, OK 73153-1208

Administration, Faculty & Staff Directory

Senior Administration

Timothy W. Eaton, Ph.D.
President

Mark Braisher, D. Min.
Executive Vice President
Chief Academic Officer and Chief Financial Officer

Curt Holland, M.A.R.
Dean of Students, Campus Pastor

Bob Thompson, B. Th.
Vice President for Institutional Advancement

Gene Reid, M.H.R.
Communications Director, Special Assistant to the President

Administrative Faculty

PATTI ASHBY, M.L.S.
Registrar
B.A., Christopher Newport College
M.L.S., East Carolina University
M.R.E., Grand Rapids Baptist Seminary
M.L.S., Kent State University
Experience in Higher Education: Adjunct Facilitator for MBA Online, Interlibrary Loan/Reference Librarian-Indiana Wesleyan University; Asst Professor, Head of Technical Services/Cataloging Librarian-Cedarville University; Library Technical Asst-Bowling Green State University; Asst Professor, Technical Services Librarian-Liberty University; Technical Services Librarian-Grand Rapids Baptist College and Seminary
Assistant Director of the Learning Resource Center 2002-2008
Coordinator of Adult Studies 2006-2008
Registrar since 2008
Hillsdale Free Will Baptist College since 2002

MARK BRAISHER, D. Min.
Teaching emphasis: Church Growth and Planting
B.A., Hillsdale Free Will Baptist College
M.Div., Midwestern Baptist Theological Seminary
D.Min., Midwestern Baptist Theological Seminary
M.B.A. (in progress) The University of Oklahoma
Pastoral experience over 25 years
Board Member, Randall House Publications
Christian School Administrator 3 years
Church Growth Consultant since 1997
Dean of Graduate Studies since 2007
Hillsdale Free Will Baptist College since 2005

NANCY DRAPER, M.L.S.
Learning Resource Center Director
A.A., Hillsdale Free Will Baptist College
B.A., School of the Ozarks
M.L.S., The University of Oklahoma
Contributor to Oklahoma State Association of Free Will Baptists: The First 100 Years 1908-2008, Moore, OK: Oklahoma State Association, 2009
Accreditation experience with the following agencies recognized by the U.S. Department of Education: North Central Association of Colleges and Schools (NCA) and Transnational Association of Christian Colleges and Schools (TRACS)
Hillsdale Free Will Baptist College since 1977

TIMOTHY EATON, Ph. D.
Teaching emphasis: Bible, Theology, Education & Research
B.Th., Hillsdale Free Will Baptist College
M.Ed., The University of Oklahoma
M.Div., Southwestern Baptist Theological Seminary
Ph.D., University of Oklahoma
Postdoctoral Studies, Harvard Institute of Higher Education
Additional studies: Missouri Southern State College, Murray State College, and American Institute of Church Growth, and Masters Studies in Aging, North Texas State University
Author: Path to the Professoriate: For High-achieving, First-generation College Students. Saarbrücken, Germany: VDM Verlag Dr. Müller Actiengensellschaft & Co. KG. 2009

Participant in the Oklahoma Scholar Leadership Program 1993-1994
Christian Education Consultant for D. C. Cook Publishing 4 years
Board Member, Randall House Publications, since 2004
Pastoral ministry experience over 25 years
Teaching experience: Christian Education, Western Baptist College; Field Education Supervisor, Midwestern Baptist Theological Seminary; and graduate level instruction, University of Oklahoma
Principle Investigator for the Reliability and Validity Study by the Transnational Association of Christian Colleges and Schools (TRACS) since 1996
Editorial Board Member for Integrity: A Journal of Christian Thought since 2000
Member of the Accreditation Commission for the Transnational Association of Christian Colleges and Schools 1999-2002
Vice President of Academic Affairs 1989-2003
Executive Vice President 2003-2004
President since 2004
Hillsdale Free Will Baptist College since 1989

SHIRLEY (PAULETTE) JONES, ED.D
Program Director, Master of Public Administration, Director of Online Learning
B.F.A., The University of Oklahoma
M.A., Central State University (now University of Central Oklahoma)
Ed.D., Oklahoma State University
Higher Education Teaching and Administrative experience over 20 years
Hillsdale Free Will Baptist College since 2012

TRACI MORRIS, M.A.
Assistant Registrar, Teacher Education, International Student Liaison
Teaching emphasis: Education
B.A., Hillsdale Free Will Baptist College
M.Ed., The University of Oklahoma
Teaching experience over 10 years
Certified Teacher by both the Oklahoma Department of Education and the Association of Christian Schools International (ACSI)
Teacher Education Coordinator since 2002
Hillsdale Free Will Baptist College 1992-1997, 2001-

Teaching Faculty

Instructors are listed with the highest degree received from an accredited institution. Only institutions whose accrediting body is nationally recognized as an institutional accrediting agency by the United States Department of Education are included. Teaching discipline(s), relevant experience, and additional education are included as information.

