COLLEGE of ATHENS

2026–27
Academic Program Catalog



Updated November 2026

Table of Contents

About Our College----------1
- History
- Mission Statement
- Core Values
- Motto
- Purpose Statement
- Institutional Goals
- Belief Statement

Organizational Information----------6
- Accreditation Statement
- Non-Profit Statement
- 2026–2027 Academic Calendar
- Board of Trustees
- Administration & Faculty

Admissions Information----------14
- Steps to Admission
- Admissions Requirements
- Ability-to-Benefit
- Dual Enrollment Eligibility Requirements
- Transfer of Credits
- Deferred Admission/Enrollment
- Equal Opportunity & Diversity Policy

Financial Information----------18
- Tuition & Fees
- Financial Aid
- Refund Policy
- Fundraising Policy
- Support-Raising Policies

Academic Information----------23
- Educational Goals
- Graduation Requirements
- Student Achievement
- Portfolio Development Process
- Accelerated Master's Degrees
- Definition of a Credit Hour
- Student Status
- Academic Honors
- Graduation Honors
- Grading Scale
- Writing Proficiency & Remediation Program
- College Success Course
- Academic Probation
- Retake Policy
- Make-Up Work
- Professional Licensure
- Distance Education Policies
- Plagiarism
- AI

General Education Program----------37

General Education Program Objectives
General Education Areas & Objectives
Christian Ministry Program----------40
Undergraduate Program Requirements
Graduate Program Requirements
Psychology Program----------61
Undergraduate Program Requirements
Business & Leadership Program----------66
Undergraduate Program Requirements
Master's Thesis Guidelines
Faith-in-Action Apprenticeship Guidelines
Student Services----------80
Office of Registrar
Financial Aid Office
Academic Advising
Career & Vocational Advising
Course Registration Procedure
Adding and/or Dropping Courses
Course Withdrawal
Student Orientation
Library Services
Populi
Microsoft 365
Student Policies & Procedures----------82
Expectations for Christian Conduct
Disciplinary Probation
Attendance
Disclosure Policy
Harassment Policy
Substance Free Policy
Sexual Conduct Policy
Complaint, Grievance, & Due Process Policy
Disability Policy
Public Health Policy
Emergency Operations Policy & Safety Plan----------89
Procedures for Reporting Incidents
Evacuation Policy & Procedure
In Case of Fire
Bomb Threat/Terrorist Threat
Active Shooter Situation
Severe Weather
Medical Emergencies
Personal Safety
Emergency Plan for Persons with Disabilities
Emergency Notification Plan
CoA Building Layout
Student Life----------96
Prayer Support
Pastoral Counseling
Learning Support
Student Healthcare
Student Organizations

Cultural, Educational, & Religious Opportunities
Student Service Requirement
Undergraduate Course Catalog----------100
Overview
Biblical Language Courses
Biblical Studies Courses
Business Courses
Care & Counseling Courses
Christian Studies Courses
Education Courses
Faith-in-Action Courses
General Education Courses
Generational Ministry Courses
Intercultural Studies Courses
Leadership Courses
Worship Arts Courses
Graduate Course Catalog----------136
Overview
Agricultural Ministry Courses
Biblical Language Courses
Biblical Studies Courses
Business Administration Courses
Care & Counseling Courses
Christian Studies Courses
Education Courses
Faith-in-Action Courses
Generational Ministry Courses
Intercultural Studies Courses
Transformational Leadership Courses
Worship Arts Courses
Appendices----------162
CoA Enrollment Agreement
Student Consent to Legal Representative (Disclosure) Form
Projected Course Schedule

About Our College

College of Athens (CoA) is an accredited Christian college that offers a new kind of ministry preparation designed to equip tomorrow's Christian leaders for our rapidly changing world. The College provides an opportunity for students from all walks of life to engage in hands-on leadership opportunities supported by biblically-based coursework in a Christian environment with highly qualified instructors.

History

The inaugural Board of Trustees of the Athens School of Ministry & Worship Arts met in August 2009. The College was incorporated with the Georgia Secretary of State in November 2009 and received IRS non-profit status in September 2010. With the invitation to house our college at Watkinsville First United Methodist Church and approval from the Georgia Nonpublic Postsecondary Education Commission to operate under Religious Exemption, ASM&WA first opened its doors to students in August 2012. In August 2015, the College accomplished Full Authorization status from the Georgia Nonpublic Postsecondary Education Commission and formally changed its name to the Athens College of Ministry. In May 2020, the College received full accreditation through the Transnational Association of Christian Colleges and Schools (TRACS). In September 2020, the College joined the National Council for State Authorization Reciprocity Agreements (NC-SARA) to be able to offer distance education courses throughout the United States. In June 2022, the College officially changed its name to College of Athens.

Mission Statement

To be a biblically-grounded, Holy Spirit-empowered, accredited Christian college that prepares men and women who will teach, reach, lead, and minister to others out of their identity in Christ through relational, hands-on training for life and leadership in the church, in the marketplace, and across the globe.

Core Values

In the context of Christ and His Kingdom, we value:

- A strong biblical foundation
- An abiding relationship with the Trinity through prayer
- Grounding each person's identity in Christ
- Practical, experiential learning
- Every believer's calling to Christ-like love and service
- Worship in Spirit and truth
- Unity in the body of Christ
- Faith and trust in God alone

Motto

"Equipping heads and hearts to serve as Christ's hands and feet."

Purpose Statement

CoA is an interdenominational Christian college seeking to equip faithful men and women for ministry and Christian leadership by:

- developing a strong biblical foundation;
- building their capacity to lead with vision and Kingdom-minded purpose;

- providing practical ministry opportunities through degree and non-degree programs;
- ensuring a Christ-centered worldview that seeks to build character within community;
- developing servants who lead others under Christ's authority in biblically-based ways; and
- tailoring coursework to support each student's calling.

CoA programs are designed and integrated with building students' relationships at the core—relationships with God, with the school community, and within the context of Christian servant leadership opportunities.

Institutional Goals

The Goal of Kingdom-focused teaching is to develop students who will live, lead and minister out of their identity in Christ-as evidenced by transformed values, actions and capabilities. Upon completion of their respective academic programs, CoA students will:

Identity in Christ

1. Demonstrate an effectual understanding of who God is.
2. Demonstrate an effectual understanding of who they are in Christ.
3. Demonstrate an understanding and effective use of their power, authority, and spiritual gifts in Christ.

Personal Relationship with Christ

4. Demonstrate a devoted personal relationship with Christ through the indwelling of the Holy Spirit and regular engagement in spiritual practices such as prayer, biblical study, and worship.
5. Demonstrate joyful, obedient surrender to the will of the Heavenly Father and His Word.

Biblical Knowledge & Understanding

6. Demonstrate an appropriate depth of biblical knowledge and understanding as well the ability and desire to continue to grow in biblical knowledge and understanding.

Biblical Worldview

7. Clearly articulate a biblical worldview and demonstrate an ability to critically and charitably engage non-biblical worldviews.

Ministry Application

8. Demonstrate a healthy understanding and appropriate application of soul-care for ministry to self and to others.
9. Share the Good News of Christ with others.
10. Lead and disciple others into Christ-likeness within a relational community.

Leadership

11. With godly humility, intentionally love and serve others.
12. Trust in God rather than self for success.
13. Effectively steward their lives and leadership for God's glory.
14. Demonstrate the ability to equip and empower others to reach their full potential, personally, professionally, and spiritually.

Professional Skills

15. Possess the specialized knowledge and understanding related to their area of concentration and demonstrate the ability to apply that knowledge and understanding as effective leaders in their field of study.
16. Demonstrate the capacity to engage in lifelong learning.

Belief Statement

The Bible

The Bible consists of the sixty-six canonical books of the Old and New Testaments and was written by individuals divinely and uniquely inspired by the Holy Spirit as God's self-revelation to humanity. Since Jesus Christ is the ultimate focus of divine revelation, all Scripture ultimately serves as a testimony to Christ. In the original manuscripts, the Bible is free from error of any sort, and it serves as our supreme authority in all matters of faith and practice. *John 5:39; 1 Timothy 5:18; 2 Timothy 3:15–17; Hebrews 1:1–2; 4:12; 1 Peter 1:25; 2 Peter 1:19–21; 3:15–16.*

Concerning God

There is one and only one living and true God. He is infinite, personal, omnipotent, omnipresent, and an omniscient Spirit. He is the Creator and Sustainer of all things. God is holy and perfect in all His attributes. To Him we owe the highest love, reverence, and obedience. The eternal God reveals Himself to us as Father, Son and Holy Spirit, with distinct personal attributes, but without division of nature, essence, or being. *Deuteronomy 6:4–5; Mark 12:28–31; Matthew 3:16–17; 28:19; John 14:6–17; 1 Corinthians 8:6; Ephesians 4:4–6.*

God, The Father

God as Father and the Creator of all things reigns with providential care over His universe, His creatures, and the flow of human history according to the purposes of His grace. He is all powerful, all loving, and all wise. God is Father in truth, and those who put faith in His Son, Jesus Christ, are adopted into the family as sons and daughters. *Matthew 3:16–17; 6:9, 25–26; John 16:23–28; Romans 8:14–17; Galatians 1:3–4; 4:6–7; Ephesians 1:3, 17–23.*

God, The Son

Jesus Christ is the eternal Son of God the Father, and the exact imprint of His being, fully God who was present at the creation of the universe. In His incarnation as Jesus, He was conceived of the Holy Spirit and born of the virgin Mary. Jesus perfectly revealed and obeyed the will of God the Father. He announced and initiated God's Kingdom upon the Earth, took upon Himself the demands and necessities of human nature, and identified Himself completely with humanity, yet was without sin. He honored the divine law by His personal obedience. And by His death on the cross, He made provision for the redemption of people from sin. He was raised from the dead with a glorified body and appeared to His disciples as the person who was with them before His crucifixion. He ascended into heaven and is now exalted at the right hand of God in power and where He is the One Mediator, partaking of the nature of God and of humanity, and in whose Person is effected the reconciliation between God and His creation. His Spirit now dwells in all believers as the living and ever-present Lord. He will return in power and glory to judge the world and to consummate God's Kingdom. *Matthew 1:18–23; 28:18; Luke 24:1–8; John 1:1–4; 5:26–27; Acts 1:11; 2 Corinthians 5:19–21; Philippians 2:6–11; Colossians 1:15–20; Hebrews 1:2–4; 4:14–15; 7:23–28; 1 John 2:1–2; Revelation 19:11–13; 1 Thessalonians 4:16–17; 2 Timothy 1:14; 1 John 3:24; Ephesians 1:20–23.*

God, The Holy Spirit

The Holy Spirit is the eternal Spirit of God, fully God who was present at the creation of the universe. He is the divine author of all Scripture, and through revelation He enables people to understand truth. He exalts Christ. He convicts of sin, of righteousness, and of judgment. He calls people to the Savior and effects regeneration. He cultivates Christian character, comforts believers, and bestows the spiritual gifts by which they serve God through His church. He seals the believer until the day of the final redemption. His indwelling presence in each Christian is the assurance of God to bring the believer into the fullness of the stature of Christ. He enlightens and empowers the believer and the church in worship, evangelism, and service. *John 4:24; 14:6–13; Acts 1:2, 8; 2:17–18; 5:32; Romans 8:14–15, 26; 1 Corinthians 2:10–15; James 2:26; Galatians 4:6; 5:25; Ephesians 1:13–14; 4:6; Hebrews 12:9; 1 John 3:24.*

Humanity

God created humans, male and female, in His own image to rule on His behalf. The first humans, Adam and Eve, were originally free from sin, but they disobeyed God, and the consequence of their disobedience was death. As a result, all humans are fallen creatures, born alienated from God, with a sinful nature. All have sinned and are in need of salvation from sin and death. Humans are incapable of effecting reconciliation on their own merit and thus are wholly dependent on the grace of God. Those who put their faith in Jesus are adopted into the family of God, have their sins forgiven, receive the Holy Spirit, are made a new creation, are restored to ruling with Christ in His Kingdom, and will receive a glorified body at the resurrection. *Genesis chapters 1–3; Romans 1:18–32; 3:23–28; 4:16; 5:8–12; 8:14–17; 11:6; 1 Corinthians 15:20–28, 50–55; 2 Corinthians 5:17; Ephesians 2:4–10; Revelation 2:26–27; 22:5.*

The Spiritual Battle

A cosmic battle exists between the Kingdom of God and the kingdom of darkness. The war is not of flesh and blood but against the spiritual forces of Satan, principalities, powers, and rulers of this world. On account of Jesus's defeat of the works of the devil, Christians war from a standpoint of victory, which was initiated by Jesus's death and resurrection but will not be completed until Jesus returns in power. Those who are in Christ participate in the expansion of the Kingdom of God that results in the diminishment of the kingdom of darkness, which will ultimately be destroyed when Christ returns. *Isaiah 14:10–17; Ezekiel 28:11–19; Matthew 12:25–29; 25:41; 28:18–20; John 12:31; 16:11; 2 Corinthians 10:3-6; Ephesians 6:10–20; Colossians 2:15; 2 Peter 2:4; Jude 6; Revelation 12:7–9; 20:10.*

Salvation

God took the initiative to restore the relationship between Himself and humanity through the life, death, resurrection, and ascension of His Son, Jesus Christ. Salvation is the redemption and restoration of the whole person and is offered freely to all who place their full trust in Jesus Christ alone as Lord and Savior, who by His own blood obtained eternal redemption for the believer. Christians are saved by grace through faith in Christ alone and not by their own works. As new creations, believers become transformed to Christ-likeness through the agency of the Holy Spirit. *Romans 3:24; 5:18; 8:20–25; 10:9–10; John 3:16; 14:6; Colossians 1:20–22; Ephesians 2:1–10; Philippians 2:8; Isaiah 53:5.*

The Transformed Christian Life

The supreme purpose of all believers is to be whole-hearted, risk-taking lovers of God, who glorify Him in and with our lives. Our conduct should be blameless before the world; we should be faithful stewards of the possessions, abilities, and spiritual gifts God entrusted to us, and we should intentionally and continually seek the full measure of maturity in Jesus Christ through our active participation in the spiritual disciplines of prayer, fasting, study, worship, service, evangelism, and fellowship with other Christ-followers. An abiding one-ness with the Father through Christ and empowered by the Spirit is our ultimate goal in this life. Through our relationship with Jesus, the power of God's Holy Spirit living in us, and our God-given authority in Christ over all the power of the enemy, we are able to participate in the divine nature, living as Jesus lived in this world, accomplishing even greater things than the Lord, and advancing His kingdom on Earth for His glory. In joyful obedience to the Great Commission, we demonstrate the Good News with both words and actions through the power of the Holy Spirit. *Matthew 10:8; 28:18–19; Luke 10:19; John 14:12, 20; 15:10; Acts 1:8; 1 Corinthians 10:31; Colossians 2:6, 9–10; 3:1–10; 1 Timothy 6:6–12; 1 Peter 1:14–16; Ephesians 1:18–21; 2:5–6; 4:1–3, 11–14; 5:1–5; Philippians 2:14–16; 2 Peter 1:3–8; 1 John 4:17; Galatians 2:20.*

The Church

Jesus is the founder of the church, his bride, for whom He died. Jesus commissioned the church to advance God's Kingdom and to overcome the forces of darkness. The church is the spiritual body for whom Jesus died and will return to claim. The global church is the body of Christ, of which He is the head. The local church is composed of Christ-followers who have been called to worship God, to grow in their knowledge and love of Him, to serve others, and to advance the gospel through word and deed as empowered by the

Holy Spirit. *Matthew 16:18-19; 1 Corinthians 12:12-27; Ephesians 4:4-16; Hebrews 10:25; I Peter 2:9-10; Acts 2:42; Heb 10:24-25; Matt 28:19-20.*

Baptism & The Lord's Supper

Jesus instituted Christian Baptism through the use of water as a sign of the covenant to be identified with His death, burial, and resurrection in the name of the Father, Son, and Holy Spirit. Jesus also commanded that we participate in the Lord's Supper in remembrance of His body broken and blood shed on the cross, which is poured out for the forgiveness of sins. The Lord's Supper is a sign of the new covenant and anticipates the consummation of God's Kingdom when Jesus returns. *Matthew 3:11; 26:26–30; 28:19; Mark 14:22–26; Luke 22:14–20; Acts 2:38; 10:47–48; 19:1–7; Romans 6:3–11; 1 Corinthians 11:23–26; Galatians 3:27; Colossians 2:11–13; Ephesians 4:5; 1 Peter 3:21–22.*

Last Things

God, in His own time and in His own way, will bring the world as it currently exists to its appropriate end, and will create a new heaven and a new earth. According to His promise, Jesus Christ will return personally and visibly in glory to the earth, Satan will ultimately be destroyed, the dead will be raised, Christ will judge all people in righteousness, and all creation will bow before Him. The unrighteous will be consigned to everlasting punishment and eternal separation from God. The righteous from every tribe, tongue, and nation, in their resurrected and glorified bodies, will receive their inheritance to rule and reign with God over creation for all eternity. *Genesis 1:28; Isaiah 65:17; 66:22; Matthew 24–25; Romans 8:18–22; Philippians 2:9–11; 2 Thessalonians 1:7–10; 1 Timothy 6:13–16; Hebrews 9:27–28; 2 Peter 3:7; 1 John 2:28; 3:2; Jude 14–15; Revelation 1:18; 3:11; 7:9; 21:1–22:13.*

**Students having strong opinions on doctrines that have historically been controversial (i.e., have caused division in the church) need to be sure that they can "agree to disagree."*

Organizational Information

Accreditation Statement

Georgia Nonpublic Postsecondary Education Commission

The College of Athens is fully authorized by the Georgia Nonpublic Postsecondary Education Commission (https://gnpec.georgia.gov/).

Transnational Association of Christian Colleges and Schools

College of Athens is a member of the Transnational Association of Christian Colleges and Schools (TRACS), having been awarded Reaffirmation I of its Accredited Status as a Category III institution by the TRACS Accreditation Commission on October 22, 2024. This status is effective as of January 1, 225, and is valid through December 31, 2034. TRACS is recognized by the United States Department of Education (ED), the Council for Higher Education Accreditation (CHEA), and the International Network for Quality Assurance Agencies in Higher Education (INQAAHE). Contact TRACS at: 15935 Forest Road, Forest, VA 24551; Telephone: 434.525.9539; Email: info@tracs.org.

