

# 2024-2025 CATALOG

Undergraduate • Graduate

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*the fundamental truths of God's Word*



**INTERNATIONAL BAPTIST**  
COLLEGE AND SEMINARY



# International Baptist College and Seminary

**2024 – 2025**

## Undergraduate/Graduate/Seminary Catalog

VOLUME 33 • FALL 2024

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International Baptist College and Seminary is a member of the Transnational Association of Christian Colleges and Schools (TRACS) [15935 Forest Road, Forest, VA 24551; Telephone: (434) 525-9539; e-mail: [info@tracs.org](mailto:info@tracs.org)], having been awarded Reaffirmation II of its Accredited Status as a Category IV institution by the TRACS Accreditation Commission on October 27, 2015. This status is effective for a period of ten years. TRACS is recognized by the United States Department of Education (USDOE), the Council for Higher Education (CHEA), and the International Network for Quality Assurance Agencies in Higher Education (INQAAHE).

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Dear IBCS Friends and Family,

Psalms 119 is a masterpiece of Hebrew literature. Spanning 176 verses of carefully composed Hebrew verse, this psalm employs the acrostic structure: each line of each eight-verse stanza beginning with a successive letter of the Hebrew alphabet. From *Aleph* to *Tau*, this psalm focuses its meditative energy on one single topic—the impact that the Word of God has on the human heart. When we make all that God's Word is the treasure of all that we are, then we will experience the abounding fruitfulness that God intends and desires for us.

May this always be the heartbeat of International Baptist College and Seminary!

We are committed to teaching every subject with the revelation of God's Word as our starting point. We will submit our human reasoning to the wisdom of the all-wise Creator. We will seek to think His thoughts after Him in every area of instruction.

Beyond this, we will also seek to train the affectional life. God's Word does not simply train the head; it transforms the heart. We need to have an educational institution that aims at the heart. God is seeking to plant His values in the hearts of His people.

Lastly, we need to be committed to connecting Biblical truth to the choices of daily life. The Bible must meet the road of our everyday lives. An IBCS graduate needs to be able to read the text for himself, to interpret it accurately, and to understand how that truth connects to practical decisions and how to serve the local church.

May God grant us His grace to train the head, heart, and hands of the next generation of leaders for the church.

Sincerely,

A handwritten signature in black ink that reads "Nathan Mestler". The signature is written in a cursive, flowing style.

Pastor Nathan M. Mestler, President  
B.A., M.Div.

# CALENDAR OF EVENTS

2024-2025

Event

Aug 17.....	Residence Halls Open and Welcome Dinner
Aug 17-20.....	Opening Events Registration, Assessments, Orientation, Campus Training, and Auditions
Aug 18-21.....	Heart Focus Meetings
Aug 21.....	Undergraduate Fall Semester Begins
Aug 26.....	Graduate/Seminary Fall Semester Begins
Sep 2.....	Labor Day/No Undergraduate Classes
Sep 10.....	Undergraduate Drop/Add Deadline
Sep 13.....	Graduate/Seminary Drop/Add Deadline
Oct 12-16.....	Fall Seminar: The Exchange
Nov 3.....	Daylight Savings Time Course Changes
Nov 4-8.....	Spring and Summer Pre-registration Week
Nov 14-15.....	Youth Conference
Nov 18-21.....	TRACS Team Visit
Nov 25-Dec 1.....	Graduate/Seminary Thanksgiving Break
Nov 28-Dec 1.....	Undergraduate Thanksgiving Break
Dec 5 & 6.....	Lessons and Carols
Dec 9-12.....	Graduate/Seminary/Undergraduate Final Exams
Dec 12.....	Christmas Break Begins
Jan 14.....	Undergraduate New Student Orientation/Registration Graduate/Seminary/Undergraduate Spring Semester Begins
Feb 3.....	Graduate/Seminary/Undergraduate Drop/Add Deadline
Feb 17.....	President's Day: No Classes
Feb 21.....	Governing Board Meeting
Feb 21.....	Friend Day
Feb 22.....	Annual Banquet
Feb 23.....	IBCS Sunday
Mar 10.....	Daylight Savings Time Course Changes
Mar 10-14.....	Graduate/Seminary/Undergraduate Spring Break
Mar 24-28.....	Fall and Winter Pre-registration Week
Apr 9-11.....	Grand Canyon Hike
Apr 26.....	End-of-Year Event
May 5-9.....	Graduate/Seminary/Undergraduate Final Exams
May 9.....	Final Chapel/Commencement Concert
May 10.....	Commencement Ceremony
May 12.....	Graduate/Seminary/Undergraduate Summer Terms Begin

# INTRODUCTORY INFORMATION

## HISTORY AND VISION

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International Baptist College (IBC) opened its doors for its first semester on September 8, 1981. However, the College really began several years earlier in the heart of its founder, Dr. James Singleton. Dr. Singleton and his family came to the Valley of the Sun in 1969. Soon, he had begun and organized Tri-City Baptist Church, an independent, soul-winning church upon which many ministries would be established.

Early in the 1970s, Dr. Singleton became aware of the negative direction of public education in America and as a result established Tri-City Christian Academy. Now, with a growing church and an alternative to elementary and secondary public education also growing, the next phase was about to begin.

As Dr. Singleton became more acquainted with the West, he began to realize that there were very few places to train young men and women for the gospel ministries of church planting, evangelism, missions, and Christian education. His heart became more and more burdened for the establishment of a school that would uniquely meet the needs of the West, yet become international in scope and ministry.

Late in 1979, Dr. Singleton enlisted the help of Dr. Jerry Tetreau, administrator of Tri-City Christian Academy, to begin the initial steps necessary in establishing a Bible college as a ministry of Tri-City Baptist Church. In October of 1980, with many hours of prayer and planning behind it, Tri-City Baptist Church voted to organize International Baptist College. Classes began in the fall of 1981.

Very quickly the next steps were planned. It was decided that the campus would be housed in the facilities of Tri-City Baptist Church. Teaching responsibilities would be shared with both full-time church staff and academy faculty on a part-time basis. Letters were sent to hundreds of churches and Christian schools announcing the opening of the College.

In that first year, International Baptist College began with fifteen full-time students. These students were matriculated from Arizona, Illinois, Iowa, and California. In this initial year, three young ladies occupied the dormitory house. The following year, a men's dormitory house was also established. Several years later, the College was able to purchase a lovely home for dormitory use.

The class of 1983 became the first graduating class of International Baptist College. The Associate of Arts degree was awarded to two secretarial students. The junior class was added the following year, and then in 1985,

the charter four-year class commencement was held. One Associate of Arts degree and seven Bachelor of Arts degrees were awarded.

Once the first four-year class had finished its course and moved out into the Christian ministry, International Baptist College began another program of study. In 1986, the graduate program began, offering a Master of Education degree and a Master of Ministry degree. The Doctor of Ministry was added in 1987, the Master of Arts in Biblical Studies was added in 1989, and the Master of Divinity and Specialist in Ministry were added in 1991.

The facilities expanded because the student body grew, the full-time faculty increased, and the academic programs broadened. The 600-seat TBC auditorium was finished in 1981. The media center increased in physical size as well as in volumes. The student center was completed housing a lounge and recreation area as well as dining facilities for dorm students. After 1990 a family life center was completed. This building housed a 600-seat gymnasium, a state-of-the-art kitchen, a large fellowship hall, and four classrooms.

The church completed the education building in 1995. This building provided classrooms, a chapel, and fellowship space for the College and singles' ministry.

Financially, for years the College was able to complete every school year in the black. Tri-City Baptist Church made IBC a home missionary project and has been the undergirding strength of the financial support. In addition, many friends and fellow churches have begun making IBC a regular part of their budgets. Several student aid scholarships have been made available as a result of the burden carried by these friends of the College.

Upon completion of a detailed self-study of the many facets of the College, the Transnational Association of Christian Schools and Colleges (TRACS: P.O. Box 328, Forest, Virginia 24551, 804-525-9539) granted International Baptist College the Candidacy level of accreditation in October 1994, at which time Dr. Jerry Tetreau became President. IBC completed another self-study in February 2000 and achieved TRACS-accredited status on September 20, 2000.

Following fifty years of service in Christian ministry, with thirty of those years at Tri-City Baptist Church, Pastor James Singleton yielded the pastorate of the Church to co-pastor Dr. Michael Sproul. Effective September 1, 1999, Dr. Sproul succeeded Dr. Singleton as Senior Pastor of Tri-City Baptist Church and Chairman of the IBC Board.

On Friday, July 13, 2001, Pastor Singleton passed from earth to Heaven. In one sense this was sudden; in another it was anticipated. Pastor Singleton, founder of Tri-City Baptist Church and its many ministries, including IBC, had battled liver cancer for nearly two years. God had wonderfully prolonged his life. God is to be praised for the Godly heritage that Pastor Singleton passed on to many lives.

On April 14, 2002, Tri-City Baptist Church voted unanimously to proceed with the IBC “Invest and Build for Eternity” project. At the time of the vote, the College had approximately \$750,000 in assets for the project. The project, which was to be on the property at Price Road and Southern Avenue in Tempe, called for the building of a two-story academic wing added to the gymnasium, as well as a separate two-story dormitory. However, the Church voted on October 13, 2002, to seek to sell the Tempe property and to relocate the Church, College, and other ministries to Chandler, Arizona.

On Sunday, March 6, 2005, International Baptist College and Tri-City Baptist Church celebrated groundbreaking ceremonies on the new property at Dobson and Germann Roads. On July 13, 2005, construction began on Singleton Hall, the first College residence hall on the property. The College moved into this first building on July 29, 2006. The building of the residence hall was the first phase of the “Invest and Build for Eternity” project.

On November 29, 2005, after completing another Self Study, TRACS awarded IBC Reaffirmation I Status as a Category IV institution. This status was effective for a period of ten years.

In May of 2007, Dr. Jerry Tetreau became the Chancellor of IBC and David Brock became the third president of IBC. In October 2007, IBC was granted permission to restart the Master of Education degree, and in June 2008, classes for that degree began. Later that summer, Tri-City Baptist Church began to build the new church facility in Chandler. The last service in Tempe was held on August 16, 2009. The opening service was held on August 23, 2009, and opened the 2009-2010 school year on the new property.

The combined vision of Dr. Singleton, Dr. Sproul, and Dr. Tetreau continued to expand under Dr. Brock’s leadership. Through conferencing technology, IBC began to teach simultaneous classes on campus and in other states in the fall of 2009. Two years later, sites in California, New Mexico, and Colorado were added. IBC added a third undergraduate major: the Bachelor of Arts in Bible and Church Music in the fall of 2008.

In the fall of 2010, International Baptist College received TRACS approval on the Five-Year Quality Compliance Review and Report as well as the approval to restart the M.Div. program. In December 2010, the music wing of the main church building was named The Davis Music Wing in honor of the late Tiffany Davis Brock. In October of 2011, the College changed its name to International Baptist College and Seminary.

IBCS expanded the College Complex in the spring of 2011 by adding the Re:Vive Student Center, the Heritage Chapel, the Stanley L. Bushey Administrative wing, and four classrooms. The Kay Downs Sproul Media



Center, named in honor of TBC's first librarian, was added to the complex and officially opened on May 6, 2012.

In December 2012, Dr. Brock began a new phase of ministry. At that time, International Baptist Missions Director, Dr. Larry Ball, accepted the role of Interim President while the Governing Board and Administration searched for a new President for the College and Seminary.

In October 2013, the Governing Board unanimously voted to approve Chairman Dr. Michael Sproul's offer of the presidency to Pastor Kenneth M. Endean, a man with almost 30 years of ministry experience. In November 2013, Pastor Endean accepted Dr. Sproul's offer. He and his family moved to Chandler, Arizona in July of 2014.

In 2015, several additional changes took place at IBCS. In January, IBCS received TRACS approval to partner with Tri-City Baptist Church in Westminster, Colorado, to open a Teaching Site on their campus, beginning with Seminary classes. Later that spring, Dr. David Shumate, director of Mission Gospel Ministries International joined the IBCS administration as an educational missionary to lead the seminary programs. That summer, IBCS announced a new accredited degree, the Bachelor of Arts in Bible and Business Leadership, and began the program that fall.

After years of preparation, IBCS presented itself to TRACS for reaffirmation of accreditation. On October 27, 2015, IBCS was granted Reaffirmation II status as a Category IV institution. This status is effective for a period of ten years.

After nearly 25 years of serving as the pastor of Tri-City Baptist Church and Chairman of the Board of International Baptist College and Seminary, Dr. Michael D. Sproul announced in the spring of 2019 that God had clearly worked and that he would be moving to Washington, D.C., to serve as the Command Chaplain of the U.S. Air National Guard. The church acknowledged and celebrated Pastor Mike and Elma Sproul's service with "Double Honor Sunday" on April 28, 2019, with special services and a luncheon on the grounds with the church family. That date marked the end of Dr. Sproul's term as Chairman of the Board of IBCS.

After reviewing several potential TBC pastoral candidates, the TBC pulpit committee requested that then-IBCS president and CEO, Dr. Ken Endean, consider the position of TBC pastor. After much prayerful consideration, Dr. Endean accepted the pulpit committee's request and his name was brought

before the church. On May 19, 2019, the TBC congregation voted that Dr. Endean become the third pastor of TBC and the third Chairman of Board of IBCS.

In July 2019, Dr. Endean asked the IBCS Governing Board to consider the next president of IBCS. Dr. Endean stated, "Pastor Nathan [Mestler] is an excellent Bible scholar, demonstrates a heart for missions, and has a great connection with our students and a desire to see them change and grow to be like Christ. Pastor Nathan is a sought-after speaker at Christian camps and has a good rapport with pastors and young people across the West." In August 2019, the board voted to recommend to the TBC Deacons that Pastor Nathan Mestler be accepted as president, a recommendation that the TBC Deacons accepted. On February 23, 2020, TBC held an installation ceremony officially naming Pastor Nathan Mestler as the fifth president of IBCS.

On January 4, 2021, current Chancellor and Co-Founder Dr. Jerry C. Tetreau entered the presence of His Lord and Savior. "Dr. T" faithfully served at IBCS for almost 40 years as Vice-President, President, Chancellor, CEO, Chief Academic Officer, various academic department heads, Director of Institutional Advancement, accreditation self-study chair, leader of over 30 Grand Canyon Hikes, mentor, teacher, and friend. It has been said that Dr. Tetreau leaves a Grand Canyon-sized hole at IBCS, for the college owes an incalculable debt of gratitude for all that he has meant to and done for the institution. Dr. Tetreau stated with his last breaths, "The challenge is great. God is good. We must contend."

IBCS continues to move forward in mentoring God-fearing leaders for Fundamental Baptist churches in the West and the world.

## **VISION STATEMENT**

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We multiply God-fearing leaders who champion the fundamental truths of God's Word, evidence Holy Spirit-enabled, Christlike character, sustain a lifelong commitment to glorify God, and faithfully serve the church in the western United States and around the world.

## **PURPOSE STATEMENT**

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Through life-on-life mentoring, we seek to inspire students to love the Lord, discern the Truth, and skillfully serve the church.

## **CORE VALUES**

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### **Fear God**

Live for the pleasure of your Creator in unwavering allegiance to your Lord and Savior (Ecclesiastes 12:13-14, Acts 9:31).

### **Love Truth**

Diligently discern, defend, and declare God's truth as light to a chaotic world (Psalm 111:2, Jude 3).

### **Pursue Virtue**

Follow the path of wisdom, being diligent to cultivate Godly character and exceptional skill (Proverbs 2, 2 Peter 1:3-11).

### **Serve Faithfully**

Invest yourself in church ministry, always refining your gifts to best serve God and others (1 Samuel 12:24, Mark 10:45).

## **DOCTRINAL STATEMENT**

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### **1. THE SCRIPTURES**

We believe that the sixty-six books of the Old and New Testaments are verbally and plenary inspired; that they contain truth, without any mixture of error, in the autographs; that they are infallible and inerrant in all matters of which they speak; and that they constitute God's complete revelation and are the sole authority for faith and practice. We further believe that the Scriptures are to be interpreted according to a grammatical-historical hermeneutic. This demands that we understand the Bible literally when it speaks, for example, of the creation of the world in six solar days, the existence of Adam and Eve as the progenitors of the human race, the global deluge of Noah's day, the creation of nations at Babel by means of language diversification, and the personal existence of an evil being called Satan.

### **2. THE GODHEAD**

We believe that there is one God existing in three persons: the Father, the Son, and the Holy Spirit; one in essence and co-eternal/co-equal in every Divine attribute.

### **3. THE LORD JESUS CHRIST**

We believe that Christ was conceived of the Holy Spirit, born of a virgin, lived a sinless life, died a substitutionary death, arose bodily from the grave, ascended to heaven, now intercedes for believers, and will come again in a pretribulational, premillennial appearing.

### **4. THE HOLY SPIRIT**

We believe that the Holy Spirit is the Person in the Godhead who restrains evil, convicts of sin, bears witness to the truth of the Gospel in preaching and testimony, is the agent in the new birth, indwells the believer, baptizes into the body of Christ, and fills believers for spiritual service. We believe that the gift of tongues, the special gift of healing and sign miracles were temporary and not for this age, although God may heal the sick and afflicted in accord with His own will.

### **5. THE FALL OF MAN**

We believe that Adam was created in innocence and, by a voluntary transgression, fell; that when Adam fell, mankind fell; that man is born with a

sinful nature and is spiritually dead; that he is totally depraved and unable to effect his own salvation.

## **6. SALVATION**

We believe that salvation is by grace through faith in the finished work of Christ, by which work Christ fully satisfied the just demands of a holy and righteous God; and that believers are kept by the power of God and that the mark of genuine salvation is their perseverance to the end.

## **7. SANCTIFICATION**

We believe that sanctification is positional in that one is established in a position of holiness at the moment he trusts Christ as Savior; that it is a process as the Holy Spirit applies the Word of God to the believer; that it is practical in that we are daily being conformed to the image of Christ; and that it is future when in heaven we will be delivered from all sin.

## **8. SEPARATION**

We believe that Biblical separation includes:

- a. Separation of church and state (but not government separated from its Scriptural foundations);
- b. Separation of the local church from any affiliation or fellowship that denies the basic fundamentals of the faith, from those that practice inclusivism, and from believers who endorse unbelievers;
- c. Separation from worldly practices and amusements.

## **9. THE CHURCH**

We believe in the Church as a living, spiritual body of which Christ is the Head, and of which all regenerate people of this age are a part; that the Church is peculiar to the age of grace and is completely distinct from Israel; that it is assembled for worship, fellowship, and service; that local churches have the absolute right to self-government free from interference of any hierarchy; that every believer should align himself with a local church and give total cooperation to its ministries.

## **10. THE ORDINANCES**

We believe that there are two ordinances for the local church: baptism and the Lord's Supper; that baptism is by single immersion for believers and is a prerequisite to the privileges of membership; that the Lord's Supper is a commemoration of the Lord's death until He comes again and should be preceded always by a solemn self-examination; and that these ordinances are to be performed only under the authority of the local church.

## **11. THE GREAT COMMISSION**

We believe that the Great Commission is a Divine commandment for this age, and as such primarily involves evangelism and church planting both at home and abroad.

## **12. LAST THINGS**

We believe in the pretribulational and premillennial return of Christ; that after the rapture of the Church, there will be seven years of tribulation on earth; that this will be followed by the personal, visible return of Christ to put down His enemies and set up a thousand year millennial reign; that at the end of this reign, Satan will be loosed for a season and then cast into the lake of fire; that at this time, the second resurrection for all unsaved will take place; that they will be judged at the Great White Throne and will be condemned to eternal torment in the lake of fire; that Christ will reign forever as King of kings and Lord of lords with the righteous eternally.

## **LIFESTYLE COMMITMENT**

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Since International Baptist College and Seminary is dedicated to training students who are genuinely desirous of living a Christ-honoring life, the College family resolves to maintain Biblical standards of Christian behavior, both on and off campus.

The Bible is the verbally inspired and inerrant Word of God, and as such is the final authority in all matters of faith and conduct. Because all standards of conduct are based on Biblical philosophy, the College specifically rejects the false, unscriptural position of situation ethics, secular humanism, pragmatism, and all forms of relativism. Every deed, word, thought, attitude, and motive should be brought into submission to the teaching of God's Word and should glorify God. Christians have an obligation to love God, to love one another, and to show God's love to non-Christians. God's love for mankind and the Christian's love for God should motivate the Christian to live according to Biblical principles while avoiding the pitfalls of both flesh-filled legalism and a flesh-filled, indulgent lifestyle.

The Christian's responsibility is to live an exemplary life in keeping with the admonitions of Scripture (1 Cor. 6:19, 20; 2 Cor. 6:14-7:1; Rom. 12:1-2; 1 Thess. 4:1-8; 5:22; Gal. 5:16-26; Eph. 5:18; Col. 3:17; Rom. 13:14). The following activities are to be avoided: use of alcoholic beverages, tobacco, and illegal drugs; sexual immorality; causing discord; and other worldly activities or forms of entertainment which are inconsistent with Biblical principles. Rather, the Christian should endeavor to walk in the Spirit living out his or her new life in Christ (Eph. 4-5, Gal. 5, Col. 3).

Every member of the student body, faculty, staff, and board is required to sign the Lifestyle Commitment. By this action, each member of the International Baptist College and Seminary family indicates a willingness to comply with the moral and spiritual standards of the Word of God. Those who evidence through either conduct or attitude that they are unwilling to abide by the Lifestyle Commitment may be subject to dismissal.

## PHILOSOPHY OF EDUCATION

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International Baptist College and Seminary is a post-secondary academic institution committed to preparing men and women for Christian living and church-related vocations. It holds that the sovereign God of the universe has revealed Himself in creation, in the person and work of His Son, Jesus Christ, and in the inerrant and divinely inspired Word of God.

Man is a spiritual, moral, rational, social, and physical being, created in the image of God. Thus, people are able to know and value God, themselves, others, and the created universe. The Bible is the ultimate standard for knowing goodness and righteousness.

Noah Webster rightly held in the 1828 edition of his dictionary that education is the "series of instruction and discipline which is intended to enlighten the understanding, correct the temper, and form the manners and habits of youth and fit them for usefulness in their future stations." This definition is compatible with the challenge of training in the cognitive, affective, and psychomotor domains.

Education, to be complete, must combine knowing and doing; theory and practice; the science and art of Christian living and ministry. Jesus said, "If ye know these things, happy are ye if ye do them." International Baptist College and Seminary expects its staff and students to know right, then practice right, and only then expect to feel right.

Simply put, the teaching/learning process involves planning the lesson, presenting the lesson, measuring, and recording the degree to which the lesson was learned—planning, presenting, evaluating, and recording.

1. Planning is challenging but necessary work. The teacher's plan must be subordinate to the doctrine, mission, and objectives of the College. It needs to reflect proven pedagogical practices such as taking students in a logical sequence from the known to the next nearest unknown. Planning must look at the big picture and the small details that comprise the whole.
2. Presenting the lesson with feeling, enthusiasm, conviction, and intensity will increase a student's ability to more quickly grasp the lesson. Presenting the lesson with an attitude of love for the student, an appreciation for the subject, and an attitude that the student wants to and can learn the material will increase teaching/learning effectiveness.
3. Educational measurement is a worthy science and art for the dedicated, professional teacher. Changed thinking, values, skills, and behavior are desired outcomes from the teaching/learning process. It is possible and important to evaluate whether or not the lesson has been learned. It is helpful to use formative as well as summative evaluation. Formative

evaluation includes the use of frequent quizzes and tests to allow for correction during the semester. The semester final exam is summative evaluation. Formative evaluation provides the feedback helpful to student and teacher alike to know how effective the teaching/learning process is. Summative evaluation is important to determine if the student has grasped the whole and is prepared to apply the learning.

4. The work of recording a student's academic progress is a moral and ethical work. The work begins with the teacher's keeping an accurate attendance and grade record and includes the Registrar's recording and protecting those grades. The teacher and Registrar are honor bound to follow the academic guidelines established and recorded by the College in its publications.

## **EDUCATIONAL OBJECTIVES**

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To fulfill its mission, International Baptist College and Seminary endeavors to encourage student growth and development through its pursuit of the following educational objectives: spiritual, personal, academic, and ministry.

### **SPIRITUAL OBJECTIVES**

1. Students will demonstrate a close walk with Christ through personal devotions, corporate worship, stewardship of spiritual gifts, and a practical knowledge of Scripture for life and ministry.

### **PERSONAL OBJECTIVES**

2. Students will demonstrate a lifestyle characterized by Biblical stewardship and Biblical values.
3. Students will demonstrate Biblical principles in family, social, and governmental relationships.

### **ACADEMIC OBJECTIVES**

4. Students will develop a Biblical worldview which acknowledges God and His Word as the unifying center for all knowledge.
5. Students will learn to research, analyze, apply, and communicate persuasively, correctly, and clearly.
6. Students will acquire the knowledge, understanding, values, and skills necessary to fulfill their vocational calling.
7. Students will be encouraged to pursue seminary or graduate-level studies and lifelong learning.

### **MINISTRY OBJECTIVES**

8. Students will learn to lead and minister in local churches at home and abroad in fulfilling the Great Commission by soul winning, shepherding, serving, and separating.

## EVALUATIVE STATEMENT

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International Baptist College and Seminary evaluates its ability to mentor God-fearing leaders by assessing them mentally, physically, socially, and spiritually to minister in the West and around the world.

## MOTTO

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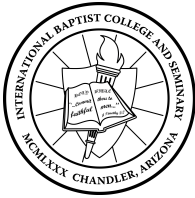
### Mentoring *for* Ministry

International Baptist College and Seminary strives towards educating the whole person. A primary means by which IBCS accomplishes this goal is through Mentoring *for* Ministry, the motto of International Baptist College and Seminary.

This motto reflects IBCS's commitment to the college verse II Timothy 2:2, "And the things that thou hast heard of me among many witnesses, the same commit thou to faithful men, who shall be able to teach others also."

## THE CREST, THE SHIELD, AND THE SEAL

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For years, IBCS's Academic Crest has provided a graphic representation of its motto. To this day, the Bible, the Torch, and the Shield are representations of IBCS's foundational beliefs and identity. Like fine china, the Crest is significant and valuable. It will continue to be used in honorable and strategic applications in the years ahead.

The IBCS Shield builds on the same fundamental elements contained within the Crest. The Shield as a whole, and each part individually, communicates IBCS's commitment to fulfilling the mentoring directive of 2 Timothy 2:2 which instructs Christians to pass the torch to the next generation of faithful leaders who will then be able to "teach others also."