EMERITUS FACULTY

The Emertus Faculty have given years of faithful service to this institution. They continue to serve in an advisory capacity to the students, faculty, and administration of the college.

STEPHEN M. ASHBY, PH.D.
Philosophy, Religion
Professor of Philosophy of Religion
B.S., Free Will Baptist Bible College
M.R.E., Grand Rapids Baptist Seminary
M.Div., Grand Rapids Baptist Seminary
M.Ed., Lynchburg College
Ph.D., Bowling Green State University
Experience in Higher Education: Visiting Professor-Hillsdale Free Will Baptist College; Adjunct Professor-Taylor University; Teaching Fellow/Instructor of English/Assistant Professor of Philosophy and Religious Studies-Ball State University; Instructor of English-Liberty University
Pastoral experience 8 years
Publications: Four Views of Eternal Security (contributing author), composed the Introduction for The Works of Arminius published by Randall House, published articles in the fields of Philosophy and Cultural Studies
Contributor for Integrity: A Journal of Christian Thought
Symposium and Conference Speaker
Trustee, Free Will Baptist Bible College 1998-2010
Founding dean of the Hillsdale Graduate School 2002-2007
Hillsdale Free Will Baptist College since 2002

EDWIN WADE, M.A.
Bible, Religion
B.A., Azusa Pacific College
M.A., Azusa Pacific College
Doctor of Divinity degree awarded by Bethany Bible College
Public school teaching experience 4 years
Pastoral experience 12 years
College teaching experience over 30 years
Author: Walking in the "Reign"
President of Hillsdale Free Will Baptist College, 1982-1988
Director of Distance Learning 1999-2005
Hillsdale Free Will Baptist College since 1975

FULL-TIME FACULTY

JANICE BANKS, D.ED.MIN.
Educational Ministry, Missions
B.A., Free Will Baptist Bible College
M.A., Azusa Pacific University
D.Ed.Min. , Midwestern Baptist Theological Seminary
Additional graduate studies: The University of Oklahoma; Columbia International University
Missionary to Japan 19 years
Dean of Students 1991-1992
Director, ABLE Program 1998-2005
Hillsdale Free Will Baptist College 1988-1989, 1991-

JODY BLACKWELL, M.ED.
English, Speech
B.A., Hillsdale Free Will Baptist College
M.Ed., University of Oklahoma
Teaching experience in Higher Education: Mid-America Christian University; University of Oklahoma
Hillsdale Free Will Baptist College since 2008

STEVEN D. BYAS, M.ED.
Social Sciences
B.A., University of Central Oklahoma
M.Ed., University of Central Oklahoma
Additional studies University of Central Oklahoma and The University of Oklahoma
Public school teaching and administrative experience 28 years
Hillsdale Free Will Baptist College since 2012

KATHLEEN CARLTON, D.M.A.
Music, Voice
B.A., Cameron University
M.M., The University of Oklahoma
D.M.A., The University of Oklahoma
Additional studies: American Institute of Musical Studies, Graz, Austria; Performing member of the Cimarron Circuit Opera Company; University of Oklahoma, European Tour Group; Former member of Oklahoma Collegium Musicum
Hillsdale Free Will Baptist College since 1988

RON DECH, M.A.
Math, History
B.A., Southern Nazarene University
M.A.Min, Southern Nazarene University
Additional graduate study from Texas A&M University
Secondary Teaching experience
Pastoral experience over 30 years
Hillsdale Free Will Baptist College since 2012

JERROD DONAHOO, M.S.
Exercise Science
B.S., The University of Oklahoma
M.S., The University of Oklahoma
Registered Clinical Exercise Physiology 2003
Lead Research Exercise Physiology 2005-2007
Hillsdale Free Will Baptist College since 2007