Accredited status indicates that the institution has provided evidence that it is in substantive compliance with the Standards and Criteria, has been peer evaluated after completing a self-study, and in the professional judgment of the on-site evaluation team and the Accreditation Commission, the institution provides quality instruction, student services, adequate facilities, etc. Accredited institutions have achieved this level of recognition through continuous self-study and evaluation.

Visit the following websites to verify CoA's accreditation status:

- https://ope.ed.gov/dapip/#/home
- http://www.tracs.org/

National Council for State Authorization Reciprocity Agreements

College of Athens voluntarily participates in the National Council for State Authorization Reciprocity Agreements (NC-SARA) as a means of offering distance education to students within the 49 member states, the District of Columbia, Puerto Rico, and the U.S. Virgin Islands. NC-SARA provides oversight and coordination for states and institutions that allows easier access for quality distance education for students residing within those states. For more information, visit NC-SARA Homepage | NC-SARA.

Non-profit Statement

College of Athens, Inc. is a 501(c)(3) non-profit organization with Federal Tax ID# 27-1288541.

2026–2027 Academic Calendar

Fall 2026

Registration Begins	April 15, 2026
Returning Student Financial Aid Application Deadline	July 15, 2026
New Student Financial Aid Application Deadline	July 27, 2026
Tuition Due	August 1, 2026

Fall 2026 Full Semester

Classes Begin	August 10, 2026
Drop/Add — Late Registration	August 10–14, 2026
Holiday — No Classes	September 7, 2026
Withdrawal Deadline	November 6, 2026
Holiday — No Classes	November 23–27, 2026
Last Day of Classes	December 7, 20256
Final Exams	December 10-11, 2026
Grades Due	December 14, 2026

Fall 2026 Mini-Mester 1

Classes Begin	August 10, 2026
Drop/Add — Late Registration	August 10–14, 2026
Holiday — No Classes	September 7, 2026
Withdrawal Deadline	September 18, 2026
Last Day of Classes	October 2, 2026
Final Exams	October 5-6, 2026
Grades Due	October 12, 2026

Fall 2026 Mini-Mester 2

Classes Begin	August 10, 2026
Drop/Add — Late Registration	October 12, 2026
Withdrawal Deadline	November 13, 2026
Holiday — No Classes	November 23–27, 2026
Last Day of Classes	December 14, 2026
Final Exams	December 15-16, 2026
Grades Due	December 21, 2026

Spring 2027

Registration Begins	October 1, 2026
Tuition Due (payment plans)	December 1, 2026
New Student Financial Aid Application Deadline	December 28, 2026

Spring 2027 Full Semester

Classes Begin	January 11, 2027
Drop/Add — Late Registration	January 11–15, 2027
Holiday — No Classes	January 18, 2027
Spring Break – No Classes	March 8-12, 2027
Withdrawal Deadline	March 25, 2027
Last Day of Classes	May 3, 2027
Final Exams	May 4-5, 2027
Grades Due	May 10, 2027

Spring 2027 Mini-Mester 1

Classes Begin	January 11, 2027
Drop/Add — Late Registration	January 11–15, 2027
Holiday — No Classes	January 18, 2027
Withdrawal Deadline	February 19, 2027
Last Day of Classes	March 5, 2027
Final Exams	March 8-9, 2027
Grades Due	March 15, 2027

Spring 2027 Mini-Mester 2

Drop/Add — Late Registration	January 11–15, 2027
Classes Begin	March 15, 2027
Withdrawal Deadline	April 16, 2027
Last Day of Classes	May 7, 2027
Final Exams	May 10-11, 2027
Grades Due	May 14, 2027

Holiday Closings 2025 – 2026 Academic Year		
Labor Day	Monday	September 7, 2026
Thanksgiving	Wednesday – Friday	November 25 – November 27, 2026
Christmas	Thursday – Friday	December 24 – December 25, 2026
New Year's Day	Wednesday & Thursday	December 31 – January 1, 2027
Martin Luther King Day	Monday	January 18, 2027
Good Friday	Friday	March 26, 2027
Memorial Day	Monday	May 31, 2027

Board of Trustees

Mrs. Annette Nelson (Chair), Shareholder/Manager, Nelson Properties and Annette A. Nelson CPA, Inc.
Mr. Saviour Anyidoho, Senior Director of Learning and Development at RHA Health Services, LLC
Mr. Jeff Snowden, President, Snowden-Tatarski
Mrs. Nancy Conger, Retired Educator
Mrs. Beth Laury, Spiritual Formation Director, Hearts for Eternity
Mr. Matthew McRae, III, Practice Manager, McRae Family Dental
Rev. Dr. Mark Trump, Pastor, Encounter Church
Mr. Michael Walker, Coach, Counselor & Educator
Mr. Grant Whitworth, Owner-Whitworth Land Corporation
Dr. Marcia Wilbur (Secretary), CoA President

Administration & Faculty

President: Dr. Marcia Wilbur

A.B., The University of Michigan
M.A.C.T., Michigan State University
Ph.D., The University of Georgia

The College of Athens President is the Chief Executive and Administrative Officer of the College. The President executes all executive and administrative duties for operation of the College under the direction of the Board of Trustees, including but not limited to:

- Responsible for the organization and administration of the College
- Enforce current policies and make policy recommendations to the Board of Trustees on all matters pertaining to the College.
- Oversee the successful and timely development of all accreditation and state authorization reports.
- Oversee the development and execution of the institution's short- and long-term strategic priorities.
- Recommend additions and changes to personnel and personnel policies and oversee employee performance.
- Oversee CoA fundraising and campus development efforts.
- Teach one course per semester as appropriate.

Chief Academic Officer: Dr. Jesse Coyne

B.S., The University of Georgia
M.A.B.S., New Orleans Baptist Theological Seminary
Th.M., New Orleans Baptist Theological Seminary
Ph.D., New Orleans Baptist Theological Seminary

The CoA Chief Academic Officer is responsible for the overall quality and integrity of the academic programs in keeping with the institutional goals and belief statement, for providing leadership toward the achievement of the highest possible level of excellence in the academic activities of the College in accordance with the institution's mission, vision, and strategic goals. The primary duties of the Chief Academic Officer include but are not limited to:

- Oversee the implementation and collection of data of the CoA Comprehensive Assessment Plan and the writing of the CoA Comprehensive Assessment Plan Report.
- Assist the President with the successful and timely development of all accreditation and state authorization reports.
- Oversee the implementation of the College's academic programs and the development of any new programs.
- Oversee faculty performance and professional development.
- Oversee the successful and timely development of all CoA Publications.
- Manage the maintenance of all departmental and student records.
- Teach one to two courses per semester.

Chair, Graduate Christian Ministry Program: Dr. Tim Harrison

B.A., Emmanuel College
M.Div., Erskine Theological Seminary
M.Ed., University of Georgia
Ed.D., University of Georgia

The Chairman of the Graduate Christian Ministry Program oversees the implementation of the graduate degree program and participates in the ongoing assessment of the program's effectiveness. This includes:

- Identify and develop course offerings to fulfill students' academic progress needs.

- Ensure all levels of curriculum development and implementation align with program's learning outcomes.
- Oversee and care for presently enrolled graduate students including academic advising and apprenticeship mentoring.
- Participate on the College's Leadership Team.
- Teach one to two courses per semester.

Chair, Undergraduate Christian Ministry Program & Chief Financial Officer: Dr. Kurt Genteman

B.S., The University of Illinois
M.B.A., Georgia State University
M.P.A., Georgia State University
D.Min., Gordon-Conwell Theological Seminary

The Chairman of the Undergraduate Christian Ministry Program oversees the implementation of the undergraduate degree program, and corresponding general education studies, and participates in the ongoing assessment of the program's effectiveness. The Chief Financial Officer oversees the institution's financial activities, policies, and procedures. Responsibilities include:

- Identify and develop course offerings to fulfill students' academic progress needs.
- Ensure all levels of curriculum development and implementation align with program's learning outcomes.
- Oversee undergraduate apprenticeship mentoring.
- Participate on the College's Leadership Team.
- Oversee and enhance the College's use of technology for education and communication.
- Prepare and administer the approved budget and provide regular financial updates to the President.
- Oversee the College's financial operations.
- Oversee the work of the College's Financial Manager.
- Teach one to two courses per semester.

Chair, Undergraduate Business & Leadership Program: Dr. Pat Ford

Ed.D., Southwestern Baptist Theological Seminary
M.R.E., Southwestern Baptist Theological Seminary
B.S., Baylor University

The Chairman of the undergraduate Business & Leadership Program oversees the implementation of the undergraduate degree program and participates in the ongoing assessment of the program's effectiveness. This includes:

- Identify and develop course offerings to fulfill students' academic progress needs.
- Ensure all levels of curriculum development and implementation align with program's learning outcomes.
- Oversee and care for presently enrolled undergraduate students including academic advising and apprenticeship mentoring.
- Participate on the College's Leadership Team.
- Teach one to two courses per semester.

Director of Outreach & Student Affairs: Mr. Alex Fields

B.A., The University of Georgia
M.A., Columbia International University
Ph.D. (in progress), Columbia International University

The Director of Outreach & Student Affairs is responsible for providing leadership toward the successful accomplishment of the College's externally-facing activities, oversees the application process for incoming students and the student government organization for existing students. Specific duties include:

- Build awareness of the opportunity to enroll in CoA among area high schools, college ministry organizations, area churches, and missions organizations.
- Oversee the admissions application process for incoming students.
- Oversee the planning, marketing, and successful operations of CoA's key community events.
- Effectively recruit and involve a diversity of local churches and business sponsors in CoA community events.
- Represent CoA to the local community of missions and service organizations.
- Serve as the liaison between CoA students and missions organizations for the purpose of their Faith-in-Action apprenticeships.
- Oversee the CoA Student Government Organization.
- Oversee the planning of an annual missions trip for CoA students and surrounding community.
- Support CoA social media efforts for the purpose of public awareness and student recruiting.
- Participate in CoA Leadership Team activities.
- Assist with CoA fundraising, development, and vision-casting efforts as appropriate.

Library Specialist: Diane Gomes

B.A., Anderson College
MLIS, University of South Florida

The Library Specialist supports the students, faculty, and staff with academic resources, both hard copy and electronic resources that support the mission of the College and broadens users' personal spiritual growth. The Library Specialist also assists faculty in seeking appropriate resources to support the syllabus and class assignments and offers class research sessions developed along with faculty to meet specific course research needs. Specific duties include:

- Oversee the development, operation, and use of the CoA Library collection.
- Ensure that the CoA Library collection meets the needs of the academic programs.
- Direct support staff as related to the CoA Library work as appropriate.

Operations Director: Mrs. Cindy Berry

B.S. United States Military Academy, West Point
M.A.C.L., College of Athens, Watkinsville

The Operations Manager supports the work of the Chief Financial Officer. Responsibilities include:

- Oversee regular deposits, bill payments, and monthly bank reconciliations.
- Create student tuition invoices and monitor student payment activity.
- Oversee the maintenance of vendor, customer, and donor records in electronic form.
- Oversee the creation and storage of electronic and hard-copy financial record files.
- Prepare end-of-year customer tax reports.
- Prepare financial records for yearly audit reviews and respond to audit queries.
- Prepare financial reports for the annual audit, grant, state authorization, accreditation, Title IV, and fundraising initiatives.
- Prepare monthly financial reports for the CoA President and Board of Trustees.
- Serve as Project Manager for CoA grant-writing efforts.
- Oversee CoA process flow documentations
- Manage CoA participation in governmental programs such as Veterans Affairs, S.E.V.I.S, etc.

Director of the Transformational Prayer Ministry Center: Mrs. Dee Pesaresi

Elijah House Ministries Instructor Certification
Ultimate Journey Instructor Certification

B.A.C.M./ M.A.C.M. (in progress), The College of Athens

The Director of the Prayer Ministry Center organizes and oversees the operation of the Transformational Prayer Ministry Center within the College of Athens. Responsibilities include:

- Training, management, and scheduling of Prayer Ministers for service.
- Team members' conduct during prayer ministry sessions.
- Schedule of individuals' requests for prayer sessions.
- Training of team members in the importance of confidentiality and personal Spiritual health.
- Providing reports on the effectiveness of services and outcomes to the President.
- Teach Prayer Ministry courses and workshops as appropriate.

Director of the Lifelong Ministry Program: Mrs. Paula Riobo

Georgia School of Ministry Pastoral Certification

The Director of the Lifelong Ministry Program (LMP) organizes and oversees the LMP within the Athens College of Ministry. Responsibilities include:

- Recruiting and supporting auditing students.
- Developing, promoting, and overseeing each semester's LMP workshop and seminar offerings.
- Collaborating with the CoA Event Planner to support teaching conferences.
- Collaborating toward the fulfillment of the vision for the CoA Healing & Wholeness Center.
- Teaching LMP workshops and seminars as assigned/desired.

Assistant Director of Program Services: Mrs. Cynthia Wilbur

B.A., The University of Georgia
M.Div., The Southern Baptist Theological Seminary

The Assistant Director of Program Services assists with a range of responsibilities related to the effective functioning of the academic programs. Responsibilities include:

- Assist with academic advising
- Manage CoA publications
- Coordinate conferences and events
- Assist with CoA communications and outreach

Director of Student Success: Dr. Tiffany Coley

B.A., The University of Georgia
M.A., Liberty University
EDS, Liberty University
EDD, Liberty University

The Director of Student Success oversees all aspects of Student Success (Writing Test administration, writing remediation, accommodation requests)
Administers College Success Course
Teaches English courses
Serves as Academic Advisor to undergraduate female students

Assistant Director of Administrative Services: Ms. Destiny Groberg

B.S., The College of Athens (in progress)

As a staff member of the College of Athens, the Assistant Director of Administrative Services is responsible for providing leadership toward the achievement of the highest possible level of excellence in the activities of the College, in accordance with the institution's mission, vision, and strategic goals. Responsibilities include:

- Assist the CoA President in all matters pertaining to the administration of the college;

- Attend CoA conferences, public events and student community events as possible;
- Participate in data-gathering and/or problem-solving, making recommendations to the CoA President for improved operations management; and
- Assist and support the CoA faculty, staff, and Board as requested.

Faculty: Dr. Jesse Colbert

B.A., Belmont University
M.Div., Reformed Theological Seminary
D.Min., The University of the South
Th.M. Midwestern Baptist Theological Seminary
Ph.D. Midwestern Baptist Theological Seminary

As a faculty member, Dr. Colbert teaches courses in biblical and theological studies at the main CoA campus and as part of the prison education program at Hancock State Prison.

Adjunct Faculty (Part-time)

Dr. Vince Callahan
B.A., Emmanuel College
M.A., Regent University
Ed.D., Regent University

Dr. Mike Rasmussen
B.S., University of Georgia
M.Div., Reformed Theological Seminary
Ph.D., Southeastern Baptist Theological Seminary

Dr. Norman Goodwin
B.A., Southern Illinois University
M.A., Roosevelt University
M.A., Trinity Evangelical Divinity School
D.Min., Asbury Theological Seminary

Ms. Amanda Graham
A.A., Emmanuel College
B.A., The University of Georgia
M.A., The University of Georgia

Ms. Barbara Moon
B.A., Georgia State University

Admissions Information

Students interested in enrolling at College of Athens should visit Admissions - College of Athens for complete information about the admissions process, admissions requirements, and to complete the online Admissions Application. Follow the steps below to get started. Contact the Office of Admissions at 706-769-1472 or admissions@collegeofathens.edu with any questions.

Steps to Admission

Step 1. Visit Admissions - College of Athens to complete the online Admissions Application including the Personal Statement of Faith (additional information and fees may apply to international students). Detailed instructions for completing the application portfolio are found online.

Step 2. Request all official transcripts be mailed directly to College of Athens at P.O. Box 7953, Athens, GA 30604.

- Incoming undergraduates and undergraduate transfer students with fewer than 30 hours of credit must send official high school transcripts.
- Incoming undergraduate transfer students and graduate students must send official college transcripts from ALL institutions attended.

Step 3. Request that two letters of recommendation be submitted via the online Admissions Application (follow online instructions). One Letter of Recommendation should be faith-based, the other should address the applicant's intellectual ability to be successful in a college-level ministry preparation program. Recommenders must have known the applicant for a minimum of one year.

Step 4. Undergraduate students may request that official test scores be sent directly to College of Athens.

The Designated Institution (DI) Codes for CoA are:
ACT: 0675
SAT: 7066
AP: 7066

Notification

Students will be contacted by a CoA staff member once their Application for Admission has been received. Admissions decisions are made weekly. Students will be notified by email once an admission decision has been made.

Admissions Requirements

Applicants for freshman admission must be graduates of accredited high schools with a minimum GPA of 2.5*. Freshman applicants are encouraged to submit official college entrance examination scores. Undergraduate transfer students with fewer than 30 credits must meet freshman admissions requirements. Undergraduate transfer students with 30 credits or more must have a minimum GPA of 2.5.

Applicants for graduate admission must have completed an undergraduate degree at the bachelor's level from an accredited institution with a minimum GPA of 2.5.

***Special cases**. If you have any questions about your transcripts, test scores, were home schooled, or have any unique circumstances, please contact College of Athens Office of Admissions to determine the

necessary admissions documentation. Students who graduated from high school more than five years prior to application may not be required to take the ACT or SAT exams if those exams were not taken previously.

Ability-to-Benefit

The College of Athens may admit students who do not meet the minimum academic requirements if a student demonstrates both the interest and the ability to succeed at the institution (e.g., students' poor grades at a prior institution were the result of a significant life challenge, etc.). In the case of such students, additional letters of recommendation may be required. Such students may be admitted under academic probation and will be required to demonstrate an average GPA of 3.0 or greater at the conclusion of the first 25% of their program of study. The decision to admit students under academic probation is made in collaboration with the Admissions Office and the Chair of the program for which the student is applying. For students admitted under academic probation:

- A notice of their probationary status will be made in the student's online profile for the purpose of alerting faculty.
- Faculty must notify the student's Academic Advisor if at any point their course work drops below a "C" level of performance.
- These students must meet with their Academic Advisor twice per semester to check on their success and to provide suggestions for improving performance as needed.
- Applicants needing significant remediation may be required to complete a personalized college success plan prior to or concurrent with enrollment in other course work.