The IBCS Seal combines the ideas of both the Academic Crest and the Shield, signifying that, while academics are a key part of preparing young people for future ministry, the whole man must be committed to lifelong service: the head, the heart, and hands.

**The Bible** – As an integral ministry of Tri-City Baptist Church, IBCS students develop spiritually through their genuine relationships with God and through a foundation upon the Word of God. Biblical truth, embedded in the philosophy of IBCS, is recognizable in every lesson and in every heart.



**The Torch** – Biblical truth enlightens. The classic column “I” symbolizes IBCS’s commitment to rigorous academics. At IBCS students obtain knowledge and, with a proper understanding of the fear of the Lord, obtain wisdom. Together, these develop their cognitive skills and prepare them for God’s calling upon their lives.

**The Shield** – Developing a student physically requires the classroom outside the classroom; it requires an application of Biblical truth. Through daily decisions, IBCS students shape their personal characters as they cultivate their relationships and skills to stand before God and others.

**The Arrow** – An arrow must leave the bow and extend beyond its source, just like the IBCS graduate. Through maturity and increased social awareness, IBCS graduates have a stable and purposeful aim. They go out evangelizing the lost, discipling new believers, and training others for the work of the ministry.

## **RECOGNITION**

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Many God-honoring churches, schools, and colleges have acknowledged the contribution that International Baptist College and Seminary has made academically, physically, and spiritually to their ministries. IBCS has awarded over 200 degrees; many graduates currently serve on home or on the foreign mission field. Nationally accredited public, private, and Christian colleges and universities accept degrees earned at IBCS as a base for graduate studies and have accepted credits earned in transfer.

### **Accreditation**

International Baptist College and Seminary is accredited by the Transnational Association of Christian Colleges and Schools (15935 Forest Road, Forest, Virginia, 24551, 804-525-9539) a national accrediting agency recognized by the U.S. Department of Education (ED) and by the Council for Higher Education Accreditation (CHEA).

### **Membership**

IBCS is a member of the American Association of Christian Colleges and Seminaries (AACCS).

### **Approvals**

IBCS has been approved by the Immigration and Naturalization Service for Enrollment of Foreign Students, by both State and Federal Approving Agencies for Veterans Benefits, and by the United States Department of Education for Pell Grants, Federal Supplemental Educational Opportunity Grants, and Stafford Student Loans.

## State Authorization Reciprocity Agreement

In May 2018, IBCS was approved to participate in the State Authorization Reciprocity Agreement (SARA) by the Arizona SARA Council, which is a member of NC SARA and the state portal entity for Arizona SARA participating institutions (<https://azsara.arizona.edu/>).

Participation in SARA allows IBCS to teach via distance learning technologies in participating SARA states and US Territories. Please visit the NC SARA site for a current participating list (<https://nc-sara.org/state-actions-regarding-nc-sara>).

SARA is an agreement among member states, districts, and territories that establishes national standards for interstate offering of postsecondary distance education courses and programs. It is intended to make it easier for students to take online courses offered by postsecondary institutions based in another state. For more information, please visit <http://nc-sara.org/>.

## CONTINUING EDUCATION

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Continuing education brings together resources for the spiritual, ministerial, and academic benefit of qualified people in Tri-City's church family and community.

Various types of courses are available on a credit and audit basis. These offerings include courses offered in IBCS's night school, winter term, and summer school.

A special effort is made to provide study and growth opportunities for lay leadership. Bible, theology, general education, and professional courses are offered that can strengthen and increase the effectiveness of each church member.

Credit courses are designed for adults whose academic or professional interests can be advanced by further study and who cannot attend college on a full-time basis. The status of the continuing education student is that of a non-degree-seeking student; that is, one who is engaged in part-time credit work but not registered in a formal degree program.

The credit program for continuing education is planned and operated according to the standards as outlined in the Admissions section of the catalog. For-credit students are expected to respond to all stated academic demands and requirements.

# ADMISSIONS INFORMATION

## NONDISCRIMINATION POLICY

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International Baptist College and Seminary does not and shall not discriminate on the basis of race, color, sex, age, national origin, disability, marital status, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing a welcoming environment for all members of our staff, students, visitors, subcontractors, vendors, and clients.

## ADMISSIONS POLICY

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IBCS is committed to training men and women for church-related vocations. A primary requirement for every candidate for admission is a testimony of a personal trust in the Lord Jesus Christ as Savior. All applicants are required to write a brief account of their assurance of salvation.

It is expected that those who seek admission demonstrate Christian character, a teachable spirit, and a sincere desire to know the will of God.

Attendance at International Baptist College and Seminary is a privilege, not a right. This privilege may be forfeited any time the administration feels that the student is evidencing a lifestyle or belief system inconsistent with IBCS's religious beliefs or mission. When students sign the Philosophies Agreement, they agree to abide by the rules and standards of conduct of IBCS.

The standards of Christian faith and scholarship at IBCS require a review and evaluation of every applicant. The Admissions Committee considers an applicant's academic record, statement of vital Christian faith, moral character, personal integrity, and letters of recommendation.

## ADMISSIONS REQUIREMENTS

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### General Requirements

It is important that all students familiarize themselves with all of the academic requirements of their specific program. These requirements must be fulfilled before the student can receive a degree. Advisors are available to assist the student in understanding these requirements, but the student is responsible for completing them.

All students under twenty-three years of age carrying four or more hours must live in the residence halls unless married or living with a parent or guardian. IBCS reserves the right to approve the housing of all students.

## **Academic Requirements**

Applicants must demonstrate evidence of an academic foundation necessary for collegiate success, which includes a high school GPA of 2.0. College readiness testing scores are not required for admission, but if a student takes a test, the following scores are considered evidence of adequate academic foundation: an ACT composite score of 18, a CLT total score of 62, or an SAT total score of 960. An applicant who falls below these standards can be admitted with the need for Academic Support, which requires that a student meet regularly with his or her academic advisor, and will be limited to no more than 12 credit hours his or her first two semesters.

## **Educational Preparation**

### **High School**

The usual requirement for admission to the undergraduate program is graduation from high school. Applicants must demonstrate that they have successfully completed a minimum of sixteen units of high school work in four core academic areas: English, math, history, and science. Applicants must also produce an official high school transcript or GED as evidence of their successful completion of a high school degree.

### **GED**

Applicants who have successfully completed the General Education Development Test (GED) are usually considered as having sufficient basis for college admission. IBCS reserves the right to review the results of this test and to make admissions recommendations based upon them.

### **Home School**

IBCS supports the rights of parents to educate their children at home and recognizes that education as a viable option. IBCS will admit a student based upon a transcript produced by a parent or a home school agency. An official transcript is required, and should include courses taken, grades earned, a grade point average for each year, a cumulative grade point average, a date of graduation, and an official signature.

### **CLEP Testing**

IBCS accepts up to 18 CLEP credits (College-Level Examination Program) if the credit is in an equivalent subject area in the IBCS curriculum. To avoid conflicts with graduation, it is recommended that CLEP testing be completed before the end of the student's first year. The minimum score of accepted subject tests is 50.

### **Dual Enrollment Students**

A dual enrollment student is one who has participated in an academic program where both high school and college courses are completed simultaneously. Courses are taught according to the standards of higher

education. These standards include, but are not limited to, faculty credentials, credit hours, course work, textbooks, classroom discussion, and classroom instruction. Acceptance of dual enrollment credits will be determined on a case-by-case basis by the IBCS Registrar.

### **Acceptance of Transfer Credits**

Credits taken at prior institutions may be accepted at IBCS as Transfer Credits. A student seeking to transfer credits must request that all schools previously attended send official transcripts directly to IBCS. These documents must represent good standing at the institution of prior attendance, either implicitly or by explicit statement. There is a \$10 transfer credit fee applied to the student's account for the semester in which credits are transferred.

Credits potentially eligible for transfer must be awarded by institutions of Higher Education, from military courses, standardized test scores (CLEP), and/or dual enrollment courses. Transcripts will be evaluated based upon the institution's accreditation; the course number, contents, philosophy, outside requirements; and the student's earned grade.

Credits can be transferred only for courses that are similar in scope and content to IBCS courses. In some cases, the transferred courses must also be similar in philosophical perspective, such as ministerial classes or missions classes. Courses from other institutions that are not similar to any courses in IBCS's curriculum may be transferred as electives.

Institutions transferring credits to IBCS must be accredited by an agency approved by the U.S. government or approved through IBCS administrative procedure. Only a portion of the total credits required to complete the desired IBCS degree can be transferred from another post-secondary entity.

All undergraduate courses transferred must have a minimum grade no lower than 71% (C-).

Courses transferred into the M.C.Ed. and D.Min. programs must have a minimum grade no lower than 74% (C). Courses transferred into the M.A.Min. and M.Div. programs must have a minimum grade of no lower than 71% (C-).

Students transferring into IBCS with a cumulative GPA of less than 2.00 will be placed on academic probation (see the Academic Probation and Satisfactory Academic Progress sections).

### **Student Identity Verification**

As a part of the Student Identity Verification (SIV) process, IBCS shall require reasonable and efficient methods for securing and verifying student

identifications. These methods shall be designed to authenticate the integrity of both the student and the institution.

These methods shall apply to (1) the admission, registration, and enrollment of students, (2) the granting of access to student e-mail, portals, and IBCS resources, (3) the dropping/adding of courses, and (4) the completion of tests via proctor or via teleconferencing technology.

These methods shall ensure institutional integrity, student integrity, and student awareness.

For additional information please consult the IBCS Admissions Office, Registrar, or Academic Dean.

## **How to File an Application**

Each applicant must proceed through the admissions process, including all paperwork, before being considered for acceptance to IBCS. Each applicant has specialized requirements, depending on his or her entrance level. Please review the following requirements for each application level.

### **Undergraduate Students**

#### Non-degree-seeking, Audit, Early Start, or Certificate Programs

- Application
- Personal Testimony
- One Reference (Pastoral)

#### First-Time Undergraduate (Associate's and Bachelor's Degrees)

- Application
- Personal Testimony
- Three References (Pastor, Educator/Employer, Personal).
- Official Transcripts

#### Transfer Undergraduate (Associate's and Bachelor's Degrees)

- Application
- Personal Testimony
- Three References (Pastor, Educator/Employer, Personal)
- Official Transcripts

#### International Students (Undergraduate: see "Foreign Credentials" note below)

- Application
- Personal Testimony
- Three References (Pastor, Educator/Employer, Personal)
- Official Transcripts
- TOEFL® iBT

## **Graduate Students**

### First-time or Transfer Graduate

- Application
- Personal Testimony
- Three References (Pastor, Educator/Employer, Personal)
- Official Transcripts

### International Students (Graduate) (See “Foreign Credentials” note below)

- Application
- Personal Testimony
- Three References (Pastor, Educator/Employer, Personal)
- Official Transcripts
- TOEFL® iBT

### IBCS Alumni

Alumni members applying within one year of graduation from IBCS need provide only the following:

#### **Application**

- Continuing Education Statement (must include reasons for attending IBCS)

Alumni Members applying for admission more than one year after graduating from IBCS may be required to follow the regular admissions process.

#### **Auditing a Course**

Students wishing to benefit from certain classes without taking them for credit may register for such classes on an audit basis at half the price of regular tuition.

- Auditing entitles a student to attend classes.
- Auditors are expected to attend each class except on major test days. Other exceptions to attendance requirements need to be approved by the instructor in advance.

Since an auditor does not receive credit for the class, he or she is not required to take examinations or complete major assignments. With special permission from the instructor, the auditor may take some of the tests. No grade is given for the course. Students pursuing a college degree may not audit courses without the administration's permission. Students who audit a course may not later complete work and receive credit for the class after the semester has ended. IBCS applied music lessons may not be audited.

#### **Alumni Audit**

Alumni members may take classes that are up to the equivalent level at which he or she graduated from IBCS tuition-free. These classes are for personal enrichment only and not for college credit.

- Alumni who have a bachelor's degree may take undergraduate classes.
- Alumni who have graduate degrees may take graduate or undergraduate classes.

## Description of Admissions Documents

1. The application for all programs is available online at [www.ibcs.edu/admissions](http://www.ibcs.edu/admissions).
2. A testimony is requested in the application. It should be approximately 150-200 words long and include the student's testimony of salvation, relevant information about home, family, work, church, and school life, and why he or she wants to attend IBCS.
3. All applicants must supply contact information for personal references in the application. Depending on the program chosen, applicants must provide some or all of the following references: one pastor, one educator or employer, and one personal reference. None of the references may be related, either directly or by marriage, to the applicant.
4. Academic references must be provided in the form of transcripts. Official transcripts must be requested from the high school that granted the diploma and from all post-secondary schools attended. An official transcript indicates courses taken, course credits, and grades earned. Transcripts reflecting degrees earned must show the cumulative GPA and the date of graduation. The **applicant** is responsible to request the transcripts. Official transcripts must be received by IBCS directly from the institutions, not from the student.
5. Foreign applicants must have their transcripts verified by Foreign Credentials Service of America ([www.foreigncredentials.org](http://www.foreigncredentials.org)). Applicants are responsible to pay the verification fee.
6. College readiness tests are not required, but those applying to the freshman class may submit scores from the American College Test (ACT), the Scholastic Aptitude Test (SAT), or the Classic Learning Test (CLT). The results will be forwarded automatically to the Office of Admissions when the student specifies IBCS's **ACT number (0178)**, **SAT number (5461)**, or specifies IBCS by name on the CLT.

## Foreign Credentials for Undergraduate and Graduate Students

IBCS has been approved by the U.S. Department of Homeland Security to issue forms needed by foreign students to receive permission to enter the United States for college training. Foreign students who do not have permanent residency status must follow the standard procedure for applying to the College. Applications should be submitted well in advance of deadlines so that adequate time is available for processing, communication, and visa application.



Foreign applicants must demonstrate that they have made adequate educational preparation for college-level work. This requires detailed documentation, description, and verification of the applicant's foreign academic credentials. Applicants must verify their academic credentials through Foreign Credentials Service of America. Please contact the IBCS admissions office or the IBCS Registrar for more information.

In addition to this requirement, all foreign applicants must also demonstrate proficiency in the English language. Applicants must take the Test of English as a Foreign Language iBT exam (TOEFL® iBT). IBCS's institution code is B592. IBCS has determined that a student who receives a score of 76 on the TOEFL® iBT is adequately prepared for the academic language level of our programs. However, the TOEFL® score is only one indicator of academic preparedness. It is not the only way adequate educational preparedness is determined.

The Department of Homeland Security requires IBCS to issue a Form I-20 to verify that the applicant has sufficient financial resources to pay for the cost of travel, living expenses, and education in the United States; this form is also required when applying for a student visa. People admitted to the United States on a student visa are required to be full-time students. Requests for additional information should be directed to the Office of Admissions.

All forms must be completed and returned to IBCS before an application will be considered for acceptance. These documents become the property of IBCS.

After the admissions committee has carefully considered an applicant's file and has made its decision, the applicant will receive official notice of acceptance or denial. If accepted, further info about the student visa process will be provided.

### **Immunization Information**

New students are required to present evidence of immunity against measles, mumps, and rubella (MMR) before registering for courses in residence or living in the residence hall. Requests for exemption should be addressed to the administration on the basis of medical permanent contraindication or of religious or philosophical objection. Exemptions requested for religious or philosophical reasons must be in writing.

Tuberculosis screenings and appropriate mitigation are also required for some international students. Prospective students are also recommended to receive vaccinations for meningitis and TDAP (tetanus, diphtheria, and acellular pertussis).

## **Insurance Information**

IBCS strongly recommends that students have health insurance. Students not insured through their parents' or other insurance plans should enroll in an insurance program. International Baptist College & Seminary does not accept liability for illness or accidents on or off campus in extracurricular or sporting activities. Students use the school facilities and participate in school-directed or school-related activities at their own risk.

Those who disregard International Baptist College & Seminary's recommendation of getting health insurance must acknowledge in writing that IBCS will not be held liable for medical expenses related to an injury on the IBCS property or at a school related activity.

See also Student Development – Health Services.

## FINANCIAL INFORMATION

International Baptist College and Seminary seeks to keep costs at a minimum. To do so, IBCS must rely on gifts and the prompt payment of student accounts. Students must make adequate financial preparation when making plans to attend IBCS.

IBCS reserves the right to use the services of an external collection agency for the collection of delinquent accounts.

### Items of Cost

#### Accelerated Tuition Plan

(Combined Fall/Winter or Spring/Summer Terms)

15 to 17 credit hours.....\$6900

#### Tuition per Credit Hour

1 to 15 or more than 17 credit hours ..... \$460

#### Early Start, Certificate, Audit

Per credit hour ..... \$230

#### Room and Board

Fall and Spring semester cost .....\$4100

Winter or Summer term weekly cost .....\$210/\$115

#### Deposits

Fall Semester Residence Hall Deposit (due July 15)..... \$100

Fall Semester Tuition Deposit (due July 15) ..... \$200

Residence Hall Room & Key Deposit (refundable; per year) ..... \$50

#### Special Fees

Lost Residence Hall Key or Key Card.....\$5

Transcript Fee.....\$5

Returned Check or Bank Stop Payment Fee (per check)..... \$25

Transfer Fee (one-time fee, non-refundable; per request)..... \$10

Media Center Fines and Book Replacement ..... \$0.25 per day  
(after 16th day, replacement fee is assessed)

### Explanations of Costs and Fees

#### Room and Board

Room and Board is \$3,900 per fall and spring term.

The \$210 per week RH Fee is charged to students living in the residence hall for the regular winter or summer term. Food Services provides meals to RH students during these terms.

The \$115 per week RH Fee is charged to students living in the RH at non-term time periods, that is, when classes are not being offered on campus. Food Services does not provide meals to RH students during this time.

Students who are given permission to live in the RH during Christmas breaks, during winter terms, and/or during summer terms will be charged the per-week Residence Hall Fee.

## Deposits

### *Fall Semester Residence Hall Deposit \$100*

The Residence Hall Deposit is required to secure an on-campus housing reservation for students applying to live in the residence hall. The payment is due on July 15<sup>th</sup> and will be applied to the student's fall semester charges.

### *Fall Semester Tuition Deposit ..... \$200*

The tuition deposit is required from all students in order to secure registration in the college each year. The payment is due July 15<sup>th</sup> and will be applied to the student's fall semester charges.

### *Residence Hall Room and Key Deposit ..... \$50*

Each academic year the student is charged a \$50 room and key deposit. The deposit will be refunded at the end of the academic year upon final room inspection approval and return of the student's RH key card.

## Special Fees

### *Lost Residence Hall Key and Key Card Fee ..... \$5*

Students will be charged a \$5 replacement fee for a lost RH key or key card.

### *Returned Check/Bank Stop Payment Fee ..... \$25*

Each occurrence of a personal check returned or bank stop payment for insufficient funds is subject to a \$25 returned check fee. Students remain responsible for all dishonored payments made on their accounts.

### *Transcript Fee ..... \$5*

Graduating students receive an official (signed and sealed) transcript at no cost. Thereafter, a \$5 non-refundable transcript fee will be charged for each additional transcript copy requested.

### *Transfer Fee ..... \$10*

A one-time, non-refundable fee of \$10 is charged to students transferring credits into IBCS from another institution. The fee is billed upon completion of the transfer process.

## Basic Eligibility Criteria to Receive Federal Student Aid (FSA)

### Pell Grants and Federal Student Loans

The Department of Education establishes numerous guidelines for administering Federal Student Aid (FSA).

Per FSA guidelines, general eligibility requirements are that you must

- Demonstrate financial need [the difference between IBCS cost of attendance and your FAFSA Expected Family Contribution (EFC)].
- Be a U.S. citizen or an eligible noncitizen.
  - Eligible Noncitizen: A U.S. national (includes natives of American Samoa or Swains Island), U.S. permanent resident (who has an I-151, I-551 or I-551C [Permanent Resident Card]), or an individual who has an Arrival-Departure Record (I-94) from U.S. Citizenship and Immigration Services (USCIS) showing one of the following designations:
    - “Refugee”
    - “Asylum Granted”
    - “Cuban-Haitian Entrant (Status Pending)”
    - “Conditional Entrant” (valid only if issued before April 1, 1980)
    - Victims of human trafficking, T-visa (T-2, T-3, or T-4, etc.) holder
    - “Parolee” (You must be paroled into the United States for at least one year and you must be able to provide evidence from the USCIS that you are in the United States for other than a temporary purpose and that you intend to become a U.S. citizen or permanent resident.)

If you meet the noncitizen criteria above, you may be eligible to receive federal student aid.

- Have a valid Social Security number (with the exception of students from the Republic of the Marshall Islands, Federated States of Micronesia, or the Republic of Palau).
- Be registered with Selective Service, if you’re a male (you must register between the ages of 18 and 25).
- Be enrolled or accepted for enrollment as a *regular student* in an eligible degree program.
  - A “regular student” is a student enrolled or accepted for enrollment at IBCS for the purpose of obtaining a degree.
- Be enrolled at least half-time to be eligible for Federal Direct Loan Program funds.
  - Direct Loan: a federal student loan, made through the William D. Ford Federal Direct Loan Program, for which eligible students and parents borrow directly from the U.S. Department of Education at participating schools. Direct Subsidized Loans, Direct Unsubsidized Loans, Direct PLUS Loans, and Direct Consolidation Loans are types of Direct Loans.

- Maintain satisfactory academic progress (SAP) per IBCS standards.
- Sign the certification statement on the Free Application for Federal Student Aid (FAFSA®) stating that
  - You are not in default on a federal student loan and do not owe money on a federal student grant.
  - You will use federal student aid only for educational purposes.
- Show you are qualified to obtain a college education by one of the following:
  - Obtaining a high school diploma or a recognized equivalent such as a General Educational Development (GED) certificate. A foreign high school diploma must be equivalent to a U.S. high school diploma.
  - Obtaining a high school education in a homeschool setting approved under state law (or, if state law does not require a homeschooled student to obtain a completion credential, obtaining a high school education in a homeschool setting that qualifies as an exemption from compulsory attendance requirements under state law).
  - Producing an official academic transcript documenting successful completion of at least a two-year program (60 semester or trimester credit hours or 72 quarter-credit hours) that is acceptable for full credit toward a bachelor's degree.
  - Producing a Department of Defense Form 214 Certificate of Release or Discharge From Active Duty documentation indicating you are a high school graduate or the equivalent.
  - Producing an official academic transcript documenting completion of an associate's degree.

### **Veteran and Military Benefits and Certifications**

IBCS is approved for the training of veteran and military students entitled to benefits under Public Law 89-358. IBCS's VA Certifying Officials are the Registrar and the Financial Aid Administrator. Both offices will provide assistance to any student seeking information regarding VA or military educational benefits.

IBCS encourages veterans, active duty, or reserve military students to contact the Registrar or Financial Aid Administrator in person or by phone with any questions regarding the processing of VA/Military educational benefits.

Covered individuals who are entitled to educational assistance under chapter 31, Vocational Rehabilitation and Employment or chapter 33, Post-9/11 GI Bill® benefits may receive benefits in compliance with the Veterans Benefits and Transition Act of 2018, section 3679 of title 38. No financial

penalties will be assessed to the covered individual due to delayed disbursement from the VA.

## **Payment Policies**

### **Terms of Payment**

Semester charges for tuition, room and board, and applicable fees will be posted to a student's account prior to the start of a new semester. Charges for tuition, room and board, and any fees may be paid in full at the beginning of the term or may be paid using the following Four-Payment Plan.

<b>Payment Amount</b>	<b>Fall Payment Due Dates</b>	<b>Spring Payment Due Dates</b>
25% of total bill	Fall Registration Day	Spring Registration Day
25% of total bill	September 15	February 15
25% of total bill	October 15	March 15
25% of total bill	November 15	April 15

Winter and summer session-only payments are due as follows: 50% of the total bill is due on the first day of winter or summer session class; 50% of the total bill is due on last day of winter or summer session classes.

IBCS has paperless billing statements which may be viewed at any time in the IBCS student online portal, Populi. Students must remain current in their financial commitments to IBCS. Students are encouraged to communicate with the IBCS Billing Office regarding any payment questions.

If a student has an outstanding balance on his or her IBCS student account, the account will be placed on a Financial Hold by the Billing Office. Students whose accounts are on Financial Hold may not enroll in future semesters. A student's account must be paid in full in order for a student to be issued an official grade report, transcript, or diploma.

### **Methods of Payments**

Payments may be made by personal check, bank check, or money order in person at the TBC Welcome Center or the IBCS Billing Office or may be mailed to the IBCS Billing Office. Students and/or parents may make credit/debit card payments in person or online at the IBCS website.

## **Drop/Add and Withdrawal Procedures**

### **Dropping/Adding Classes**

The on-campus student must complete an IBCS Drop/Add form to officially drop or add classes. The drop/add form must be signed by the student and his or her Academic Advisor and then submitted to the Registrar's Office.

Distance education students may communicate with their advisors regarding dropping or adding classes.

The Drop/Add Period is three (3) weeks from the first day of classes within each semester. A student may enroll in or withdraw from the Accelerated Plan only during the fall or spring three-week Drop/Add period.

The timing of when the student makes a request determines whether it is a drop or withdrawal.

Within the three-week drop/add period, a drop request will remove the student from the class list and no record of enrollment in the class will be noted on the official transcript.

After the three-week drop/add period, the drop request will be considered a withdrawal. A withdrawal removes the class from the student's schedule and will result in a grade notation on the official transcript of W (withdrawal). A W has no impact on the grade point average (GPA). A student may withdraw from a class up through the last school day of the eleventh week of the semester. After the end of the eleventh week, a withdrawal will automatically be recorded as an "F."

Classes may be added to a student's schedule during the drop-add period. Evening classes that meet no more than once per week may be added no later than the third evening class of the semester. The student must be present on that evening to register for the course.

During winter and summer terms, a student must notify his or her advisor and the registrar if the student intends to drop a class. This notification should be given no later than the end of office hours the business day before the course begins.

### **Complete Withdrawal from a Session/Semester**

A student currently enrolled in classes must complete an IBCS Drop/Add form in order to officially withdraw from the college. The Drop/Add form must be signed by the student and the Academic Advisor and then submitted to the Registrar's Office. Distance Education students are allowed to notify the Registrar via e-mail of their decision to withdraw from college.

Requesting a complete drop/withdraw from all classes is an important decision; a student should seek counsel before taking this step. A complete withdrawal from all classes may result in serious academic and financial consequences.

Completely withdrawing from IBCS will affect the student's GPA as described in the Dropping/Adding Classes section above.