DAVID FLORES, M.M.
Music
B.M., The University of Oklahoma
M.M., The University of Oklahoma
Adjunct Instructor (Guitar) The University of Oklahoma 2001-2005
Adjunct Instructor (Spanish) The University of Oklahoma 2002-2005
Guitar studio – Norman, Oklahoma 2002 – present
Hillsdale Free Will Baptist College since 2009

CURT HOLLAND, M.A.R.
Christian Ministry
B.A., Hillsdale Free Will Baptist College
M.A.R., Liberty University
Teaching experience in Higher Education: Welch College
Pastoral experience over 25 years
Missionary to Brazil 10 years
Business sales and leadership training experience 4 years
Hillsdale Free Will Baptist College since 2013

G. CHARLES JACKSON, ED.D.
Science
B.S., George Mason University
M.Ed., George Mason University
M.S., George Mason University
Ed.D., University of Virginia
Teaching experience over 30 years
Hillsdale Free Will Baptist College since 2010

COURTNEY M. KRIEGER, PH.D.
English, Teacher Education, Yearbook
B.A., Southwestern Oklahoma State University
M.Ed., The University of Oklahoma
Ph.D., The University of Oklahoma
Teaching experience in Higher Education: Mid-America Christian University; University of Oklahoma
Hillsdale Free Will Baptist College since 2008

CARLA KRUEGER, M.A.
Counseling, Psychology
A.A., Hillsdale Free Will Baptist College
B.S., Southwest Missouri State University
M.A., University of North Florida
M.A., Southwestern Oklahoma State University (In progress)
Teaching experience (secondary) 4 years
Additional Graduate Studies: Southwest Missouri State Univ., University of Missouri, University of Central Oklahoma and The University of Oklahoma
Accreditation experience with Transnational Association of Christian Colleges and Schools (TRACS)
Hillsdale Free Will Baptist College since 1992

DENNY KUHN, M.A.R.
Philosophy, Letters
B.S., Ball State University
M.A.R., Reformed Theological Seminary
Ph.D., Southern Baptist Theological Seminary (In Progress)
Contributor to Integrity: A Journal of Christian Thought
Resident Life Coordinator 2003-2008
Hillsdale Free Will Baptist College since 2003

THOMAS L. MARBERRY, PH.D.
Theology, Greek
Distinguished Professor of New Testament
B.A., Baylor University
M.Div., Southwestern Baptist Theological Seminary
Ph.D., Baylor University
Baylor University Archeological Expedition 1983, under the auspices of the University of Tel Aviv, Israel

Accreditation experience with the following agencies recognized by the U.S. Department of Education: North Central Association of Colleges and Schools (NCA) and Transnational Association of Christian Colleges and Schools (TRACS)
Author of the Randall House Commentary on Galatians and Johannine Epistles
Contributing Editor, CONTACT Magazine
FWB Higher Education Task Force
Pastoral experience 19 years
President of the Seminary of the Cross (Reynosa, Mexico) 1999-2008
Director of External Studies, Hillsdale Free Will Baptist College, 1989-1999
Vice President for Academic Affairs, Hillsdale Free Will Baptist College, 1983-1989, 2008-2013
Hillsdale Free Will Baptist College 1975-1999, 2008-
Randall Graduate School since 2013

HANNAH OWEN, M.ED.
Exercise Science, Basketball
B.S., Rogers State University
M.Ed., University of Central Oklahoma
Secondary and post-secondary teaching experience 3 years
Fellowship of Christian Athletes speaking and leadership experience 5 years
Executive Director, The 405 Effect
Women's Basketball coach since 2012
Hillsdale Free Will Baptist College since 2010

FRANCES WADE, M.B.A.
Business
B.S., University of Central Oklahoma
M.B.A., University of Central Oklahoma
Additional graduate hours from The University of Oklahoma
Adjunct Professor of Business: Oklahoma City Community College, Rose State College, OKC Southwestern College
Secondary and Post-Secondary Teaching experience 27 years
International Mission Board missionary to Italy 2 years
Owner, Francesca's Pompeii Gourmet
Certification Areas: Secondary School Principal, Business Education, Vocational Marketing, and, Vocational Business Education
Hillsdale Free Will Baptist College since 2007

PERMANENT ADJUNCT FACULTY

Instructors regarded as permanent adjunct faculty have a regular assignment with a minimum of eighteen hours annual instruction, with a tenure of at least one year, and have been appointed by the President.