Dual Enrollment Eligibility Requirements

Dual enrollment students must be at least 16 years of age at the beginning of the academic semester and have a current GPA of 3.0 or higher.

Application Components:

- Transcripts
- Parental Consent Form

Transfer of Credits

At the discretion of the Office of Admissions, College of Athens may accept transfer credits from accredited colleges and universities as follows:

- up to 75% of total credits for a degree for incoming undergraduate transfer students
    - 45 semester hours for students who intend to complete an associate's degree
    - 90 semester hours for students who intend to complete a bachelor's degree
- up to 50% of total credits for a degree for incoming graduate transfer students
    - 20 semester hours for students who intend to complete a Master of Arts
    - 45 semester hours for students who intend to complete a Master of Divinity
- Transfer credits are not accepted for students who intend to complete the Undergraduate or Graduate Certificate in Christian Ministry.

Transfer credits may not be added to a student's academic record until the Registrar has received official copies of transcripts from the institutions attended. Credits will only be granted for coursework receiving a grade of "C" (or the equivalent) or higher. Decisions to count transfer credits toward CoA program requirements will be made by the heads of the Graduate Studies and Undergraduate Studies programs respectively. Credits that do not fulfill the stated program requirements may be accepted as elective credits. Exceptions and appeals to the above-stated policies may be made to the Chief Academic Officer.

Transfer Credits from a Non-accredited Institution. On some occasions, the Chief Academic Officer may approve transfer credits from a non-accredited institution, provided that the character and reputation of the institution is on par with institutions that offer similar programs. Students seeking approval from non-accredited institutions will be asked to provide some or all of the following information:

- History and mission of the institution attended;
- Description of courses studied; and
- Instructor credentials.

Credit for Extra-Institutional Learning

College of Athens recognizes that many students have been involved in significant learning beyond their formal education. Students are encouraged to maximize the opportunity to receive Credit for Extra-Institutional Learning in order to meet degree requirements and advance toward more demanding subject matter. Outlined below are the types of credits that College of Athens may accept for credit towards a degree award, in keeping with guidelines from the Council for Adult and Experiential Learning (CAEL) and the American Council of Education (ACE).

It should be noted that:

- All credits for Extra-Institutional Learning are subject to institutional review.
- CoA only awards Credit for Extra-Institutional Learning towards degree completion from CoA.
- Credits for Extra-Institutional Learning may not 25% of the graduation requirements for any degree program.
- Credits awarded for Extra-Institutional Learning are entered on a student's transcript with the grade of "P," and do not affect the student's GPA.

Credit by Examination. Undergraduate students may receive credit by examination from approved sources (e.g., Advanced Placement, C.L.E.P., etc.) with documentation in the student's files by official records from the credit-granting agency. CoA awards credit for scores of 3 or higher on all standard Advanced Placement (AP) exams. Higher scores on AP foreign language exams have the potential for additional credit awards. Credit by examination is not awarded at the graduate level. There is no fee for transcripting credit by examination.

Prior-Learning Credits (PLCs). In keeping with the CAEL guidelines, students with extensive work experience and/or training that may have resulted in a non-accredited environment, and who can demonstrate and document learning that corresponds to specific learning outcomes of CoA courses, may apply for PLCs through a portfolio process.
PLCs (except graduate-level transfer credit as described above) are not awarded at the graduate level. The Portfolio Development & Review Fee is $200. The transcripting fee for PLCs is $50 per credit hour. Students should contact their Academic Advisor for detailed information about documenting PLCs.

Advanced Standing. Students who have graduated from an accredited undergraduate institution of similar theological background within the last five years and have earned at least a "B" in equivalent courses have the opportunity to enter a master's degree program with advanced standing.
Students seeking information about transferring credits to or from the College of Athens and another institution should contact the Chief Academic Officer, Dr. Jesse Coyne (j.coyne@collegeofathens.edu), for advice and information.

Provisional Acceptance

Provisional acceptance is awarded when a student needs to provide official transcripts to the college. Provisional acceptance is primarily used for High School students who submit partial transcripts before graduation. Provisional acceptance will also be used to help student 30 days out from the first class to get

accepted. The window closes seven days prior to the start of the semester. Students may not enroll in subsequent semesters unless official transcripts have been received.

Deferred Admission/Enrollment

Admitted students may decide to suspend enrollment in CoA for a period of up to two consecutive terms. After two terms of suspended enrollment, students must re-enroll or their status will be changed to inactive. Once a student reaches inactive status, he or she will no longer have access to CoA student privileges until a new Application for Admission has been received. Exceptions may be made by the President**.**

Equal Opportunity & Diversity Policy

The College of Athens is dedicated to the principle of equal opportunity—its programs, services, and policies are guided by that principle. The College of Athens will engage in a personal, individualized review of applicants' files giving full consideration to the ways in which the applicant might contribute to the College of Athens's environment. No policy, either explicitly or implicitly, will lead to automatic acceptance or rejection of students or faculty based on any specific diversity consideration including race, sex, and national origin.

Financial Information

Tuition & Fees

The cost to attend the College of Athens is reasonably priced as compared to similar institutions.*

- Application Fee is $35.00 for International Students only
- Tuition cost is $295.00 per credit hour. Upon initial acceptance, new incoming students must pay a one-time Enrollment Agreement fee of $150, which will be completely applied to the new student's first semester tuition. Total program costs are as follows:
    - Undergraduate Certificate (30 credits): $8550.00
    - Associate's Degree (61 credits): $17,995
    - Bachelor's Degree (121 credits): $35,695
    - Master's Certificate (15 credits): $4,425
    - Master of Arts (39-40 Credits): $11,505-11,800
    - Master of Divinity (90 credits): $26,550
- Deadlines for tuition payment are listed for each semester on the **Academic Calendar**.
- Students will need to purchase appropriate books and materials for their program.
- Technology Fee is $100 per semester.
- Graduation Fee is $100.

Failure to pay tuition costs will result in a lock on registration and grades in CoA's Student Information System, Populi. Students pay tuition and fees via their Populi accounts. Please direct any questions about tuition to bursar@collegeofathens.edu or call 706-769-1472.
*International students may be charged a $35 application fee.

Financial Aid

Pell Grants

The College of Athens participates in the Awarding of federal Pell Grants. Pell Grant funding is available to undergraduate students with financial needs. Unlike a student loan, Pell Grants do not need to be repaid.

The first step in the financial aid process is to complete the Free Application for Federal Student Aid (FAFSA). The College of Athens require the FAFSA be completed to determine Title IV eligibility. **Our school code is 042719**. All new incoming student FAFSA's must be fully completed at least 14 days prior to the first day of classes for any semester. **Contact Mrs. Cindy Berry** for any questions.

Drop/Add: If there are changes in the numbers of credit hours during the published Drop/Add period, both the Pell Grant award and the student's resulting tuition obligation will be adjusted accordingly. Any additional tuition must be paid within 15 days after the date that the credit-hour change was requested.

Course Withdrawal: Students who withdraw from a course or courses, or who stop attending without formally withdrawing, will be required to repay their portion of the Pell Grant award as well as pay their portion of the outstanding College of Athens tuition within 30 days from the date of last attendance.

Summer Semester Pell Grant Awards: Students may elect to utilize an additional semester's worth of Pell grant funding in the summer semester. However, each student may only receive Pell Grant awards for a maximum of 12 semesters.

Yearly FAFSA Submission: College of Athens students must update their financial standing yearly by completing and submitting the annual FAFSA to receive subsequent awards.

Maintaining Eligibility: Students must maintain satisfactory academic progress and report any enrollment changes or outside aid to the CoA Office of Financial Aid.

Satisfactory Academic Progress

Frequency: CoA checks SAP at the end of every payment period (semester).

Qualitative Measurement: Students enrolled in CoA credit-hour programs must maintain a cumulative grade point average (GPA) of 2.0. CoA follows school academic standards and does not round GPA.

Quantitative Measurement: Students must also maintain a cumulative pace of completion of 67%. This is measured by dividing student's completed credit hours by attempted credit hours (e.g., 16 completed credit hours/24 attempted credit hours = 67% pace). The school rounds pace to the nearest whole number using standard rounding methods.

Maximum Time frame: Students must be on track to complete their program of study within 150% of their program length as measured in credit hours. For example, a 40 credit-hour program times 150% equals a maximum time frame of 60 attempted credits.

Withdrawals/Drops: Classes dropped during the 10-day drop/add period do not count as attempted hours. Classes dropped after that period receive a "W" grade and count as attempted hours. W's do not impact the GPA.

Repetitions: For repeat classes, only one class will be factored in both the qualitative and quantitative measures (the class with the highest grade).

Incompletes: Grades of incomplete (I) will not be a factor in determining SAP, both qualitative and quantitative measurements, until the incomplete grade becomes the grade of record. The grade of record will be used in the next official SAP checkpoint after the grade is finalized.

Transfer Credit (between schools): Credit hours that transfer into and count as credit in the student's program of study will count as both earned and attempted credits. Transfer credit will not be factored into the student's GPA. Any additional credit hours on the student's transcript that are not accepted into the student's program of study will not be factored in. Transfer hours that are accepted any time after an official checkpoint will be factored into SAP at the next official checkpoint.

Transfer Credit (between programs): If a student changes programs, only those credit hours that transfer into the new program for credit will count as both attempted and earned hours in the quantitative measurement and will count in the GPA for the qualitative measurement.

Financial Aid Warning Period: Any student who fails SAP will automatically be placed in a Financial Aid Warning status for one payment period. During a Financial Aid Warning period, students are not making SAP but continue to be eligible for federal student aid. If a student continues to fail SAP at the end of a financial aid warning period, they will lose federal student aid eligibility. There is no limit on the number of times a student can be placed in a warning status, except that the warning periods can never be consecutive.

Financial Aid Suspension: A factor of student eligibility is maintaining SAP. A student who is not maintaining SAP and who has exhausted their financial aid warning status is suspended from federal student aid eligibility.

Appeal Process: A student suspended from federal student aid eligibility may appeal that loss due to special or mitigating circumstances outside of the student's control. These may include, but are not limited to, the following:

• Student illness or injury

• Family member illness, injury, or death

Students who appeal must complete the institution's SAP Appeal Request Form within 60 days of notification of suspension. In addition, a student must provide all applicable supporting documentation. The appeal must explain why the student failed SAP and what has changed to allow the student to make SAP at the end of the probationary period.

CoA does not allow multiple appeals. Appeals are reviewed by CoA's SAP Appeal Committee every two weeks. The Appeal Committee may review the failure of any SAP measurement. As part of the appeal process, the SAP Appeal Committee may implement any of these three options:

• Approval—based on circumstances, and the student can mathematically meet the general SAP standards by the end of the probationary period

• Approval—based on circumstances, the school places the student on an academic plan

• Denial—based on circumstances

Financial Aid Probation: If the committee approves a student's appeal, the student will be placed on Financial Aid Probation, which can never exceed one payment period. While on Probation, a student is not making SAP but remains eligible for federal student aid.

Academic Plans: Academic plans will be tailored to meet the individual student's needs and will have a defined endpoint (e.g., date, end of second semester, etc.) at which point the student will meet the general SAP standards or complete the program.

Academic plans can last several semesters depending on the severity of the SAP issues. While on an academic plan, the student is required to meet the plan requirements. While on a multi-semester plan, the student is in a probationary status during the first semester of the plan. During subsequent semesters in which the student is meeting the plan requirements, the student is considered to be maintaining SAP. The student continues to be federal student aid eligible as long as they are on a plan and meet the plan requirements or meet the general SAP standards.

Notifications: Students will be notified via designated school email of any changes to their federal student aid eligibility (positive or negative) because of an SAP issue. Notifications include Financial Aid Warning status, appeal decisions, loss of eligibility, or regaining of eligibility.

Reestablishing Title IV Eligibility After Suspension of Benefits

A student who has lost Title IV eligibility can regain access to Title IV aid by either successfully appealing the loss of eligibility or meeting the general SAP standards again.

CoA does not offer remedial coursework. It also does not offer any undergraduate programs of study that exceed two academic years in length.

CoA Institutional Need-Based Scholarships and Work-Study Program

Students with financial needs not covered by Pell Grants may apply for an Institutional Need-based Scholarship to be applied to the cost of tuition. Students can also consider participating in a Work-Study Program. **Incoming students must have fully completed the application process and been accepted before scholarship applications will be considered.** Enrolled students may apply for Need-based Scholarship any semester that they are enrolled. The Need-based Scholarship application may be completed at: Tuition & Financial Aid - College of Athens.

Students who attend the institution with the support of a need-based scholarship must:

- Maintain an 85% attendance record for all courses;
- Maintain an overall academic standing of 3.0; and
- Pay all additional tuition on time for which they are responsible.

Students receiving Need-based Scholarship who fail to meet the above criteria will be notified in writing and have one semester to improve their standing in order to continue to receive scholarship support**.** All scholarship applications must be fully completed at least 14 days prior to the first day of classes for any semester.

CoA does not currently participate in federal student loan programs and discourages students from incurring debt to complete their ministry studies. Please direct any questions about financial aid to bursar@collegeofathens.edu or call 706-769-1472.

Refund Policy

Certificate & Degree Courses

Certificate and degree students can receive a refund for course load reduction on or before the final published date of the drop/add period at the beginning of each semester (see the CoA **Academic Calendar**). Students who drop one or more courses, thereby creating a course load reduction after the drop/add period, are not eligible for any refund. Students who officially withdraw from the College before 50% of the course meetings have occurred may receive a refund amount based on a pro rata percentage determined by dividing the number of course meeting days in the semester that the student completed by the total course meeting days in the semester. The unused portion will be refunded up to the point in time that the amount equals 50%. Students who withdraw enrollment from the institution when the calculated percentage of completion is greater than 50% are not entitled to any refund. Refund by check will be mailed within 30 days of the official action. Students who withdraw from an intensive course in which the course meetings begin after the drop/add period are not entitled to a refund, but they may receive a tuition credit toward a subsequent semester that is prorated based on the number of course meetings attended. Exceptions to the above policy may be made by the Chief Academic Officer in the event of significant extenuating circumstances such as accident or illness.

Refund Policy for Payments by Credit Card

All refunds for tuition and registration fee payments made electronically by credit or debit card are subject to a 5% refund processing fee.

Fundraising Policy

As a non-profit organization, the College of Athens is blessed to receive charitable donations for many purposes. The College of Athens is responsible, by law, to follow the highest level of ethical practices in the matter of soliciting and receiving charitable gifts. This includes the following:

- All monetary or gifts-in-kind must be properly handled and recorded by the College's designated financial officer.

- The institution retains financial control and accountability over all gifts received including gifts-in-kind (books, property, vehicles, and any other tangible gift).
- Every fundraising effort on behalf of the College must be approved by the President to ensure the following:
    - That all fund-raising efforts comply with the College's Financial Policies as well as State, and Federal accounting standards for a non-profit institution;
    - That no false, misleading, or exaggerated statements about the College will be used to solicit gifts;
    - That every gift received will be acknowledged within an appropriate time frame; and
    - That every gift will be used for the purpose stated.
- In the event a restricted gift is given to the College, those funds **must** be used for the designated purpose only. Restricted gifts may only be repurposed by written permission from the donor to re-distribute the funds.

Support-Raising Policies

Charitable Giving Guidelines for Designated Funds

Because the College of Athens is a non-profit 501(c)(3) organization, businesses and individuals may send gifts directly to CoA as a form of charitable giving. We encourage staff and students to help build the overall base of ministry partners through personal support raising efforts. In order to be compliant with Internal Revenue Service (IRS) guidelines:

- Checks must be written to the College of Athens and should NOT have the name of any designated individual indicated on the check.
- CoA assumes full control of the distribution of all charitable gifts received.
- CoA will retain 5% of all charitable giving made by credit card for administrative purposes.
- All charitable gifts made to CoA are non-refundable.

Gifts to the Student Scholarship Fund

- Scholarship funds cannot be disbursed to students who discontinue enrollment in the College of Athens.
- Parents may not contribute to the CoA Scholarship Fund on behalf of their dependents for the purposes of obtaining a charitable donation credit. Parents who pay tuition for their dependent students will receive a yearly Tuition Statement, IRS Form 1098-T.
- Student Scholarship funds may be distributed to the student in the form of both tuition and reasonable living expenses.

Gifts to CoA Missions Efforts

- Donors are asked to designate the name of the mission trip supported with their gift as well as the name of individual trip participants (where applicable).
- CoA students' tuition payments must be current and up-to-date (i.e., no past due balance) in order to be permitted to raise support for mission trip work.

All gifts given to the College of Athens for a specified purpose are considered "Restricted." Those monies will be used solely for the purpose designated by the giver. Students interested in pursuing support-raising are encouraged to visit the Raising Ministry Support page on the Student Resources site for training material and resources.

Academic Information

Educational Goals

Upon completion of their respective academic programs, CoA students will:

1. Demonstrate strong evidence of a growing personal relationship with Christ through prayer, biblical studies, and worship;
2. Demonstrate an appropriate depth of biblical knowledge and understanding necessary for fulfilling their ministry role as well the ability to continue to grow in biblical knowledge and understanding;
3. Clearly articulate their biblical worldview and demonstrate an ability to critically engage non-biblical worldviews;
4. Clearly articulate their personal call to ministry and demonstrate an understanding of how to apply the unique talents and spiritual gifts they possess in order to be successful in their calling;
5. Possess the specialized knowledge related to their degree program area and demonstrate the ability to apply that knowledge for effective ministry to people;
6. Exhibit strong, effective servant leadership skills appropriate for their chosen area of ministry; and
7. Exhibit: a) a desire to serve others, b) Godly humility, c) the ability to rely on God rather than self for ministry success; and d) a healthy understanding and application of self-care in order to avoid burnout.