After the IBCS Registrar has updated student records, refunds (if any) will be processed. If Title IV Financial Aid has been received for the current term, dropping classes may affect the student's eligibility to keep all of his or her awarded Title IV funds.

The student is required to meet with Billing and Financial Aid Office personnel for exit counseling. Review of Institutional and Federal Refund Policies will be discussed at this time.

The student is also required to check with the KDS Media Center and must pay any outstanding charges for overdue or missing books.

## **Refund Policy**

### **A. The Refund Process**

An on-campus student must complete an official drop/add form for all withdrawals. The official date used to calculate any refunds is assigned on the drop/add form by the Faculty Advisor.

### **B. Refund Policies**

Change in enrollment, withdrawal, or expulsion from classes does not constitute, nor shall it be construed as, forgiveness of a student's IBCS financial obligations. Refunds will be issued in accordance with the IBCS official Institutional Refund Policy, the Federal Refund Policy, and/or Military Overpayments and Debt Collection Guidelines.

#### **1) Military Student Overpayment and Debt Collection Guidelines**

Generally, overpayments of VA benefits are the responsibility of the student. However, there are instances under the Post 9/11 GI BILL® when an overpayment is made to the school and the school must refund VA funds to the Department of Veteran Affairs.

#### **2) Federal Refund Policy**

General Information as per the United States Department of Education:

Title IV funds are awarded to a student under the assumption that the student will attend school for the entire period for which the assistance is awarded. When a student withdraws, the student may no longer be eligible for the full amount of Title IV funds that the student was originally scheduled to receive.

If a recipient of Title IV grant or loan funds withdraws from a school after beginning attendance, the amount of Title IV grant or loan assistance earned by the student must be determined through a "Return to Title IV" (R2T4) process. If the amount disbursed to the student is greater than the amount the student earned, the unearned funds must be returned, first returning Pell Grant funds, then Student Loan funds. Unearned

funds will be returned no later than 45 days after the student has withdrawn.

Post-withdrawal disbursements will be applied to the student account before any resulting credit balance is handled. Earned funds will be disbursed no later than 45 days and loans will be offered within 30 days of withdrawal to all students. Students have 14 days to respond.

If the student account results in a credit balance, it will be disbursed no later than 14 days after the R2T4 calculation. If there is an amount remaining on the student's account after funds are returned, the student is responsible to pay the remaining balance.

Federal regulations require that a federal refund calculation be submitted to the Department of Education for students who fail to complete a semester in which they were enrolled. Students who receive federal student aid must reimburse any Title IV funds in accordance with federal regulations.

Federal regulations state, "A school is required to determine the earned and unearned federal student aid a student has earned as of the date the student ceased attendance based on the amount of time the student spent in attendance. The calculation of funds earned by the student has no relationship to the student's incurred institutional charges."

"Up through the 60% point in each payment period or period of enrollment, a *pro rata* schedule is used to determine the amount of Federal Student Aid funds the student has earned at the time of withdrawal. After the 60% point in the payment period or period of enrollment, a student has earned 100% of the Title IV funds he or she was scheduled to receive during the period. For a student who withdraws after the 60% point-in-time, there are no unearned funds."

### 3) Institutional Refund Policy

- a) Cancellation prior to the beginning of classes by the student
  1. Written notice is required from the student and should be sent to the Registrar's office. Residence hall deposits are nonrefundable.
  2. Tuition is refundable in full.
- b) Withdrawal after the beginning of classes by the student
  1. A student dropping classes or withdrawing from IBCS because of illness or other sufficient cause and whose withdrawal is officially approved by the Administration may receive a refund.

2. A student dropping classes below full-time may be responsible to refund money to the Department of Education.
3. Institutional refunds will be computed within 15 days of the official notification of withdrawal.
4. Tuition will be refunded based on the date of the faculty advisor's signature on the drop/add form.
5. Refund calculations are based upon the official start date of the undergraduate or graduate term.
6. Fall and spring semester students billed for tuition per credit hour will receive tuition refunds calculated according to the following table:

**Fall and Spring Semester Tuition Refund Schedule for Per-Credit-Hour Students**

1st week of classes	100% refund
2nd and 3rd week of classes	75% refund
4th and 5th week of classes	50% refund
6th and 7th week of classes	25% refund
8th week of classes and after	0% refund

**Accelerated Plan Drop/Withdrawal Guidelines**

A student may withdraw from the Accelerated Plan only during the fall or spring three-week drop/add period.

The Accelerated Plan student will not receive a tuition refund for fall/winter or spring/summer classes after the end of the official fall or spring drop/add period.

The Accelerated Plan tuition charge will not be revised by IBCS after the fall or spring drop/add periods end.

**Fall and Spring Semester Residence Hall Refund Schedule**

Residence hall fees for fall and spring semesters are refunded according to the following schedule:

1st week of classes	100% refund
2nd and 3rd week of classes	75% refund
4th and 5th week of classes	50% refund
6th and 7th week of classes	25% refund
8th week of classes and after	0% refund

Residence hall deposits are non-refundable.

### **Winter and Summer Term Tuition Refund Schedule**

Tuition will be refunded based on the date of the faculty advisor's or registrar's signature on the drop/add form.

100% refund before the end of office hours on the business day before the first day of the course

70% refund after the end of office hours on the business day before the course or during the first half of the course

0% refund after the first half of the course

### **Winter and Summer Term Residence Hall Refunds**

Winter and summer term residence hall refunds must be approved by the Dean of Students and/or the Residence Hall Supervisors. Refunds, if any, will be granted only in extenuating circumstance.

### **Financial Aid**

IBCS maintains a Financial Aid Office to assist students and their parents in the process of obtaining institutional and federal aid funds. The Financial Aid Office processes all institutional scholarships and Federal Financial Aid. Federal Pell Grants are awarded on the basis of need as verified by the Free Application for Federal Student Aid (FAFSA) and the Department of Education guidelines.

Financial aid is available in three basic categories:

- Federal Grants
- Institutional Scholarships
- Federal Student Loans

The Financial Aid Office will assist students in acquiring eligible monies. However, IBCS recognizes that the primary responsibility for financing college education rests upon students and their families.

The first step in applying for financial aid is to complete the FAFSA. IBCS strongly recommends that parents and students use the IRS Data Retrieval Tool option when filling out the FAFSA. Students with financial aid questions should contact the IBCS Financial Aid Office.

All IBCS administrative scholarships are subject to fund availability and to IBCS administrative discretion and approval. All students interested in institutional financial aid must complete the FAFSA and any required IBCS Scholarship Applications. All scholarship applications should be submitted to IBCS by the July 1st deadline date. Students receive the greatest administrative scholarship available to them; administrative scholarship awards will not be combined. For additional details contact the IBCS Financial Aid Office.

See the following charts for a summary of IBCS scholarships and Federal financial aid details.

### **Administrative Scholarships**

<b>Name</b>	<b>Qualifications</b>	<b>Amounts</b>
Christian Service Scholarship	<ul style="list-style-type: none"> <li>• Single, full-time student under the age of 25</li> <li>• Student must maintain Satisfactory Academic Progress (SAP)</li> <li>• One parent in full-time Christian service (in a ministry of like faith and practice as IBCS and Tri-City Baptist Church); for example, pastor, Christian school teacher, Christian camp director</li> </ul>	<ul style="list-style-type: none"> <li>• 30% discount on tuition;</li> <li>• 10% discount on room &amp; board</li> </ul>
International Baptist Missions Scholarship	<ul style="list-style-type: none"> <li>• Dependent children of approved IBM (International Baptist Missions) missionaries</li> <li>• Full-time, degree-seeking student</li> <li>• Undergrad, live in RH</li> <li>• Maintain SAP</li> </ul>	<ul style="list-style-type: none"> <li>• 50% discount on tuition;</li> <li>• 33 1/3% discount on room &amp; board</li> </ul>
Partner in Ministry Scholarship	<ul style="list-style-type: none"> <li>• First two first-time/full-time degree-seeking undergraduate or graduate students from a Fundamental Baptist church <u>new</u> to IBCS</li> <li>• Church must be of like faith and practice as IBCS and Tri-City Baptist Church</li> <li>• Undergraduate enrolled in four-year degree program</li> <li>• Maintain SAP</li> <li>• Undergrad students must live in the RH</li> </ul>	<ul style="list-style-type: none"> <li>• 50% discount on tuition for up to four consecutive semesters</li> </ul>
President's Scholarship	<ul style="list-style-type: none"> <li>• Full-time, degree-seeking student committed to attending 4 years</li> <li>• Demonstrate Godly Christian character, personal industry, and a spirit of serving others</li> <li>• Maintain SAP</li> <li>• Residence Hall Student</li> </ul>	<ul style="list-style-type: none"> <li>• Amount varies, based on need and availability of funds</li> </ul>
Sibling Scholarship	<ul style="list-style-type: none"> <li>• Two of same family enrolled as students</li> <li>• One family member must be enrolled as a full-time student</li> <li>• Maintain SAP</li> </ul>	<ul style="list-style-type: none"> <li>• 10% Tuition Discount</li> </ul>
Student Spouse Scholarship	<ul style="list-style-type: none"> <li>• Spouse of a full-time IBCS student</li> <li>• Maintain SAP</li> </ul>	<ul style="list-style-type: none"> <li>• 2 tuition-free credit hours; additional discount up to 15 credit hours</li> </ul>

## Commencement Scholarships\*

Name	Qualifications	Amounts
Dr. Stanley L. Bushey Biblical Languages Scholarship	<ul style="list-style-type: none"> <li>• Graduate or undergraduate taking intermediate Greek or Hebrew</li> <li>• Maintain a 3.00 GPA in Biblical language classes</li> </ul>	<ul style="list-style-type: none"> <li>• \$1000 annually</li> </ul>
Chancellor's Scholarship	<ul style="list-style-type: none"> <li>• Full-time, degree-seeking student</li> <li>• Maintain at least a 2.00 GPA</li> <li>• Demonstrate personal industry and a spirit of serving others</li> </ul>	<ul style="list-style-type: none"> <li>• \$750 annually</li> </ul>
Dr. David C. Sproul Scholarship for Missions and Evangelism	<ul style="list-style-type: none"> <li>• Full-time student who demonstrates a heart for international missions and evangelism</li> <li>• Maintain at least a 3.00 GPA</li> </ul>	<ul style="list-style-type: none"> <li>• \$750 annually</li> </ul>
Founder's Scholarship	<ul style="list-style-type: none"> <li>• Junior or senior Christian Service major</li> <li>• Maintain at least a 2.50 GPA</li> </ul>	<ul style="list-style-type: none"> <li>• \$1000 annually</li> </ul>
Founder's Post-graduate Scholarship	<ul style="list-style-type: none"> <li>• Post-graduate student pursuing a master's degree or a D.Min.</li> <li>• Maintain at least a 3.00 GPA</li> </ul>	<ul style="list-style-type: none"> <li>• \$750 annually</li> </ul>
Joseph Scholarship	<ul style="list-style-type: none"> <li>• A junior or senior</li> <li>• Exemplify a spirit of service, humility, integrity, and faithfulness</li> </ul>	<ul style="list-style-type: none"> <li>• Amount Varies</li> </ul>
Lydia Scholarship	<ul style="list-style-type: none"> <li>• Returning full-time female student</li> <li>• Maintain at least a 2.00 GPA</li> <li>• Demonstrate personal industry and a spirit of serving others</li> </ul>	<ul style="list-style-type: none"> <li>• \$750 annually</li> </ul>
Mark Scholarship	<ul style="list-style-type: none"> <li>• Returning full-time male student</li> <li>• Maintain at least a 2.00 GPA</li> <li>• Demonstrate personal industry and a spirit of serving others</li> </ul>	<ul style="list-style-type: none"> <li>• \$750 annually</li> </ul>
Dr. Jerry C. Tetreau Education Scholarship	<ul style="list-style-type: none"> <li>• Degree-seeking, education major, undergraduate (full-time) or graduate (full-time or part-time)</li> <li>• Maintain SAP</li> </ul>	<ul style="list-style-type: none"> <li>• Amount Varies</li> </ul>

## TBC Anniversary Sunday Scholarship\*

Mary Singleton Scholarship	<ul style="list-style-type: none"> <li>• Returning IBCS student</li> <li>• Full-time, degree-seeking</li> <li>• Maintain SAP</li> <li>• Student sincerely demonstrating service, faithfulness, and personal industry</li> </ul>	<ul style="list-style-type: none"> <li>• \$500 Fall Semester</li> </ul>
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\*Qualified recipients are selected by the IBCS Scholarship committee and Administration. Scholarships are awarded at IBCS Commencement and on TBC Anniversary Sunday.

## Federal Grants and Benefits

Name	Qualifications	Amounts
Pell Grants	<ul style="list-style-type: none"> <li>• Must submit FAFSA and complete required verification</li> <li>• Award amount based on financial need, credit hours</li> <li>• Must be undergraduate degree-seeking student</li> <li>• Maintain satisfactory academic progress (SAP)</li> </ul>	<ul style="list-style-type: none"> <li>• Various; amount to be determined by Federal guidelines</li> <li>• For more information, contact the IBCS Financial Aid Office.</li> </ul>
FSEOG Grants	<ul style="list-style-type: none"> <li>• Pell eligible</li> <li>• Must submit FAFSA and required verification paperwork before drop/add</li> </ul>	<ul style="list-style-type: none"> <li>• Amount Varies</li> </ul>
Veterans Benefits*	<ul style="list-style-type: none"> <li>• Veteran or other eligible person to receive benefits under the provision Title 38, United States Code</li> <li>• GI Bill®, Post 9/11 GI Bill®, Tuition Assistance</li> </ul>	<ul style="list-style-type: none"> <li>• Amount Varies</li> </ul>

\*GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at <https://www.benefits.va.gov/gibill>.

## Federal Direct Loan Program\*

Name	Qualifications	Amounts
Federal Stafford Direct Loans: subsidized	<ul style="list-style-type: none"> <li>• Undergraduate students only</li> <li>• Must be degree-seeking</li> <li>• Taking a minimum of 6 credits</li> <li>• May not borrow more than the cost of education minus any other financial aid received,</li> <li>• Must maintain SAP</li> </ul>	<ul style="list-style-type: none"> <li>• Amount Varies</li> </ul>
Federal Stafford Direct Loans: unsubsidized	<ul style="list-style-type: none"> <li>• Must be attending at least half-time</li> <li>• May not borrow more than the cost of education minus any other financial aid received</li> <li>• Must be degree seeking</li> <li>• Must maintain SAP</li> </ul>	<ul style="list-style-type: none"> <li>• Amount Varies</li> </ul>
Federal PLUS loans	<ul style="list-style-type: none"> <li>• Available to parents with good credit histories</li> <li>• Parents borrow for dependent children</li> <li>• Direct PLUS loan enters repayment once loan is fully disbursed</li> </ul>	<ul style="list-style-type: none"> <li>• Amount Varies</li> </ul>

\*Go to <https://studentloans.gov/myDirectLoan/index.action> to complete Entrance Counseling, Master Promissory Note (MPN), Financial Awareness Counseling, view loan repayment and consolidation details and complete Exit Counseling.

## **Work**

### **On-Campus Employment**

On-campus student jobs are limited. Students working on campus must agree that 75% of their earnings will be applied to their IBCS accounts. Typically, first consideration for on-campus employment is given to Residence Hall students demonstrating a financial need.

### **Off-Campus Employment**

There are often good-paying jobs relatively close to IBCS. Students are encouraged to find employment, and the IBCS class schedule is structured to facilitate working students. Contact the Dean of Students through the IBCS Office for more information.

### **IRS Tax Credits**

The tax details presented are intended for basic information only and are not to be considered tax advice.

Students in college and families with students in college may be eligible for either the American Opportunity Tax Credit or the Lifetime Learning Tax Credit. Certain income limitations apply.

#### **American Opportunity Tax Credit**

The IRS states, "The American Opportunity Tax Credit (AOTC) is a refundable tax credit for college education expenses paid by the student, parent(s), or any other person providing payment on behalf of the student. The AOTC applies to the first four years of college education and the student must attend at least half-time. The AOTC provides up to \$2,500 in tax credits on the first \$4,000 of qualifying educational expenses including course materials and tuition. Up to 40 percent of the credit is refundable. This means \$1000 of it can generate a refund to you or reduce your overall tax liability. There are income restrictions when claiming AOTC."

#### **Lifetime Learning Tax Credit**

The IRS states, "The Lifetime Learning Credit is a non-refundable tax credit. This credit provides up to \$2,000 in tax credits per tax return on the first \$10,000 of college tuition expenses. You can claim qualifying expenses for any level of college or education courses to advance or improve job skills. With the Lifetime Learning Credit there is no minimum enrollment requirement or limit on the number of years you can claim the credit."

Please consult your professional tax representative and/or reference [www.irs.gov](http://www.irs.gov) for educational related IRS publications.



## **Satisfactory Academic Progress (SAP)**

To be eligible for Federal Student Aid and Veterans Educational Benefits, a student must maintain Satisfactory Academic Progress (SAP).

SAP refers to specific standards defined by the federal government pertaining to financial aid awarded to students under Title IV of the Federal Code. Pell Grants, other government scholarships, and student loans administered by the U.S. Department of Education (ED) are all subject to SAP. International Baptist College and Seminary (IBCS) is required to establish, report, and apply these SAP standards for all students receiving Title IV Federal Financial Aid (FA) and all students not eligible for Title IV Aid.

IBCS's Financial Aid Administrator (FAA) working in conjunction with IBCS's Registrar, Academic Dean, and Academic Committee is responsible for ensuring that all students who receive federal financial aid meet SAP standards. Review of student status in all areas of SAP will take place at the end of each fall and spring semester; however, all semesters are included in SAP calculations including summer and winter terms.

International students transferring to the United States are assumed to be maintaining satisfactory academic progress.

Credit hours transferred from prior schools will be considered in establishing the class standing for grade requirements and the maximum length allowed to receive federal aid.

If at any point it becomes clear that a student will not be able to meet any of the SAP standards, the student becomes ineligible for federal financial aid.

### **SAP Standards**

In order to be eligible for federal financial aid, a student must maintain three (3) SAP standards. These standards are The GPA (Qualitative) Standard, The Pace of Progress (Quantitative) Standard, and The Maximum Time Frame (Degree Completion) Standard

Failure to fulfill any one of the above standards may result in the student's becoming ineligible for federal financial aid.

1. **The GPA (Qualitative) Standard** - Students must achieve and maintain a satisfactory grade point average (GPA). GPA calculations include all IBCS courses in which a letter grade (A-F) is earned and includes any transferred credits.

The required GPA standard for the undergraduate student is:

<b>Program</b>	<b>Credits Awarded</b>	<b>GPA</b>
Associate's	33+	2.00
Bachelor's	67+	2.00

The required GPA standard for graduate students is:

Program	Credits Awarded	GPA
M.C.Ed.	16+	3.00
*M.A.Min.	16+	2.00
*M.Div.	46+	2.00
D.Min.	16+	3.00

\*A 2.0 GPA is required per IBCS SAP Standard. Students receiving military or tribal financial aid may be required to maintain a higher GPA per federal requirements. It is the student's responsibility to be aware of specific military or tribal GPA requirements.

2. **The Pace of Progress (Quantitative) Standard** - Students must achieve and maintain a satisfactory completion rate for attempted credits.

Completion rates are measured by dividing the cumulative number of hours the student has successfully completed by the cumulative number of hours the student has attempted. Remedial courses may be excluded from the calculation.

Each student must successfully complete at least 67% of all credit hours attempted each semester (Fall/Winter, Spring/Summer) in order to qualify for financial aid the following semester. To successfully complete credit hours, the student must pass the coursework associated with those hours.

Student Type	Full-time Status	Minimum Hours Completed
Bachelor of Arts	12 credit hours	8 credit hours
Graduate	9 credit hours*	6 credit hours

\*For chaplain candidate students, some exceptions may apply pending administrative approval.

3. **The Maximum Time Frame (Degree Completion) Standard** - Students must complete their chosen degree in no more than 150% of the stated period for each degree program.

Degree Program	Stated Period	Maximum Time Frame
Associate's	2 years	3 years
Bachelor's	4 years	6 years
Degree Program	Stated Period	Recommended Time Frame
*M.A.Min., M.C.Ed.	3 years	4.5 years
*M.Div.	4 years	6 years
*D.Min.	5 years*	7.5 years*

\*The Federal Guideline of the 150% maximum period does not apply to graduate programs. IBCS policy defines the maximum period in which graduate students may complete their program.

•This is the time limit for course work completion. The dissertation project must be completed by the end of the fifth semester after course completion.

Sessions in which the undergraduate student did not receive federal funds are counted in the Maximum Time Frame calculation.

## **SAP Status**

There are four (4) designations used to describe a student's SAP status. These designations are SAP/FA Compliant, SAP/FA Warning, SAP/FA Suspension, and SAP/FA Probation.

1. SAP/FA Compliant
  - This status is assigned to a student who is in good standing under all three SAP standards.
  - This student is eligible for financial aid.
2. SAP/FA Warning
  - This status is assigned to students who fail any one of IBCS's three SAP standards (GPA, Pace of Progress, or Maximum Time Frame).
  - Students may continue to receive Title IV financial aid for a subsequent semester (Warning Semester).
  - No FA/SAP appeal is necessary.
  - If the student fails SAP at the end of his or her Warning Semester, he or she will be on SAP/FA Suspension.

Students with SAP/FA Warning status are in one of two conditions. (Each of these conditions has its own stipulations and requirements.)

- Students have failed to achieve and maintain SAP for a single regular semester, or
- Students are transferring into IBCS with less than the minimum cumulative GPA.

For the student who has failed to achieve or maintain SAP for a regular semester:

- This student is to meet with the FAA and is given written notification of his or her status.
- The student will then remain on SAP Warning for one regular semester (fall or spring).
- If at the end of that regular semester, the student on SAP/FA Warning achieves SAP, then he or she is returned to an SAP/FA Compliant status.
- If at the end of that regular semester, the student on SAP/FA Warning fails to achieve SAP, then that student will be placed on SAP/FA Suspension.

For the student transferring into IBCS with less than the minimum cumulative GPA:

- Students thus admitted retain SAP/FA Warning status until they have earned a total of at least 12 hours at IBCS and have earned a cumulative GPA at or higher than the minimum. Their GPAs must be

raised to the minimum in one semester. At that time, they are given an SAP/FA Compliant status.

- If the student fails to earn the minimum for these 12 hours, he or she is placed on SAP/FA Suspension.
- Students on SAP Warning will be monitored every semester for improvement. While on warning status, a student is expected to complete all courses for which he or she is registered with a semester GPA of at least 2.0.
- A minimum of 12 credit hours must be completed satisfactorily before a student is removed from SAP/FA Warning.

### 3. SAP/FA Suspension

- This status is assigned to a student who fails to meet SAP standards at the end of the warning semester.
- The student is not eligible for federal financial aid for the current and subsequent semesters.
- The only option for the student to avoid loss of federal financial aid is for the student to submit a "SAP Appeal Form" and all required documentation.
- If the student's SAP Appeal is approved, the student will be placed on SAP/FA Probation for one semester and will continue to receive federal financial aid.

Neither paying for one's classes nor sitting out a semester affects a student's SAP standing. Absence does not restore eligibility to receive Title IV financial aid.

A student subject to SAP/FA Suspension for a second time may be subject to denial of financial aid indefinitely.

There are two ways to remove the SAP/FA Suspension status:

- A. Complete the suspension:
  - Complete at least 12 credit hours without financial aid at IBCS or another accepted institution.
  - Achieve a minimum of a 2.00.
  - Complete 67% of all attempted credit hours.
  - After the suspension is completed, the student will automatically be placed back on SAP/FA Warning by the FAA.
- B. Submit an SAP Appeal (appeal requests are allowed only for special circumstances, such as family emergencies)
  - Submit a completed SAP Appeal Form to the FAA, explaining why the student failed to make SAP, how the situation has changed, and how that will allow him or her to make SAP. This form can be obtained from the IBCS Financial Aid Office.

- This form must be submitted within thirty (30) calendar days of the SAP/FA Suspension notice.
- Upon completion of a formal review, the FAA will notify the student as to whether or not the appeal has been approved. If the appeal has been approved, the student will be placed on SAP/FA Probation.
- Submission of an SAP Appeal Form is not a guarantee of approval and/or reinstatement of federal financial aid eligibility.

#### 4. SAP/FA Probation

SAP/FA Probation is a status assigned to a student who is failing to make SAP and who successfully appeals. Eligibility for aid may be reinstated for one payment period.

- An SAP/FA Suspension student is placed on SAP/FA Probation only after he or she has submitted an SAP/FA Appeal and his or her appeal is approved by IBCS.
- SAP/FA Probation status will not be given automatically.
- The SAP/FA Probation student must make SAP at the end of one regular semester payment period on probation.
- If IBCS determines, based upon the student's appeal, that he or she should be able to meet the SAP standards by the end of the subsequent payment period, IBCS may place the student on SAP/FA Probation without an Academic Plan.

#### Consideration for Special Circumstances: Second Appeals

- If the student is still not making SAP at the end of the SAP Probation payment period, in very special circumstances IBCS may allow a student to submit a second SAP/FA Appeal. Review of a second SAP/FA Appeal will be granted only for situations in which a student faces extenuating circumstances beyond his or her control.
- The second appeal must contain information about why the student failed to make SAP at the end of the probation payment period, including what circumstances caused the student not to make SAP during the probationary payment period and how specifically they will improve their academic performance.
- If a second appeal is submitted and approved, IBCS will require the student to be placed on an Academic Plan.

#### SAP Exceptions and Appeals Process

An SAP/FA Appeal is a process by which a student who is not meeting IBCS's SAP policy petitions IBCS for reconsideration of the student's eligibility for Title IV aid.

IBCS is under no obligation to grant exceptions or approve appeals to SAP standards; however, IBCS acknowledges that there are times when special circumstances may warrant a legitimate request for an appeal. It must be noted in the process of evaluating a student's formal appeal that IBCS will not eliminate nor disregard any grades or credits attempted in a student's SAP calculation. No permanent academic record will be modified in any way.

By approving an appeal, IBCS simply acknowledges that the student may continue to receive federal financial aid even though he or she fails to meet SAP standards.

It is the student's responsibility to follow the correct procedures when submitting an appeal via the SAP Appeal Form. SAP/FA Appeal Forms and SAP information may be obtained from the IBCS Financial Aid Office.