ROBERT B. BLAND, ED.D.
English
B.A., Central State University
B.Th., Berean Bible College
M.Ed., Central State University
Ed.D., Highland University
Additional Studies: University of Maryland, Louisiana State University, University of Houston, Mid-American Christian University, Northwestern (OK) State University, Oklahoma State University, The University of Oklahoma
Accreditation experience with the following agencies recognized by the U.S. Department of Education: Accrediting Association of Bible Colleges (AABC), North Central Association of Colleges and Schools (NCA), Southern Association of Colleges and Schools (SACS), and the Transnational Association of Christian Colleges and Schools (TRACS).
Hillsdale Free Will Baptist College since 1992

JIM HARRIS, M.DIV.
Bible
B.A., Hillsdale Free Will Baptist College
M.Div., Southwestern Baptist Theological Seminary
Pastoral experience over 17 years
Chairman, Oklahoma State Association of Free Will Baptists Mission Board
Hillsdale Free Will Baptist College since 1997

MICHAEL LEWIS, B.S.
Music
B.S., Free Will Baptist Bible College
B.S., Mt. Olive College
Minister of Music, Crosspoint Church
Hillsdale Free Will Baptist College since 2007

GROVER OZMUN III, M.A.
Business
B.B.A., The University of Oklahoma
Graduate, Command General Staff, U.S. Army
M.A., Hillsdale Free Will Baptist College
Owner and operator, Balfour of Norman 1975-2006
Hillsdale Free Will Baptist College since 2008

PART-TIME FACULTY

MARVIN C. AKERS, M.A.
Public Administration
B.S., Mid-America Christian University
M.A., Mid-America Christian University
Adjunct Instructor and Program Director, Criminal Justice program Mid-America Christian University
Special Agent, Oklahoma State Bureau of Investigation
Military and government investigation/training experience over 25 years
Hillsdale Free Will Baptist College since 2014

MICHAEL BUTLER, M.A.
Christian Ministries
B.A., Hillsdale Free Will Baptist College
M.A., Liberty University
M.Div., Liberty University (In Progress)
Ministry experience over 15 years
Hillsdale Free Will Baptist College since 2011

WILLIAM CHAT, M.S.
Exercise Science
B.S., Emporia State University
M.S., The University of Oklahoma
Hillsdale Free Will Baptist College since 2013

CHARLES COOK, M.T.S.
Philosophy
B.S., Welch College
M.T.S., Duke University
Additional studies, Gordon Conwell Theological Seminary
Pastoral experience
Christian Guidance Supervisor, Billy Graham Evangelistic Association 2 years
Board member, Randall House Publications
Hillsdale Free Will Baptist College since 2013

WILLIAM (BILL) DAVIDSON, TH.D.
Church History
B.A., Free Will Baptist Bible College
M.Div (B.D.), Northern Baptist Seminary
Th.D., New Orleans Baptist Seminary
Author: An Early History of the Free Will Baptists (1727-1830), The Free Will Baptists in America 1727-1984, and The Free Will Baptists in History.
Pastoral ministry experience in Kentucky and Virginia
FWB Higher Education Task Force
Professor of Church History at Columbia International University 1973-2002

DEIDRE EBREY, M.H.R
Business
B.A., The University of Oklahoma
M.H.R, The University of Oklahoma
Business consultant and trainer for 20 years
Municipal economic development and marketing for 8 years
Director of Economic Development, City of Moore, Oklahoma
Hillsdale Free Will Baptist College since 2010

OLIVIA ELLIS, D.M.A
Piano
B.M., Carson-Newman College
M.M., University of Tennessee
D.M.A., The University of Oklahoma (In Progress)
Hillsdale Free Will Baptist College since 2013

FRANK GILES, M.A.
Philosophy
B.A., Hillsdale Free Will Baptist College
M.A.Min., Southern Nazarene University
M.A., The University of Oklahoma
Additional studies: Institute of Holy Land Studies, Jerusalem, Israel and the University of Oklahoma
Pastoral experience over 25 years
Hillsdale Free Will Baptist College 1980-82, 1994-