Graduation Requirements

In order for students to qualify for graduation from CoA, the following requirements must have been met:

- The appropriate number of credits earned in each department (Christian Core, Distribution, Concentration Area, Faith-in-Action, and Electives) per the program requirements as well as the total number of required credits for the degree earned
- No grade of less than a 2.0 for any course in the Concentration Area and an overall GPA of no less than 2.0
- Successful completion of the CoA Graduation Portfolio (Certificate students exempt)
- Successful completion of the Master's Thesis or Capstone Project (Master's students only)
- Successful completion and documentation of all service hours
- Full payment of all tuition and fees; Completion of all work-study hours

The semester prior to the anticipated graduation date, a graduation audit will be conducted to ensure that all requirements have been met.

With the exception of the undergraduate and graduate certificate programs, all students who graduate from CoA are required to assemble a Graduation Portfolio. The purpose of the Portfolio is twofold. Students will demonstrate successful completion of their CoA degree program, and their completed Graduation Portfolio can serve as a tool to help prospective employers know the student and his or her capabilities. The Portfolio will consist of:

- The student's resumé
- 1 Letter of Recommendation from any full-time or part-time CoA faculty member
- 1 Letter of Recommendation from an on-site mentor of a Faith-in-Action apprenticeship course
- A letter from the student's Academic Advisor stating that all graduation requirements (including the completion of the Graduation Portfolio) have been satisfied
- 2 polished writing samples (graduate students must include their Master's Thesis)
- Additional Student Artifacts sufficient in quantity and quality to demonstrate successful completion of Program Objectives
- A successful evaluation of the artifacts by the student's advisor and the Portfolio Review Committee
- Additional Letters of Recommendation, writing, or project samples as desired

Upon graduation, CoA will place an unofficial copy of each student's final transcript in his or her Graduation Portfolio. Graduation Portfolios will be securely stored electronically for a period of five years following graduation. Students will have unlimited access to their Portfolios during that period.

*Any exceptions to the above stated Graduation Requirements policy must be approved in writing by the Undergraduate or Graduate Program Chairs and the Chief Academic Officer.

Student Achievement

CoA 3-Year Retention Rates				
Program	*2022–2023*	*2021–2022*	*2020–2021*	*3-Year Average*
Associate*	100%	n/a	100%	100%
Bachelor*	80%	66%	n/a	73%
Graduate**	100%	66%	50%	72%

(National retention average for full-time students in four-year, private, non-profit colleges is 81.5%; for part-time students it is 44.0%; for non-degree students it is 23.2%; the overall retention rate is 74.1%.)

*Retention Rates for associate's and bachelor's programs are based on fall-to-fall, first-time, student status.
**Retention Rates for Graduate programs utilize total fall-to-fall enrollment.

CoA 3-Year Graduation Rates* **				
Program	*2016 Cohort*	*2015 Cohort*	*2014 Cohort*	*Average*
Associate	n/a	n/a	n/a	n/a
Bachelor	0%	0%	0%	33%
Graduate	0%	0%	100%	33%

***The completion and graduation rates for certificates, associate degrees, and bachelor degrees are measured at 150% of the expected time for completion (e.g., bachelor degree rate is 6 years from first enrollment).

Note: The majority of CoA students during the years reported attended the college part-time. Further, transient student enrollment numbers are not included in the numbers reported, and CoA does not track graduation numbers for transfer students, which lowers the average significantly.

Portfolio Development Process

Once a student has completed half of his or her degree program, the Academic Advisor will create a secure, online Graduation Portfolio folder for the student and review the Portfolio guidelines. At that time, students may begin to populate their portfolios with appropriate documentation. The Academic Advisor will guide the student in selecting and submitting the appropriate documents for the portfolio and provide a preliminary evaluation of the quality of artifacts presented.

After the Academic Advisor signs-off on the completeness of a portfolio, the Program Chair will complete the Portfolio Assessment during the semester prior to the student's projected graduation date. Students must ensure that all required documents have been submitted by that time with the exception of the Master's Thesis in progress. The Program Chair will make a written determination indicating that all requirements have been successfully met or indicating areas that require higher quality artifacts. The Chair's determination will be shared with the student within one week of the Portfolio review.

It is incumbent upon the student to provide evidence of successful completion of the CoA stated Program Objectives by demonstrating a score of no less than 3 in every category. If a student does not meet the accepted level during the Chair's evaluation, the Academic Advisor will create a plan of action to help him or her address their areas of weakness prior to a final re-evaluation. Students may walk with their graduating class as scheduled, but their diplomas and official transcripts will be withheld until they successfully demonstrate completion of all components of the Graduation Portfolio.

Accelerated Master's Degrees

Undergraduate students may consider enrolling in an accelerated master's program after successful completion of 30 credit hours with a cumulative G.P.A. of 3.0 or higher. In a traditional program, an undergraduate degree requires 121 credits for graduation. Through dual enrollment, students may earn:

- Accelerated Bachelor's (121 credits) + Master of Arts in Christian Ministry (39-40 credits) for a total of 141 continuous credits. At least 60 credits must be earned at the graduate level.
- Accelerated Bachelor's (121 credits) + Master of Divinity (90 credits) for a total of 151 credits. At least 90 credits must be earned at the graduate level.

Interested students should contact their Academic Advisor for additional information.

Definition of a Credit Hour

The College of Athens operates on a traditional 15-week semester calendar, offering some courses during shortened or intensive time periods. In all cases, one credit hour is equal to three hours of student work per week for a semester. Typically, one credit hour corresponds to one hour of lecture and two hours of homework.

Student Status

Undergraduate students who study 12 credit hours or more per semester are considered full-time. Those who study fewer than 12 credit hours are considered part-time.

Graduate students who study 9 credit hours or more per semester are considered full-time. Those who study fewer than 9 credit hours are considered part-time. Graduate students who are enrolled in at least 3 credit hours for the master's thesis or for apprenticeship (FIA) courses are also considered full-time.

Academic Honors

Students who meet the following conditions are eligible for academic honors:

- are in good standing (i.e., no outstanding tuition, service hours, or other school-related obligations)
- have no incomplete (I) grades
- pass all P/F courses
- have no grade below a "C" in the term
- are enrolled in at least 2 courses in the term

Students who meet the above conditions and whose GPA for the semester is above 3.5 will be awarded the following academic honors:

- Dean's List: 3.5–3.75
- Presidents List: 3.76–4.0

Graduation Honors

Graduating seniors are eligible for *cum laude* designations on diplomas and transcripts if they have completed at least 50% of the credits for their degree at the College and meet the following criteria:

- ***cum laude:*** at least a 3.5 total GPA
- ***magna cum laude:*** at least a 3.76 total GPA
- ***summa cum laude:*** at least a 3.9 total GPA

Grading Scale

A	93% – 100%
A -	90% – 92%
B+	87% – 89%
B	83% – 86%
B-	80% – 82%
C+	77% – 79%
C	73% – 76%
C-	70% – 72%
D	65% – 69%
F	Below 65%

When a student's final grade has a fractional percentage of .5 or greater, the final grade will be rounded up to the next whole number and the corresponding letter grade assigned to the student's transcript.

Writing Proficiency & Remediation Program

1. All newly enrolled undergraduate and graduate students are required to take the CoA Writing Skills Assessment. Students who do not demonstrate proficiency in writing skills through the assessment will be required to enroll in one or more remediation strategies.

2. For students who are not able to demonstrate proficiency in writing, there are 2 writing remediation strategies available:

    a. An online self-study writing skills course:
        i. Teams course for Grammar
        ii. Teams course for Writing

    b. Enrollment in English Composition 101 (required for undergraduate students, may be required for graduate students in need of remediation.)

    One or more strategies will be required based on the writing assessment results and the perceived degree of remediation needed. Fees will be charged for remediation strategies. The fees for the online writing skills modules are each equal to the tuition fee for a 1-credit course. Students who fail to satisfactorily complete the online writing skills modules will be placed on academic probation and will be enrolled in English at the next opportunity. The fee for English Composition is the regular course tuition rate. Remediation strategies/courses may not be used to earn credits toward graduation requirements.

3. The Director of Student Success will monitor the participation and progress of students who have been assigned to writing remediation services.

4. All undergraduate students are required to take English Composition 101 at its earliest offering.

5. Graduate students who are deemed by course instructors to be in need of writing remediation may also be required to participate in one or more writing remediation strategies, including enrollment in the English Composition course.

6. Instructors may choose to refer students to the writing remediation program when they identify a substantive deficiency in writing skills. Referrals will be made through an individual student's Academic Advisor.

7. Throughout students' coursework, if any assignment is submitted with a clear lack of effort in the area of spell-check, grammar check, and/or appropriate citations, students will be notified that the assignment cannot be graded. Students will be given 3 to 5 additional days to re-submit the assignment to provide appropriate care to the writing standards, noting that there will be an automatic 10% grade reduction.

8. Students seeking writing assistance are welcome to consult with the Director of Academic Success Resources for tutoring or additional assistance.

College Success Course

The College Success Course is required for all incoming CoA students during their first semester of study.* The course covers a range of topics divided into separate modules that will help orient students to life in higher education generally and CoA more specifically. The modules will be completed in Microsoft Teams and made available to students after completion of their Enrollment Agreement and their first academic advising appointment. Students can complete the modules at any pace once they have been added to the course, but all modules must be completed by the midpoint of the semester. Most of the work can be completed by the student independently, but an instructor will be assigned to help moderate and guide students through the course. The 1-credit course is designed as a pass/fail grade built around a simple point system. Students who fail the course in successive terms will not be allowed to enroll in additional coursework at CoA until the successful completion of the course.

Academic Probation

Students will be placed on academic probation at the end of any semester when their cumulative GPA falls below 2.0. Students on academic probation are required to meet twice per semester with their Academic Advisor to create and enact a remediation plan until the GPA has recovered. Academic probation ends after any semester in which the cumulative GPA is equal to or greater than 2.0. Students on academic probation must improve their cumulative GPA to 2.0 or above within the next 30 credit hours of study, or they will be dismissed from the College of Athens without further opportunity to finish their studies at this institution. Students who have been dismissed from the institution due to poor academic standing may not re-enroll as degree-seeking students.

*Any exceptions to the above stated Academic Probation policy must be approved in writing by the Undergraduate or Graduate Program Chairs and the Chief Academic Officer.

Retake Policy

A College of Athens course may **only** be repeated if the grade earned is a C- or lower. When a course is retaken, all grades received will appear on the transcript, but the course will be counted only one time for

credit. For purposes of determining the cumulative GPA, a course will be considered as attempted only once and the grade points assigned will reflect the highest grade received. If a student fails a course previously passed, the hours originally earned will not be forfeited. Students **must retake** concentration area required courses for which the grade earned was a C- or less.

Make-Up Work

Any assignment submitted after the beginning of the scheduled class session will be considered late. Late assignments will be deducted 10% per day late. Absence from class does not excuse a student from submitting work by the date due. Faculty may offer an extension of a due date due to extenuating circumstances provided that written proof is provided (e.g., doctor's note, military deployment orders, employment letter, published obituary, etc.).

Professional Licensure

Students who graduate with a degree from the College of Athens will be well prepared as Christian leaders in their respective concentrations. CoA programs are not designed to meet specific professional licensure requirements in any state. Students who wish to meet a specific professional licensure (e.g., divinity ordination, teaching certificate) should contact the particular licensing agencies and subsequently communicate with their Academic Advisor to help tailor their coursework to satisfy any requirements beyond the completion of their CoA degree.

Distance Education Policies

College of Athens recognizes the value of online education in advancing its mission "to be a biblically-grounded, Holy Spirit-empowered, accredited Christian college that prepares men and women who will teach, reach, lead, and minister to others out of their identity in Christ through relational, hands-on training for life and leadership in the church, in the marketplace, and across the globe." As such, the College is committed to providing high quality online education to a diverse population of learners with a wide range of needs.

Student Verification in Online Learning

The Higher Education Opportunity Act (HEOA) requires institutions that offer credit bearing online learning courses verify that the student who registers for an online learning course or program is the same student who participates in and completes the course or program and receives academic credit. According to the HEOA, one or more of the following methods must be used:

1. An individual secure login and password,
2. Proctored examinations, and/or
3. Other technologies or practices that are effective in verifying student identification.

Each CoA student is assigned a unique student identification number and password to log in to Populi and CoA email systems. Accounts are for individual use only and are not transferable or to be used by any other individual. Students will also be required to provide government-approved photo identification upon enrollment.

Student Enrollment Agreement

With the exception of CoA Public Health Policies, all policies contained within the CoA Student Enrollment Agreement apply to all students regardless of the enrollment modality (e.g., in-person, online, or blended courses).

State Authorization for Online Learning

The U.S. Department of Education requires higher education institutions to be authorized to provide post-secondary educational instruction in their states. Many of these state laws and regulations also apply to online, distance, and correspondence educational instruction offered in that state.

College of Athens abides by all requirements of the State Authorization Reciprocity Agreement (SARA). SARA is an agreement among member states, districts, and territories of the United States. It establishes national standards for the interstate offering of distance education courses and programs. It simplifies the process of taking online classes at an institution of higher education based in another state. CoA cannot offer online courses and programs in states that do not have SARA approval, unless CoA has received separate approval from that state. The Southern Regional Education Board (SREB) is one of four regional education compacts and is the compact that administers SARA for institutions located in Georgia. A national council (NC-SARA) oversees SARA and the regional compacts. College of Athens was approved by the Georgia Nonpublic Postsecondary Education Commission (GNPEC) to participate in SARA and became a SARA institution in September 2020.

Accessibility

The official learning management system (LMS) at CoA is Microsoft 365. Students who need accommodations because of a verifiable disability, and need assistance in obtaining accommodations, should notify the College Administration office of such need. College of Athens will provide accommodations and/or services as is both reasonable and required by federal and/or state law.

Copyright Compliance and Intellectual Property

It is the policy of College of Athens to acknowledge and abide by all applicable intellectual property laws. The College expects that all staff, faculty, and students using the facilities or resources of the College shall do the same. The ownership of all distance education materials, software, and course content resides with the College. Materials created by faculty or students directly related to or for the purpose of course instruction may not be used or sold without written permission from the owner of the materials.

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement. Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or *statutory* damages affixed at not less than $750 and not more than $30,000 per work infringed. For *willful* infringement, a court may award up to $150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, USCS § 504, 505. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to $250,000 per offense. For more information, please see the website of the U.S. Copyright Office at http://copyright.gov.

Library and Learning Resources

Distance education students have access to comparable library and learning resources as campus-based students through the use of electronic collections from the ProQuest Resource Database and RightNow Media as well as access to the GALILEO Online Library Resource sponsored by the University System of Georgia with over 100 databases of scholarly work. Faculty and students may access Populi (ProQuest, RightNow Media), Office 365, and Galileo databases from their own devices at any time and from any location. Faculty and Students may also contact the CoA Library Specialist at library@collegeofathens.edu at any time for assistance in identifying resources suitable for research and coursework.

Student Services

Students enrolled in online education courses/programs have access to services comparable to those provided for students in campus-based courses/programs. All new students are required to attend New Student Orientation where they will be made familiar with the services available to them. Further, Distance Education students have full access to information on library/learning resources, financial aid, course registration, academic calendar, etc. via collegeofathens.edu, Populi, and/or Microsoft 365 online. All Distance Education students are assigned an Academic Advisor for the duration of their programs.

Catastrophic Event Policies

The Student, Faculty, and Employee Handbooks inform on-campus occupants how to react in an emergency. Emergency exit plans are posted in the classroom, administrative office, and Library. In the event of larger scale national disasters, CoA will follow the policies and best practices set forth for both in-person and online instruction by the Transnational Association of Christian Colleges & Schools (TRACS), NC-SARA, and the Georgia Nonpublic Postsecondary Education Commission (GNPEC).

Online Attendance Policy

Regular attendance is an important contributor to student success in online courses. Student attendance in Distance Education courses is defined as active participation in the course as described in the course syllabus. For online classes, attendance will be monitored by timely submission of assignments, assessments/exams, discussion board entries, and so forth. A student is expected to complete such assignments by the appropriate due date. Failure to complete such assignments by the due date will be recorded as an absence.

Further, all CoA courses require a minimum of 2 hours of synchronous virtual course meetings for each credit hour. The in-person virtual course meeting times will be published online prior to registration. Students who register for a Distance Education that offers the minimum number of synchronous course meeting hours must ensure that they can attend 100% of the scheduled synchronous virtual meetings prior to course enrollment.

Courses taught virtually via a 100% synchronous class meeting schedule are subject to CoA's attendance requirement. Missing more than 25% of the scheduled class meetings will result in an automatic failure of the class.

Students on financial aid programs are responsible for knowing attendance requirements of their programs. Failure to attend may impact a student's ability to qualify for financial aid. If students find that they cannot meet the class's minimum activity requirements due to any circumstance, they are asked to contact their course instructor(s) as soon as possible.

Frequent Site Visitation

Students should log into the course page on a regular basis to keep informed of all course related announcements, activities, and so forth. Each course page will indicate the required frequency for logging into the course page. The course page will indicate deadlines for submitting student work. Students are encouraged to turn on notifications for updated course materials and information.

Virus-Free Submissions

Students are responsible for submitting files free of corruption and computer viruses. Any file that does not pass the school's virus-check software will not be opened and will be returned to the student. Corrupted files will not count as an assignment submission, and it is incumbent upon students to resubmit a new file by the assignment due date.

E-Mail Policies

Excessive emails (e.g., more than 3 in a 24-hour period) make unreasonable time demands on both sender and recipient. Students must ensure they have a legitimate need before they write.

Appropriate subjects for emails to instructor:

- Questions concerning understanding of course content
- Requests for feedback on graded assignments
- Private issues appropriate for discussion within the teacher-student relationship

Your instructor will not answer emails which:

- Pose questions answered in the syllabus or course information published online
- Lacks a subject line which clearly identifies the purpose of the email
- Raises an inappropriate subject

Your instructor will answer emails within 24 hours of a normal workday, Monday through Friday.

Disclosure Policy

Distance Education students are never required to post photographs and other personal information on a course site, such as in getting-to-know-each-other activities. Any activities of this sort are strictly voluntary. Also, references to personal traits such as race, ethnicity, disabilities, age, and gender may only be made public only if a student initiates the actions to do so. For questions about student privacy, see the resources provided by the Department of Education: Protecting Student Privacy | U.S. Department of Education.