If a student's SAP/FA Appeal is approved, the student will be assigned SAP/FA Probation status. The FAA will notify the student of the results of the appeal request and any change in SAP status. The FAA will also re-evaluate the student's SAP within one semester. A student subject to SAP/FA Suspension for a second time may be subject to denial of financial aid indefinitely.

Any exceptions to this policy will be made on an individual basis and in compliance with federal, state, and local regulations governing financial aid.

#### Additional SAP Considerations

1. **Incomplete Course Grades**  
Students who fail to complete at least 67% of attempted credit hours because of incomplete grades will be placed on SAP/FA.
2. **Warnings/Withdrawals**  
Any student who withdraws from all classes will have his or her financial aid eligibility suspended until the student meets with the FAA. Any student who fails to complete 67% of attempted credit hours because of withdrawal from classes will be placed on SAP/FA Suspension and may be responsible for returning federal aid.
3. **Retaking Coursework**  
A grade of "F" may be removed only by retaking the same course in which the student earned an F. In certain circumstances, a student may be permitted to retake a course in order to raise an earlier grade of "D." The last grade earned is considered the grade of record as it pertains to credit toward graduation. Federal regulations require that credits from all attempts must be included when assessing if the student meets the quantitative (Pace of Progress) SAP standard. See the Registrar or Financial Aid Administrator for further guidance regarding retaking a class more than one time.

4. Change of Major

Credits attempted and grades earned that do not count toward the student's new major will not be included in the calculation of a student's SAP standing; however, transferred credits that do apply toward the current program will count. IBCS reserves the right to limit how many times a student may change majors and reset SAP.

5. More than Two Majors

Credits attempted and grades earned in the attempt to complete more than two majors will be subject to all SAP standards. Any mitigating/exceptional circumstance that adversely affects the more-than-two-major student should be addressed using the SAP appeal procedure.

6. Support for Students on SAP Warning Status

Students who are on Financial Aid Probation are required to meet with the Academic Dean or his designee to discuss strategies to assist in student success.

# STUDENT DEVELOPMENT

## CAMPUS

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### Location

International Baptist College and Seminary is located in the center of one of the fastest growing areas in the country. Phoenix is easily accessible from all parts of the world, whether by air, bus, or car. The main campus in Chandler is located at the southern intersection of the 101 and 202 loop freeways, just five miles from Interstate 10, and only 20 minutes from two major airports: Phoenix Sky Harbor International (PHX) and Phoenix-Mesa Gateway (AZA).

The year-round climate is beautiful in the "Valley of the Sun." Students have many options for recreation in the surrounding mountains or the adjacent 28-acre public park. Local shopping, dining, and cultural opportunities abound.

## BUILDINGS AND FACILITIES

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International Baptist College and Seminary provides classrooms, an 800-seat auditorium and smaller chapel, a dining room, a fully equipped kitchen, a multi-room student center, faculty and administrative offices, a piano lab for group piano and theory instruction, music practice and teaching studios, a media center, a gymnasium, a fitness center, an athletic field, and a residence hall for men and women.

### Kay Downs Sproul Media Center

The KDS Media Center not only supports the graduate and undergraduate curriculum but also enhances and enriches the life of each IBCS student. Individual study carrels, open stacks, a periodical and reading area, and open-use computers with an excellent library of software for research and personal use all add to the Media Center's ability to serve both staff and students in academic and personal pursuits. The Media Center's growing collection of over 60,000 titles, EBSCO HOST, and other electronic resources are easily accessible via an online computer database system. The collection also includes microfiche and archival materials. The KDS Media Center continually strives to improve its service to the students and staff of IBCS.

## CHURCH MEMBERSHIP & CHRISTIAN SERVICE POLICY

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All undergraduate students who move to the Valley to attend IBCS must become members or associate members of Tri-City Baptist Church (TBC) in Chandler, Arizona. At the end of four semesters (two academic years),



students are encouraged to seek ministry experience in other local churches of like faith and practice, as approved by the Dean of Students.

All graduate students who move to the Valley to attend IBCS are encouraged to attend TBC and be actively involved for one year before receiving permission to minister in another church.

Students who are members or regular attenders of a church (of like faith and practice) in the Phoenix metro area other than TBC are welcome to continue attendance and ministry involvement at their local church.

Christian service experience constitutes a substantial part of the undergraduate student's training. The College accepts the responsibility of trying to provide the best classroom instruction and ministry training. There are many opportunities for students to put their classroom instruction to use. In addition to teaching in Sunday school classes, assisting in Junior Church, or preaching to the teens or children's groups in the Academy chapel throughout the week, the students will have opportunities to participate in evangelistic outreaches, lead personal Bible studies, and help other TBC ministries.

Christian Service Reports (CSRs) are submitted by undergraduate students on a weekly basis, and a record is kept of the student's participation and opportunities experienced for ministry. The experience that the student will gain in these various ministries will prove invaluable later in life.

## **SPIRITUAL LIFE**

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The spiritual growth of students is of primary concern to the administration and faculty of IBCS. Daily personal devotions are encouraged, and devotional groups meet regularly in the residence hall.

### **Chapel**

Undergraduate students are required to attend chapel as part of their Christian service responsibilities and as an integral part of their Christian education. Chapel meets three days a week; many well-known preachers from the United States come to speak at International Baptist College and Seminary.

### **Graduate Students**

All master's program students, whether attending in person or remotely, are required to enroll in PR 500m Christlikeness in Service (for males) or PR 500w Women in Ministry (for females) each semester in which they are taking more than three credits at IBCS. Under the leadership of faculty mentors, PR 500m and 500w, much like chapel, are non-credit small group sessions designed to encourage graduate students in their spiritual walk and

to help them interact with those in Christian service about issues and challenges in the ministry. Students who wish to take a version of Christlikeness in Service or Women in Ministry for credit should speak to their academic advisor. In addition, faculty and staff members are eager to engage students regarding spiritual life and ministry and to serve as a spiritual resource for them.

## **FALL SEMINAR**

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Within the fall semester, an annual three-day seminar will focus on a topic relevant to Christianity. All freshmen are required to take the annual IBCS Fall Seminar for credit to ensure that their program will not be hindered. Any exception to audit the class needs to be approved by the IBCS Academic Dean before the end of the Drop/Add period.

## **RESIDENCE HALL LIFE**

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The residence hall is maintained to promote community and to provide lodging as economically as possible for students. All single students under twenty-three (23) years of age not living with a parent or guardian live in the residence hall.

Part-time students taking only one or two classes may request administrative approval to live off campus. All housing arrangements are subject to administrative approval, regardless of the student's age or academic load.

Each student is expected to furnish a pillow and linens (including a fitted and regular sheet, blanket, and bedspread) for a single bed. Students should be prepared to share expenses for items such as an ironing board, broom, and trashcan. Students are welcome to bring approved items to decorate their rooms in order to make their rooms more comfortable. Any item coming into the residence hall larger than a normal-sized suitcase must be approved by the residence hall supervisors.

Resident hall students will be allowed to purchase IBCS-approved boxes and to store a limited number of items over the summer if these items are packaged correctly. However, space is limited. Any item over the limit or packaged incorrectly is subject to disposal or distribution.

## **HEALTH SERVICES**

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Students not insured through their parents' insurance plans are encouraged to enroll in another insurance program. The College may refer students to a company which provides major medical insurance coverage at lower costs and for timeframes appropriate to the school year.

International Baptist College and Seminary does not accept liability for illness or accidents on or off campus. Students use the school facilities and participate in school-directed or school-related activities at their own risk.

Every effort is made to keep the College environment safe for the students. The College expects the students to act responsibly and reasonably while enrolled at International Baptist College and Seminary.

## **RULES AND REGULATIONS**

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Specific policies applying to various areas of life on campus and in the residence hall are in the Student Handbook, which will be posted for all students in the learning management system and issued upon arrival. The rules are reasonable and necessary for successful Christian living while enrolled at International Baptist College and Seminary. The Student Handbook is to be read each year that a student is enrolled at IBCS.

### **Vehicles**

Students are limited to one vehicle parked on campus and are required to register this vehicle with the IBCS office. As necessary and as directed, both on- and off-campus students will park in designated areas and will use specified identification labels for their vehicles.

### **Married Students**

Being married and living on- or off-campus does not mean being separated from all the activities of the College. Married couples are encouraged to participate in appropriate college activities. All married couples living on campus are welcomed and are to be unified around both the TBC Lifestyle Commitments and the IBCS Shared Commitments. Please contact the IBCS Dean of Students for more details.

### **Dress Standards**

The dress standards of International Baptist College and Seminary are based on three Bible principles: modesty, distinction of the sexes, and identification with the Lord and not the world. The complete standard is available in the Student Handbook.

## **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (FERPA)**

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As an institution of Higher Education, IBCS complies with the Family Educational Rights and Privacy Act of 1974 (20 U.S.C. § 1232g, and 34 CFR Part 99). Therefore, in regards to FERPA, IBCS shall comply with Federal and state regulations; notify students, parents, and IBCS employees of their rights and responsibilities; obtain appropriate signatures and consent from

interested parties; protect Personally Identifiable Information (PII) as it relates to a student's record; allow for the review and revision of educational records; maintain records; and follow official and recognized definitions of significant terms.

Additional information may be found in the Student Handbook or by consulting with the IBCS Dean of Students, Academic Dean, Registrar, or FAA.

## **STUDENT COMPLAINT AND DUE PROCESS POLICY**

### **Instructions with IBCS**

It is the desire of IBCS for students to learn how and when to file a formal complaint. When this does occur, the IBCS Dean of Students or the Student Development office will record and maintain records of such complaints. If the Dean of Students or his office is involved in the complaint, then the IBCS President is to be involved.

The procedure for filing a complaint is as follows:

1. The student with the complaint should detail the complaint in writing (letter/email) and then make an appointment with the Dean of Students to file an official complaint. The Dean of Students will attentively listen to the complaint and ask any clarifying questions. If the student's complaint involves the Dean of Students, the student may take this first step with either the Academic Dean or the President.
2. The Dean of Students will keep the name of the student in confidence unless the student waives this right. The Dean of Students will determine whether this suggestion has enough merit to bring it to the attention of the administration for review and further action.
3. If further action is required, the Dean of Students will do one of two things.
  - a. Administrative concerns will be brought to the attention of the Administration Team (A-Team) at one of its regularly scheduled meetings.
  - b. If the issue is so urgent that it cannot await the next regular meeting of the A-Team, a new meeting will be scheduled.
4. If the results are still unsatisfactory, then an appointment may be made for both the student and the President to meet with the Chairman of the Board.
5. If the problem is still not resolved, the student may address the problem with TRACS or the Department of Education by following the instructions below.

### **Instructions for Filing a Complaint with TRACS**

1. Only after the above procedures have been completed should a student file a complaint with an external entity.
2. Students wishing to file a complaint with TRACS should go to the TRACS website and follow their current instructions:  
<https://www.tracs.org/resources>.

### **Instructions for Filing a Complaint with the Federal Government**

To file a complaint with the United States Department of Education, please follow the procedures as outlined on their official website: [www.ed.gov](http://www.ed.gov).

It is essential that no student proceed through the process without completing each step in its prescribed order.

### **Instructions for Filing a Complaint as a Distance Education Student**

Distance Education students who have completed the internal institutional complaint process as outlined above may appeal non-instructional complaints to the AZ SARA Council. For additional information on the complaint process, please visit the AZ SARA Complaint page at <https://azsara.arizona.edu/complaints>.

### **GROUNDNS FOR DISMISSAL**

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Students should refer to the Student Handbook to familiarize themselves with the specific information regarding grounds for dismissal from IBCS.

# ACADEMICS

## ACADEMIC OVERVIEW

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### Accreditation

International Baptist College and Seminary is accredited through The Transnational Association of Christian Colleges and Schools (TRACS).

TRACS is a national educational accreditation agency for Christian colleges, universities, and seminaries in the United States.

Located in Forest, Virginia, TRACS is recognized by both the Council for Higher Education Accreditation (CHEA) and the United States Department of Education (ED).

### Programs

#### The Certificate in Biblical Studies

IBCS offers the Certificate in Biblical Studies to interested individuals who, as God-fearing believers, wish to increase their knowledge of the Bible, particularly in the areas of historical content, the life and ministry of Jesus Christ, and basic Christian doctrine.

This 18-credit-hour program will profit those who may not intend to pursue a degree but wish to enhance their effectiveness as a lay-teacher or worker in a local church. The courses are typically offered both during the regular class day and during evening hours over a span of two years. If a full-time academic schedule is possible, then the program may be completed in one year.

Since the certificate program is a non-degree-seeking program, students enrolled in this program are not eligible for Federal Financial Aid.

#### The Associate of Arts in Bible and Christian Service

The two-year, 63-credit-hour Associate's degree may be completed in a total of two years: four semesters with the option of a summer term.

This program is designed to prepare men and women for active ministry either as lay-leaders in the local church or as support personnel in a Christian school.

#### The Bachelor of Arts

Each Bachelor of Arts (B.A.) degree is designed as a four-year, 120- (or more) credit-hour academic program.

All who obtain this degree earn a double major, one in Bible and one in the area of their academic emphasis.

Courses for this degree can be taken during the following academic sessions:

- Approximately 117 hours during fall and spring.
- Approximately 3 hours during the summer term.

Whereas a full-time undergraduate student is defined as one who takes 12 or more credit hours per fall and spring semester, the student who wishes to complete a B.A. in four years must commit to averaging approximately 15 credit hours per semester.

The **Master of Christian Education** (M.C.Ed.) degree is designed to mentor God-fearing leaders for fundamental Baptist churches and ministries of like faith in the Western United States and throughout the world. Its purpose is to provide advanced professional preparation for the Christian school teacher. It also prepares the masters candidate for further academic work in post-graduate research.

The **Master of Arts in Ministry** (M.A.Min.) degree is designed to equip students to be more effective servants and leaders. It is also designed to provide an introduction to the Master of Divinity program for men preparing for pastoral-level ministry leadership. The M.A.Min. consists of a core of Bible, theology, and practical ministry classes. Students may select from various M.A.Min. concentrations. A full-time student can complete the degree in as little as two years, including winter and summer terms.

The **Master of Divinity** (M.Div.) degree is the standard professional seminary degree for those training for pastoral-level leadership in the local church or in missionary, chaplaincy, or evangelistic ministries. It consists of 96 hours of graduate credit designed to provide a broad range of studies, primarily in the areas of Bible, Theology, and Practical Ministry. A full-time student can complete the program in as little as four years, including winter and summer terms.

The **Doctor of Ministry** (D.Min.) degree is intended to provide professional and academic preparation for the highest level of leadership in Christian ministry. The Doctor of Ministry is designed for pastors and other ministry leaders with a minimum of two years of ministry experience. The program schedule accommodates those in full-time ministry.

## **Academic Information**

### **Nondiscrimination Policy**

International Baptist College and Seminary does not and shall not discriminate on the basis of race, color, sex, age, national origin, disability, marital status, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing a welcoming environment for all members of our staff, students, visitors, subcontractors, vendors, and clients.

Additional information regarding admissions policies and practices may be found in the Admissions Information section of this catalog.

### **Academic Advising**

Upon acceptance to IBCS, all students are assigned an academic advisor. While the advisor is a significant help and resource, the student needs to take personal responsibility for navigating through his or her academic program.

### **Credit Hours**

With the average student in mind, IBCS defines a credit hour following federal guidelines (34CFR 600.2 (11/1/2010)). Specifically, the credit hour is the “amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester- or trimester-hour of credit, or ten to twelve weeks for one-quarter-hour of credit, or the equivalent amount of work over a different amount of time.
2. At least an equivalent amount of work as required in paragraph 1 of this definition for other activities as established by an institution, including laboratory work, internships, practicums, studio work, and other academic work leading toward to the award of credit hours.”

Additional information regarding IBCS credit hours may be obtained by contacting the IBCS Academic Dean or his designee.

### **Course Numbering and Lettering**

Course numbers consist of two capitalized letters and three digits. Numbers indicate the academic level at which the course is taught.



For instance

- 100 level: Freshmen
- 200 level: Sophomores
- 300 level: Juniors
- 400 level: Seniors
- 5/600 level: Master's students
- 7/800 level: Doctoral student

Course letters represent the area of study:

BI Bible	MU Music
BU Business	OR Orientation
ED Education	PH Philosophy
EN English	PR Practical Training
GK Greek	PS Psychology
HB Hebrew	SC Science
HI History	SO Sociology
MA Mathematics	SP Speech
MI Missions	TH Theology

### **Course Rotation**

All courses are offered on a systematic rotation. However, some courses, especially the 300- and 400-level courses, are offered biennially. The majority of graduate classes are offered on a one- or two-year rotation, with some elective classes offered less frequently.

### **Outgoing Transfer Student**

Because International Baptist College and Seminary has institutional accreditation with TRACS, a national accrediting agency, other colleges and universities may be more inclined to accept this institution's credits in transfer than an unaccredited college. Every college or university makes its own decision as to what it will accept or reject. International Baptist College and Seminary cannot guarantee that its credits will or will not be accepted at any or every other school. Students are encouraged to check with the Registrar's office at the applied institution to determine the transferability of IBCS's credits.

The IBCS Registrar's office is available to advise or guide students regarding transfer of courses to another school. However, only the Registrar of the school to which the student is transferring can give assurance of transferability. In some cases, the other school may not be willing to give this assurance.

Financial obligations to IBCS must be paid before an official transcript will be issued to another institution. Official transcripts will not be released for students or former students who owe money to IBCS.

## **ACADEMIC CLASSIFICATION**

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### **Early Start Students**

An early start student is one who completes IBCS admissions requirements and enrolls in IBCS classes prior to graduating from high school. All academic requirements and expectations apply to such a student.

The early start process facilitates the transition from high school to IBCS.

### **Special/Non-Degree-Seeking Student**

Under appropriate circumstances, students seeking personal or professional enrichment may be allowed to enroll as a non-degree-seeking undergraduate or graduate student. In certain cases, a student who has not completed his or her secondary education may enroll in individual courses as a special student or non-degree seeking student. Note that students who are non-degree-seeking are not eligible for Federal financial aid. See the catalog section on financial aid.

### **Dual Enrollment Students**

A dual enrollment student is one who has participated in an academic program where both high school and college courses are completed simultaneously. Courses are taught according to the standards of higher education. These standards include, but are not limited to, institutional accreditation, faculty credentials, credit hours, course work, textbooks, classroom discussion, and classroom instruction. Acceptance of dual enrollment credits will be determined on a case-by-case basis by the IBCS Registrar.

### **Regular Student**

A regular student is defined as one who has satisfied the admissions requirements and has been informed of his or her regular standing by the Admissions Committee. The regular student may be enrolled either part-time or full-time but must be working toward a degree.

### **Full-time and Part-time Students**

It is recommended that full-time undergraduate students complete 15-17 credit hours per semester. This rate will increase the likelihood that a student's degree will be completed on time. Please reference the Satisfactory Academic Progress section in the Financial Information section of the catalog.

**Fall and Spring Semesters**

	<b>Full-time</b>	<b>Three-quarter Time</b>	<b>Half-time</b>	<b>Less Than Half-time</b>
Undergraduate	12+ hours	9-11 hours	6-8 hours	1-5 hours
Graduate	9+ hours	6-8 hours	4-5 hours	1-3 hours

For chaplain candidate students, some exceptions may apply pending administrative approval.

**Winter and Summer Terms**

	<b>Full-time</b>	<b>Part-time</b>
Graduate	5+ hours	1-4 hours

**ACADEMIC PROGRESS**

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**Undergraduate Academic Designations**

- Freshman: 1 to 27 hours completed
- Sophomore: 28 to 63 hours completed
- Junior: 64 to 95 hours completed
- Senior: 96+ hours completed

Note: Social or Student Life Designations do not necessarily follow Academic Designations.

**Graduate and Seminary Academic Designations**

Graduate and Seminary students will be classified according to the following rubric:

<b>Program</b>	<b>Credits Earned</b>	<b>Designation</b>
M.A.Min., M.C.Ed.	1-12 13-22 23+	1st Year 2nd Year 3rd Year
M.Div.	1-24 25-48 49-72 73+	1st Year 2nd Year 3rd Year 4th Year
D.Min.	1-12 13-22 23+	1st Year 2nd Year 3rd Year

**STUDENT TRUANCY**

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**Tardies and Absences**

Undergraduate students who are tardy to class may receive demerits. For all students, being tardy three times is the equivalent of being absent one class period (hour). Being tardy to class by more than fifteen minutes is the equivalent of being absent from that class.

A student is permitted to be absent one class period (hour) for each credit hour without academic penalty. Each additional absence may reduce the student's final course grade by 2% per absence. Being absent more than 25% of the class periods (hours) will result in the loss of credit for the course.

## **Cuts**

In addition to permitted absences, a student having at least a 71% (C-) average in every subject may request up to one class week (one class hour per credit-hour for each course) of cuts each semester.

No cuts may be taken during the first three or final three weeks of the regular semesters, during the winter term, or during the summer term without approval from the Academic Dean or his designee.

## **Leave of Absence**

Any current student who desires or needs to pause his or her enrollment before graduation may submit a request to take a Leave of Absence (LOA) to the Academic Dean or his designee and is to include

- The reason for the request (detailed and official documentation may be required).
- The estimated duration of leave.
- A plan for settling any unpaid student bills and/or loans.
- The acknowledgement of any and all Federal policy regarding student loans.

The Academic Dean or his designee will present the request to the Academic Committee. The committee will then make a determination with a possibility of three outcomes:

1. Leave granted.
2. Leave granted with stipulation(s).
3. Leave denied.

Generally, once the LOA is granted, the student has 24 hours to return all keys and vacate the school property. Access to the Residence Hall, classrooms, and other school property is determined by rules applying to guests of the College.

If a LOA request is denied, the student may submit a second request or make an appeal to the Academic Committee by notifying the Academic Dean or his designee.

A student granted LOA or granted LOA with stipulations may return to the College by submitting another written request to the Academic Dean or his designee.

Stipulations for the return will be communicated to the student by the Academic Dean or his designee.

## **ADDING, DROPPING, OR REPEATING COURSES**

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### **Adding a Course**

A student may add a course to his/her semester course load by obtaining the appropriate form and securing their advisor's approval.

Classes may be added to a student's schedule during the drop-add period (the first three weeks of the semester). Evening classes may be added no later than the third evening class of the semester. The student must be present on that evening to register for the course. For more information, consult "Financial Information: Special Fees."

Financial adjustments will be made once the addition is approved.

### **Dropping a Course**

Classes may be dropped at any time during the semester through the last regular class day of the eleventh week of the semester. During the drop/add period (the first three weeks of the semester), no notation is made on the student's permanent record concerning the class. After the drop/add period, the student will receive a W (withdrawal) on his transcript for the course.

If Title IV Financial Aid has been received for the current term, dropping or adding a class may affect the student's eligibility for funds. To drop or add a course, students must complete a drop/add form and submit it to their faculty advisor. Once the IBCS Registrar has approved and entered the request, financial adjustments (if any) will be processed.

### **Repeating a Course**

A course that has been completed with a passing grade may be repeated only with the permission of the administration. Any course that is repeated without this permission would be considered an audit.

In such case, no grade will be given although the course will count on the student's load.

## **GRADING**

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### **Grade Reports**

Grade reports are available through the IBCS student online portal, Populi.

## Transcripts

To receive a transcript, a transcript request form must be submitted to the Registrar's office. The transcript request forms can be found on the IBCS website. Each request is \$5.00. Official transcripts will be issued in a sealed envelope or via a secure electronic channel directly from the Registrar's office. Unofficial transcripts can be found either on the student's Populi portal or from the Registrar's office.

If the student's financial account is not current, IBCS will not provide official copies of transcripts or a diploma to the student or to other institutions.

## Record Maintenance

IBCS permanently maintains student records. Regarding record security, IBCS follows the Family Educational Rights and Privileges Act (FERPA) regulations as they pertain to the disclosure of student records.

Students who wish to request corrections to their student academic records may contact the Registrar's Office for information and procedures for submitting a records review and correction request.

Please reference the FERPA section in this catalog for further details.

## Grading Scale

The grading system is as follows:

Letter Grade	Numeric Grade	Quality Points per credit hour
A	95-100	4.00
A-	91-94	3.66
B+	88-90	3.33
B	84-87	3.00
B-	81-83	2.66
C+	78-80	2.33
C	74-77	2.00
C-	71-73	1.66
D+	68-70	1.33
D	64-67	1.00
D-	61-63	.66
F	0-60	.00
I	(Incomplete)	.00
W	(Withdrew)	.00
P	(Passed)	.00

Grade point average (GPA) is computed by dividing the total quality points by the total number of attempted credit hours.

Work may not be turned in after the end of the academic terms without administrative permission.

All incomplete work that is approved for late submission must be submitted within 21 days of the end of each grading period, or the grade becomes an "F." The student is fully responsible for identifying any incomplete work, finishing that incomplete work, and submitting it to the professor within the 21-day limit.

### **Academic Probation**

Academic probation is designed to identify struggling students and to assist them in achieving graduation requirements. Institutional academic probation is not to be confused with Federal SAP/FA Probation. Please see the "Financial Information: SAP" section of the catalog for details regarding Federal Student Aid, Veterans Educational Benefits, and SAP requirements.

IBCS undergraduate students are placed on academic probation if

- Their cumulative GPA falls below a 2.00.
- They fail to achieve Satisfactory Academic Progress (SAP).
- The IBCS administration deems it necessary due to a pattern or due to a potential concern for the student's academic progress.

IBCS graduate students may be placed on academic probation if they earn a cumulative GPA below the stated minimum.

While on academic probation, a student may still be eligible for financial aid; however, all students on probation are required to meet and/or communicate regularly with the Academic Dean or his designate regarding their academic status and progress. Undergraduate students are additionally required to obtain permission from the Dean of Students prior to participating in and/or leading of extra-curricular activities.

For undergraduate students, academic probation status is removed when the student earns a cumulative GPA of 2.00 or greater.

For graduate students, the status is removed when the student earns a cumulative GPA above the stated minimum for his or her program.

Appeals to the academic probation status may be submitted in writing to the Academic Dean, and he will present them to the Academic Committee for a decision. The Academic Dean or his designate will notify the student of the committee's decision. Committee decisions are final. It is understood that all students must achieve program and graduation requirements prior to graduating from IBCS.

## Minimum GPA Requirements

All undergraduate students must obtain a grade of 71% (C-) or higher in the degree emphasis courses required by their academic program.

Failure to obtain a 71% or higher will result in the student's retaking the course until the required grade is obtained.

Undergraduate students maintaining a grade point average of a 71% are considered in good academic standing with the college.