RYAN GILES, M.A.
Christian Ministry
B.S., Oklahoma State University
M.A., Hillsdale Free Will Baptist College
Pastoral experience 4 years
Hillsdale Free Will Baptist College since 2005-2010, 2013-

BRAD HANNA, D.MIN.
Bible, Greek
B.A., Hillsdale Free Will Baptist College
M.Div., Southwestern Baptist Theological Seminary
D.Min., Gordon-Conwell Theological Seminary
Pastoral experience 11 years
Army National Guard Chaplain, Captain
Hillsdale Free Will Baptist College since 1998

JENNIFER JARVIS-DENNY, M.H.R.
Spanish
B.A., The University of Oklahoma
M.H.R., The University of Oklahoma
University teaching experience 9 years
Hillsdale Free Will Baptist College since 2011

TODD JENSON, M.P.A.
History, Economics
B.A., The University of Oklahoma
M.P.A., The University of Oklahoma
Director of Parks & Recreation, City of Moore, Oklahoma
Hillsdale Free Will Baptist College since 2007

SCOTT KRUPA, M.DIV.
Christian Education
B.S., Texas A&M University
M.Div., Southwestern Baptist Theological Seminary
Pastoral experience 12 years
Church Consultant 2 years
Hillsdale Free Will Baptist College since 2011

JACKIE LEDBETTER, M.A.
Psychology
B.A., Oklahoma City University
M.A., American Christian College and Seminary
M.S.W., The University of Oklahoma (In progress)
Hillsdale Free Will Baptist College since 2012

JAMIE MCDONALD, M.A.
English
B.S., Oklahoma Christian University
M.A., The University of Oklahoma (In Progress)
Hillsdale Free Will Baptist College since 2013

JAMES GREGORY (GREG) McALLISTER, M.DIV.
Biblical Studies
B.Th., Hillsdale Free Will Baptist College
M.Div., Mennonite Brethren Biblical Seminary
Adjunct instructor, Fresno Pacific University
Adjunct instructor, Mennonite Brethren Biblical Seminary
Hillsdale Free Will Baptist College since 2010

CRAIG McDOUGAL, J.D.
Political Science
A.A., Hillsdale Free Will Baptist College
B.B.A., University of Oklahoma
J.D., University of Oklahoma College of Law
Attorney in private practice in Norman, Oklahoma
Hillsdale Free Will Baptist College since 2012

BEATRIZ MEYER, A.A.
Spanish
A.A., Oklahoma City Community College
Hillsdale Free Will Baptist College since 2013

DAVID MORROW, M.ED.
Education
A.A., Hillsdale Free Will Baptist College
B.S., University of Science and Arts of Oklahoma
M.Ed., University of Central Oklahoma
Principal, Bridge Creek Public Schools, 2006 –
Assistant Principal, Ponca City Public Schools, 2004-2006
Hillsdale Free Will Baptist College 1996-2001, 2011-

RICHARD NEUMANN, M.ED.
Math, Teacher Education
B.S., University of North Texas
M.Ed., Columbia International University
M.Ed., University of Oklahoma
Ed.D., Andersonville Theological Seminary (In Progress)
Additional graduate studies: Wheaton College, Grace College and Seminary, and University of Oklahoma
Teaching English as a Foreign Language Certificate from Wheaton College
Teaching Certificates from State of Texas, State of Oklahoma and ACSI
Teaching and School Admin experience over 20 years
Hillsdale Free Will Baptist College since 2003

DAMIEN PARKS, M.A.
Christian Ministry
B.A., The University of Oklahoma
M.A., Fuller Theological Seminary
Hillsdale Free Will Baptist College since 2011

SHELLY PAULK, M.B.A.
Business
B.S., Mid-America Christian University
M.B.A., Oklahoma City University
Teaching and Administrative experience 16 years
Hillsdale Free Will Baptist College since 2004

TAYLOR PAULK, M.B.A.
Business
B.S., Hillsdale Free Will Baptist College
M.B.A., The University of Oklahoma
Hillsdale Free Will Baptist College since 2009

ROCHELLE QUILLMAN, M.B.A.
Accounting
B.B.A, Northeastern State University
M.S., Northeastern State University
M.B.A., Northeastern State University
Accountant, Oklahoma Center for the Advancement of Science & Technology
Accounting experience in municipal and state government over 12 years
Adjunct Instructor, University of Phoenix
Hillsdale Free Will Baptist College since 2013