Technology Requirements

Distance Education Students are responsible for ensuring that they have sufficient technology to accomplish their academic program well. The Technology Requirements are as follows:

Hardware Requirements

Computer or Tablet with:

- Windows 10 or Mac OS X 10 or greater (fully updated)
- 8 GB ram or more
- 240 GB hard drive (must have at least 60% available/free disk space)
- Functional Web Cam

Software Requirements

- Adobe Acrobat Reader (must use most recent version at all times): adobe.com
- The latest version of one of the following web browsers:
    - Google Chrome: google.com/chrome
    - Microsoft Edge: Download Microsoft Edge Web Browser | Microsoft
    - Safari: Safari - Apple
- Windows Media Player (or comparable): microsoft.com
- Anti-Virus/Anti-Spyware Software Recommended

Internet Connectivity Requirements

A Broadband Internet Connection (10 Mbs or faster) is required.

Technical Support Policy

- Students are personally responsible for ensuring the efficient functionality of their hardware, software, and internet connectivity.
- For trouble connecting to and/or using CoA platforms (Microsoft 365, Populi, etc.), students should contact support@collegeofathens.edu

- Students should notify their instructors immediately if they are experiencing technical problems. However, instructors are not obligated to accept any excuse for course inactivity due to technical problems. Make-up work policies are at the discretion of the instructor.

Appropriate Online Behavior

Each student is expected to demonstrate behavior in accordance with the CoA Expectations for Christian Conduct when working online on discussion board posts, virtual assignments, and any other digital interaction. The student is expected to interact with other students in a fashion that will promote learning and respect for the opinions of others in the course. A spirit of Christian charity will be expected at all times in the online environment.

Student and instructor responses in online discussion posts must comply with the CoA Expectations for Christian Conduct.

Appropriate Virtual Behavior

In addition to the above, students engaged in virtual class sessions should abide by standard rules of classroom decorum in addition to the following guidelines:

- The student's camera should be on at ALL times. Students with a camera turned off without approval from the instructor will be considered absent.
- The student should be logged into the virtual meeting before the beginning of the class session.
- The student should be dressed appropriately.
- The student should limit distractions for themselves and their peers in their learning environment.
- The student should remain muted when not speaking.
- The student should use the "raise hand" feature as appropriate to make comments or respond to questions.
- The student should be focused on the class meeting and not performing other tasks (e.g., playing games, texting, driving, etc.)
- The student should be seated in such a way as to limit movement as much as possible and to facilitate necessary activities like typing, reading, speaking, and so forth.

Disclaimer

Students are expected to become familiar with and to abide by all course policies set forth in the syllabus and/or through the course site. Ignorance of course policies published on the course page or in the course syllabus is not a viable excuse for violating one of those policies. Students are responsible for reading and following all published course policies. Exceptions to the above-stated course policies may be made in special cases at the instructor's sole discretion.

Plagiarism

Submitting someone else's words, ideas, or work without proper attribution or acknowledgment is plagiarism, and it violates our Academic Honesty policy. Forms of plagiarism include, but are not limited to:

1. Copying text from a source without quotation marks and proper attribution.
2. Paraphrasing another person's words without giving credit.
3. Presenting another person's ideas or concepts as your own.
4. Using assistance or collaboration in completing academic assignments without prior permission or acknowledgement.
5. Submitting work that has been wholly or partially created by another person or technology, whether obtained through purchase, exchange, or any other means.

6. Using AI tools outside of the guidelines provided by the instructor (including the failure to include AI acknowledgement statements when requested).

Consequences of Plagiarism

Plagiarism is a serious violation of academic integrity that undermines the principles of Christian character articulated in the Expectations for Christian Conduct. No form of plagiarism will be tolerated and may result in severe consequences that include, but are not limited to:

1. Reduction of grade for the assignment.
2. Failure of the assignment.
3. Failure of the course.
4. Academic Probation
5. Suspension or expulsion from the College.

Avoiding Plagiarism

Plagiarism can be either intentional or unintentional. Unintentional plagiarism is often the result of poor research or citation practices. In these instances, it is important to encourage your students to remember the following:

1. Always properly cite your sources. Any sources used in your assignments, whether by direct quotation, paraphrase, summary of ideas, and so forth, should be acknowledged and cited according to Turabian style. See the CoA Paper Tutor for instructions about when and how to cite your sources.
2. Keep track of all the sources you consult during research and include them in a bibliography.
3. During research and notetaking, carefully delineate your words and ideas from those of your sources.

Reasons for intentional plagiarism can be more varied, but it is often the result of poor time management or misplaced priorities. In these instances, it is important to encourage your students to remember the following:

1. Plan ahead to give yourself time for research, writing, and revising assignments.
2. Keep the larger goal in mind. As part of its Philosophy of Education and Educational Goals, CoA is concerned first and foremost with establishing a person's identity in Christ. We have academic goals and standards that have cognitive dimensions, but as an institution, we are concerned with the growth of the whole person into the image of Christ. So, aside from the potential academic consequences outlined above, the greater damage is to that larger process of character and identity formation.

To prevent plagiarism, it is essential for students to understand the importance of academic honesty and to cultivate good research and citation practices. As faculty, we can help inform students of institutional processes and policies, instruct them in effective notetaking and research habits, and model appropriate use and acknowledgement of our sources.

Artificial Intelligence Policies

All instructors are required to outline a policy for acceptable AI use in their syllabi each semester. They are also encouraged to provide more explicit instructions on individual assignments as warranted. CoA does not mandate any specific practices for its instructors (outside of the plagiarism policy), but it offers the following guidelines for consideration.

If AI use is permitted in any capacity, then acknowledgement statements are recommended for every student on every assignment, regardless of whether they used AI or not. Incoming students are taught when and how to write acknowledgement statements in the College Success Course. Additional instruction is given to undergraduate students through the Media Literacy course. If they have questions about how to write an acknowledgement statement, then they can be directed to the Student Resources site and the CoA Paper Tutor.
At CoA, we use the following statement templates:

Definitions

- **Citation** is used when you are directly referencing the output of a generative AI tool, such as quoting text, reproducing an image, or incorporating AI content as a source. Follow the appropriate citation style guide unless your instructor provides different instructions. When citing the AI output, you will likely also want to create an acknowledgement that details your usage.
- **Acknowledgement** is used when generative AI tools support your work (for example, helping brainstorm ideas or suggest structures), but their output is not directly quoted or included. In these cases, citation is not necessary (unless your instructor provides different instructions), but transparency through acknowledgement is important.

Acknowledgement Features

A disclosure or acknowledgement statement:

1. Identifies the tool or tools used
2. Explains why the tool was used/the purpose of using the tool
3. Includes the prompts used in the tools
4. Explains how the output from the tools were used in your work
5. Affirms that you reviewed and edited the final work and take full responsibility for the content

Acknowledging the use of generative AI tools is a key part of maintaining academic integrity. Academic integrity means being honest about how your work was created and giving proper credit for any assistance you received. If you use a generative AI tool to support your work (e.g., brainstorming ideas, drafting text, generating images, or creating videos, etc.) and do not acknowledge it, you are presenting work shaped by outside assistance as entirely your own. This can mislead your instructor or audience about the originality and independence of your work.

Acknowledgement Examples

Declaration: I acknowledge the use of [AI tool or technology name] and [link]…

Purpose: In order to...

Prompt: I entered the following prompt/s...

Use: I used the output to.../I modified the output to...

Responsibility: I reviewed and edited the final work and take full responsibility for the content.

Example
[Declaration] I acknowledge the use of Claude [claude.ai] [Purpose] to help me evaluate my essay outline.

[Prompts]I entered the following prompt: "Provide questions I should ask myself when evaluating my essay draft outline."

[Use} I used the output at the initial stage of the assessment task to help plan my essay.

[Responsibility] : I reviewed and edited the final work and take full responsibility for the content.

Acknowledgement FAQs

Where do we draw the line?
A common question is where to draw the line: after all, we do not usually acknowledge the use of basic tools like spellcheckers or grammar checkers. These tools are considered standard writing aids, much like a calculator is standard for solving math problems. However, generative AI tools go beyond simple corrections by producing ideas, text, images, video, or other content that can significantly shape your work. Because of their broader and more substantial role, using generative AI tools today typically requires transparency through acknowledgement.

Over time, as AI tools become more integrated into everyday work and expectations shift, it is possible that acknowledging routine AI assistance may no longer be necessary. For now, however, there is an expectation in academia that users disclose when AI tools contribute meaningfully to the development of ideas, content, or structure in a project.

I have cited and referenced outputs from an AI tool or technology in my work. Do I also need a statement of acknowledgement?
Yes. In addition to a citation or reference, a declaration provides you with an opportunity to describe how you have used an AI tool or technology to complete your assessment. This information assists your readers to understand how AI tools and technologies have been incorporated in your research, writing and learning processes.

I have not used any AI Tools in my work. Do I still need an acknowledgement?
Check with your instructor. As a scholar, you are responsible for being transparent about how your work was created. In some cases, this means acknowledging that you **did not** use generative AI tools. Even if you did all the research, writing, and editing yourself, including a clear statement affirms the integrity of your process.

By explicitly stating that you did not use AI, you help maintain trust with your instructor and audience and ensure your work is evaluated fairly.

Examples of Acknowledgement Statements When No AI Was Used:
- "I did not use generative AI tools in the creation of this paper. All research, writing, and revisions are my own work."
- "No AI assistance was used in preparing this project. All content was generated independently by the author."
- "This assignment was completed without the use of generative AI tools."

I have used more than one AI tool. Do I need to acknowledge them all?

Yes. Your declaration should describe all of the AI tools and technologies that you have used at all stages of preparing your assessment, including from initial brainstorming and planning through to a final review of your writing.

I have a long series of prompts. Do I need to record each one?
Yes. If you enter multiple prompts (e.g. one for an explanation, one for examples, one for feedback) you need to provide all the prompts and describe how you used or modified the output in your assessment.

I am working on a group assignment. Should we create individual acknowledgements or one statement for the group?
If submitting a group assessment, generally one declaration to represent all group members is required. The statement needs to describe how all group members have used AI tools and technologies to complete the assessment. If in doubt, please check with your subject coordinator.

If students fail to acknowledge their use of AI tools, then instructors should follow the guidelines for potential misuse above.

Support and Resources

Students who have questions or concerns about plagiarism, citation practices, the use of AI tools, AI use acknowledgement statements or any aspect of academic writing are encouraged to seek assistance from their instructors, academic advisors, the CoA Paper Tutor, the modules posted on the Student Resources site (included as part of the College Success Course, which is required for all incoming students), or the college's Director of Academic Success.

General Education Program

A well-rounded education is vital for fostering an understanding of our role as image-bearers who are called to co-labor with God to steward God's creation. God's restoration program will culminate in the redemption of all of creation, and God has chosen to partner with humans in that project. This cooperative project, which involves humans working with God but also humans working with one another, depends upon our ability to see, hear, and engage with the full breadth of God's creation that is wondrously diverse and yet complexly unified. In a cultural environment where people are increasingly polarized and hostile toward others with opposing viewpoints, our ability to bear witness to and honor the image of God in others is vitally important.

The CoA general education curriculum presents a breadth of knowledge designed to reinforce critical thinking skills, to foster information literacy, and to broaden a student's perspective of the world God has created, human knowledge about that creation, and the ways in which we can cultivate human flourishing within it. The general education curriculum is intended to serve as a foundational piece for the more specific objectives in CoA's undergraduate degree programs. Courses in the general education curriculum will be useful to a diverse set of areas and applications.

All students must complete the Christian Core requirements, courses designed to equip head and heart with the biblical truths found in the **College of Athens' Belief Statement**. Christian Core courses are also designed to equip students with the tools to effectively engage in further Bible study and effective leadership in a variety of settings. Students must either complete the Christian Core coursework before beginning other degree coursework or, if approved by an academic advisor, may finish the Christian Core while pursuing other coursework. Optimally, Faith-in-Action apprenticeships should be assigned after completing the Christian Core requirements at a minimum.
*Denotes a Christian Core Course.

BACHELOR OF ARTS IN CHRISTIAN MINISTRY

BACM Overview: Required Courses	Old	New
Christian Core	21	49
Distribution Requirements (Science, Mathematics, Humanities)	31	
Concentration Area	36	36
Faith-in-Action	15	12
Electives	18	24
Total Required Credits**	**121**	**121**

BACM General Education Requirements (Revised)	Courses	Credits
College Success	College Success	1
English Composition	English Composition	3
Foreign Language or Biblical Language		6
Mathematics or Natural Sciences		3
Humanities or Fine Arts	Old Testament Survey*	13

	New Testament Survey *	
	Christian Ethics	
	Elective	
Behavioral or Social Sciences	Communications Course	9
	Media Literacy	
	Elective	
Christian Core	Prayer & Spiritual Direction *	14
	His Creation *	
	GC: Evangelism *	
	GC: Discipleship*/**	
	Inductive Bible Study*	
Total Required Credits		**49**

**Discipleship Coaching 1 and 2 are required for the Care & Counseling Concentration and may be substituted for GC: Discipleship in any other Concentration.

ASSOCIATE OF ARTS IN CHRISTIAN MINISTRY

AACM Overview: Required Courses	Old	New
Christian Core	21	46
Distribution Requirements (Science, Mathematics, Humanities)	16	
Concentration Area	15	12
Faith-in-Action	6	3
Electives	3	0
Total Required Credits**	**61**	**61**

Associate of Arts in Christian Ministry

AACM General Education Requirements Revised	**Courses**	**Credits**
College Success	College Success	1
English Composition	English Composition	3
Foreign Language or Biblical Language		3
Mathematics or Natural Sciences		3
Humanities or Fine Arts	Old Testament Survey*	13
	New Testament Survey *	
	Christian Ethics	
	Elective	
Behavioral or Social Sciences	Communications Course	9
	Media Literacy	
	Elective	
Christian Core	Prayer & Spiritual Direction *	14
	His Creation *	
	GC: Evangelism *	

	GC: Discipleship*/**	
	Inductive Bible Study*	
Total Required Credits		**46**

**Discipleship Coaching 1 and 2 are required for the Care & Counseling Concentration and may be substituted for GC: Discipleship in any other Concentration.

Christian Ministry Program

Undergraduate Program Requirements

Certificate in Christian Ministry Program

Program Objectives — Undergraduate Certificate in Christian Ministry

1. To equip students with the tools to nurture a personal relationship with the Lord.
2. To equip students with foundational biblical knowledge, understanding, and interpretation skills for continued personal study.
3. To equip students with the tools to articulate a biblical worldview.
4. To equip students with tools for evangelism and discipleship.
5. To equip students to articulate biblical principles of servant leadership.

Courses in the Undergraduate Certificate Program are offered such that students who study 15 credit hours per semester may finish the program in 2 semesters.

Required Coursework	Credits
Christian Core	21
Concentration Area	3–6
Faith-in-Action	6
Total Required Credits	**30–33***

*Students pursuing discipleship coaching will take 1 additional 3-credit course (CC 204) for a total of 33 credits.

CHRISTIAN MINISTRY CONCENTRATION AREA COURSES — CERTIFICATE	
Students must take at least 3 credits in an area of concentration:	
Biblical Studies	
Business	
Care & Counseling	
Christian Studies	
Christian Education	
Generational Ministry	
Intercultural Studies	
Business & Leadership	
Worship Arts	
Total Concentration Area Credits	**3**

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

FAITH-IN-ACTION COURSEWORK — CERTIFICATE		
Students must take:		
Christian Ethics	FIA 201*	3
FIA Concentration Credits	Various	3
Total Faith-in-Action Credits		**6**

**FIA 201 is a prerequisite for all FIA apprenticeships.*

Associate of Arts in Christian Ministry

Program Objectives — Associate of Arts in Christian Ministry

1. To equip students with a foundation for growing their personal relationship with the Lord.
2. To equip students with the biblical knowledge, understanding, and interpretation skills necessary to articulate the role of the biblical text in shaping faith and practice.
3. To equip students to recognize cultural or social factors that conflict with a biblical worldview.
4. To equip students to discern their area of personal calling and to leverage their talents and spiritual gifts for discipleship and evangelism.
5. To equip students to lead others according to biblical principles of servant leadership.

Courses in the Associate's Degree Program are offered such that students who study 15 credit hours per semester may finish the program in 4 semesters.

AACM Overview: Required Courses	Old	New
Christian Core	21	46
Distribution Requirements (Science, Mathematics, Humanities)	16	
Concentration Area	15	12
Faith-in-Action	6	3
Electives	3	0
Total Required Credits**	**61**	**61**

**Students may transfer up to 30 credits from an accredited post-secondary institution. Transfer credits subject to approval by CoA Admissions.*

Associate of Arts in Christian Ministry-Christian Core & Distribution Requirements

AACM General Education Requirements Revised	Courses	Credits
College Success	College Success	1
English Composition	English Composition	3
Foreign Language or Biblical Language		3
Mathematics or Natural Sciences		3
Humanities or Fine Arts	Old Testament Survey*	13
	New Testament Survey *	
	Christian Ethics	
	Elective	
Behavioral or Social Sciences	Communications Course	9
	Media Literacy	
	Elective	
Christian Core	Prayer & Spiritual Direction *	14
	His Creation *	

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

	GC: Evangelism *	
	GC: Discipleship*/**	
	Inductive Bible Study*	
Total Required Credits		**46**

** Students may accomplish core distribution requirements in mathematics, science, and humanities through transfer credit and/or through credit by examination (Advanced Placement, CLEP, etc.).*

**Discipleship Coaching 1 and 2 are required for the Care & Counseling Concentration and may be substituted for GC: Discipleship in any other Concentration.