## Scholastic Honors

The college office will publish a Dean's List of those undergraduate students who achieve a GPA of 3.51-3.90 for the semester grading period excluding transfer credits. Additionally, the college office will publish a President's List of those undergraduate students who achieve a GPA of 3.91-4.00. To qualify, a student must have a full-time enrollment status and must not have any "Incompletes" on his or her record.

## Graduation with Honors

Students graduating with honorable GPAs will be awarded the following academic honors at their commencement.

The honors designation is based upon the student's cumulative GPA, which is representative of his or her entire college program, including transfer credits. In computing the average, work taken elsewhere which has been accepted in transfer is considered at the same grade value as in the school where it was earned.

Fulfilling all graduation requirements is prerequisite for any of the following honors.

Academic Honor	GPA Requirement	Cord Color
cum laude	3.51-3.74	White
magna cum laude	3.75-3.90	Red
summa cum laude	3.91-4.00	Gold

## CATALOG CHANGES

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In the event of changes in catalog requirements, the program will be a composite of the requirements indicated in various annual catalogs.

That is, each current catalog governs each current year only, so that no changes will be considered retroactive.



# UNDERGRADUATE ACADEMIC PROGRAMS

## CERTIFICATE IN BIBLICAL STUDIES

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The Certificate in Biblical Studies program consists of 18 credit hours and typically is completed in one to two years.

### Program Learning Outcomes

Through the Certificate in Biblical Studies program, IBCS seeks to develop leaders who possess a knowledge of and a love for God and who integrate a Biblical worldview into their daily decision making.

### Graduation Requirements

In order to obtain an IBCS Certificate in Biblical Studies, the student must fulfill the following requirements:

- Successfully complete the minimum credits.
- Earn at least a cumulative GPA of 2.00.
- Pay all financial obligations to IBCS.
- Demonstrate proper Christian character.
- Receive administrative approval for graduation.
- Participate in commencement exercises.

The following classes comprise the 18-hour program:

Course		Hours
BI 102	Hermeneutics	2
BI 103	Dispensationalism	2
BI 202	Foundations of New Testament Themes	2
BI 203	Foundations of Old Testament Themes	3
TH 102	The Theology of Sin and Salvation	2
TH 111	The Theology of the Bible, God, and Man	3
TH 202	The Theology of Angels, the Church, and Last Things	2
TH 211	The Theology of Jesus and the Holy Spirit	2
	<b>TOTAL</b>	<b>18</b>

## General Education Courses

Through the General Education courses, IBCS seeks to instill knowledge, awareness, wisdom, and ability so that the IBCS student may be able to

- Communicate clearly, precisely, and effectively in both spoken and written English
- Examine and evaluate literature, psychological theories, and philosophies of the present and past, discerning differences between Biblical and non-Biblical presentations and persuasions
- Recognize and appreciate the design and order of creation while applying fundamental principles of math and science to solve problems
- Acquire a concern for maintaining the health of the physical body as the temple of the Holy Spirit
- Identify and display a God-centered understanding of the history of peoples and events

## ASSOCIATE OF ARTS IN BIBLE AND CHRISTIAN SERVICE

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The Associate of Arts degree is a 63-credit-hour program and requires the following minimums: Degree Emphasis, 15 hours; Bible and Theology, 21 hours; General Education, 24 hours; and Ministry Preparation, 3 hours.

### Program Learning Outcomes

Through the Associate of Arts in Bible and Christian Service program, IBCS seeks to prepare ministers who will apply their love for God and for mankind through a life-long commitment to learn, minister, disciple, and lead others in the field of their calling.

### Graduation Requirements

In order to graduate, the Associate of Arts in Bible and Christian Service student must fulfill the following obligations:

- Successfully complete the minimum credits.
- Earn at least a cumulative GPA of 2.00.
- Earn at least 25% of the credit hours required for this degree at International Baptist College and Seminary.
- Pay all financial obligations to IBCS.
- Successfully complete all mentoring and ministry requirements.
- Demonstrate proper Christian character.
- Receive administrative approval for graduation.
- Participate in commencement exercises.

The following classes comprise the 63-credit-hour Associate's program:

## DEGREE EMPHASIS REQUIREMENTS

Courses	Hours
At least 15 hours of Degree Emphasis courses must be completed in a particular field of Christian Service. A.A. students will choose 15 credits from the Degree Emphasis course lists in the various Christian Service emphases, from the Teacher Education degree, or from the Church Music major.	
<b>TOTAL</b>	<b>15</b>

## BIBLE/THEOLOGY REQUIREMENTS

Course	Hours	
BI 102	Hermeneutics	2
BI 103	Dispensationalism	2
BI 202	Foundations of New Testament Themes	2
BI 203	Foundations of Old Testament Themes	3
TH 102	The Theology of Sin and Salvation	2
TH 111	The Theology of the Bible, God, and Man	3
TH 202	The Theology of Angels, the Church, and Last Things	2
TH 211	The Theology of Jesus and the Holy Spirit	2
TH 50_	Theology Seminar	1
	Approved Bible/Theology Elective	2
	<b>TOTAL</b>	<b>21</b>

## GENERAL EDUCATION REQUIREMENTS

Course	Hours	
EN 101 or EN 103	Introduction to College English or English Grammar and Composition	3
EN 102 or EN 104	College Composition or English Composition	3
HI 101 or HI 102	History of Civilization 1 or History of Civilization 2	3
HI 211 or HI 212	Church History or Baptist History and Distinctives	2
MA 202	Personal Finance	3
OR 101	College Success	1
PH 201 or PH 231	Introduction to Philosophy or World Religions	3

SC 201	Fundamentals of Nutrition	3
SP 101	Fundamentals of Speech	3
	<b>TOTAL</b>	<b>24</b>

## MINISTRY PREPARATION REQUIREMENTS

Course		Hours
ED 103	Fundamentals of Church Education	1
PR 154	Mentoring	1
MI 104	A History of Global Missions	1
PR 114	Personal Evangelism and Discipleship	1
ED 152	Foundations of Teaching and Learning	1
PR 153	Personal Media and the Christian	1
	<b>TOTAL</b>	<b>3</b>

Associate of Arts students will choose 3 out of the 6 courses listed above. The remaining 3 credits may be applied to the Degree Emphasis Requirements category.

## **BACHELOR OF ARTS IN BIBLE AND CHRISTIAN SERVICE**

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The Christian Service Major is designed for students who desire to complete a four-year, 122-credit-hour program of study that prepares them for ministry, both vocational and non-vocational, in a variety of church-related roles. This program also serves as preparation for seminary or graduate school studies.

### **Program Learning Outcomes**

Through the Bachelor of Arts in Bible and Christian Service program, IBCS seeks to:

1. Instill knowledge, discernment, and wisdom so that the IBCS student may be able to critically read, write, and reason within a culturally and philosophically diverse society.
2. Cultivate a genuine love for God and mankind through a dependent relationship with the Holy Spirit that demonstrates itself by living and ministering like Christ daily.
3. Prepare disciples to be theologically committed and culturally conversant while engaging, evangelizing, and educating others.
4. Mentor God-fearing leaders by developing them for a lifetime of service in the West or around the world.

### **Graduation Requirements**

In order to graduate, the Bible and Christian Service student must fulfill the following obligations:

- Successfully complete the minimum credits in the prescribed and elective courses.
- Earn at least 25% of the credit hours required for this degree at International Baptist College and Seminary.
- Successfully complete at least 30 credits in residency at IBCS.
- Earn at least a cumulative GPA of 2.0.
- Successfully complete the capstone project (as applicable).
- Pay all financial obligations to IBCS.
- Successfully complete all mentoring and ministry requirements.
- Demonstrate proper Christian character.
- Receive administrative approval for graduation.
- Participate in commencement exercises.

## Capstone Project

In order to receive a degree, male Bible and Christian Service students who are on a trajectory toward public ministry (particularly those with a Pastoral or Missions emphasis) must complete an oral comprehensive examination. Bible and Christian Service students with an Organizational Leadership emphasis must complete a capstone project. Students are to consult the Academic Dean or their advisor for further details. Failure to complete this examination or capstone satisfactorily may delay graduation.

## Substitute Credits

According to the New Testament, pastoral leadership is the responsibility of men. Female applicants may be admitted into the Christian Service major but not to the Pastoral Emphasis. Admittance to the other degree emphases is with the understanding that females will be required to select four credits of general electives in place of PR 321 Homiletics 1 and PR 322 Homiletics 2, if applicable.

## Courses of Study

### Bachelor of Arts in Bible and Christian Service

All of the emphases within the Bible and Christian Service degree share the same general education, ministry preparation, and core Bible/Theology requirements.

### Bible and Theology Requirements

Course		Hours
BI 102	Hermeneutics	2
BI 103	Dispensationalism	2
BI 202	Foundations of New Testament Themes	2
BI 203	Foundations of Old Testament Themes	3
TH 102	The Theology of Sin and Salvation	2
TH 111	The Theology of the Bible, God, and Man	3
TH 202	The Theology of Angels, the Church, and Last Things	2
TH 211	The Theology of Jesus and the Holy Spirit	2
TH S0_	Theology Seminar	1
TH S0_	Theology Seminar	1
	Approved Bible/Theology Electives	10
	<b>TOTAL</b>	<b>30</b>

## General Education Requirements

Course		Hours
EN 101 or EN 103	Introduction to College English or English Grammar and Composition	3
EN 102 or EN 104	College Composition or English Composition	3
EN elec	Literature Elective	3
HI 101	History of Civilization 1	3
HI 102	History of Civilization 2	3
HI 211	Church History	2
HI 212	Baptist History and Distinctives	2
MA 201 or MA 202	Business Math or Personal Finance	3
OR 101	College Success	1
PH 201	Introduction to Philosophy	3
SC 201	Fundamentals of Nutrition	3
SP 101	Fundamentals of Speech	3
	<b>TOTAL</b>	<b>32</b>

## Ministry Preparation Requirements

Course		Hours
ED 103	Fundamentals of Church Education	1
ED 152	Foundations of Teaching and Learning	1
MI 104	A History of Global Missions	1
PH 231	World Religions	3
PR 114	Personal Evangelism & Discipleship	1
PR 153	Personal Media and the Christian*	1
PR 154	Mentoring	1
	<b>TOTAL</b>	<b>9</b>

\*Church Music emphasis students are not required to take PR 153. Degree emphasis courses substitute for this credit.

Each emphasis within the Bible and Christian Service degree customizes degree emphasis and general elective requirements. The following sections are organized according to their Degree Emphasis.

## Pastoral Emphasis

The pastoral emphasis is intended to prepare those pursuing a ministry in the pastorate, assistant pastorate, evangelism, youth work, or church planting.

### Degree Emphasis Requirements

Course		Hours
GK 201	Elementary Greek 1	4
GK 202	Elementary Greek 2	4
HI 332	History of American Fundamentalism	2
MU 271	Church Music and Songleading	2
PR 273	Pastoral Internship	3
PR 321	Homiletics 1	2
PR 322	Homiletics 2	2
PR 421	Youth Work	2
PR 481	Church Business Management and Administration	2
PS 412	Biblical Counseling	2
PS 423	Family & Marriage	2
SP 202	Oral Communications for Church Ministry	3
	<b>TOTAL</b>	<b>30</b>

### Additional Bible and Theology Requirements

Course		Hours
GK 301	Intermediate Greek 1	3
GK 302	Intermediate Greek 2	3
TH S0_	Theology Seminar	1
	Approved Bible/Theology Electives	3
	<b>TOTAL</b>	<b>10</b>

### General Electives

Course		Hours
At least 11 hours of general elective courses must be completed. The student should consult his or her advisor regarding the choice of specific courses.		
	<b>TOTAL</b>	<b>11</b>



## Missions Emphasis

The missions emphasis is designed to challenge and equip students to carry out the Great Commission. Great emphasis is placed on establishing local, independent Baptist churches at home and abroad.

### Degree Emphasis Requirements

Course		Hours
GK 201	Elementary Greek 1	4
GK 202	Elementary Greek 2	4
HI 332	History of American Fundamentalism	2
MI 212	A Survey of Modern Missions	2
MI 273	Missions Internship	3
MI 321	Principles and Methods of Missions 1	2
MI 322	Principles and Methods of Missions 2	2
MU 271	Church Music and Songleading	2
PR 321	Homiletics 1*	2
PR 322	Homiletics 2*	2
PS 412	Biblical Counseling	2
PS 423	Family and Marriage	2
SP 202	Oral Communications for Church Ministry	3
	<b>TOTAL</b>	<b>32</b>

\*Female students will substitute four credits of methods electives for homiletics.

### Additional Bible and Theology Requirements

COURSE		HOURS
GK 301	Intermediate Greek 1	3
GK 302	Intermediate Greek 2	3
TH 50_	Theology Seminar	1
	Approved Bible/Theology Electives	3
	<b>TOTAL</b>	<b>10</b>

### General Electives

Course		Hours
At least 9 hours of general elective courses must be completed. The student should consult his or her advisor regarding the choice of specific courses.		
	<b>TOTAL</b>	<b>9</b>

## Church Music Emphasis

The church music emphasis equips musicians who want to seriously develop their music ability for ministry. Although this emphasis does not include the recital and theory requirements of a full major in music, students have lessons and performance opportunities while developing a Biblical view of music ministry and aesthetics in our culture.

### Degree Emphasis Requirements

Course		Hours
ED 481	Teaching General Music	2
MU ___	Applied Music*	12
MU 096	Church Music Forum (six semesters minimum)	0
MU 115	Fundamentals of Conducting	2
MU 121	Music Theory 1	3
MU 122	Music Theory 2	3
MU 131	Sight Singing and Ear Training 1	2
MU 132	Sight Singing and Ear Training 2	2
MU 151	Music Appreciation	2
MU 373	Church Music Internship♦	1
MU 381	Church Music Administration 1	2
MU 382	Church Music Administration 2	2
MU 421	Philosophy of Music	2
MU 452	Hymnology	2
	Approved Church Music Electives	5
	Performing Ensemble (six semesters minimum)°	0
	<b>TOTAL</b>	<b>42</b>

\*Applied music will be six semesters of lessons, 2 credits each. Each Church Music Emphasis student must participate in a college performing ensemble as well as Church Music Forum each semester in which he or she enrolls in applied lessons. A recital is optional.

♦PR 273 Pastoral Internship or MI 273 Missions Internship (both 3 credits) may be substituted for MU 373 Church Music Internship. In such a case, the student will take only 5 credits of Church Music Electives.

°Handbells, College Choir, or Chamber Singers

### General Electives

Course	Hours
At least 9 hours of general elective courses must be completed. The student should consult his or her advisor regarding the choice of specific courses.	
<b>TOTAL</b>	<b>9</b>

## Educational Studies Emphasis

The Educational Studies emphasis is designed to prepare men and women to work with children, youth, or adults in local church, homeschool, or Christian school settings by establishing a foundation of educational theory and practice. This degree places particular emphasis on a Biblical approach to psychology, counseling, and teaching.

### Degree Emphasis Requirements

Course		Hours
ED 141	Exceptional Learners	2
ED 212	Introduction to Education	2
ED 371	Educational Methods and Materials	3
ED 372	Educational Tests and Measurements	3
ED 422	Teaching English Bible	2
ED 432	Children's Literature	2
MU 271	Church Music and Songleading	2
PR 481 or ED 482	Church Business Management and Administration or Christian School Administration	2
PS 302	Educational Psychology	3
PS 411	Child and Adolescent Psychology	3
PS 412	Biblical Counseling	2
PS 423	Family and Marriage	2
	Practical electives (ED, MI, BU, PR)	10
	<b>TOTAL</b>	<b>38</b>

### General Electives

Course		Hours
At least 13 hours of general elective courses must be completed. The student should consult his or her advisor regarding the choice of specific courses.		
	<b>TOTAL</b>	<b>13</b>

## Organizational Leadership Emphasis

The Organizational Leadership emphasis is crafted to equip students to lead, manage, and strategize for long-term success within an organization, preparing them for pastoral leadership, administrative oversight, missions coordination, or management in the public sector.

### Degree Emphasis Requirements

Course		Hours
BU 111	Introduction to Business and Management	3
BU 211	Principles of Management	3
BU 282	Business Communication	3
BU 304	Organizational Behavior	3
BU 311	Introduction to Marketing	3
BU 313	Introduction to Accounting	3
BU 402	Business Law	3
BU 403	Strategic Planning	3
BU 422	Senior Capstone	2
MU 271	Church Music and Songleading	2
PR 351	Biblical Principles of Leadership	2
PS 412	Biblical Counseling	2
	Business electives	6
	<b>TOTAL</b>	<b>38</b>

### General Electives

Course		Hours
At least 13 hours of general elective courses must be completed. The student should consult his or her advisor regarding the choice of specific courses.		
	<b>TOTAL</b>	<b>13</b>

## Church Ministries Emphasis

The Church Ministries emphasis is designed to prepare both men and women to serve in a variety of church ministry capacities, such as educational coordination and other supporting roles. This program provides a number of electives so the degree can be tailored to personal giftedness or to previous college-level training.

### Degree Emphasis Requirements

Course		Hours
ED 212	Introduction to Education	2
ED 422	Teaching English Bible	2
HI 332	History of American Fundamentalism	2
MU 271	Church Music and Songleading	2
PR 421	Youth Work	2
PR 481	Church Business Management and Administration	2
PS 412	Biblical Counseling	2
PS 423	Family and Marriage	2
	Practical or Education electives	14
	<b>TOTAL</b>	<b>30</b>

### GENERAL ELECTIVES

Course		Hours
At least 21 hours of general elective courses must be completed. The student should consult his or her advisor regarding the choice of specific courses.		
	<b>TOTAL</b>	<b>21</b>

## BACHELOR OF ARTS IN BIBLE AND TEACHER EDUCATION

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The Bachelor's degree in Bible with an emphasis in Teacher Education is designed for students who wish to complete a four-year program.

Degree requirements are specific to an Elementary Emphasis or a Secondary Emphasis, both 125-credit-hour programs.

The programs consist of classroom instruction and practical experience: observing experienced teachers, receiving apprenticeship training, and practice teaching. The Teacher Education program at IBCS is primarily concerned with preparing teachers to teach in the Christian school community.

**Note:** Obtaining a cumulative GPA equal to or greater than a 2.00 prior to student teaching is required for all teacher education students. Exception to this is possible only with administrative approval.

### Program Learning Outcomes

Through the Bachelor of Arts in Bible and Teacher Education program, IBCS seeks to:

1. Instill knowledge, discernment, and wisdom so that the IBCS student may be able to critically read, write, and reason within a culturally and philosophically diverse society.
2. Cultivate a genuine love for God and mankind through a dependent relationship with the Holy Spirit that demonstrates itself by living and ministering like Christ daily.
3. Prepare disciples to be theologically committed and culturally conversant while engaging, evangelizing, and educating others.
4. Train theologically and socially aware educators who possess a Christocentric worldview, demonstrable skills in curriculum and methods, an understanding of diverse learning environments, adaptable classroom expertise, and recognized credentials to train others also.

### Graduation Requirements

In order to graduate, the Bible and Teacher Education student must fulfill the following obligations:

- Successfully complete the minimum credits in the prescribed and elective courses.
- Earn at least 25% of the credit hours required for this degree at International Baptist College and Seminary.
- Successfully complete at least 30 credits in residency at IBCS.

- Earn at least a cumulative GPA of 2.00.
- Successfully complete the capstone project.
- Pay all financial obligations to IBCS.
- Successfully complete all mentoring and ministry requirements.
- Demonstrate proper Christian character.
- Receive administrative approval for graduation.
- Participate in commencement exercises.

## Capstone Project

In order to graduate with a degree in Bible and Teacher Education, the student must complete a twelve-credit student teaching course. Contact the Academic Dean or the Education Department Head for more information.

## Courses of Study

Both emphases within the Bible and Teacher Education degree share the same general education, ministry preparation, and core Bible/Theology requirements.

The following are organized according to their degree emphasis.

### Bible and Theology Requirements

Course		Hours
BI 102	Hermeneutics	2
BI 103	Dispensationalism	2
BI 202	Foundations of New Testament Themes	2
BI 203	Foundations of Old Testament Themes	3
TH 102	The Theology of Sin and Salvation	2
TH 111	The Theology of the Bible, God, and Man	3
TH 202	The Theology of Angels, the Church, and Last Things	2
TH 211	The Theology of Jesus and the Holy Spirit	2
TH S0_	Theology Seminar	1
TH S0_	Theology Seminar	1
	Approved Bible/Theology Electives	10
	<b>TOTAL</b>	<b>30</b>

## General Education Requirements

Course		Hours
EN 101 or EN 103	Introduction to College English or English Grammar and Composition	3
EN 102 or EN 104	College Composition or English Composition	3
EN elec	Literature Elective	3
HI 101	History of Civilization 1	3
HI 102	History of Civilization 2	3
HI 211	Church History	2
HI 212	Baptist History and Distinctives	2
MA 111	Essential Mathematics*	3
OR 101	College Success	1
PH 201	Introduction to Philosophy	3
SC 111	Introduction to General Science*	3
SC 201	Fundamentals of Nutrition	3
SP 101	Fundamentals of Speech	3
	<b>TOTAL</b>	<b>32 or 35</b>

\*Secondary emphasis students whose concentration is not math may take MA 202.

\*Secondary emphasis students are not required to take SC 111.

## Ministry Preparation Requirements

Course		Hours
ED 103	Fundamentals of Church Education	1
ED 152	Foundations of Teaching and Learning	1
MI 104	A History of Global Missions	1
PR 114	Personal Evangelism & Discipleship	1
PR 153	Personal Media and the Christian	1
PR 154	Mentoring	1
PS 412	Biblical Counseling	2
	<b>TOTAL</b>	<b>8</b>



## Elementary Education Emphasis

The Elementary Education emphasis equips young men and women with the teaching techniques and skills in lesson planning and classroom management to teach students in preschool through sixth grade in the elementary subject areas of Bible, reading, history and social studies, math, science, and the language arts.

### Degree Emphasis Requirements

Course		Hours
ED 141	Exceptional Learners	2
ED 212	Introduction to Education	2
ED 232	Teaching Language Arts	3
ED 252	Teaching Science	3
ED 331	Teaching Reading	3
ED 341	Teaching Mathematics	3
ED 371	Educational Methods and Materials	3
ED 372	Educational Tests and Measurements	3
ED 432	Children's Literature	2
ED 451	Teaching History	2
ED 473	Student Teaching	12
HI 321	U.S. History and Constitution	3
HI 412	Arizona History and Constitution	3
PS 302	Educational Psychology	3
PS 411	Child and Adolescent Psychology	3
ED 096	Education Seminar (4 semesters)	0
ED 090	Education Practicum (2 semesters minimum)	0
	Approved Education Methods Electives: ED 342 Reading Assessment and Intervention ED 422 Teaching English Bible ED 482 Christian School Administration ED 332 Teaching English in Middle and Secondary Schools ED 481 Teaching General Music	2
	<b>TOTAL</b>	<b>52</b>

Each Bible and Teacher Education major must participate in at least two ED 090 Education Practicum courses before the Student Teaching semester.

## Secondary Education Emphasis

The Secondary Education emphasis prepares young men and women to teach students in middle and high school with customized training in one subject area: English Language Arts, History, Math, or Science. Students pursuing this emphasis will take 24 credits in that subject (with the option to minor in a second subject area). The 24 credits may come from general education required classes and electives and education methods electives, which provide not only the academic content knowledge of the subject but also the tools and techniques needed to effectively teach that subject to secondary students.

### Degree Emphasis Requirements

Course		Hours
ED 141	Exceptional Learners	2
ED 212	Introduction to Education	2
ED 371	Educational Methods and Materials	3
ED 372	Educational Tests and Measurements	3
ED 473	Student Teaching	12
PS 302	Educational Psychology	3
PS 411	Child and Adolescent Psychology	3
	Approved Educational Methods Electives: ED 232 Teaching Language Arts ED 331 Teaching Reading ED 342 Reading Assessment and Intervention ED 252 Teaching Science ED 341 Teaching Mathematics ED 332 Teaching English in Middle and Secondary Schools ED 422 Teaching English Bible ED 432 Children's Literature ED 451 Teaching History ED 481 Teaching General Music ED 482 Christian School Administration Students wishing to pursue Arizona state certification should plan to take HI 321 and HI 412.	14
ED 096	Education Seminar (4 semesters)	0
ED 090	Education Practicum (2 semesters minimum)	0
	<b>TOTAL</b>	<b>42</b>

Each Bible and Teacher Education major must participate in at least two ED 090 Education Practicum courses before the Student Teaching semester.

## General Electives

Course	Hours
<p>At least 13 hours of General Elective courses must be completed. These general electives should help to complete the 24 hours needed in the student's chosen teaching field. The student should consult his or her advisor regarding the choice of specific courses. Secondary English or Language Arts emphasis students should take all of the literature electives: EN 211, EN 212, and EN 221.</p>	
TOTAL	13

## **BACHELOR OF ARTS IN BIBLE AND CHURCH MUSIC**

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The Bachelor of Arts in Bible and Church Music program exists to equip leaders who glorify God through their service in music ministry. The four-year, 122-hour program achieves its purpose by providing comprehensive musical training and ministry experience to those students preparing for careers in music.

For all students, the program offers opportunity to develop a Biblical view of music and to foster their aesthetic sensibilities through enriching musical and cultural experiences.

In order to complete the degree in four years, it is recommended that all enrolled in the B.A. in Bible and Church Music program average 15-16 credits each semester (Fall, Spring/Summer).

### **Program Learning Outcomes**

Through the Bachelor of Arts in Bible and Church Music program, IBCS seeks to:

1. Instill knowledge, discernment, and wisdom so that the IBCS student may be able to critically read, write, and reason within a culturally and philosophically diverse society.
2. Cultivate a genuine love for God and mankind through a dependent relationship with the Holy Spirit that demonstrates itself by living and ministering like Christ daily.
3. Prepare disciples to be theologically committed and culturally conversant while engaging, evangelizing, and educating others.
4. Disciple Christian musicians who
  - a. demonstrate technical fluency, expressiveness, and professionalism in musical performance.
  - b. evaluate music from a broad-based knowledge of musical styles, literature, history, and theory.
  - c. communicate effectively a Biblical approach to music in both personal and church life settings.
  - d. facilitate individual and corporate worship.

### **Graduation Requirements**

In order to graduate, the Bible and Church Music student must fulfill the following obligations:

- Successfully complete the minimum credits in the prescribed and elective courses.