BEAU RICHMOND, M.A.
Exercise Science
B.A., St. Gregory's University
M.A., Mid-American Christian University
Men's Soccer coach since 2012
Hillsdale Free Will Baptist College since 2012

CARL ROSE, M.A.
Business
B.A., East Central University
M.A., Mid-America Christian University
Business experience and sales 11 years
Hillsdale Free Will Baptist College since 2012

RANDY SAWYER, D.MIN.
Hermeneutics, Homiletics, Bible
B.A., Free Will Baptist Bible College
M.Div., Southeastern Baptist Theological Seminary
M.Th., University of South Africa (in progress)
D.Min., Reformed Theological Seminary
Southeastern Free Will Baptist College 9 years
FWB Higher Education Task Force
Chair, FWB Music Commission
Conducted over 350 revivals and seminars
Pastoral experience over 20 years

JAN SIMMONS, PH.D.
Mathematics
B.S., The University of Oklahoma
M.Ed., The University of Oklahoma
Ph.D., The University of Oklahoma
Teaching and Administrative experience over 30 years
Hillsdale Free Will Baptist College since 2013

ROBERT SIMMONS, D.MIN.
Business
B.S., Langston University
M.A., The University of Oklahoma
D.Min., American Christian College
Additional Studies Oklahoma Baptist University
Business and military service 46 years
Hillsdale Free Will Baptist College since 2012

JEFFREY SLOAN, M.A.
Pastoral Ministry
B.A., Hillsdale Free Will Baptist College
M.A., Hillsdale Free Will Baptist College
Pastoral experience 20 years
Free Will Baptist church planter
Biblical Counseling Intern at International Center for Biblical Counseling, Indiana 2002-2006
Campus Pastor 2007-2008
Hillsdale Free Will Baptist College since 2007

BRENT SYKES, M.ED.
Psychology
B.A., University of Central Oklahoma
M.Ed., The University of Oklahoma
Ph.D., The University of Oklahoma (In progress)
Adjunct Instructor, Oklahoma City Community College
Chickasaw Nation Learning Community Coordinator 2008-2011
Hillsdale Free Will Baptist College since 2012

JAMES TILLE, PH.D.
Counseling
M.Div., Golden Gate Baptist Theological Seminary
M.A., Liberty University
D. Min., Golden Gate Baptist Theological Seminary
Ph.D., Capella University
Hillsdale Free Will Baptist College since 2012

MICHAEL WADE, M.A.MIN.
Bible, Christian Ministry
B.A., The University of Oklahoma
B.A., Hillsdale Free Will Baptist College
M.A.Min., Southern Nazarene University
Executive Director, Oklahoma Free Will Baptists since 2007
Pastoral experience 25 years
Hillsdale Free Will Baptist College since 1983-2009, 2013-

KEVIN WILLIFORD, M.DIV.
Bible
B.A., Hillsdale Free Will Baptist College
M.Div., Midwestern Baptist Theological Seminary
Ph.D., Midwestern Baptist Theological Seminary (In Progress)
Pastoral experience 17 years
Adjunct Instructor, Drury University
Hillsdale Free Will Baptist College since 2010

LINDA WILEY, M.ED.
Elementary Education
B.S., University of Central Oklahoma
M.Ed., University of Central Oklahoma
Additional graduate studies: University of Central Oklahoma
Public School experience 24 years
Hillsdale Free Will Baptist College since 1992

TEACHING ASSISTANTS AND COACHES

Teaching Assistants work under the supervision of full-time faculty and are considered to have expertise in the area of instruction. Coaches are listed as faculty because students receive physical education activity credit for the courses under their supervision.

PHIL AKIN, B.S.
Business
B.S., East Central University
Additional graduate studies: Northeastern State University
Teaching experience over 12 years
Small business entrepreneur over 15 years
Hillsdale Free Will Baptist College since 1995

MARK BEROKOFF, B.S.
Men's Basketball Coach
B.S., Regis University
Men's Basketball Coach since 2012
Hillsdale Free Will Baptist College since 2012

CODY DAVIS
Women's Softball Coach
B.A., Hillsdale Free Will Baptist College
Women's Softball Coach since 2014
Hillsdale Free Will Baptist College since 2012

EDDIE DAVIS
Men's Baseball Coach
Baseball coach since 2007
Hillsdale Free Will Baptist College since 2007