Associate of Arts in Christian Ministry — Concentration Area Courses

AACM — BIBLICAL STUDIES		
Students must take:		**6**
Walking with Jesus—The Gospels Δ	BS 312	3
The Pentateuch Δ	BS 314	3
Students must take either:		**3**
God's Design for Sexual Wholeness ≠ Δ	CC 352	3
Spiritual Warfare & Victory in Christ	CS 351	3
Students must take 6 additional credits of Biblical Studies (BS) courses		**6**
Total Concentration Area Credits		**15**

AACM — CARE & COUNSELING		
Students must take:		**9**
Psychology & Theology Δ	CC 301	3
Introduction to Care & Counseling Ministry Δ	CC 304	3
God's Design for Sexual Wholeness ≠ Δ	CC 352	3
Students must take 6 additional credits of Care & Counseling (CC) courses		**6**
Total Concentration Area Credits		**15**

AACM — CHRISTIAN EDUCATION		
Students must take:		**9**
God's Design for Sexual Wholeness ≠ Δ	CC 352	3
Christian Philosophy of Education	ED 301	3
The Art & Science of Teaching ≠	ED 402	3
Students must take 6 additional credits of Christian Education (ED) courses		**6**
Total Concentration Area Credits		**15**

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

AACM — CHRISTIAN STUDIES		
Students must take either:		**3**
God's Design for Sexual Wholeness ≠Δ	CC 352	3
Spiritual Warfare & Victory in Christ	CS 351	3
Students must take 6 additional credits of Biblical Studies (BS) courses		**6**
Students must take 6 additional credits of Christian Studies (CS) courses		**6**
Total Concentration Area Credits		**15**

AACM — GENERATIONAL MINISTRY		
Students must take:		**6**
Inductive Bible Study	BS 351	3
Psychology & Theology Δ	CC 301	3
Students must take either:		**3**
God's Design for Sexual Wholeness ≠Δ	CC 352	3
Spiritual Warfare & Victory in Christ	CS 351	3
Students must take 6 additional credits of Generational Ministry (GM) or Education (ED) courses		**6**
Total Concentration Area Credits		**15**

AACM — INTERCULTURAL STUDIES		
Students must take:		**3**
Theology of Missions	IC 304	3
Students must take either:		**3**
World Religions & Cross-Cultural Ministry ≠ Δ	IC 310	3
Perspectives on the World Christian Movement ≠	IC 320	3
Students must take either:		**3**
Spiritual Warfare & Victory in Christ	CS 351	3
God's Design for Sexual Wholeness ≠ Δ	CC 352	3
Students must take 6 additional credits of Intercultural Studies (IC) courses		**6**
Total Concentration Area Credits		**15**

AACM — WORSHIP ARTS		
Students must take:		**12**
Spiritual Warfare & Victory in Christ	CS 351	3

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Biblical Foundations of Worship ≠	WA 375	3
Music Theory I Δ	WA 301	3
Vocal Performance or Instrumental Performance Δ	WA 350/WA351	3
Students must take 3 additional credits of Worship Arts (WA) Courses		**3**
Total Concentration Area Credits		**15**

ELECTIVE COURSE — ASSOCIATE'S	**Credits**
Total Elective Credits	**3**

FAITH-IN-ACTION COURSEWORK — ASSOCIATE'S		
Students must take:		
Christian Ethics	FIA 201*	3
FIA Concentration Credits	Various	3
Total Faith-in-Action Credits		**6**

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Bachelor of Arts in Christian Ministry

Program Objectives — Bachelor of Arts in Christian Ministry

1. To develop students who demonstrate an abiding surrendered personal relationship with the Lord and strategies to effectively engage in lifelong personal Christian growth.

2. To develop students with the biblical knowledge, understanding, and interpretation skills necessary to effectively apply the text to faith and practice.

3. To develop students who analytically and critically engage and communicate with the world around them using a biblical worldview.

4. To develop students who effectively apply specialized knowledge along with their talents and spiritual gifts to integrate evangelism and discipleship into their area of personal calling.

5. To develop students for effective, biblically-grounded, Holy Spirit-empowered, servant leadership in the church, in the marketplace, and across the globe.

6. To equip men and women for ordination in some denominations.

Courses in the Bachelor's Degree Program are offered such that students who study 15 credit hours per semester may finish the program in 8 semesters.

Overview: Required Courses	Credits
General Education	49
Concentration Area	36
Faith-in-Action	12
Electives	24
Total Required Credits**	**121**

**Students may transfer up to 60 credits from an accredited post-secondary institution. Transfer credits subject to approval by CoA Admissions.*

BACM General Education Requirements (Revised)	Courses	Credits
College Success	College Success	1
English Composition	English Composition	3
Foreign Language or Biblical Language		6
Mathematics or Natural Sciences		3
Humanities or Fine Arts	Old Testament Survey*	13
	New Testament Survey *	
	Christian Ethics	
	Elective	
Behavioral or Social Sciences	Communications Course	9
	Media Literacy	
	Elective	

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Christian Core	Prayer & Spiritual Direction *	14
	His Creation *	
	GC: Evangelism *	
	GC: Discipleship*/**	
	Inductive Bible Study*	
Total Required Credits		**49**

**Students may accomplish core distribution requirements in mathematics, science, and humanities through transfer credit and/or through credit by examination (Advanced Placement, CLEP, etc.).*
***Students in concentrations requiring a biblical language may use those languages to satisfy distribution requirements but will need to take an additional 6 credits in their concentration area.*

Bachelor of Arts in Christian Ministry — Concentration Area Courses

BACM — BIBLICAL STUDIES		
Students must take:		**12**
The Prophets Δ	BS 311	3
Walking with Jesus—The Gospels Δ	BS 312	3
The Pentateuch Δ	BS 314	3
The Book of Romans Δ	BS 411	3
Students must take either:		**3**
The Trinity	BS 313	3
Systematic Theology	BS 350	3
Students must take 6 credits of the same biblical language:*		**6**
Old Testament Hebrew I & II Δ	BL 310, BL 311	3
New Testament Greek I & II Δ	BL 350, BL 351	3
Students must take 15 additional credits of Biblical Studies (BS) or Biblical Language (BL) courses*		**15**
Total Concentration Area Credits		**36**

**Students who take a biblical language to fulfill their general education language requirement will need to take an additional 6 credits (18 credits total) in their concentration area courses.*

BACM — CARE & COUNSELING		
Students must take:		**18**
Discipleship Coaching II	CC 204	3
Psychology & Theology Δ	CC 301	3
Introduction to Care & Counseling Ministry Δ	CC 304	3
Effective Prayer Ministry Tools	Various	3
God's Design for Sexual Wholeness ≠ Δ	CC 352	3
Spiritual Warfare & Victory in Christ	CS 351	3

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Students must take 18 additional credits of Care & Counseling (CC) courses	**18**
Total Concentration Area Credits	**36**

BACM — CHRISTIAN EDUCATION		
Students must take:		**21**
God's Design for Sexual Wholeness ≠ Δ	CC 352	3
Personal Spiritual Formation ≠	ED 403	3
An Introduction to Christian Education ≠	ED 300	3
Christian Philosophy of Education	ED 301	3
Reading Instruction	ED 303	3
Curriculum, Instruction, & Assessment	ED 400	3
The Art & Science of Teaching ≠	ED 402	3
Students must take 15 additional credits of Education (ED) courses (See ACSI Teacher Certification Requirements to qualify for a teaching certificate.)		**15**
Total Concentration Area Credits		**36**

BACM — CHRISTIAN STUDIES		
Students must take:		**12**
Systematic Theology	BS 350	3
Church History	CS 331	3
God's Design for Sexual Wholeness ≠ Δ	CC 352	3
Spiritual Warfare & Victory in Christ	CS 351	3
Students must take 6 credits of the same biblical language:*		**6**
Old Testament Hebrew I & II Δ	BL 310, BL 311	6
New Testament Greek I & II Δ	BL 350, BL 351	6
Students must take 6 additional credits of Biblical Studies (BS) courses		**6**
Students must take 12 additional credits of Christian Studies (CS) or Biblical Studies (BS) courses*		**12**
Total Concentration Area Credits		**36**

**Students who take a biblical language to fulfill their general education language requirement will need to take an additional 6 credits (18 total) in their concentration area.*

BACM — GENERATIONAL MINISTRY		
Students must take:		**15**
Personal Spiritual Formation	CS 403	3
Psychology & Theology Δ	CC 301	3
Spiritual Warfare & Victory in Christ	CS 351	3

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

God's Design for Sexual Wholeness ≠ Δ	CC 352	3
The Art & Science of Teaching ≠	GM 402	3
Students must take 6 additional credits of Biblical Studies (BS) courses		**6**
Students must take 15 additional credits of Generational Ministry (GM), Care & Counseling (CC) or Education (ED) Courses		**15**
Total Concentration Area Credits		**36**

BACM — INTERCULTURAL STUDIES		
Students must take:		**12**
God's Design for Sexual Wholeness ≠ Δ	CC 352	3
Spiritual Warfare & Victory in Christ	CS 351	3
Theology of Missions ≠	IC 304	3
Cultural Anthropology Δ	IC 303	3
Students must take:		**6**
World Religions & Cross-Cultural Ministry ≠ Δ	IC 310	3
Perspectives on the World Christian Movement ≠	IC 320	3
Students must take 6 additional credits of Biblical Studies (BS) courses		**6**
Students must take 12 additional credits of Intercultural Studies (IC) courses		**12**
Total Concentration Area Credits		**36**

BACM — WORSHIP ARTS		
Students must take:		**24**
God's Design for Sexual Wholeness ≠ Δ	CC 352	3
Spiritual Warfare & Victory in Christ	CS 351	3
The Dynamics of Leadership Δ	TL 312	3
Biblical Foundations of Worship ≠ Δ	WA 375	3
Music Theory I Δ	WA 301	3
Vocal Performance I Δ	WA 350	3
Instrumental Performance I Δ	WA 351	3
Media & Technology Δ	WA 460	3
Students must take 12 additional credits of Worship Arts (WA) Courses		**12**
Total Concentration Area Credits		**36**

***Note**: BACM students can earn a minor by completing at least 20 credit hours in another field of study.*

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

ELECTIVE COURSES—BACHELOR'S DEGREE	Credits
Total Elective Credits	**24**

FAITH-IN-ACTION COURSEWORK — BACHELOR'S DEGREE Faith-in-Action Coursework		
FIA Concentration Credits**	Various	**12**
Total Faith-in-Action Credits		**12**

**FIA 201 is a prerequisite for all other FIA courses*
***FIA apprenticeships may be repeated across semesters until the requirement has been met.*

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Graduate Program Requirements

Master's Certificate in Christian Ministry

The MCCM Program is designed to provide individuals with a specialized set of knowledge and skills in a specific area of Christian study or service.

Program Objectives — Master's Certificate in Christian Ministry

1. To equip men and women with strategies to effectively engage in lifelong personal Christian growth.
2. To equip men and women who appropriately interpret biblical texts within their area of study for the purpose of applying biblical reasoning to modern issues.
3. To equip men and women with the tools to analyze their area of study through a biblical lens.
4. To equip men and women with the tools to integrate evangelism and discipleship into their area of study.
5. To equip men and women to lead others according to biblical principles of servant leadership within their area of study.
6. To equip men and women with specialized knowledge and skills for a specific ministry calling.

Courses for the Master's Certificate in Christian Ministry are offered such that students may finish the program in 2 semesters.
(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details.)

Required Coursework	Credits
Personal Spiritual Formation	3
Concentration Area Courses (from one area below)	12
Total Required Credits	**15**

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Required Coursework for Concentration Areas

Biblical Studies
- Old Testament Survey
- New Testament Survey
- 2 elective Biblical Studies courses

Business
- Christian Leadership Ethics
- Strategic Management
- 2 elective Business Administration courses

Care & Counseling
- Psychology & Theology
- 2 elective Care & Counseling courses
- Care & Counseling Apprenticeship

Children & Youth Ministry
- Psychology & Theology
- The Dynamics of Leadership
- 2 elective Generational Ministry courses

Christian Education
- The Art & Science of Teaching
- Curriculum, Instruction, & Assessment
- 2 elective Christian Education courses

Christian Studies
- The Great Commission: Evangelism
- The Great Commission: Discipleship
- 2 elective Christian Studies courses

Discipleship
- The Great Commission: Discipleship
- Discipleship Coaching 1
- Discipleship Coaching 2
- Discipleship Apprenticeship (12 months)

Educational Leadership
- Christian Philosophy of Education
- The Dynamics of Leadership
- Effective Leadership Communication
- 1 elective Christian Education course

Evangelism
- The Great Commission: Evangelism
- Apologetics
- 2 elective Intercultural Studies courses

Greek
- New Testament Greek I
- New Testament Greek II
- 2 elective advanced Greek courses

Hebrew
- Old Testament Hebrew I
- Old Testament Hebrew II
- 2 elective advanced Hebrew courses

Marketplace Ministry
- The Great Commission: Evangelism
- The Great Commission: Discipleship
- Psychology & Theology
- His Creation: Identity in Christ

Missions
- Theology of Missions
- Perspectives on the World Christian Movement
- 2 elective Intercultural Studies courses

New Testament
- Inductive Bible Study
- New Testament Survey
- The Four Gospels
- 1 elective New Testament course

Old Testament
- Inductive Bible Study
- Old Testament Survey
- The Pentateuch
- 1 elective Old Testament course

Spiritual Formation
- Missional Spiritual Formation
- Prayer & Spiritual Direction
- Psychology & Theology
- His Creation: Identity in Christ

Theology
- Systematic Theology
- The Trinity
- The Four Gospels
- 1 elective Biblical Studies course

Business & Leadership
- The Dynamics of Leadership
- Effective Leadership Communication
- Servant Leadership & Change
- 1 elective Leadership course

Worship Arts
- Biblical Foundations for Worship
- The Dynamics of Leadership
- 2 elective Worship Arts courses

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Master of Arts in Christian Ministry

A Master of Arts in Christian Ministry is designed to prepare students **for professional service** through a variety of concentrations.

Program Objectives — Master of Arts in Christian Ministry

1. To develop men and women with an abiding surrendered personal relationship with the Lord and the ability to evaluate and implement lifelong personal Christian growth strategies.

2. To develop men and women who effectively interpret biblical texts and evaluate theological positions for the purpose of faithfully applying biblical truth within their vocational context.

3. To equip men and women who critically and charitably communicate with the world around them using a biblical worldview.

4. To develop men and women who leverage their specialized knowledge along with talents and spiritual gifts to create effective pathways for evangelism and discipleship.

5. To develop men and women who demonstrate biblically-grounded, Holy Spirit-empowered, servant leadership in the church, in the marketplace, and across the globe.

Courses in the Master of Arts in Christian Ministry program are offered such that students who study 9-10 credit hours per semester may finish the program in 4 semesters.

Required Coursework	Former Credits	New Credits
College Success for Graduate Students	1	1
Christian Core	18	11-12
Concentration Area	24	18
Biblical Language	6	Varies in Major
Leadership	0	3
Faith-in-Action	8	6
Master's Thesis, Capstone Project, or Practicum	3	Varies in Major
Total Required Credits*	**60**	**39-40**

**Students may transfer up to 18 credits from an accredited post-secondary institution. Transfer credits subject to approval by CoA Admissions.*

Christian Core Requirements for Graduate Students

The master-level program in Christian Ministry requires that students complete Christian Core requirements, courses designed to equip head and heart with the biblical truths found in the **College of Athens Belief Statement**. Christian Core courses are also designed to equip students with the tools to effectively engage in further Bible study as well as deepen their relationship with Christ. Christian Core requirements for graduate students may be modified based on previous coursework. Students must either complete the Christian Core coursework before beginning other degree coursework or, if approved by an academic advisor, may finish the Christian Core while pursuing other coursework. Faith-in-Action apprenticeships may only be assigned after completing the Christian Core requirements.

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

CHRISTIAN CORE COURSES — MASTER'S DEGREE		
Students must take:*		
Old Testament Survey -or- New Testament Survey#	BS 501	4
	BS 502	3
His Creation: Identity in Christ	CS 502	2
Prayer & Spiritual Direction	CS 503	3
The Great Commission: Evangelism -or- The Great Commission: Discipleship**	CS 504	3
	CS 505	3
Total Christian Core Credits		**11 or 12**

*Students who have completed Christian Core-equivalent courses at the undergraduate may substitute additional advanced coursework for degree completion. (See the CoA Advanced Standing Policy.)
**CS 506 and CS 507 may be substituted for CS 505. CS 506 and CS 507 are required for the Care & Counseling and Generational Ministry Concentrations.
#Intercultural Studies Students must take New Testament Survey.

Master of Arts in Christian Ministry — Concentration Area Courses

MACM — BIBLICAL STUDIES		
Students must take:		**6-7**
Inductive Bible Study	BS 551	3
Old Testament or New Testament Survey	BS 501 or 502	3-4
Students must take 6 credits of the same biblical language:		**6**
Old Testament Hebrew I & II	BL 510, BL 511	6
New Testament Greek I & II	BL 550, BL 551	6
Students must take 6 additional credits of Biblical Studies (BS) courses		**6**
Total Concentration Area Credits		**18-19**

MACM — CARE & COUNSELING		
Students must take:		**12**
Discipleship Coaching 2 (12 months)	CC 507	3
God's Design for Sexual Wholeness	CC 552	3
Effective Prayer Ministry Tools	Various	3
Pastoral Care & Counseling	CC 504	3
Students must choose 6 additional Care & Counseling (CC) credits such as:		**6**
Assessment & Diagnosis	CC 615	3
Counseling Children & Teens	CC 515	3
Addictions Counseling	CC 610	3

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Group Counseling Theory & Practice	CC 651	3
Grief & Crisis Counseling	CC 675	3
Marriage & Family Counseling	CC 680	3
Total Concentration Area Credits		**18**

*As pre-requisites, Care & Counseling students must have successfully completed an undergraduate course in Human Growth & Development and Psychology.