- Earn at least 25% of the credit hours required for this degree at International Baptist College and Seminary.
- Successfully complete at least 30 credits in residency at IBCS.
- Earn at least a cumulative GPA of 2.00.
- Successfully complete the capstone project, a recital.
- Pay all financial obligations to IBCS.
- Successfully complete all mentoring and ministry requirements.
- Demonstrate proper Christian character.
- Receive administrative approval for graduation.
- Participate in commencement exercises.

## Capstone Project

The Bible and Church Music major must perform a recital, usually in the junior year. A senior recital is optional. See the Music Department Handbook for more information.

## Courses of Study

### Degree Emphasis Requirements

Course		Hours
ED 481	Teaching General Music	2
MU __	Applied Music*	12
MU 096	Church Music Forum (eight semesters minimum)	0
MU 115	Fundamentals of Conducting	2
MU 121	Music Theory 1	3
MU 122	Music Theory 2	3
MU 131	Sight Singing and Ear Training 1	2
MU 132	Sight Singing and Ear Training 2	2
MU 151	Music Appreciation	2
MU 221	Music Theory 3	3
MU 231	Sight Singing and Ear Training 3	2
MU 272	Choral Conducting	2
MU 352	History of Music	2
MU 373	Church Music Internship	1
MU 381	Church Music Administration 1	2
MU 382	Church Music Administration 2	2
MU 421	Philosophy of Music	2
MU 452	Hymnology	2

	Performing Ensemble (six semesters minimum)*	0
	Approved Church Music Electives	7
	<b>TOTAL</b>	<b>53</b>

\*Applied Music will be six semesters of lessons, 2 credits each.

•Each Bible and Church Music major must participate in a college performing ensemble each semester in which he or she enrolls in applied lessons.

All Bible and Church Music majors must pass freshman and sophomore platforms.

The Bible and Church Music degree includes a recital, usually the junior year, and an internship, usually the senior year. A second recital is optional.

## Bible and Theology Requirements

Course		Hours
BI 102	Hermeneutics	2
BI 103	Dispensationalism	2
BI 202	Foundations of New Testament Themes	2
BI 203	Foundations of Old Testament Themes	3
TH 102	The Theology of Sin and Salvation	2
TH 111	The Theology of the Bible, God, and Man	3
TH 202	The Theology of Angels, the Church, and Last Things	2
TH 211	The Theology of Jesus and the Holy Spirit	2
TH S0_	Theology Seminar	1
TH S0_	Theology Seminar	1
	Approved Bible/Theology Electives	10
	<b>TOTAL</b>	<b>30</b>

## General Education Requirements

Course		Hours
EN 101 or EN 103	Introduction to College English or English Grammar and Composition	3
EN 102 or EN 104	College Composition or English Composition	3
EN Elec	Literature Elective	3
HI 101	History of Civilization 1	3
HI 102	History of Civilization 2	3
HI 211	Church History	2
HI 212	Baptist History and Distinctives	2
MA 202	Personal Finance	3
OR 101	College Success	1

PH 201	Introduction to Philosophy	3
SC 201	Fundamentals of Nutrition	3
SP 101	Fundamentals of Speech	3
	<b>TOTAL</b>	<b>32</b>

### **Ministry Preparation Requirements**

<b>Course</b>		<b>Hours</b>
ED 103	Fundamentals of Church Education	1
ED 152	Foundations of Teaching and Learning	1
MI 104	A History of Global Missions	1
PR 114	Personal Evangelism & Discipleship	1
PR 154	Mentoring	1
PS 412	Biblical Counseling	2
	<b>TOTAL</b>	<b>7</b>

# UNDERGRADUATE COURSE DESCRIPTIONS

Some of the following classes are not offered every year. Students should check with their advisors to ensure they take classes at the correctly scheduled time in order to graduate on time.

**BI 102 Hermeneutics** **one semester, two hours**

A study of the science and methods of Biblical interpretation for the purpose of improved presentation with attention to prophecy, typology, and the pre-millennial interpretation of Scriptures.

**BI 103 Dispensationalism** **one semester, two hours**

*(Previously TH 103)*

Studies in classical and contemporary dispensational theory with a view towards hermeneutical methods.

**BI 202 Foundations of New Testament Themes** **one semester, two hours**

A practical, historical, and thematic study of the foundational writings and themes of the New Testament, with special attention to the significance of Jesus Christ as recorded in the Gospels, the beginnings of the church as recorded in Acts, and the essentials of Christian doctrine and practice in the Epistles.

**BI 203 Foundations of Old Testament Themes** **one semester, three hours**

A practical, historical, and thematic study of the foundational writings and themes of the Old Testament, with special attention to the Pentateuch and contours of Old Testament history.

**BI 214 Science and the Bible** **one semester, two hours**

*(Previously SC 212)*

A defense of the Biblical record of creation, the universal flood, and other topics under attack by secular science.

**BI 311 Old Testament Poetry** **one semester, two hours**

A study of the interpretation and practical application of the poetic portions of the Old Testament including Job, Psalms, Proverbs, Ecclesiastes, and Song of Solomon.

**BI 312 Isaiah** **one semester, two hours**

A practical, historical, and analytical study with special attention to the Messiah's sufferings and the glory of His kingdom.

**BI 321 Romans** **one semester, three hours**

A verse-by-verse study of the book of Romans and its major doctrinal emphases.

**BI 402 Daniel and Revelation** **one semester, three hours**

An analytical and comparative study of these vitally important prophetic books from a pre-millennial and pre-tribulational position.

**BI 411 Minor Prophets** **one semester, two hours**

A historical and prophetic study of the 12 minor prophets from a pre-millennial and dispensational viewpoint.

**BI 421 Hebrews and General Epistles** **one semester, three hours**

An analytical and expository study of the books of Hebrews, James, I and II Peter, and Jude.



**BI 422 Paul's Prison and Pastoral Epistles** **one semester, two hours**

*(Previously BI 422 Pauline Epistles 2)*

A study of the life and epistles of Paul (pastoral and prison epistles) with attention to major doctrinal themes along with practical application to Christian living.

**BI 432 Johannine Writings** **one semester, three hours**

*(Previously BI 431 Gospel of John)*

An analytical and expository study of John's gospel and epistles (Gospel of John; I, II, and III John) with attention to major doctrinal themes, stylistic distinctives, and practical application to Christian living.

**BI 490 Directed Reading in Bible** **one semester, one to three hours**

A guided study in a specified exegetical topic; open only to upperclassmen who have secured permission from the faculty.

**BU 111 Introduction to Business and Management** **one semester, three hours**

An introduction to the important issues and problems encountered in the establishment and operation of a business (particularly small businesses). The subject material will be presented from the perspective of applying Biblical principles and stewardship in the business world.

**BU 121 Introduction to Management Information Systems**

**one semester, three hours**

This course describes and explains the different technologies, people, and processes that manage the information and communication resources of an organization; includes the overall configuration of the system incorporating hardware, software, and networking; describes security both as a process as well as a responsibility of the individual to ensure organizational integrity; and finally, explains operational strategy including customer relationship management and system development.

**BU 211 Principles of Management** **one semester, three hours**

A study of the integration and application of strategic management principles, concepts, and practices in church-based and nonprofit organizations. Topics include the development of mission statements, goal-setting concepts, strategy formulation and implementation, the executive director as manager, working with a policy board, volunteer/staff relations, personnel administration, budgeting, fundraising, sources of revenue, long-range planning, and community organization.

**BU 212 Statistical Analysis** **one semester, three hours**

Analytical models will be discussed and implemented using the popular open-source statistical language R. Topics covered will include data visualization, hypothesis testing, experimental design, regression analysis, forecasting, and optimization with potential ministry applications demonstrated.

**BU 220 Survey of Economics** **one semester, three hours**

The course surveys microeconomic, macroeconomic, and international economic topics including the nature and method of economics, supply and demand, utility, supply/demand elasticity, the measurement of national output, national wealth, economic well-being, unemployment, inflation, GDP accounting, and business cycles. While the focus of this course is primarily on the U.S. economy, some comparative economic analysis and international trade and finance are introduced.

**BU 282 Business Communication** **one semester, three hours**

The study of business communication in interpersonal and group settings. Emphasis is given to fundamentals of communication, the writing process and medium, preparation of reports and oral presentations, meeting management, employment messages, and interviewing.

**BU 304 Organizational Behavior** **one semester, three hours**

A course focusing upon the behavior of individuals in and around organizations, as well as the behavior of organizations themselves. Special attention will be given to individuals, leaders, groups, and organizations. Students will be expected to learn what Biblical theology, psychology, and sociology have revealed about organizational behavior and to apply those ideas in practical situations.

**BU 305 Business Finance** **one semester, three hours**

A general survey of financial institutions, the Federal Reserve System, the qualities of a sound monetary system, the theory and value of money, deposit insurance, and foreign exchange.

**BU 311 Introduction to Marketing** **one semester, three hours**

A survey of the marketing mix and marketing concept; markets and buy behavior; product, service, and relationship marketing for global competition; creating and keeping customers in an e-commerce world; branding and positioning; distribution strategies; integrated marketing communications; and pricing strategies.

**BU 313 Introduction to Accounting** **one semester, three hours**

An examination of the creation and use of information to support the execution of strategy and evaluation of performance with a major goal developing measures to achieve sustainable improvements in organizational performance. Topics include budgeting and target setting, forecasting, and performance measurement using critical success factors and benchmarking. The course will also examine measures of sustainability and the triple bottom line.

**BU 401 Operations Management** **one semester, three hours**

A study of the application of operations management principles within an organization. The scope of operations management includes forecasting, capacity planning, facility location, facility layout, scheduling, inventories, and quality assurance. The goal is to minimize uncertainty in decision-making while supplying leadership with viable objectives supporting operational capabilities. Case studies and guest lectures will be used to demonstrate core concepts.

**BU 402 Business Law** **one semester, three hours**

An introductory course on the U.S. Constitution and the U.S. legal system. Special attention will be given to business ethics, civil rights and regulations, contracts, employment, physical and intellectual property, bankruptcy, and investments.

**BU 403 Strategic Planning** **one semester, three hours**

The study of the process and the nature of strategic planning including the constraints and opportunities leaders face in accommodating and minimizing limitations and their impact within strategic choices.

**BU 422 Senior Capstone** **one semester, two hours**

The student will examine ministry demands which force leaders to balance their lives physically, socially, skillfully, and spiritually.

**ED 090 Educational Practicum** **every semester, zero hours**

An opportunity for future teachers to gain valuable classroom experience by frequent observations of active classroom settings beginning in the sophomore year. Two semesters required.

**ED 096 Education Seminar** **yearly, zero hours**

Specialized training in areas relevant to the field of education.

**ED 103 Fundamentals of Church Education** **one semester, one hour**

(Previously ED L03)

A study of all facets of church education from childhood to adult education as it pertains to local church ministry.

**ED 141 Exceptional Learners** **one semester, two hours**

A study of special education identifying and working with students with disabilities, methods for helping the struggling and/or gifted learner, and the processes of referral for special education and writing an Individualized Educational Plan (IEP).

**ED 152 Foundations of Teaching and Learning** **one semester, one hour**

A study of the art of communicating knowledge and the science of understanding the learner.

**ED 212 Introduction to Education** **one semester, two hours**

An appraisal of the foundations of American education from colonial times and a study of the philosophies that spawned or opposed the growth of Christian education.

**ED 232 Teaching Language Arts** **one semester, three hours**

*(Prerequisite: ED 371, ED 372)*

A study of instructional methods, lesson planning, and classroom procedures for teaching the six strands of language arts with special emphasis on the teaching of the language tools for composition: handwriting and the fundamentals of manuscript and cursive writing, spelling, grammar, and the Six Traits of writing.

**ED 252 Teaching Science** **one semester, three hours**

*(Prerequisite: ED 371, ED 372)*

A study of the teaching methods and procedures in the teaching of earth, life, and physical sciences in the elementary school and middle school with an additional focus on the integration of art, technology, and engineering practices into the teaching of science.

**ED 331 Teaching Reading** **one semester, three hours**

*(Prerequisite: ED 371)*

A foundational study of the elementary principles of learning to read the English language—the fundamentals of phonetics, phonology, morphology, syntax, and vocabulary—and the methods for teaching these to students.

**ED 332 Teaching English in Middle and Secondary Schools***(Prerequisite: ED 371, ED 372)***one semester, three hours**

A study of the teaching methods, procedures, and management techniques for teaching grammar, composition, and literature fundamentals to middle and secondary students

**ED 341 Teaching Mathematics***(Prerequisite: MA 111 or MA 101, ED 371, ED 372)***one semester, three hours**

A study of the methods of teaching math fundamentals in elementary and middle school classrooms.

**ED 342 Reading Assessment and Intervention***(Prerequisite: ED 371, ED 372, ED 331)***one semester, two hours**

A study of the barriers that prohibit students from learning to read, the tools used to diagnose common reading problems, and research-based intervention programs for assisting struggling readers.

**ED 371 Educational Methods and Materials***(Prerequisite: ED 152)***one semester, three hours**

A study of the aims, methods, and materials used in elementary and secondary school settings with special emphasis on technology, lesson and unit planning, culturally responsive teaching, and classroom management and procedures.

**ED 372 Educational Tests and Measurements***(Prerequisite: ED 371)***one semester, three hours**

A study of the informal and formal methods of assessment and their practical application to the measurement of a student's achievements and aptitude and the informing of instruction.

**ED 422 Teaching English Bible**

A study in the development of a Bible curriculum and teaching aids with an emphasis in the development of appropriate techniques, materials, and resources.

**one semester, two hours****ED 432 Children's Literature**

An interpretive and critical study of literature suitable for children with an emphasis on subject matter, interpretation, and methods of illustration, as well as methods for the use of literature in the classroom

**one semester, two hours****ED 451 Teaching History***(Prerequisite: ED 371, ED 372)***one semester, two hours**

Practical and successful methods, materials, and procedures for teaching history and social studies in the Christian elementary and secondary school settings.

**ED 473 Student Teaching***(Prerequisite: Administrative permission required)***one semester, twelve hours**

A capstone of classroom teaching. The student teacher, under the guidance of an experienced advisory teacher, will be responsible for all of the activity of the assigned class and will complete a Student Teaching Portfolio as documented evidence of teaching and teaching proficiency. The student will be governed by the Student Teacher Manual.

**ED 481 Teaching General Music** **one semester, two hours**

An introduction to classroom techniques and materials for teaching general music in the elementary grades. A basic music reading test must be passed prior to enrolling for this course.

**ED 482 Christian School Administration** **one semester, two hours**

A survey of the major areas of Christian school administration: philosophy, principles of operation, methodology of instruction, curriculum development, supervision, physical plant, school law, and various management areas.

**ED 490 Directed Reading in Education** **one semester, one to three hours**

A guided study in a specified educational topic; open only to upperclassmen who have secured permission from the administration.

**EN 095 Speed Reading** **one semester, zero hours**

This course is designed to help the student increase his or her speed in reading while maintaining a satisfactory comprehension rate. Practical tips include help with previewing, learning about basic eye movements, warm-up techniques, the relaxed eye fix, and the skimming technique. As a remedial opportunity this course is not taken for college credit.

**EN 101 Introduction to College English** **one semester, three hours**

An introduction to the processes and strategies of academic writing with a focus on grammatical and syntactical structures of the English language.

**EN 102 College Composition** **one semester, three hours**

*(Prerequisite: EN 101 or its equivalent or administrative approval)*

A study of the fundamental elements of written English with a focus on its grammatical and syntactical structures. The course extends the skills developed in EN 101, emphasizing the writing of effective paragraphs and essays.

**EN 103 English Grammar and Composition** **one semester, three hours**

A study of English grammar, syntax, mechanics, spelling, and sentence and essay writing with a focus upon critical thinking development.

**EN 104 English Composition** **one semester, three hours**

*(Prerequisite: EN 101 or its equivalent or administrative approval)*

A study on developing clear, forceful, and logical written expression. The Media Center and research procedures are studied and applied in a required paper.

**EN 211, 221 British Literature** **one semester each, three hours each semester**

A study of English masterpieces from Beowulf to the present.

**EN 212 American Literature** **one semester, three hours**

A study of the great American writers from the colonial period to the present.

**GK 201, 202 Elementary Greek 1 and 2** **two semesters, four hours per semester**

A beginning study of the vocabulary, forms, syntax, accent, and pronunciation of the New Testament *Koine* Greek with selected readings and translations from the Greek text.

**GK 301, 302 Intermediate Greek 1 and 2***(Prerequisite: GK 201, 202)***two semesters, three hours per semester**

A review and study of the grammatical forms and an emphasis upon grammar and interpretation. Selected passages of the Greek New Testament will be read and analyzed with special attention given to irregular verbs, uses of participles, and infinitives.

**GK 402 James in Greek****one semester, three hours***(Prerequisite: GK 301, 302)*

The translation and exegesis of the epistle of James with special emphasis upon the development of expository messages, advanced points of Greek grammar, and the proper methodology for word studies.

**GK 404 Ephesians in Greek****one semester, three hours***(Prerequisite: GK 301, 302)*

The translation and exegesis of the epistle of Ephesians with emphasis on the development of expository messages from the book. Special attention will be given to advanced points of Greek grammar as well as the proper methodology for outlining passages and word studies.

**GK 405 Romans in Greek****one semester, three hours***(Prerequisite: GK 301, 302)*

The translation and exegesis of Romans with special emphasis upon the development of expository messages from the book with advanced emphases in Greek grammar and the proper methodology for word studies.

**HI 101 History of Civilization 1****one semester, three hours**

The history of mankind from the beginning to approximately 1700. Emphasis will be placed on God's providence as seen in the origin, development, and influence of events, leaders, civilizations, territories, and philosophies.

**HI 102 History of Civilization 2****one semester, three hours**

The history of mankind from approximately 1700 to the present. Emphasis will be placed on God's providence as seen in the origin, development, and influence of events, leaders, civilizations, territories, and philosophies.

**HI 211 Church History****one semester, two hours**

A study of New Testament Christianity from apostolic times through the Reformation, including a study of the Anabaptists, important individuals and movements, and an emphasis on ecclesiology.

**HI 212 Baptist History and Distinctives****one semester, two hours**

A continuation of the study of church history, with special attention to the modern Baptist movement, Baptist distinctives, and Baptist polity.

**HI 321 United States History and Constitution****one semester, three hours**

A survey of American history until 1865 with particular attention focused on the historical and philosophical origins and the provisions and principles of the United States Constitution.

**HI 332 History of American Fundamentalism** **one semester, two hours**

A survey of the major ideas and events that gave rise to the Fundamentalist movement in American church history. Particular attention will be given to the Fundamentalist-Modernist controversy and to New Evangelicalism.

**HI 412 Arizona History and Constitution** **one semester, three hours**

A continued history of the American nation with a special focus on the history of Arizona from Spanish times to the present and the development and current influence of the Arizona Constitution.

**MA 101 College Math** **one semester, three hours**

An introduction to mathematical areas by using reasoning skills through but not limited to the topics of problem solving, set theory, data interpretation, the real number system, introduction to algebra, functions, consumer mathematics and an introduction to statistics.

**MA 111 Essential Mathematics** **one semester, three hours**

A foundational development of fundamental elementary mathematics concepts including whole number operations; fractions, decimals, and proportional reasoning; data, graphs, and statistics; measurement; geometry; real numbers; and algebraic thinking with an emphasis on the process skills of mathematical reasoning and problem solving.

**MA 201 Business Math** **one semester, three hours**

A review of the basic processes of arithmetic and a study of simple business math, processes, and reports.

**MA 202 Personal Finance** **one semester, three hours**

A Biblically based survey of financial management methods for individuals and households, with emphasis upon Christian stewardship principles. Topics include financial planning and goal setting, budgeting, income tax preparation, banking and credit, savings and investment, major purchase evaluation, home ownership, purchasing insurance, retirement planning, and personal financial software.

**MI 104 A History of Global Missions** **one semester, one hour**

A study of the spread of the Gospel through missionary activity from the New Testament to modern times. This course will focus on the teaching of the Great Commissions and its fulfillment throughout the church age.

**MI 212 A Survey of Modern Missions** **one semester, two hours**

*(formerly MI 211 Missions Survey)*

A general survey of various mission fields and mission agencies and the lives of selected great missionaries.

**MI 273 Missions Internship** **three hours**

*(Prerequisite: administrative approval required)*

A program of evaluation and exposure on a mission field during a regular semester or summer term.

**MI 321, 322 Principles and Methods of Missions 1 and 2****two semesters, two hours per semester**

An analysis of the Biblical basis of missions, nature of a mission call, administration, support and organization of mission boards, qualification and support of candidate, adjustments on the field, and relationships to others on the field.

**MU 096 Church Music Forum****fall and spring semesters, zero hours**

A weekly forum for Church Music major and emphasis students that hosts conversations on relevant and current topics in music ministry, guest speakers, master classes, and performances. This course is not taken for college credit.

**MU 1\_1, 1\_2, etc. Applied Music****one semester each, one - two hours per semester**

*(B-Brass, D-Conducting, H-Hymnplaying, M-Composition, O-Organ, P-Piano, S-Strings, V-Voice, W-Woodwinds)*

Private instruction as approved by the music department.

**MU 1C1, 1C2, etc. College Choir****one semester each, one hour per semester**

Opportunity for all students to participate in IBCS's music program including performances in a fine arts concert each semester.

**MU 1E1, 1E2, etc. Ministry Team****one year each, one hour per year**

Pre-selected members will prepare for and execute tours that will minister to fundamental churches and ministries through music, drama, and practical service.

**MU 110 Fundamentals of Music Theory****one semester, one hour**

Remedial music instruction including note names of the grand staff (including ledger lines), note values, time signatures, basic music symbols (dynamic signs, tempo marks, articulation, etc.) and an introduction to accidentals and key signatures.

**MU 115 Fundamentals of Conducting****one semester, two hours**

A study and application of the principles and techniques of basic conducting including right hand gesture and movement, left hand independence, score reading, score study, baton technique, and communication.

**MU 121 Music Theory 1****one semester, three hours**

*(administrative approval; Co-requisite: MU 131)*

An introduction to the rudiments of music: notation, rhythm, key signatures, scales, intervals, triads, seventh chords, and species counterpoint.

**MU 122 Music Theory 2****one semester, three hours**

*(Prerequisite: MU 121; Co-requisite: MU 132)*

A continuation of the fundamentals of Music Theory 1, including part-writing, the basic phrase model, cadences, non-chord tones, periodic structure, and secondary dominants.

**MU 131 Sight Singing and Ear Training 1****one semester, one hour**

*(Co-requisite: MU 121)*

An introduction to sight singing and ear training within a diatonic framework.

Emphasis is placed on music audiation. Includes the use of solfège and melodic and rhythmic dictation. This course meets twice each week.



**MU 132 Sight Singing and Ear Training 2** **one semester, one hour**

*(Prerequisite: MU 131; Co-requisite: MU 122)*

Further experience in sight singing and ear training within a diatonic framework. Emphasis is placed on music audiation. Includes the use of solfège and melodic, harmonic, and rhythmic dictation. This course meets twice each week.

**MU 141 Foundations for Singing** **one semester, one hour**

A foundational study of proper vocal technique, including posture, breathing, resonance, and healthy vocal maintenance; serves as a preparation for private vocal instruction.

**MU 151 Music Appreciation** **one semester, two hours**

A general survey of music history with the purpose of building a background of appreciation for the various principles in music; includes guided listening assignments.

**MU 221 Music Theory 3** **one semester, three hours**

*(Prerequisite: MU 122; Co-requisite: MU 231)*

Advanced part-writing and analysis of secondary-function chords, modal mixture, Neapolitan, augmented sixth chords, and modulations; also includes an examination of musical forms (song form, variation, rondo, and sonata).

**MU 222 Music Theory 4** **one semester, three hours**

*(Prerequisite: MU 221; Co-requisite: MU 232)*

A survey of twentieth- and twenty-first-century techniques. Topics include modes and scales, set theory, serialism, rhythm, and form.

**MU 231 Sight Singing and Ear Training 3** **one semester, one hour**

*(Prerequisite: MU 132; Co-requisite: MU 221)*

Sight singing and ear training in advanced diatonic harmony, chromaticism, and modulation. Emphasis is placed on music audiation. Includes melodic, harmonic, and rhythmic dictation. This course meets twice each week.

**MU 232 Sight Singing and Ear Training 4** **one semester, one hour**

*(Prerequisite: MU 231; Co-requisite: MU 222)*

Further sight singing and ear training in chromaticism and modulation. Also, an introduction into twentieth-century techniques, including modes and mixed meter. Emphasis is placed on music audiation; includes melodic, harmonic, and rhythmic dictation. This course meets twice each week.

**MU 271 Church Music and Songleading** **one semester, two hours**

A study in leading congregational singing, practicing proper platform techniques, administering the church music program and understanding philosophy of choosing Biblical music for the local church service. (For non-major or non-church music emphasis students.)

**MU 272 Choral Conducting** **one semester, two hours**

*(Prerequisite: MU 115 and MU 122)*

Principles and techniques of choral conducting, score reading, and interpretation of choral music.

**MU 301 Introduction to Computer Music Notation**      **one semester, two hours***(Prerequisite: MU 122)*

An introduction to desktop music publishing with an emphasis on the Finale notation program.

**MU 352 History of Music**      **one semester, two hours***(Prerequisites: MU 151 and MU 122)*

An analytical survey of the development of Western music from antiquity to the present, including stylistic analysis and structured listening with score reading.

**MU 373 Church Music Internship**      **one semester, one hour***(Prerequisites: MU 381, 382, and administrative approval)*

An internship of structured exposure to and experience in the local church music ministry. The student is responsible for all related expenses.

**MU 381, 382 Church Music Administration 1 and 2****one semester each, two hours per semester**

A survey of methods and materials for administering an effective music ministry in the local church including congregational singing, seasonal programs, budget planning, equipment, instruments, music library, adult choirs, and graded children's choirs.

**MU 421 Philosophy of Music**      **one semester, two hours**

A discussion-based course encouraging junior or senior level music majors to develop a Biblical philosophy of music's purpose, place, and practice in the local church.

**MU 442 Church Music Writing and Arranging**      **one semester, two hours***(Prerequisites: MU 222 and MU 301)*

A guided workshop for writing and arranging church music with instruction in vocal, choral, instrumental, or keyboard writing.

**MU 452 Hymnology**      **one semester, two hours**

An historical survey of Christian hymnody.

**MU 471 Congregational Songleading**      **one semester, one hour***(Prerequisites: MU 115 or MU 271)*

A practical presentation of skills, techniques, and ideas that encourage unified, enthusiastic, God-honoring singing in the local church congregation.