PHILIP SCOWDEN, B.S.
Mathematics
B.A., Hillsdale Free Will Baptist College
B.S., University of Science and Arts of Oklahoma
Ministry experience over 10 years
Hillsdale Free Will Baptist College since 2010

STEVE SWINFORD
Karate
Hapkido - Black Belt, Grand Master
Taekwondo Black Belt - 4th degree
Premier Mixed Martial Arts – Black Belt, 4th degree
USA Martial Arts Hall of Fame

JEFF WOLFORD, B.S.
Mathematics
B.S., The University of Oklahoma
Teaching experience in Higher Education, Oklahoma City Community College
Hillsdale Free Will Baptist College since 2010

ADMINISTRATION & STAFF ORGANIZATION

Executive Office
Dr. Timothy Eaton, President
Bob Thompson, VP of Institutional Advancement
Michelle Coffman, Executive Assistant
Wilma Marberry, Executive Assistant

Academic Division

Dr. Mark Braisher, Executive Vice President
Dr. Paulette Jones, Director of Online Learning, Program Director for Master of Public Administration
Greg McAllister, Online Mentor
Patti Ashby, Registrar
Traci Morris, Ass't Registrar, Director of International Students
Nancy Draper, Librarian, Chair for School of Arts & Sciences
Curt Holland, Chair for School of Christian Ministry
Dr. Courtney Krieger, Chair for School of Education
Carla Krueger, Assessment Director, Student Counselor

Business Division

Office of Business Affairs & Facilities
Dr. Mark Braisher, Executive Vice President
Pat Miller, Executive Assistant to the Executive Vice President
Lee Bauder, Student Accounts
Cody Davis, Facilities Manager
Jerred Vandivort, Director of Maintenance
Anthony Alan, Audio-Visual Technician

Office of Financial Aid
Denise Conklin, Director of Financial Aid
Peggy Neumann
Beau Richmond

Office of Information Technology
Quentin Loop, Director

Office of Recruitment & Admissions
Lyndsey Braisher, Admissions Counselor
Bobby Thompson, Student Recruiter
Michelle Garcia, Student Recruiter
Kristin Gelinas, Social Media and Web Coordinator
Traci Morris, Director of International Students

Office of Student Services / Athletics
Dr. Mark Braisher, Athletic Director
Autumn Drake, Ass't Athletic Director
Curt Holland, Dean of Students, Campus Pastor
Sam Crilly, Director of Student Services
Michael Grimes, Director of Food Services
Tracy Grimes, Food Services
Mark Berokoff, Men's Basketball Coach
Brian Kader, Ass't Men's Basketball Coach
Spencer Nunes, Ass't Men's Basketball Coach
Hannah Owen, Women's Basketball Coach
Michelle Garcia, Ass't Women's Basketball Coach
Jerrod Donahoo, Women's Volleyball Coach
Eddie Davis, Men's Baseball Coach
Cody Davis, Women's Softball Coach
Beau Richmond, Men's Soccer Coach

APPENDIX

The Advanced Placement Program (AP) Administered by the College Entrance Examination Board
The College Level Examination Program (CLEP) administered by the College Entrance Examination Board
International Baccalaureate Program (IB)

Note: Hillsdale Free Will Baptist College does not offer an equivalent course for some of the examinations for AP, CLEP, and IB. In those cases, the numbers 99 are used to denote elective credit (ex: CSCI 2993). When the course is in a discipline not offered at Hillsdale, the prefix TRAN is used to denote elective transfer credit.

AP (School code: 0927)

Scores 1 and 2 are not acceptable for credit. The courses listed in the various test-score columns are Hillsdale Courses, and the last digit of the four-digit number indicates the number of semester hours earned when a student is awarded credit for the course.