MACM — CHRISTIAN EDUCATION		
Students must take:		**9**
Christian Philosophy of Education	ED 501	3
Curriculum, Instruction, & Assessment	ED 600	3
The Art & Science of Teaching	ED 602	3
Students must take 9 additional credits of Education (ED), Biblical Studies (BS) or Generational Ministry (GM) courses*		**9**
Total Concentration Area Credits		**18**

**Students wishing to qualify for ACSI certification must enroll in specific education (ED) coursework.*

MACM — CHRISTIAN STUDIES		
Students must take:		**6**
Systematic Theology	BS 550	3
Inductive Bible Study	BS 551	3
Students must take 3 credits of biblical language:		**3**
Old Testament Hebrew I	BL 510	3
New Testament Greek I	BL 550	3
Students must take 9 additional credits of Christian Studies (CS), Biblical Studies (BS) courses, or Business Administration (BA) courses		**9**
Total Concentration Area Credits		**18**

MACM — GENERATIONAL MINISTRY		
Students must take:		**9**
Discipleship Coaching 2 (12 months)	CC 507	3
Psychology & Theology	CC 501	3
God's Design for Sexual Wholeness	CC 552	3
Students must take 9 additional credits of Biblical Studies (BS), Care & Counseling (CC) Christian Studies (CS), Christian Education (ED), or Generational Ministry (GM) courses such as:		**9**
Inductive Bible Study	BS 551	3
The Art & Science of Teaching	GM 602	3

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Reaching the Rising Generations	GM 505	3
Counseling Children & Teens	CC 515	3
Total Concentration Area Credits		**18**

*As a pre-requisite, Generational Ministry students must have successfully completed an undergraduate course in Human Growth & Development.

MACM — INTERCULTURAL STUDIES		
Students must take:		**15**
World Religions & Cross-cultural Ministry	IC 510	3
Theology of Missions	IC 504	3
Perspectives on the World Christian Movement	IC 520	3
Spiritual Warfare & Victory in Christ	CS 551	3
God's Design for Sexual Wholeness	CC 552	3
Students must take 3 additional credits of Intercultural (IC) courses such as:		**3**
Cultural Anthropology	IC 506	3
Business as Mission	IC 610	3
Church Planting Strategies	IC 651	3
Total Concentration Area Credits		**18**

MACM — WORSHIP ARTS		
Students must take either:		**3**
God's Design for Sexual Wholeness	CS 551	3
Spiritual Warfare & Victory in Christ	CS 552	3
Students must take:		**6**
Biblical Foundations of Worship	WA 575	3
Media & Technology	WA 660	3
Students must take either:		**3**
Arranging	WA 610	3
Composing	WA 611	3
Students must take either:		**3**
Advanced Vocal Performance	WA 650	3
Advanced Instrumental Performance	WA 651	3
Students must take 3 additional credits of Worship Arts (WA) Courses with an emphasis on musical skills, worship leadership, etc.		**3**
Total Concentration Area Credits		**18**

*As a pre-requisite, Worship Arts students must have successfully completed an undergraduate course in Music Theory and have basic skills with one instrument plus vocal performance experience.

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

LEADERSHIP COURSEWORK — MASTER'S DEGREE		
Title	**Number**	**Credits**
Students must take:		**3**
The Dynamics of Leadership	TL 512	3
Total Leadership Credits		**3**

FAITH-IN-ACTION COURSEWORK — MASTER'S DEGREE		
Title	**Number**	**Credits**
Students must take:		**3**
Christian Ethics	FIA 501	**3**
Students must take one of the following:		**3**
Faith-in-Action Apprenticeship*	Various	3
Capstone Project	Various	3
Master's Thesis A & B	Various	3
Total Faith-in-Action Credits		**6**

*In some majors, the FIA Concentration Credits may be waived with appropriate proof of application through ongoing leadership service.

Master of Divinity

Program Objectives — Master of Divinity

1. To develop men and women with an abiding surrendered personal relationship with the Lord and the ability to evaluate and implement lifelong personal Christian growth strategies for self and others.
2. To develop men and women who effectively interpret biblical texts and evaluate theological positions in order to teach and lead others within their circles of influence for the shaping of faith and practice.
3. To develop men and women who teach others to critically and charitably communicate with the world around them using a biblical worldview.
4. To develop men and women who leverage their specialized knowledge along with talents and spiritual gifts to create effective pathways for evangelism and discipleship and equip others to do the same.
5. To develop men and women who develop biblically-grounded, Holy Spirit-empowered, servant leaders in the church, in the marketplace, and across the globe.
6. To equip men and women for vocational ministry and ordination in some denominations.

Courses in the Master of Divinity program are offered such that students who study 15 credit hours per semester may finish the program in 6 semesters.

Required Coursework	Credits
College Success	1
Christian Core	18
Program Core	30

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Concentration Area	18–21
Biblical Language	3–6
Electives	6
Faith-in-Action	11
Total Required Credits	**90**

MDIV PROGRAM CORE		
Title	**Number**	**Credits**
Students must take:		
Systematic Theology	BS 550	3
Inductive Bible Study	BS 551	3
Church History Δ	CS 531	3
Spiritual Warfare & Victory in Christ	CS 551	3
Personal Spiritual Formation ≠	CS 603	3
Introductory Care & Counseling Course	Various	3
Introductory Intercultural Studies Course	Various	3
Introductory Education Course	Various	3
Introductory Worship Arts Course	Various	3
Introductory Leadership Course	Various	3
Total Program Core Credits		**30**

Master of Divinity — Concentration Area Courses

MDIV — BIBLICAL STUDIES		
Title	**Number**	**Credits**
Students must take:		**9**
Walking with Jesus—The Gospels Δ	BS 512	3
The Pentateuch Δ	BS 514	3
The Book of Romans Δ	BS 611	3
Students must take 9 additional credits of Biblical Studies (BS) courses		**9**
Students must take 6 credits of the same Biblical Language:		**6**
Old Testament Hebrew I & II Δ	BL 510, BL 511	6
New Testament Greek I & II Δ	BL 550, BL 551	6
Total Concentration Area Credits		**24**

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

MDIV — CARE & COUNSELING		
Title	**Number**	**Credits**
Students must take:		**12**
Discipleship Coaching II (12 months)	CC 507	3
Introduction to Care & Counseling Ministry Δ	CC 504	3
God's Design for Sexual Wholeness ≠ Δ	CC 552	3
Effective Prayer Ministry Tools	Various	3
Students must take 12 additional credits of Care & Counseling (CC) courses		**12**
Total Concentration Area Credits		**24**

MDIV — CHRISTIAN EDUCATION		
Title	**Number**	**Credits**
Students must take:		**12**
God's Design for Sexual Wholeness ≠ Δ	CC 552	3
Christian Philosophy of Education	ED 501	3
Reading Instruction	ED 503	3
Curriculum, Instruction, & Assessment	ED 600	3
Students must take 12 additional credits of Christian Education (CE) courses		**12**
Total Concentration Area Credits		**24**

MDIV — CHRISTIAN STUDIES		
Title	**Number**	**Credits**
Students must take:		**3**
God's Design for Sexual Wholeness ≠ Δ	CC 552	3
Students must take 15 additional credits of Biblical Studies (BS) or Christian Studies (CS) courses		**15**
Students must take 6 credits of the same Biblical Language:		**6**
Old Testament Hebrew I & II Δ	BL 510, BL 511	6
New Testament Greek I & II Δ	BL 550, BL 551	6
Total Concentration Area Credits		**24**

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

MDIV — GENERATIONAL MINISTRY		
Title	**Number**	**Credits**
Students must take:		**9**
Walking with Jesus—The Gospels Δ	BS 512	3
God's Design for Sexual Wholeness ≠ Δ	CC 552	3
Family Ministry	GM 510	3
Students must take 9 additional credits of Generational Ministry (GM), Care & Counseling (CC) or Education (ED) courses		**9**
Students must take 6 credits of Biblical Studies (BS) courses		**6**
Total Concentration Area Credits		**24**

MDIV — INTERCULTURAL STUDIES		
Title	**Number**	**Credits**
Students must take:		**6**
Theology of Missions ≠	IC 504	3
Cultural Anthropology Δ	IC 603	3
Students must take either:		**3**
World Religions & Cross-Cultural Ministry ≠ Δ	IC 510	3
Perspectives on the World Christian Movement ≠	IC 520	3
Students must take 12 additional credits of Intercultural Studies (IC) Courses		**12**
Students must take 3 credits of a Biblical Language:		**3**
Old Testament Hebrew I or New Testament Greek I Δ	BL 510/BL 550	3
Total Concentration Area Credits		**24**

MDIV — WORSHIP ARTS		
Title	**Number**	**Credits**
Students must take:		**18**
God's Design for Sexual Wholeness ≠ Δ	CC 552	3
Advanced Vocal Performance Δ	WA 650	3
Advanced Instrumental Performance Δ	WA 651	3
Effective Worship Leadership Δ	WA 505	3
Psalms, Hymns, & Christian Praise Δ	WA 512	3
Discipling Music Ministry Δ	WA 530	3
Students must take 6 additional credits of Worship Arts (WA) courses		**6**
Total Concentration Area Credits		**24**

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Elective Courses MDiv	Credits
Total Elective Credits	**6**

FAITH-IN-ACTION COURSEWORK — MDIV		
Title	**Number**	**Credits**
Christian Ethics (Required pre-requisite for all other FIA courses.)	FIA 501	**3**
FIA Concentration Credits (May be repeated across semesters	Various	**8**
Total Faith-in-Action Credits (FIA apprenticeships may be repeated across semesters until the requirement has been met.)		**11**

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Bachelor of Science in Psychology Program

Program Overview

The CoA undergraduate program in psychology provides:

- Solid core psychology knowledge;
- Strong research, statistical, and critical-thinking skills;
- Meaningful hands-on experience; and
- Clear specializations that provide career direction.

Program graduates will be well prepared to serve in a variety of career areas such as Human Resources and Social Services. They will also be prepared for specialized graduate students in counseling as well as advanced studies in psychology.

Program Objectives

Through their coursework, students will develop the knowledge, skills, critical-thinking ability, and dispositions necessary for entry-level careers in human service fields or for advanced study in psychology, counseling, social and human services, or related fields.

At the culmination of the program, CoA graduates will:

1. *Demonstrate Foundational Knowledge of Psychology*
   Exhibit a comprehensive understanding of major psychological theories, concepts, and research findings across core areas such as cognitive, developmental, social, and abnormal psychology.
2. *Actively Engage in Personal and Spiritual Growth*
   Reflect on personal beliefs, values, and behavior in light of psychological insight and Christian faith, as a means to encourage lifelong learning and spiritual maturity in self and others.
3. *Operate from a Biblical Worldview*
   Analytically and critically communicate with the world around them using a Biblical Worldview.
4. *Integrate Faith and Psychological Science*
   Critically examine and thoughtfully integrate biblical principles with psychological concepts, recognizing both the compatibility and distinctions between Christian theology and the study of behavior and mental processes.
5. *Apply Ethical and Professional Standards*
   Identify and apply ethical guidelines consistent with both professional psychological standards and Christian moral values, demonstrating integrity, respect for human dignity, and a commitment to service.
6. *Demonstrate Effective Communication*
   Communicate clearly and professionally in written, oral, and interpersonal contexts, adapting messages for diverse audiences.
7. *Promote Human Flourishing and Well-being*
   Apply psychological principles—informed by a biblical worldview—to support mental health, personal growth, and relational well-being in individuals, families, and communities.
8. *Engage in Service and Vocation*
   Demonstrate a commitment to service, leadership, and vocational calling in ways that reflect compassion, cultural humility, and a Christ-centered concern for others.

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

9. *Demonstrate an Understanding of Diverse Contextual Influences*
   Evaluate the social, economic, environmental, spiritual, and relational factors that contribute to community challenges and develop biblically-based, evidence-informed responses.
10. *Demonstrate Effective Scientific Inquiry and Research Skills*
    Design, conduct, analyze, and interpret psychological research using appropriate methodologies, statistical tools, and critical thinking skills.
11. *Demonstrate Critical Thinking and Analytical Skills*
    Evaluate information, research studies, and real-world issues using logical reasoning, evidence-based analysis, and reflective judgment.

Undergraduate Program Requirements

OVERVIEW: REQUIRED COURSES	Credits
General Education Requirements (Science, Mathematics, Humanities)	55
Major Area Coursework	36
Practicum	11
Electives	18
Total Required Credits**	**120**

**Students may transfer up to 60 credits from an accredited post-secondary institution. Transfer credits subject to approval by CoA Admissions.*

Christian Core Requirements

All students must complete the Christian Core requirements, courses designed to equip head and heart with the biblical truths found in the **College of Athens' Belief Statement**. Christian Core courses are also designed to equip students with the tools to effectively engage in further Bible study and effective leadership in a variety of settings. Students should complete Christian Core and General Education coursework prior to enrollment in advanced coursework in their discipline.
*Denotes a Christian Core Course.

Courses in the Bachelor's Degree Program are offered such that students who study 15 credit hours per semester may finish the program in 8 semesters.

GENERAL EDUCATION REQUIREMENTS FOR THE BS in PSYCHOLOGY PROGRAM	COURSES	CREDITS
College Success Course	GE 001 College Success	1
English Composition	EN 101 English Composition	3
Foreign Language or Biblical Language	Various	6
Mathematics or Natural Sciences	MA 155 Statistics for Psychology	3
Humanities or Fine Arts	BS 101 Old Testament Survey*	10
	BS 102 New Testament Survey*	
	CS 205 Christian Ethics*	

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Behavioral or Social Sciences	PS 101 Introduction to Psychology	15
	CO 101 Introduction to Communication	
	SO 101 Introduction to Sociology	
	CO 150 Media Literacy	
	CC 352 God's Design for Sexual Wholeness	
Christian Core	CS 102 His Creation: Identity in Christ*	17
	CS 103 Prayer & Spiritual Direction*	
	CS 201 The Great Commission: Evangelism*	
	CS 203 Discipleship Coaching I*	
	CS 204 Discipleship Coaching II*	
	BS 351 Inductive Bible Study*	
Total General Education Credits		**55**

Bachelor of Science in Psychology — General Psychology Concentration

BSP — GENERAL PSYCHOLOGY CONCENTRATION		
Students must take:		**27**
Life-Span Development	PS 200	3
Cognitive Psychology	PS 270	3
Psychology & Theology	PS 301	3
Human Growth & Development	PS 302	3
Cross-cultural Psychology	PS 335	3
Child Development	PS 340	3
Adolescent Development	PS 345	3
Research Methods in Psychology	PS 450	3
Neuroscience & Biological Psychology	PS 470	3
Students must take 9 additional credits of Psychology courses at the 300 level or higher.		**9**
Total Major Area Credits for General Psychology		**36**

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Bachelor of Science in Psychology — Christian Counseling Concentration

BSP — CHRISTIAN COUNSELING CONCENTRATION		
Students must take:		**30**
Counseling Theories	PS 250	3
Clinical Psychology	PS 260	3
Psychology & Theology	PS 301	3
Human Growth & Development	PS 302	3
Healing Trauma	CC 322	3
Marriage & Family Dynamics	PS 325	3
Cross-cultural Psychology	PS 335	3
Pastoral Counseling	CC 340	3
Assessment & Diagnosis	CC 425	3
Research Methods in Psychology	PS 450	3
Students must take 6 additional credits of Christian Counseling courses at the 300 level or higher.		**6**
Total Major Area Credits for Christian Counseling Major		**36**

Bachelor of Science in Psychology — Human & Social Services Major

BSP — HUMAN & SOCIAL SERVICES MAJOR		
Students must take:		**27**
Introduction to Social Work	SW 201	3
Survey of Human Services	HS 201	3
Counseling Theories	PS 250	3
Psychology & Theology	PS 301	3
Human Growth & Development	PS 302	3
Administration & Case Management	SW 320	3
Legal & Ethical Issues in Human Services	HS 330	3
Cross-cultural Psychology	PS 335	3
Research Methods in Psychology	PS 450	3
Students must take 9 additional credits of HS, SW, or PS courses at the 300 level or higher.		**9**
Total Major Area Credits for Human & Social Services:		**36**

ELECTIVE CREDITS — BACHELOR'S DEGREE	
Total Elective Credits **	**21**

**SO 101 is a required prerequisite for the Human & Social Services Major.

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

FAITH-IN-ACTION PRACTICUM EXPERIENCES — BACHELOR'S DEGREE		
Students must take one of the following:		
General Psychology Research Practicum	PS 481	11
Christian Counseling Practicum	PS 482	11
Human & Social Services Practicum	PS 483	11
Total Faith-in-Action Credits		**11**

**Practicum experiences may be repeated across semesters until the requirement has been met.*

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Business & Leadership Program

Undergraduate Program Requirements

Program Objectives

1. **Christ-Centered:** Students will demonstrate an abiding, surrendered personal relationship with Christ.

2. **Biblical Worldview:** Students will analytically and critically communicate with the world around them using a Biblical Worldview.

3. **Stewardship:** Students will effectively steward their lives and leadership for God's glory.

4. **Visionary Leadership:** Students will demonstrate the ability to effectively develop and communicate values, vision, mission, strategy, and goals.

5. **Organizational Management:** Students will demonstrate the necessary leadership and management skills to effectively guide operations in an organizational setting.

6. **Shaping Culture:** Students will demonstrate the ability to foster a culture of trust, respect, cohesion, and loyalty within teams and organizations.

7. **Innovating Change:** Students will demonstrate the ability to effectively address real-world challenges with wisdom and adaptability.

8. **Empowering Others:** Students will demonstrate the ability to equip and empower others to reach their full potential, personally, professionally, and spiritually.

Christian Core Requirements

All students must complete the Christian Core requirements, courses designed to equip head and heart with the biblical truths found in the **College of Athens' Belief Statement**. Christian Core courses are also designed to equip students with the tools to effectively engage in further Bible study and effective leadership in a variety of settings. Students must either complete the Christian Core coursework before beginning other degree coursework or, if approved by an academic advisor, may finish the Christian Core while pursuing other coursework. Optimally, Faith-in-Action apprenticeships should be assigned after completing the Christian Core requirements at a minimum.
*Denotes a Christian Core Course.