**MU 490 Directed Reading in Music**      **one semester, one to three hours**

A guided study in a specified musical topic; open only to upperclassmen who have secured permission from the administration.

**OR 101 College Success**      **one semester, one hour**

A course designed to help students develop the spiritual, academic, social, and physical traits necessary for college success. Special attention is given to the faithful execution of time management, note-taking, reading, writing, and critical thinking principles.

**PH 201 Introduction to Philosophy**      **one semester, three hours**

A study in the foundations of philosophy, the use of logical reasoning, a survey of some philosophical systems, with comparison to Biblical philosophy.

**PH 231 World Religions** **one semester, three hours**

A survey of world religions, faiths, and spiritual practices. Special attention will be given to Mormonism, Islam, Buddhism, Hinduism, and other current religious movements.

**PR 114 Personal Evangelism & Discipleship** **one semester, one hour**

A practical study for disciple-makers emphasizing the Biblical methods, message, and means of evangelism and growth in Christlikeness.

**PR 153 Personal Media and the Christian** **one semester, one hour**

This discussion-based course examines how media (music, movies, video-games, etc.) influences our thinking and how to apply Biblical principles when making media choices.

**PR 154 Mentoring** **one semester, one hour**

A practical study in the processes of developing the practices of Christian character and personal growth and laying the necessary foundations in the life of a protégé to prepare him or her to be successful Christian mentors. This class is a continuation and expansion of OR 101 College Success.

**PR 214 Camp Counseling** **one semester, one to three hours**

An internship applying basic principles of counseling individuals and groups concerning spiritual needs with application of Biblical principles to problems of life including practical experience assignments with young people in camp work.

**PR 221 Spiritual Preparation** **one semester, one hour**

An analysis of various aspects of the ministry: call to the ministry; spiritual, mental, and physical qualifications for the ministry; developing and maintaining spirituality in the ministry; prayer life of the minister; avoiding burnout; and principles of leadership.

**PR 222 Advanced Discipleship** **one semester, one hour**

A study in the development of personal discipleship skills and discipleship training to Biblically deal with the personal and interpersonal problems of life.

**PR 223 Practical Preparation** **one semester, one hour**

An analysis of various aspects of the pastoral position: the work of the pastor; the pastor and his family; scheduling the day's activities; weddings, funerals, baptisms, the Lord's table; relations with other pastors; the pastor and his books; and the call to the local church.

**PR 232 Small Groups** **one semester, one hour**

An introductory study of small groups for the preparation of small group leaders with an examination of both theory and practice; attendance at a small group session on a different night as workshop experience is required.

**PR 273 Pastoral Internship** **three hours**

*(Prerequisite: Administrative permission required)*

Practical experiences and exposure during a semester or summer term to provide an overview of the ministry and some hands-on experience with opportunity for limited apprenticeship.

**PR 321, 322 Homiletics 1 and 2** **two semesters, two hours per semester**

*(Prerequisite: BI 102 Hermeneutics)*

Studies in the analysis, preparation, and delivery of expository, topical, and textual sermon material. Practical discussions on Bible study methods, the parts of a sermon, effective communication in preaching, and filing of materials.

**PR 331 Church Planting** **one semester, one hour**

An analysis of the qualifications of a church planter: how to choose the place for church planting, the principles of church planting, planning for the first service, the securing of facilities, the use of small groups in church planting, financing the new work, and mobilizing and organizing the people.

**PR 342 Promotion and Outreach** **one semester, one hour**

An analysis of the practical application of community promotion and outreach using the Sunday School, small group ministry, children's programs, advertising, missions conferences, stewardship programs, evangelism, special days, visitation, soul winning, and ministries for men and women.

**PR 351 Biblical Principles of Leadership** **one semester, two hours**

An exploration of the essential principles of leadership as discovered in the text of Scripture with practical guidance on the application of these principles in church and Christian ministry.

**PR 421 Youth Work** **one semester, two hours**

Studies in the basic philosophy, principles and goals of the total youth program with attention given to counseling teens and parents and solving specific teen problems along with suggested applications for Sunday School, Daily Vacation Bible School, camping, retreats, and individual activities.

**PR 481 Church Business Management and Administration** **one semester, two hours**

A study of the local church's constitution, governmental organization, budgeting, simple accounting methods, financial ethics, purchasing, financing building projects, insurance, advertising, salaries, pensions, and Social Security.

**PS 201 General Psychology** **one semester, three hours**

*(Previously PS 301)*

A scriptural study of the immaterial part of man and a general introduction to psychology with an emphasis on the spirit and soul and their direct relationship to the Christian life.

**PS 302 Educational Psychology** **one semester, three hours**

*(Prerequisite: PS 201 General Psychology)*

A study of psychology as it relates to the theories of learning and their application in a classroom environment.

**PS 411 Child and Adolescent Psychology** **one semester, three hours**

*(Prerequisite: PS 201 General Psychology)*

A study of child and adolescent behavior with special emphasis placed on the spiritual, mental, and parental influences involving the home, church, and school.

**PS 412 Biblical Counseling** **one semester, two hours**

A study of counseling using Biblical principles identifying secular theories and practices of counseling.

**PS 423 Family and Marriage** **one semester, two hours**

A study of responsibilities of courtship, marriage, and child-rearing from a Biblical perspective.

**SC 102 Introduction to Life Science** **one semester, three hours**

A one-semester laboratory course introducing basic principles and concepts of the life sciences with an emphasis on the origin, structure, function, and development of life all from a scientific and a Biblical perspective. Topics include botany, zoology, and physiology. Methods of scientific inquiry and behavior of matter and energy in biological systems are explored.

**SC 111 Introduction to General Science** **one semester, three hours**

A laboratory course in the study of general science. Designed for non-science majors with limited background in life science, physical sciences, and mathematics. Includes applications of basic math for solving scientific problems, data analysis, and international system of units (SI). Laboratory exercises reinforce basic concepts in applied science, including observation and analysis of variables and care/operation of basic scientific equipment.

**SC 201 Fundamentals of Nutrition** **one semester, three hours**

A laboratory course introducing the fundamentals of human nutrition including an exploration of food sources of nutrients, basic metabolism of nutrients in the human body, relationships between diet and other lifestyle factors, use of supplements, current recommendations for food selection throughout the life cycle, and use of nutrition tools for planning food intake or assessment of nutritional status.

**SP 101 Fundamentals of Speech** **one semester, three hours**

A study of fundamental speech skills that enter into all speaking situations. Development of effective communication by evaluation of self, one's audience, and the process and purpose of speech. The preparation, arrangement, and delivery of appropriate and clear communication.

**SP 202 Oral Interpretation for Church Ministry** **one semester, three hours**

*(Prerequisite: SP 101)*

Principles and techniques of platform presentation highlighting voice and diction skills, Bible reading, storytelling, poetry, and dramatic presentations.

**TH 102 Theology of Sin and Salvation** **one semester, two hours**

*(Previously TH 302)*

A succinct and systematic survey of the doctrines of hamartiology (the doctrine of sin) and soteriology (the doctrine of salvation), including Biblical and limited philosophical considerations of each.

**TH 111 Theology of the Bible, God, and Man** **one semester, three hours**

*(Previously TH 301)*

A succinct and systematic survey of Bibliology (the doctrine of the Bible), theology proper (the doctrine of God), and anthropology (the doctrine of man), with respective

emphases upon the inspiration and authority of the Bible, the holiness of God, and the total depravity of man.

**TH 202 Theology of Angels, the Church, and Last Things**

*(Previously TH 402)*

**one semester, two hours**

A succinct and systematic survey of angelology (the doctrine of angels, fallen and unfallen), ecclesiology (the doctrine of the church), and eschatology (the doctrine of last things), with special emphasis on the local visible church and premillennial return of Christ.

**TH 211 Theology of Jesus and the Holy Spirit**

*(Previously TH 401)*

**one semester, two hours**

A succinct and systematic survey of Christology (the doctrine of Christ) and pneumatology (the doctrine of the Holy Spirit), with special emphasis on the deity and incarnation of Christ and the present ministry of the Holy Spirit.

**TH 312 Christian Ethics**

**one semester, two hours**

An analytical examination of the alternatives upon which every man, consciously or unconsciously, must base his mode of value judgments, moral decisions, and conduct including an evaluation of contemporary issues, practices, and problems.

**TH 422 Apologetics and Christian Evidences**

**one semester, two hours**

A study of evidential and philosophical proofs of the Christian faith.

**TH 431 Contemporary Theology**

**one semester, two hours**

A survey of the roots and outward expressions of current theological systems including liberalism, neo-orthodoxy, and neo-evangelicalism.

**TH 490 Directed Reading in Theology**

**one semester, one to three hours**

A guided study in a specified theological topic; open only to upperclassmen who have secured permission from the faculty.

**TH S01 Theology of Congregational Worship**

**fall seminar, one hour**

A seminar on corporate worship in the church, discussing relevant Biblical principles and their application to practice.

**TH S02 Biblical Principles of Separation**

**fall seminar, one hour**

A seminar on the nature of ecclesiastical unity and the theological basis for separation, with particular focus on articulating principles on which to base decisions of cooperation.

**TH S03 Biblical Manhood/Womanhood**

**fall seminar, one hour**

A seminar on the God-ordained distinctions between the roles of men and women, articulating the theological basis for these distinctions and offering practical applications to the church and home.

**TH S04 Contemporary Issues in Theology**

**fall seminar, one hour**

A seminar on a current, significant theological topic, addressing its impact on both theology and practice.

# GRADUATE SCHOOL AND SEMINARY

## PHILOSOPHY AND APPROACH

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All programs at IBCS blend strong academics with practical experience. This is due to the belief that the God-fearing leader needs more than just academic knowledge to be faithful in ministry. He or she also needs a love for souls, first-hand experience in a thriving local church ministry, and a deep spiritual devotion to the Lord. International Baptist College and Seminary, with the help of its mother institution, Tri-City Baptist Church, and other local churches and ministries of like faith and practice, seeks to provide this kind of balanced education for its students.

Ezra 7:10 states, "For Ezra had prepared his heart to seek the Law of the Lord, and to do it, and to teach statutes and ordinances in Israel." IBCS expects students in the Graduate School and Seminary to display this posture. Students should come with a desire to learn and grow personally, to obey the Word of Truth, and then to teach others.

IBCS takes seriously the Biblical admonition to "be diligent to present yourself approved to God, a worker who does not need to be ashamed, rightly dividing the word of truth." (2 Tim. 2:15).

IBCS seeks to teach all courses from a Christ-centered, Bible-based foundation. It is imperative for the Christian to be equipped intellectually and Biblically in order to serve in the modern world.

## ADMISSIONS AND FINANCES

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Admissions and financial requirements as outlined in the respective sections of this catalog apply to Graduate and Seminary prospective students. Please consult the IBCS Admissions Office or Enrollment Manager for additional information.

## DEGREES OFFERED

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IBCS offers four graduate degree programs:

- Master of Christian Education (M.C.Ed.)
- Master of Arts in Ministry (M.A.Min.)
- Master of Divinity (M.Div.)
- Doctor of Ministry (D.Min.)

## **MASTER OF CHRISTIAN EDUCATION (M.C.Ed.)**

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### **Purpose**

The Master of Christian Education program is designed to mentor God-fearing leaders for fundamental Baptist churches and ministries of like faith in the western United States and throughout the world. Its purpose is to provide advanced professional preparation for the Christian school teacher. It also prepares the masters candidate for further academic work in post-graduate research.

### **Description**

The Master of Christian Education is a thirty-three-hour program offered during one- and two-week modular periods during the summer months. Classes are also offered in the evenings during the regular school year. In addition, a directed field experience allowing the candidate to graduate potentially within a two-year or three-year time period.

### **Program Emphasis**

The graduate program in education endeavors to equip the IBCS graduate with a degree that places Christ at the very center of the education experience. The candidate will be exposed to essential skills related to educational research and pedagogy.

### **Admissions Requirements**

An approved bachelor's degree is prerequisite to admission to the M.C.Ed. program. Students are expected to have backgrounds in education, administrative leadership, Bible, or Christian service. The prospective student's experience will be considered as well as his or her formal education.

The final decision regarding the evaluation of a student's application, previous education, experience, and admission rests with the IBCS Admissions Committee.

### **Course Sequence**

The Master of Christian Education program is designed with the working education profession in mind. All required courses are offered within a two-year or three-year period. Candidates may opt for the thesis option that will give them extensive experience in the research process. All students will participate in the Directed Field Experience requirement. This experience provides an on-site educational experience in various locations throughout the United States or on the mission field.



## **Program Learning Outcomes**

Upon completion of the Master of Christian Education, the successful student will

1. Obtain a theological, historical, and philosophical foundation for Christian education.
2. Receive the body of professional knowledge necessary for Christian education.
3. Demonstrate effective leadership within a Christian school.
4. Understand the necessity of excellence and fostering a life-long learning philosophy.
5. Continue to strive to be more Christlike in his or her professional and personal life.

## **Graduation Requirements**

To be eligible for graduation, the M.C.Ed. student must:

- Successfully complete the minimum credits in the prescribed and elective courses.
- Earn at least 51% of the credit hours required for this degree at International Baptist College and Seminary.
- Maintain a cumulative GPA of 3.00.
- Successfully complete the capstone project(s) as applicable.
- Pay all financial obligations to IBCS.
- Demonstrate proper Christian character.
- Receive administrative approval for graduation.
- Participate in commencement exercises.

## **Program of Study**

The Master of Christian Education degree is a 33-hour program with a teaching emphasis. It is recognized that candidates will enter the program with different interests, thus the electives are designed to accommodate this range of interests.

## **Program Core Requirements**

<b>Course</b>		<b>Hours</b>
ED 515	History and Philosophy of American Education	3
ED 524	Curriculum Development	3
ED 535	Current Issues for the Christian Educator	2
ED 540	Advanced Tests and Measurements	3
ED 571	Action Research for the Classroom Teacher	3

ED 594	Technology in Education	3
ED 675	Directed Field Experience	3
EN 520	Christian Thesis Writing	1
PS 500 or PR 501	Theology of Counseling or Dynamics of Biblical Change	2
	Approved Electives	10
	<b>TOTAL</b>	<b>33</b>

## **MASTER OF ARTS IN MINISTRY (M.A.Min.)**

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### **Purpose**

The Master of Arts in Ministry is designed to provide graduate-level preparation for those who wish to be more effective servants of the Lord.

### **Emphases**

There are three options for a concentration in the program, all requiring a total of 32 credit hours: Christian Service, Church Music, and Pastoral Ministry. All M.A. Min. students will take a core of foundational courses in Bible, theology and practical ministry, and will fulfill a capstone requirement. In the Music Concentration, the capstone requirement will be in the form of a formal recital, sacred concert, or accompaniment of a public music program performance.

### **Admissions Requirements**

Admission to the M.A.Min. program requires an approved bachelor's degree. Admission to the Church Music Concentration requires an audition (live or recorded). Church Music Composition principals will submit a portfolio of completed compositions or arrangements.

### **Course Sequence**

The M.A.Min. courses are offered during the regular fall and spring semesters as well as during one- or two-week modular classes in the summers (usually late May-June) and winters (usually January). A modular course often includes reading assignments to be completed before the class meets. It is possible to complete the program in two years.

### **Program Learning Outcomes**

Upon completion of the M.A.Min., the successful student will

1. Recognize and articulate theological values according to a thoroughly Biblical and historically Baptist position.
2. Communicate Biblical truth clearly and effectively, whether in print or in speech.
3. Develop relevant answers to current ministry problems and issues.
4. Serve and lead in the local church with administrative, relational, and spiritual adeptness.

## Graduation Requirements

To be eligible for graduation, the M.A.Min. student must

- Successfully complete the minimum credits in the prescribed and elective courses.
- Earn at least 51% of the credit hours required for this degree at International Baptist College and Seminary.
- Maintain a cumulative GPA of 2.00.
- Successfully complete the capstone exam or project(s) as applicable.
- Be enrolled in PR 517 (for credit) or PR 500m/PR 500w (zero credits) each semester the student is taking more than three credits from IBCS (PR 517 can be taken up to 4 times).
- Pay all financial obligations to IBCS.
- Demonstrate proper Christian character.
- Receive administrative approval for graduation.
- Participate in commencement exercises.

## Capstone Project

After finishing the required coursework, the M.A.Min. Church Ministries and Pastoral Ministry emphases students will complete a capstone project. The project will consist of a theological or practical paper of at least 20 pages (or equivalent) and an oral review with faculty members. The project should demonstrate an ability to synthesize and apply concepts and skills acquired from the program of study to his or her current situation. The Church Music Concentration student's Capstone Project is the public performance (see above). Please consult the Academic Dean or the Assistant Seminary Dean for further details.

## Program Requirements

### Core Requirements

Course		Hours
BI 500	Old and New Testament Survey	2
BI 512	Hermeneutics	2
EN 620	Research and Writing	2
PR 651	Discipleship and Mentoring	2
PR 653	Philosophy of Ministry	2
TH 601	Prolegomena and Bibliology	2
TH 602	Trinitarianism	2
	<b>TOTAL</b>	<b>14</b>

## **Christian Service Concentration**

The Christian Service Concentration exists to further prepare men and women to serve the Lord in a variety of ministry settings. It provides maximum flexibility in the selection of electives that best suits the student's ministry needs and interests.

In addition to the program's Core Requirements, the Christian Service Concentration includes the following:

### **Christian Service Requirements**

	Approved Electives	16
PR 630	Capstone Project	2
	<b>TOTAL</b>	<b>18</b>

## Church Music Concentration

The Church Music Concentration provides a special emphasis in the theology, principles, and skills of music to the glory of God. It is open to men and women who, in addition to the general requirements for admission to the M.A. Min. program, have adequate proficiency in one of the principal areas (conducting, voice, piano, collaborative piano, instrumental, composition) as determined by the administration. The program includes the M.A.Min. core requirements (14 credits), the music concentration requirements which include a church music internship (10 credits), church music electives (4 credits), general electives (4 credits), and, as a capstone, a public performance in the student's applied principal area.

In addition to the Core Requirements listed above, the Church Music Concentration includes the following:

### Church Music Requirements

Course		Hours
	Applied Principal (conducting, voice, piano, collaborative piano, piano pedagogy, instrumental, or composition)*	4
MU 521	Biblical Foundations of Music Ministry	2
MU 552	Hymns as Theology	2
MU 573	Church Music Internship	2
	<b>TOTAL</b>	<b>10</b>

\*The applied principal instruction will be two semesters (2 credits each).

### Church Music and General Electives

The student will choose eight (8) total electives: four (4) credits from the list below of church music electives and four (4) approved general electives.

Course		Hours
MU 542	Church Music Writing and Arranging	2
ED 581	Teaching General Music	2
MU 621	Advanced Keyboard Skills	2
MU 671	Advanced Songleading	2
MU 672	Graded Choirs	2
MU 501	Computer Music Notation and Publishing	2
	Approved General Electives	4
	<b>TOTAL</b>	<b>8</b>

## Pastoral Ministry Concentration

The Pastoral Ministry Concentration is for qualified male students who are seeking further preparation and development for the pastoral ministry or its equivalent.<sup>1</sup> In addition to the M.A.Min. core, the program introduces the student to knowledge and skills that are especially pertinent to pastoral ministry. With the exception of the capstone project, all of the required courses in the Pastoral Ministry concentration can count toward the fulfillment of required ministry courses in the Master of Divinity degree at IBCS, should the student qualify for that program.

In addition to the Core Requirements listed above, the Pastoral Ministry Concentration includes the following:

### Pastoral Ministry Requirements

Course		Hours
HI 533	History of Fundamentalism	2
PR 652	Evangelism and Cross-Cultural Issues	2
PR 671	Expository Preaching	2
PR 672	Homiletics	2
PS 500	Theology of Counseling	2
	Approved Electives	6
PR 630	Capstone Project	2
	<b>TOTAL</b>	<b>18</b>

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<sup>1</sup>According to the New Testament, pastoral leadership is the responsibility of men. Because the Pastoral Ministry Concentration is designed specifically to prepare men for the pastoral ministry or the equivalent level of leadership in Christian Service, it is open only to male students.

## **MASTER OF DIVINITY (M.Div.)**

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### **Purpose**

The purpose of the Master of Divinity program is to provide seminary-level training for men pursuing pastoral, missionary, or evangelistic ministry.

### **Program Emphasis**

The Master of Divinity degree is a 96-hour graduate-level academic program designed primarily for men who wish to serve in the senior pastorate or other position requiring a similar level of spiritual and ministry leadership. It provides a more in-depth study of the Bible, theology and ministry practice than on the undergraduate level.

### **Admissions Requirements**

Admission to the Master of Divinity degree program requires an approved Bachelor's degree. In addition, according to the New Testament, pastoral leadership is the responsibility of men. Because the Master of Divinity program is designed specifically to prepare men for the pastoral ministry or the equivalent level of leadership in Christian Service, the Master of Divinity Program is open only to male students.

### **Admission with Language Deficiency**

Readiness for Intermediate New Testament Greek is a prerequisite for admission to the M.Div. program. This proficiency may be demonstrated through successful completion of Elementary Greek, at the undergraduate or graduate level, or through the successful completion of a proficiency exam to be administered by IBCS. A student that cannot demonstrate proficiency through one of these means may nevertheless be admitted to the program, provided that the student removes the deficiency within two years of admission.

### **Language Credit Transfer**

Subject to administrative approval, students may transfer as many as 6 credit hours of intermediate or advanced New Testament Greek and up to 6 credit hours of Biblical Hebrew from undergraduate studies as substitutes for graduate Greek and Hebrew courses respectively. Approved and substituted courses would not be required to be made up as electives elsewhere. Substituting for GK 603 or GK 604 requires three such credit hours each.



## **Course Sequence**

The M.Div. courses are offered during the regular fall and spring semesters as well as during one- or two-week modular classes in the summers (usually late May–June) and winters (usually January). A modular course often includes reading assignments to be completed before the class meets. It is possible to complete the program in four years.

Be aware that a few required courses may be offered only during the summer or winter modular classes.

## **Program Learning Outcomes**

Upon completion of the Master of Divinity, the successful student will

1. Integrate a personal love for God with an ever-expanding relationship with people.
2. Evidence a comprehensive understanding of the original message of the Bible through the application of legitimate hermeneutical principles.
3. Value a deeper knowledge of the historical development of Christian thought and practice.
4. Employ an expanded ability to relay and apply the Bible's message to the modern audience.
5. Value the commitment to Biblically-based separation.
6. Apply effective, Bible-based solutions to problems encountered in ministry leadership.
7. Construct a genuine concern for people through an understanding of human problems.

## **Graduation Requirements**

To be eligible for graduation, the Master of Divinity student must

- Successfully complete the minimum credits in the prescribed and elective courses.
- Earn at least 51% of the credit hours required for this degree at International Baptist College and Seminary.
- Maintain a cumulative GPA of 2.00.
- Successfully complete the capstone project(s) as applicable.
- Be enrolled in PR 517 (for credit) or PR 500m (zero credits) each semester the student is taking more than three credits from IBCS (PR 517 may be taken up to 8 times, including credits earned in the IBCS M.A.Min.).
- Pay all financial obligations to IBCS.
- Demonstrate proper Christian character.
- Receive administrative approval for graduation.
- Participate in commencement exercises.

## Capstone Project

When nearing the completion of the required coursework, the Master of Divinity student will complete a one-hour capstone project (EN 630) which consists of creating a written doctrinal statement and a philosophy of ministry. A comparable project may be substituted at the discretion of the Academic Dean. Please consult the Academic Dean or the Assistant Seminary Dean for further details.

## Program of Study

The program consists of a core curriculum that includes Bible, Theology, Languages, and Ministry courses, plus 10 hours of general electives.

## Program Requirements

### Bible Requirements

Course		Hours
BI 501	New Testament Introduction	3
BI 512	Hermeneutics	2
BI 521	Old Testament Introduction	3
BI 530	Old Testament Exposition: Pentateuch	2
BI 532	Old Testament Exposition: Wisdom Books	2
	Old Testament Book Study (elective)	2
	New Testament Book Study (elective)	2
	<b>TOTAL</b>	<b>16</b>

### Theology Requirements

Course		Hours
TH 501	New Testament Theology	3
TH 502	Old Testament Theology	3
TH 513	Historical Theology	3
TH 523	Baptist Polity	2
TH 532	Dispensationalism	2
TH 601	Prolegomena and Bibliology	2
TH 602	Trinitarianism	2
TH 603	Angelology, Ecclesiology, Eschatology	2
TH 604	Anthropology, Hamartiology, Soteriology	2
	<b>TOTAL</b>	<b>21</b>

## Language Requirements

Course		Hours
EN 620	Research and Writing	2
GK 603	Greek Syntax	2
GK 604	Greek Exegesis	2
HB 501	Hebrew Grammar	3
HB 502	Hebrew Syntax and Exegesis	3
	Approved Greek Book Study Electives	6
	<b>TOTAL</b>	<b>18</b>

## History Requirements

Course		Hours
HI 533	History of Fundamentalism	2
HI 535	History of Christianity 1	3
HI 536	History of Christianity 2	3
	<b>TOTAL</b>	<b>8</b>

## Ministry Requirements

Course		Hours
MI 513	Missions and the Church	2
PR 584	Biblical Leadership	2
PR 621	Pastoral Care	2
PR 652	Evangelism and Cross-Cultural Issues	2
PR 653	Philosophy of Ministry	2
PR 671	Expository Preaching	2
PR 672	Homiletics – Presentation & Delivery	2
PS 500	Theology of Counseling	2
PS 501	Dynamics of Biblical Change	2
	Approved Ministry Electives	4
	<b>TOTAL</b>	<b>22</b>

## Additional Requirements

Course		Hours
EN 630	Capstone Project	1
	Approved Electives	10
	<b>TOTAL</b>	<b>11</b>

## DOCTOR OF MINISTRY (D.MIN.)

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### **Purpose**

The purpose of the Doctor of Ministry program is to provide professional and academic preparation for the highest level of leadership in Christian ministry.

### **Program Emphasis**

The Doctor of Ministry is designed for pastors and other ministry leaders with a minimum of two years of ministry experience. The program schedule accommodates those in full-time ministry.

### **Admissions Requirements**

A student must have earned a Master of Divinity or its equivalent to be admitted to the Doctor of Ministry program. Equivalency is defined as at least one of the following:

1. 72 semester hours of master's level in the various fields of religious studies.
2. An undergraduate degree in Bible, Theology, or Ministry and 60 hours of master's level work. (Master's level courses taken as part of the undergraduate degree do not count toward the 60-hour total.)