TEST NAME	SCORES		
	3	4	5
Art History of Art Studio Art: Drawing Portfolio	 HUMN 1993 HUMN 2993	 HUMN 1993 HUMN 2993	 HUMN 1993 HUMN 2993
Biology	NATS 1514	NATS 1514	NATS 1514
Chemistry	None	NATS 1614	NATS 1614, 1624
Computer Science A	None	CSCI 1993	CSCI 1993
Computer Science AB	None	CSCI 1993, 2993	CSCI 1993, 2993
Economics-Macro	ECON 2123	ECON 2123	ECON 2123
Economics-Micro	ECON 2223	ECON 2223	ECON 2223
English Lang/Composition	ENGL 1113	ENGL 1113, 1213	ENGL 1113, 1213
English Lit/Composition	ENGL 1113	ENGL 1113, 1213	ENGL 1113, 1213
Environmental Science	NATS 1993	NATS 1993	NATS 1993
European History	HIST 3413, 3423	HIST 3413, 3423	HIST 3413, 3423
French Language	LANG1115	LANG 1115, 1215	LANG 1115, 1215
French Literature	LANG 1115	LANG 1115, 1215	LANG 1115, 1215
German	LANG 2993	LANG 2993	LANG 2993
Govt & Politics: Comparative	None	POLS 2993	POLS 2993
Govt & Politics: U.S.	POLS 1523	POLS 1523	POLS 1523
Human Geography	GEOG 2993	GEOG 2993	GEOG 2993
Latin—Virgil	LANG 3993	LANG 3993	LANG 3993
Latin Literature	LANG 2993	LANG 2993	LANG 2993
Math-Calculus AB	MATH 1714	MATH 1714	MATH 1714
Math-Calculus BC	MATH 1714	MATH 1714, 2724	MATH 1714, 2724
Music Theory Aural (subscore) Nonaural (subscore)	 None MUSI 1122	 MUSI 1501 MUSI 1122, MUSI 1503	 MUSI 1501, 1601 MUSI 1122, 1503, 1603
Physics B	NATS 1314	NATS 1314	NATS 1314
Physics C Mechanics Electricity & Magnetism	 NATS 1994 NATS 1994	 NATS 2994 NATS 2994	 NATS 2994 NATS 2994
Psychology	PSYC 1123	PSYC 1123	PSYC 1123
Spanish Language	LANG 1315	LANG 1315, 1415	LANG 1315, 1415
Spanish Literature	LANG 1315	LANG 1315, 1415	LANG 1315, 1415
Statistics	STAT 3003	STAT 3003	STAT 3003
U.S. History	HIST 1323, 1423	HIST 1323, 1423	HIST 1323, 1423
World History	HIST 2993	HIST 2993	HIST 2993

CLEP (School code: 0927)

Following are the approved CLEP examinations with the minimum scores required for credit, the equivalent Hillsdale Free Will Baptist College course(s), and the number of semester hours awarded.

CLEP SUBJECT EXAMINATION	EQUIVALENT COURSE	MINIMUM SCORE	SEMESTER CREDIT HOURS
American Government	POLS 1113	50	3
American Literature	ENGL 2113, 2213	50	6
Analyzing & Interpretating Literature	ENGL 2993	50	3
Biology	NATS 1514	50	4
College Algebra	MATH 1513	50	3
College Composition	ENGL 1113, ENGL 1213	50	6
English Literature	ENGL 1993, 2993	50	6
Financial Accounting	ACCT 2523	50	3
French	LANG 1115, 1215	50	10
Introductory Psychology	PSYC 1123	50	3
General Chemistry	NATS 1614, 1624	50	8
German	LANG 1993, 2993	50	6
Human Growth & Development	PSYC 2223	50	3
Introductory Business Law	BUSN 3323	50	3
Introductory Psychology	PSYC 1123	50	3
Introductory Sociology	SOCI 2123	50	3
Precalculus	MATH 1993	55	3
Principles of Macroeconomics	ECON 2123	50	3
Principles of Management	MGMT 3303	50	3
Principles of Marketing	BUSN 3333	50	3
Principles of Microeconomics	ECON 2223	50	3
Spanish	LANG 1315, 1415	50	10

IB

The following higher level International Baccalaureate courses have been approved for credit:

IB HIGHER LEVEL COURSE	EQUIVALENT HFWBC COURSE	MINIMUM SCORE	SEMESTER CREDIT HOURS
Biology	NATS 1514	4	4
Chemistry	NATS 1614, 1624	4	8
Economics	ECON 2123	4	3
Higher Mathematics	MATH 1714, 2724	4	6
History – Americas	HIST 2013	4	3
History – European	HIST 3423	4	3
Language A: English	ENGL 1113, 1213	4	6
Philosophy	PHIL 1013	4	3
Physics	NATS 1314, 2994	4	8
Social Anthropology	SOCI 3123	4	3

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