The student should have taken graduate-level classes or otherwise demonstrate graduate-level proficiency in the following: Biblical theology; systematic theology; New Testament and Old Testament studies; Greek syntax and exegesis; Hebrew syntax and exegesis; New Testament and Old Testament introductions; Bible exposition and preaching; church history or related studies, and pastoral theology. Each applicant's program is examined individually, and any deficiencies must be made up before degree candidacy can be granted.

In addition, according to the New Testament, pastoral leadership is the responsibility of men. Because the Doctor of Ministry program is designed to further equip men in the pastoral ministry or positions of equivalent leadership in Christian Service, the Doctor of Ministry program is open only to male students.

### **GPA Requirements**

A student may be admitted to the D.Min. program with a 3.00 GPA in his M.Div. program or equivalent coursework.

A student may be provisionally admitted to the D.Min. program with a GPA of at least 2.66; however, this student will be admitted under academic probation.

A student admitted under academic probation must demonstrate satisfactory academic progress as judged by the administration.

A student admitted to the D.Min. program on academic probation must achieve a GPA of 3.00 to graduate.

## **Ministry Experience Requirement**

The student must have served at least two years in the active ministry during graduate studies or since receiving his graduate degree and must continue in a ministry during the time of his formal study. Any exception to this requirement must have administrative approval prior to acceptance into the program.

## **Course Sequence and Delivery**

The Doctor of Ministry program is accessible for working pastors and ministry leaders without their having to leave their fields of service.

Doctor of Ministry courses are offered sequentially each fall and spring. A student may take courses at any point in the rotation, except for the Dissertation Project, which requires that the student first complete his coursework. If a student completes the course offered each semester without a hiatus, he can finish his coursework in nine semesters. The dissertation project is designed to be completed in no more than five additional semesters.

Except for the Dissertation Project, each course involves an intensive one-week modular class taken live, either in person or through distance technology. There is also extensive pre- and post-course work that includes interaction with the instructors and fellow students asynchronously.

## **Program Learning Outcomes**

Upon completion of the Doctor of Ministry, the successful student will possess the requisite knowledge and skills to do the following:

1. Develop, assess, implement, and promote a ministry philosophy and organizational plans that are rigorously Biblical, theologically sound, and situationally appropriate for the church and its allied ministries.
2. Derive and communicate with accuracy, nuance, and skill the fundamental truths of God's Word in various ministry venues, including evangelism, discipleship, preaching, teaching, and counseling.

3. Create and evaluate comprehensive models and practices, based on Biblical principles, that foster the multiplication of God-fearing leaders within their respective ministries.
4. Develop long-term plans for growth and learning that will sustain their own commitment to glorify God, champion the fundamental truths of His Word, and faithfully serve the church and that will instill the same commitment in others.

## Graduation Requirements

To be eligible for graduation, the Doctor of Ministry student must:

- Successfully complete the minimum credits in the prescribed and elective courses.
- Earn at least 51% of the credit hours required for this degree at International Baptist College and Seminary.
- Maintain a cumulative GPA of 3.00.
- Successfully complete the Dissertation Project and other capstone requirements as applicable.
- Pay all financial obligations to IBCS.
- Demonstrate proper Christian character.
- Receive administrative approval for graduation.
- Participate in commencement exercises.

## Dissertation Project

The Doctor of Ministry student must produce a dissertation. Please consult the IBCS Dissertation Manual for more details.

## Program of Study

The Doctor of Ministry program consists of 32 hours that include 27 hours of coursework and a five-hour dissertation project.

## Program Requirements

Course		Hours
BI 730	Advanced Old Testament Exposition	3
BI 731	Advanced New Testament Exposition	3
PR 756	Great Commission Ministry: Issues and Practice	3
PR 773	Advanced Homiletics and Pedagogy	3
PR 783	Administration, Management, and Strategic Planning	3
PR 881	Advanced Biblical Leadership	3
PR 882	Selected Issues in Leadership	3
PS 714	Advanced Counseling: Theory, Practice, and Issues	3

TH 844	Worship and the Church	3
	Dissertation Project	5*
	<b>TOTAL</b>	<b>32</b>

\*One credit per semester enrolled in the dissertation project for up to five semesters.

# GRADUATE AND SEMINARY COURSE DESCRIPTIONS

**BI 500 Old and New Testament Survey** **two hours**

A survey of the message of the books of the Old and New Testaments in their historical and literary contexts. The course will also address several practices and skills necessary for effective seminary studies.

**BI 501 New Testament Introduction** **three hours**

A study of the canonicity, text, and literary composition of the New Testament, including authorship, historical background, and content of each book.

**BI 502 New Testament Backgrounds** **two hours**

A course designed to immerse the student into the historical, geographical, social, linguistic, and cultural background of the New Testament world.

**BI 512 Hermeneutics** **two hours**

An advanced study of the principles and practices of accurate Biblical interpretation including an evaluation of various hermeneutical methods.

**BI 521 Old Testament Introduction** **three hours**

A study of the canon, text, authorship, and literary composition of the Old Testament including an introduction of Old Testament textual criticism.

**BI 522 Old Testament Backgrounds** **two hours**

A course designed to immerse the student into the historical, geographical, social, linguistic, and cultural background of the Ancient Near East. The areas of specific focus will be the history of Israel, and their relationships with geographically adjacent societies, cultures, religions, and world-powers.

**BI 524 Exposition of Ephesians** **two hours**

A course designed to exposit the Biblical text of Ephesians. Whereas the class will be taught from the perspective of an English Bible, it will give appropriate consideration to the Greek text. The content of the course will focus upon the overall context of the book, specifically the cultural, historical, grammatical, exegetical, narrative, and literary aspects. Theological issues will also be addressed when appropriate.

**BI 530 Old Testament Exposition: Pentateuch** **two hours**

A course designed to teach the student how to expound the Pentateuch. Whereas the class will be taught from the perspective of an English Bible, it will give appropriate consideration to the Hebrew text. The content of the course will focus upon the overall context of the Pentateuch, specifically the cultural, historical, grammatical, exegetical, narrative, and literary aspects. Theological issues will also be addressed when appropriate.

**BI 531 Old Testament Exposition: Historical Books** **two hours**

A course designed to teach the student how to expound the Old Testament Historical Books. Whereas the class will be taught from the perspective of an English Bible, it will give appropriate consideration to the Hebrew text. The content of the course will focus upon the overall context of the Historical Books, specifically the cultural, historical, grammatical, exegetical, narrative, and literary aspects. Theological issues will also be addressed when appropriate.



**BI 532 Old Testament Exposition: Wisdom Books** **two hours**

A course designed to teach the student how to expound the Old Testament Wisdom Books. Whereas the class will be taught from the perspective of an English Bible, it will give appropriate consideration to the Hebrew text. The content of the course will focus upon the overall context of the Wisdom Books, specifically the cultural, historical, grammatical, exegetical, narrative, and literary aspects. Theological issues will also be addressed when appropriate.

**BI 533 Old Testament Exposition: Daniel and Revelation** **two hours**

The course covers the exposition of Daniel and Revelation with emphasis on the development of expository messages from the book. Special attention will be given to the correlation of the books to the pre-tribulational, pre-millennial, and dispensational position on end-times events.

**BI 534 Old Testament Exposition: Minor Prophets** **two hours**

A course designed to teach the student how to expound the Old Testament Minor Prophets. Whereas the class will be taught from the perspective of an English Bible, it will give appropriate consideration to the Hebrew text. The content of the course will focus upon the overall context of the Minor Prophets, specifically the cultural, historical, grammatical, exegetical, narrative, and literary aspects. Theological issues will also be addressed when appropriate.

**BI 540 New Testament Exposition: Acts** **two hours**

A course designed to teach the student how to expound the book of Acts. Whereas the class will be taught from the perspective of an English Bible, it will give appropriate consideration to the Greek text. The content of the course will focus upon the overall context of the book, specifically the cultural, historical, grammatical, exegetical, narrative, and literary aspects. Theological issues will also be addressed when appropriate.

**BI 560 New Testament Exposition: Gospels** **two hours**

A course designed to teach the student how to expound the Gospels. Whereas the class will be taught from the perspective of an English Bible, it will give appropriate consideration to the Greek text. The content of the course will focus upon the overall context of the book, specifically the cultural, historical, grammatical, exegetical, narrative, and literary aspects. Theological issues will also be addressed when appropriate.

**BI 604/704 Biblical Geography** **two hours**

An introduction to the geography of the east and west Jordan regions highlighting areas of Biblical interest with an overview of the geographical zones of these regions along with an understanding of the major cities and events of the areas and other Bible lands, such as Egypt, Mesopotamia, Anatolia, and Syria.

**BI 712 Advanced Hermeneutics** **two hours**

A doctoral level study of the principles and practices of accurate biblical interpretation including an evaluation of various hermeneutical methods.

**BI 730 Advanced Old Testament Exposition** **three hours**

A course designed to equip the preacher to exegete the Old Testament accurately, analyze it theologically, and apply it appropriately to a modern audience. Although

not a pure Hebrew exegesis course, this class will involve significant interaction with the Hebrew text. Special attention will be paid to the theological problem of how the Old Testament applies to the life of the Christian.

**BI 731 Advanced New Testament Exposition** **three hours**

A course designed to equip the preacher to exegete the New Testament accurately, analyze it theologically, and apply it appropriately to a modern audience. Although not a pure Greek exegesis course, this class will involve significant interaction with the Greek text.

**BI 732 Advanced Old Testament Exposition: Wisdom Books** **two hours**

A course designed to provide a thorough understanding of the nature, genre purposes, exposition and application of the Old Testament Wisdom Books. Although not a pure Hebrew exegesis course, this class will involve significant interaction with the Hebrew text. Special attention will be paid to interpreting Biblical poetry, understanding wisdom and related theological themes, and applying wisdom in preaching and practice.

**BI 832 Advanced Exposition of Numbers** **two hours**

A course designed to provide a thorough understanding of the nature, genre purposes, exposition, and application of the book of Numbers. Although not a pure Hebrew exegesis course, this class will involve significant interaction with the Hebrew text. Special attention will be paid to the theological message of Numbers and its relationship with God's leadership.

**ED 515 History and Philosophy of American Education** **three hours**

A survey of major philosophies and historical events that have influenced education to help develop a personal philosophy of Christian education and to understand how trends and philosophies impact current Christian education.

**ED 524 Curriculum Development** **three hours**

A study of the Biblical foundations for an educational curriculum with guidance in Biblical research to consider source and origin in addition to end and purpose of each subject; scope, sequence, balance, and development of existing curricula will be analyzed.

**ED 525 Marketing in Ministry** **two hours**

Strategies for the Christian educator to employ in assuring that the private Christian school is seen as an important component of the larger community including proven strategies in assuring more parental involvement in their students' lives and the life of the Christian school.

**ED 535 Current Issues for the Christian Educator** **two hours**

A study of the critical issues facing everyone who considers Christian education important for American youth. These issues include the state and the church, curriculum in the Christian school, challenges of the changing American family unit, and other pressing issues impacting private Christian schools.

**ED 540 Advanced Tests and Measurements** **three hours**

This course trains students in the principles of Biblical, educational, and psychological evaluations, both standardized and teacher-made. Opportunities for studying the

administration, scoring, and evaluating of tests of intelligence, achievement, aptitude, and personality are provided.

**ED 554 Law and the Christian School** **two hours**

A study of the law, litigation, and the legislative process relative to the Christian day school program; includes a look at the US Constitution (its foundation and its educational amendments) and a number of landmark cases impacting private Christian education. Independent study, case research, practical problem solving, lecture, and discussion are included.

**ED 571 Action Research for the Classroom Teacher** **three hours**

This course provides practicing classroom teachers the opportunity to use research methodology to examine what is occurring in their classrooms and to make needed improvements. Each candidate will be given extensive background on how to objectively observe and analyze the complex interactions of the daily classroom. Using proven research methods, the candidate will be able to gain valuable insight into conflict, classroom arrangement, impact of different teaching strategies, and other important aspects of classroom learning.

**ED 581 Teaching General Music** **one semester, two hours**

An introduction to classroom techniques and materials for teaching general music in the elementary grades.

**ED 584 Management and Supervision** **two hours**

A study of staff recruitment and the improvement of instruction through planning, Biblical and proven management techniques, and continuous in-service education; attention will be given to personal administration, management responsibilities, and program evaluation.

**ED 585 Supervision of Programs, Facilities, and Personnel** **two hours**

Practical information for Christian educators who are required to wear two hats: teacher and part-time administrator. Topics studied include hiring and termination of school employees, evaluation of employees, on-going facility management, strategic planning, program development and evaluation, fundraising for non-profits, and community relations.

**ED 586 Institutional Advancement and Effectiveness** **two hours**

A study of the art and science of development and effectiveness including operational and long-range planning and comprehensive assessment.

**ED 594 Technology in Education** **three hours**

A focus on the concepts and strategies necessary for leadership in the integration and application of technology. Students will be given the opportunity to study the advancement of the quality and the effectiveness of teaching by using technology as a tool, a medium, and a setting for learning, as well as the strategic planning, leadership styles, institution change process, and policy issues regarding educational technology. Students will create and share a vision of educational technology for their workplace, generate a technology plan that supports that vision, and write a proposal seeking funding for all or part of that plan.

**ED 630 Master of Christian Education Thesis** **one hour**

An examination of the qualitative research methods on teaching and learning including a major component focusing on framing educational problems worthy of inquiry and then designing and assessing studies of teaching practice.

**ED 675 Directed Field Experience** **three hours**

On-site experience working with students in inner-city programs, Indian reservations, mission field experiences, and other sites that allow for professional experience in working with students coming from challenging backgrounds. The candidate would experience first-hand the challenges of working with children in various environments where Christian education has not been an option. In addition to required minimum contact hours, candidates will write a comprehensive report on their experiences. This course also serves as the student teaching block for candidates in the teacher track with no prior teaching experience.

**EN 520 Christian Thesis Writing** **one hour**

A study of the format and purposes of Christian thesis writing. The student will be given direction in topic selection, Biblical research, organization, and writing.

**EN 620 Research and Writing** **two hours**

A course designed to familiarize the student with the procedures and resources designed for significant theological research. Formatting, writing, and citation issues will also be addresses.

**EN 630 Master of Divinity Capstone Project** **one hour**

After finishing the required coursework, the Master of Divinity student will complete a one-hour capstone project which consists of creating a written doctrinal statement and philosophy of ministry or comparable project at the discretion of the instructor and the Academic Dean.

**EN 720 and 730 Advanced Research and Writing** **one hour per semester**

A course designed to familiarize the student with the procedures and resources designed for doctoral-level theological research. Formatting, writing, and citation issues will also be addressed as necessary.

**EN 820 Advanced Thesis Writing** **one hour**

A course designed to introduce the students to the process of writing doctoral-level theses and dissertations including a strategy for selection of a topic, research, writing, and project management.

**EN 830 and 831 Dissertation Project** **one hour per semester**

Directed research designed to aid the student in the completion of the dissertation project. One credit for a maximum of five semesters.

**GK 501, 502 Elementary Greek I and II** **two semesters, three hours per semester**

A beginning study of the vocabulary, forms, syntax, accent, and pronunciation of the New Testament *Koine* Greek with selected readings and translations from the Greek text.

**GK 603 Greek Syntax**

**two hours**

*(Prerequisite: Elementary Greek or placement exam)*

A review and study of New Testament Greek syntax. Attention will be given to increase the student's vocabulary, understanding verbs, participles, infinitives, and articles, as well as the overall linguistic structure of the New Testament language.

**GK 604 Greek Exegesis**

**two hours**

*(Prerequisite: GK 603)*

A review and study of New Testament Greek exegesis concentrating on both the process and the significance of the exegetical method.

**GK 621 Galatians in Greek**

**three hours**

*(Prerequisite: GK 603)*

The translation and exegesis of the epistle of Galatians with special emphasis upon developing expository messages from the book. Attention will be given to advanced points of Greek grammar as well as the proper methodology for word studies.

**GK 701 Luke in Greek**

**three hours**

*(Prerequisite: GK 604)*

The translation and exegesis of the gospel of Luke with special emphasis upon developing expository messages from the book. Attention will be given to advanced points of Greek grammar as well as the proper methodology for word studies.

**GK 702 James in Greek**

**three hours**

*(Prerequisite: GK 604)*

The translation and exegesis of the epistle of James with special emphasis upon developing expository messages from the book. Attention will be given to advanced points of Greek grammar as well as the proper methodology for word studies.

**GK 703 II Corinthians in Greek**

**three hours**

*(Prerequisite: GK 604)*

The translation and exegesis of Paul's second epistle to the Corinthians with special emphasis upon developing an expository message from the book. Attention will be given to advanced points of Greek grammar and the proper methodology for word studies.

**GK 704 Ephesians in Greek**

**three hours**

*(Prerequisite: GK 604)*

The translation and exegesis of the epistle of Ephesians with emphasis on the development of expository messages from the book. Attention will be given to advanced points of Greek grammar as well as the proper methodology for outlining passages and word studies.

**GK 705 Romans in Greek**

**three hours**

*(Prerequisite: GK 604)*

The translation and exegesis of Romans with special emphasis upon developing expository messages from the book. Attention will be given to advanced points of Greek grammar and the proper methodology for word studies.

- GK 706 Hebrews in Greek** **three hours**  
*(Prerequisite: GK 604)*  
 The translation and exegesis of the epistle of Hebrews with emphasis on the development of expository messages from the book. Special attention will be given to advanced points of Greek grammar.
- HB 501 Hebrew Grammar** **three hours**  
 A beginning course in Biblical Hebrew focusing upon the fundamentals of grammar.
- HB 502 Hebrew Syntax and Exegesis** **three hours**  
*(Prerequisite: HB 501)*  
 A beginning course in Biblical Hebrew focusing upon the fundamentals of syntax and translation.
- HI 533/733 History of Fundamentalism** **two hours**  
 An in-depth study of the history of the fundamentalist movement analyzing its historical roots, leading personalities, issues, battles, and present-day status.
- HI 535 History of Christianity 1** **three hours**  
 A course designed to examine early church history from the apostolic age to A.D. 1517. Emphasis is placed on the church fathers, the Roman Catholic system, and significant events/persons leading up to the Reformation.
- HI 536 History of Christianity 2** **three hours**  
 A course designed to examine modern church history from Luther's Ninety-five Theses (A.D. 1517) to the present. Much of the course will be devoted to investigating the Reformation, the Counter-Reformation, Denominationalism, and the expansion of Christian movements in America.
- MI 513 Missions and the Church** **two hours**  
 A study of the relationship and responsibilities of the local church in regard to both home and foreign missions, including the philosophy, strategy, and promotion of missions, and the selection, care, and support of missionaries.
- MU 501 Church Music Notation and Publication** **two hours**  
*(administrative approval)*  
 An introduction to desktop music publishing with an emphasis on the Finale notation program.
- MU 521 Biblical Foundations of Music Ministry** **two hours**  
 A practical and theological survey of Scripture touching on music ministry outlining four main topics: purposes of sacred music, a theology of worship, the qualifications of a church musician and leaders, and a Biblical approach to administration (including relational administration).
- MU 542 Church Music Writing and Arranging** **two hours**  
 Group lessons in composing or arranging vocal or instrumental sacred music for use in the local church. Two years of college-level music theory is pre-requisite to this course.

**MU 552 Hymns as Theology** **two hours**

An in-depth analysis of the theology of lyrics, their Scriptural bases, and their use in worship with an emphasis on intentional use of hymns in worship services and edification of the worshipper through understanding; includes a survey of emerging Psalm settings and modern hymns.

**MU 671 Advanced Songleading** **two hours**

*(Pre-requisite: one semester of conducting or songleading or administrative approval)*

A thorough application of philosophy and hymnology to songleading and the development of skills in conducting, commenting, platform demeanor, and planning with detailed knowledge of specific hymns and Psalm settings.

**MU 672 Graded Choirs** **two hours**

*(administrative approval)*

Conducting techniques, group vocal techniques, and rehearsal techniques specific to various age groups and ability levels of choirs. Includes a survey of choral literature appropriate to each group.

**PR 514 Advanced Small Groups** **two hours**

An in-depth study of the scriptural use of small groups in the church for the purpose of fellowship, discipleship, and evangelism.

**PR 517 Christlikeness in Service** **one hour**

A seminar focused on the spiritual life and growth of those preparing for God's service. A special emphasis will be placed on the student's vital, ongoing relationship with Jesus Christ through His Word and His Spirit as well as essential disciplines of Godly and effective Christian living and ministry.

**PR 621 Pastoral Care** **two hours**

A course designed to examine practical aspects of the pastoral role: care giving, conducting visitation, officiating weddings/funerals, administering ordinances, and solving interpersonal issues.

**PR 651 Discipleship and Mentoring** **two hours**

A course designed to examine the Biblical foundations and practices associated with discipleship and mentoring within a local church.

**PR 652 Evangelism and Cross-Cultural Issues** **two hours**

A course designed to examine the outworking of the Great Commission and its implications within cross-cultural ministries. Emphasis will be placed on principles that enable students to effectively communicate the Gospel to those within different cultures and worldviews.

**PR 653 Philosophy of Ministry** **two hours**

A course designed to examine the Biblical philosophy of the pastor, his office, role, relationships, and ministry within the local church.

**PR 654/754 Church Growth** **two hours**

A study to enable the student to understand the relevant Biblical passages on the manner, power, and practice of the early church, as well as the practical outworking of these texts in a modern context.

**PR 671 Expository Preaching** **two hours**

A course designed to advance the skills associated with expository preaching. Emphasis will be given to clear and accurate exposition of the Biblical text, to sensitivity to the literary genre of the text, to the overarching storyline of the Bible, as well as to effective sermonic presentation.

**PR 672 Homiletics** **two hours**

*(Prerequisite PR 671)*

A course designed to examine the basics of sermon preparation. Special attention will be placed upon the accurate exegesis, outlining, and delivering the truth of a Biblical text.

**PR 756 Great Commission Ministry: Issues and Practice** **three hours**

A course studying the implementation of the Great Commission in the contemporary context, including the philosophy, planning, and execution of missions' strategies in an increasingly interconnected world.

**PR 773 Advanced Homiletics and Pedagogy** **three hours**

*(formerly Advanced Sermonic Structures)*

A course designed to prepare the Christian leader for the proclamation and explanation of God's Word at an advanced level. Special emphasis will be placed on advanced homiletical structures, the formulation and achievement of learning outcomes, and a variety of effective methods for preaching and teaching.

**PR 783 Administration, Management, and Strategic Planning** **three hours**

*(formerly Ministry Management)*

An examination of biblically based administration and management as essential aspects of Christian leadership. The administration of church ministries and the oversight of the practical operation of the church plant, program, and finances will be considered. Special emphasis will be placed on the ministry's strategic planning process.

**PR 881 Advanced Biblical Leadership** **three hours**

An in-depth Biblical and theological study of the nature and qualifications of Christian leadership. Special attention will be paid to the Christian leader's personal life and relationships and on the development and implementation of a practical, Biblical theology for the local church and allied ministries.

**PR 882 Selected Issues in Leadership** **three hours**

A course designed to examine selected issues and aspects of leadership with expert practitioners.

**PS 500 Theology of Counseling** **two hours**

A course designed to explore historical and contemporary counseling systems with an emphasis on a Biblical/Theological approach.

**PS 501 Dynamics of Biblical Change** **two hours**

A counselor's approach to personal and directed sanctification.

**PS 514 Methods of Counseling** **two hours**

An overview of different counseling philosophies, techniques, and practical methods of Christian counseling.



**PS 714 Advanced Counseling: Theory, Practice, and Issues** **three hours**

*(previously Methods of Counseling)*

An in-depth study of counseling philosophies, techniques, and practical methods of Christian counseling, with an emphasis on application through case studies.

**TH 501 New Testament Theology** **three hours**

A study of the history and methods of Biblical theology as applied to the New Testament. The course will examine the theology of various writers of the New Testament.

**TH 502 Old Testament Theology** **three hours**

A study of the history and methods of Biblical theology as applied to the Old Testament: the theology of specific Old Testament subjects, specific Old Testament books, and the unifying theme of the entire Old Testament.

**TH 513 Historical Theology** **three hours**

*(Prerequisite HI 535; Co-requisite HI 536)*

A study of the history of Christian doctrine from the apostolic church fathers to pre-Reformation era. Special attention will be given to history's practical importance to the church today and to an analysis of the factors that influence the development of doctrine.

**TH 523 Baptist Polity** **two hours**

A study of the principles and practices of a Baptist church, such as membership, officers, government, discipline, and ordinances.

**TH 532 Dispensationalism** **two hours**

A course designed to study classical and contemporary dispensational theory from the perspective of a grammatical, historical, literal, and literary hermeneutic.

**TH 601 Prolegomena and Bibliology** **two hours**

A systematic study regarding both theological introductions and correlations and a systematic study of the Bible, specifically its authority, veracity, inspiration, inerrancy, history, preservation, canonicity, and sufficiency.

**TH 602 Trinitarianism** **two hours**

A systematic study of the existence, character, and nature of God including His divine attributes, His triune essences, and His self-initiated interaction with man. Additional emphasis will be placed upon the divine nature of Jesus Christ and the Holy Spirit.

**TH 603 Angelology/Ecclesiology/Eschatology** **two hours**

A systematic and Biblical study of the angelic host, the church, and the end times from a pretribulational, premillennial viewpoint.

**TH 604 Anthropology/Hamartiology/Soteriology** **two hours**

A systematic study of the glory of God through the salvation of humanity. Emphasis will be placed upon the Gospel, specifically humanity's natural state, the atonement, redemption, election, predestination, grace, regeneration, faith, repentance, justification, adoption, perseverance, and the believer's union with Christ.

**TH 624/724 Christian Apologetics**

**two hours**

A survey of several approaches to apologetics and instruction in the practice of apologetics, articulating the Christian replies to various challenges to the faith.

**TH 844 Worship and the Church**

**three hours**

The examination of a Biblical and theological approach to current worship from a conservative, baptistic perspective with attention given both to the theology of worship as articulated in the Old and New Testaments and to the implementation and evaluation of worship in cross- and multi-cultural contexts.

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IBCS reserves the right to make changes without further notice. The regulations, courses, personnel, and costs listed herein are subject to change after date of publication of this catalog through established due process. In such cases, IBCS will attempt to communicate such changes to all students, faculty, and staff through written means. It is important that all students familiarize themselves with the regulations set forth in this catalog and assume proper responsibilities concerning them.



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Church Ministries

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