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

BACHELOR OF SCIENCE IN BUSINESS & LEADERSHIP

BSBL Overview: Required Courses	Old	New
Christian Core	30	55–58
Distribution Requirements (Science, Mathematics, Humanities)	31	
Concentration Area	36	36
Faith-in-Action	15	12
Electives	9	15–18
Total Required Credits	**121**	**121**

BSBL General Education Requirements (Revised)	Courses	Credits
College Success	College Success	1
English Composition	English Composition	3
Foreign Language or Biblical Language		6
Mathematics or Natural Sciences	Accounting I	3–6
	Accounting II**	
Humanities or Fine Arts	Old Testament Survey*	13
	New Testament Survey*	
	Christian Ethics	
	Elective	
Behavioral or Social Sciences	Effective Leadership Communication	9
	Media Literacy	
	Elective	
Leadership	Characteristics of an Effective Leader	3
Christian Core	Prayer & Spiritual Direction*	17
	His Creation*	
	GC: Evangelism*	
	Discipleship Coaching I *	
	Discipleship Coaching II *	
	Inductive Bible Study*	
Total Required Credits		**55–58**

**Accounting II is required for students who enroll in the Business concentration.

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

ASSOCIATE OF SCIENCE IN BUSINESS & LEADERSHIP

ASBL Overview: Required Courses	Old	New
Christian Core	30	46
Distribution Requirements (Science, Mathematics, Humanities)	16	
Concentration Area	15	12
Faith-in-Action	0	3
Total Required Credits	**61**	**61**

ASBL General Education Requirements (Revised)	Courses	Credits
College Success	College Success	1
English Composition	English Composition	3
Foreign Language or Biblical Language		3
Mathematics or Natural Sciences	Accounting I	3
Humanities or Fine Arts	Old Testament Survey*	10
	New Testament Survey*	
	Christian Ethics	
Behavioral or Social Sciences	Effective Leadership Communication	6
	Media Literacy	
Leadership	Characteristics of an Effective Leader	3
Christian Core	Prayer & Spiritual Direction*	17
	His Creation*	
	GC: Evangelism*	
	Discipleship Coaching I *	
	Discipleship Coaching II *	
	Inductive Bible Study*	
Total Required Credits		**46**

Associate of Science in Business & Leadership — Concentration Area Courses

ASBL — TRANSFORMATIONAL LEADERSHIP CONCENTRATION		
Students must take:		**12**
The Process of Transformational Leadership Δ	TL 220	3
The Dynamics of Leadership Δ	TL312	3
Leadership Elective	Various	3
Students must take either:		**3**
Effective Leadership Communication ≠ Δ	TL 330	3

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Intercultural Communications ≠ Δ	TL 470	3
Total Concentration Area Credits		**12**
ASBL — BUSINESS CONCENTRATION		
Students must take:		**12**
The Dynamics of Leadership Δ	TL 312	3
Christian Entrepreneurship Δ	TL 412	3
Enterprise Leadership Δ	TL 450	3
Students must take either:		**3**
Effective Leadership Communication ≠ Δ	TL 330	3
Intercultural Communications ≠ Δ	TL 470	3
Total Concentration Area Credits		**12**

Bachelor of Science in Business & Leadership — Concentration Area Courses

BSBL — TRANSFORMATIONAL LEADERSHIP CONCENTRATION		
Title	**Number**	**Credits**
Students must take:		**24**
The Dynamics of Leadership ≠	TL 312	3
Characteristics of an Effective Leader ≠	TL 201	3
The Process of Transformational Leadership ≠	TL 220	3
Team Leadership I	TL 301	3
Team Leadership II	TL 302	3
Effective Leadership Communication ≠ Δ	TL 330	3
Intercultural Communication ≠ Δ	TL 470	3
Project Management	TL 465	3
Students must take 12 additional credits of Leadership (TL) courses		**12**
Total Concentration Area Credits		**36**

BSBL — BUSINESS CONCENTRATION		
Title	**Number**	**Credits**
Students must take:		**24**
The Dynamics of Leadership Δ	TL 312	3
Characteristics of an Effective Leader Δ	TL 201	3
Effective Leadership Communication ≠ Δ	TL 330	3
Christian Entrepreneurship Δ	BA 412	3

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Enterprise Leadership Δ	TL 450	3
Business as Mission I Δ	BA 410	3
Project Management Δ	TL 465	3
Principles of Marketing Δ	BA 445	3
Students must take 12 additional credits of Transformatinal Leadership (TL) or Business Administration (BA) courses		**12**
Total Concentration Area Credits		**36**

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Master's Thesis Guidelines

The purpose of the master's thesis is to provide graduate students with an opportunity to gain an in-depth understanding of Christian theology, ministry, and/or history and to grow through the Thesis experience in the capacity to research, analyze, and communicate ideas.

Procedure

1. Prior to two semesters before graduation, student will select a potential topic of research and be assigned a faculty member as the Thesis Mentor.
2. The student and faculty mentor will outline a plan of study and research (i.e., readings, qualitative inquiry, historical archival research, etc.)
3. The research topic and plan of action will be presented to the Chair of the Christian Ministry Program for feedback and approval.
4. The work to study, research, analyze, and compose the Thesis will take place over two semesters:
    a. Semester A (2 credits) will be comprised of study and research. All students beginning the Master's Thesis project will meet for 6–8 hours (times to be arranged) with the faculty mentor to discuss research and progress. Work products to be submitted during Semester A will include:
        - A written thesis proposal that includes a) the thesis topic, b) a thesis abstract stating proposed questions for inquiry, and c) a proposed bibliography of sources to be examined. The minimum number of resources is 12. There is no maximum number. The faculty mentor will work with the student to accomplish the appropriate range of sources per the topic and the type of sources used (e.g., articles vs. full-length books). Note that the thesis may be the synthesis of research already completed or the study of existing data used to formulate new knowledge that contributes to the selected topic.
        - An annotated bibliography at the close of the first semester that includes citation information for each source followed by *no more than a half page* summation of each source.
    b. Semester B (1 credit) the student will synthesize the study and research into a written Thesis of 25–40 pages in length. Scholarly citations are expected. The thesis will be presented to an audience of the faculty mentor, at least one Academic Program Chair, and invited guests from among other faculty, students, and staff.

Grading

The master's thesis will receive a grade of Satisfactory or Unsatisfactory by the faculty mentor. Additional work on an unsatisfactory thesis project may be required. Satisfactory thesis completion is required for graduation with a Master of Arts in Christian Ministry.

(≠ Denotes cross-listed course; Δ denotes a course that fulfills General Education requirements. Please see full course listings for details and always consult with your academic advisor on program requirements.)

Faith-in-Action Apprenticeship Guidelines

Program Objectives

The objective of the Faith-in-Action (FIA) Apprenticeship program requirement is to prepare students to be successful in ministry by providing a mentored, hands-on, applied learning opportunity for them to:

1. Effectively serve in Christ's Kingdom.
2. Apply classroom knowledge to practical ministry or leadership situations.
3. Grow in experience and maturity in their chosen area of ministry or leadership.
4. Experience the day-to-day life of ministry or leadership in a variety of settings.

Program Requirements

All CoA students are required to complete the Christian Ethics course (3 credits) and their Christian Core courses prior to beginning their apprenticeship experiences. The number of additional, on-site FIA credits varies by degree program as follows:

- Undergraduate Certificate — 3 credits
- Associate of Arts in Christian Ministry — 3 credits
- Associate of Science in Transformational Leadership — 3 credits
- Bachelor of Arts in Christian Ministry — 12 credits
- Bachelor of Science in Transformational Leadership — 15 credits
- Master of Arts in Christian Ministry — 5 credits
- Master of Divinity — 8 credits

Student Placement into FIA Sites

All apprenticeship experiences must be approved in advance by the College of Athens. Seeing how ministry or leadership works in a variety of church, community, and organizational settings serves to build our students' effective platform for leadership and ministry. For that reason, to the greatest extent possible, students are expected to apprentice in at least two different sites that are not the student's home church setting. Bachelor's level students may apprentice in their home churches for one semester as a third apprenticeship opportunity so long as there is a mentor available who is willing to train and oversee the student's work in some new area or set of responsibilities.

Getting Started

CoA students interested in earning FIA credits should consult with their Academic Advisor at least 6 weeks prior to the start of the semester during which the credits will be earned. It is preferable, though not required, that the apprenticeship experience follow the traditional fall, spring, or summer semester schedules.

A CoA faculty member, the student, and the on-site apprenticeship mentor will meet in person (or via video conference if distance makes an in-person meeting not feasible) to co-develop the objectives specific to the student's ministry preparation curriculum. The CoA faculty member will have primary responsibility for the drafting of the syllabus with input from both the student and the on-site mentor. At the initial meeting, participants should aim to achieve at least the following items:

1. A basic outline of what tasks and responsibilities the student will have along with how many hours (per week and total) the student will spend doing them (see below for credit hour requirements);
2. Course objectives to correspond with what the student will be doing and learning;

3. Assignments and evidence that the student will produce to demonstrate accomplishment of the objectives;
4. Textbooks that will be used to supplement what the student will be doing and learning.

General Guidelines

One semester credit of apprenticeship is the equivalent of 30 hours of service and 10 hours of study, journaling, and reflection over the course of the experience. Included in the 30 hours of service are the requisite, regular coaching meetings with the on-site mentor. The number of hours of service per credit hour are not negotiable (they are a federal requirement), but the number of credit hours are variable. For 1 credit hour, a student needs to do at least 30 hours of service and 10 hours of study. For 3 credit hours, a student needs to do at least 90 hours of service and 30 hours of study, and so forth. Spread over 15 weeks, that amounts to roughly 6 hours of service and 2 hours of study per week on average for 3 credits.

Prior to the start of the semester, the CoA Faculty Mentor and student will agree upon a schedule to complete readings and papers, submit regular journal entries, and complete the end-of-semester papers or projects.

Grades for the Faith-in-Action Apprenticeship credits are awarded on the typical grading scale. Based on the on-site mentor's evaluation, the CoA Faculty Mentor will create a narrative summary for each of the student's apprenticeship experiences indicating how the objectives for the apprenticeship were met. This narrative summary will become part of the student's academic transcript.

Criminal background checks as required by the on-site hosting organization are the responsibility of that organization.

Guidelines for On-site Mentors

The most important guideline for mentors is to remember that while the CoA student apprentice is present to help serve the on-site organization, the most vital part of the experience is the mentorship piece itself. CoA depends on the mentors to help guide, direct, encourage, and grow our student apprentices toward the accomplishment of the semester's objectives through regularly scheduled interactions with the apprentice. Mentors are asked to:

- Work with the student and CoA faculty mentor to construct the unique syllabus for the experience (see below).
- Review and provide feedback on the objectives to be accomplished.
- Establish a regularly scheduled meeting time with the apprentice.
- Use the meeting times to discuss both the practical aspects of the apprentice's work as well as his or her progress toward the objectives.
- Complete a mid-semester and end-of-semester evaluation of the apprentice including a narrative of the apprentice's progress throughout the semester.

Mentors are encouraged to provide biblical, spiritual mentorship of the CoA apprentices as well as practical mentorship for the accomplishment of the apprentice's duties.

Guidelines for CoA Faculty

The CoA faculty member assigned to oversee the apprenticeship experience is the key connection between the College, the student, the mentor, and the objectives of the apprenticeship experience. The faculty member is expected to:

- Lead the development of the semester's syllabus according to course objectives (See FIA Syllabus Template).
- Meet in person or virtually with the mentor prior to the start of the apprenticeship.
- Develop the schedule of assignments and readings, with input from the student and on-site mentor, for the semester that best support the accomplishment of the objectives.
- Serve as the CoA point of contact with the on-site mentor.
- Provide feedback to the student on progress throughout the semester.
- Collect evidence that the semester's objectives have been met.
- Grade student course work.
- Assign the final grade for the semester.
- Provide mid-semester and end-semester evaluation form to on-site mentor for completion.
- Complete student evaluation.
- Make sure student completes course evaluation in Populi.
- Create a narrative of the experience to include on the student's transcript.

Compensation

Host sites are not required to compensate the CoA student apprentice. However, if possible, on-site host organizations are encouraged to provide an CoA student apprentice with a small stipend to help him or her offset living expenses as needed during the apprenticeship.

FIA Syllabus Guidelines

The basic expectations for an FIA syllabus will remain the same as any other regular CoA course, but there are a number of unique features included as well. Every FIA syllabus must include the following elements:

- **Course Information** – include the student's name, the course name and number, the number of credits being attempted, and the term (or length of experience if not a typical term).
- **Overall Description** – this should provide a snapshot of what the experience will be, where it will be done, and who will be overseeing it, including contact information (an email at minimum) for the mentor(s).
- **Required Textbooks** – As with regular syllabi, this should include the list price and ISBN for each book required for the student to read. The textbooks should be directly related to what the student is doing as part of the experience.
- **Summary of Activities & Responsibilities** – This should include an itemized breakdown of what the student will be doing as part of the apprenticeship, a rough estimate of how many hours they will be involved in the activity per week, and a total number of hours for each activity over the length of the experience. These hours are the basis for how many credits a student can receive as part of the experience, which should be roughly equivalent to 30 hours of service and 10 hours of academic work **per credit hour** (see above).
- **Course Objectives** – The course objectives should arise from the activities that the student will be doing as part of the experience. The student and the on-site mentor must participate in the creation of the objectives and affirm the final form of the objectives. The on-site mentor will be evaluating the student according to the language of these objectives, and that evaluation will become part of the student's final grade, so it is extremely important that the student and on-site mentor are both clear and comfortable with the wording of the objectives. In addition to the objective itself, the syllabus should also include reference to the corresponding CoA program

objectives, an essential question for the objective, and a list of activities and evidence that will be used to evaluate the objective.

- **Essential Question(s)** – These should state in question form one or two concise and salient questions that reflect the essentials of the objectives. These are questions that students will be addressing in their journals and final papers.
- **Responsibilities** – This section will breakdown the division of labor between the On-site mentor and the CoA faculty mentor. It should resemble the guidelines listed above but include the specifics of the apprenticeship experience.
- **Course Expectations** – This section summarizes and quantifies the items above. It gives a short breakdown of what a student will be doing on-site, on campus, what assignments they will submit by the end of the experience, and the basic grading rubric that will be used for the course.

Grading FIA Courses

Grading for the FIA courses will work somewhat differently than a traditional classroom setting as it will combine evaluation from the on-site and faculty mentor. The on-site mentor will be providing feedback on the student's fulfillment of the course objectives established at the beginning of the apprenticeship and listed on the syllabus. The on-site mentor will use a grading rubric—in a Word document or accessed through Microsoft Forms—to rate the student on each of the listed course objectives on the following scale of 1–4:

1. Little to no evidence that objective has been met
2. Insufficient evidence or poor-quality evidence that objective has been met
3. Sufficient, good-quality evidence that objective has been met
4. Abundant, high-quality evidence that objective has been met

In addition, the on-site mentor will be providing narrative justification to give examples and explain why they scored the student the way that they did. If there is any discrepancy between the scores and the narrative explanation, then it is incumbent on the faculty mentor to follow up to receive clarification prior to assigning the final grade.

FIA Assignments

The faculty mentor is responsible for the more traditional grading aspects of the course. In most FIA experiences, it is recommended that students do at least some combination of the following:

- Weekly journals;
- Book Reviews/Reflections
- Final Paper
- Reflection Paper

If the experience is part of a defined program or experience that already includes some sort of formal evaluation (e.g., papers, tests, etc.), then those can be included either in addition to the regular assessments described above or in replacement of some of them. The faculty mentor will be responsible for grading those assignments and providing substantive feedback to the student in a timely manner as in any other course.

Faculty mentors are responsible for establishing grading criteria and point values for each assignment. Below is a simple framework for typical assignments required over a regular 15-week semester:

Assignment Type	Points	%
Weekly Journals (15 x 20 pts)	300	30
Book Reviews/Reflections (2 x 150 pts)	300	30
Final Paper	300	30
Final Reflection	100	10
Total	**1000**	**100**

Weekly Journals
The point of the journals is to help students reflect on what they are doing and learning as part of their FIA experience. The expectation should be for them to move beyond a simple description of what they did during the week to a reflection on what they learned as part of it. Students should be instructed to address the course objectives and/or essential questions in the syllabus in their weekly journals. They may not have something for every objective every week, but those objectives should be the framework for what they reflect upon in the journal. The objectives/essential questions can be pasted into a Word document to serve as subheadings each week. Structuring the journals in that way will help limit the amount of work needed for the final paper.

Book Reviews/Reflections
The books should be chosen to augment or supplement the apprenticeship experience. It will be useful to have the students move beyond a simple summary of the contents to include analysis, critique, or reflection. The reading should factor into the final paper, so having students articulate in the reviews what they are learning that provides further insight or will benefit what they are doing as part of the apprenticeship will make the final paper easier. The reading should be done concurrently with or prior to the student's experience as the material should help them better understand, appreciate, or strengthen what they are doing. The due dates for the reviews should be spaced out, and one common practice is to have 1 review due at the midpoint and another at the end of the experience. However, the due dates are determined, the student should be encouraged to do the reading during the experience and not waiting until the end.

Final Paper
The final paper should explicitly address the course objectives and essential questions that were established on the syllabus. If the weekly journal entries are done following this structure, then the final paper should be a synthesis of that material with the reading to produce a more succinct and robust explanation of what they did and what they learned to demonstrate completion of the objectives. As a simple rule of thumb, **each** objective should be covered in about 2 double-spaced pages with space for introduction and conclusion (e.g., an FIA with 4 objectives should have an 8–10 page paper).

Reflection Paper
The reflection paper is meant to cover whatever ground is not covered in the final paper (i.e., not tied directly to the course objectives). What were the biggest takeaways? What challenges did they face? In what ways did they grow in their faith? How well were they supported? How well did their studies prepare them for the experience? What did they learn about the field or area of ministry? What was the most meaningful aspect of the experience? A paper requirement of 2–4 double-spaced pages should be sufficient.

Additional Evidence/Assignments
The above assignments are intended as guidelines and not absolutes. Appropriate assignments will depend on the specific situation of the apprenticeship, and if there are better ways of capturing what a student did and learned during their experience, then those should be implemented. Whatever material the student produces as part of the experience should usually be included in the assignments that they submit. For example, if a student is teaching in some capacity, then the lessons prepared for teaching should be a part of the submission. If a student is leading a worship service, then the worship plan should be submitted, and

so forth. The more evidence that the faculty mentor can produce about what the student did and what the student learned from the experience, the better.

Grade Calculation

Once all the work for the FIA course has been completed and the on-site mentor has submitted the required evaluation form, the total grade percentage for the course should be calculated using the following formula:

FIA Objective Average Score (total points earned/total points possible): _____ X 60% = _____

FIA Assignment Score: _____ X 40% = _____

Total Percentage: _____

The score from the on-site mentor is calculated by adding up the total points from the course objective categories and dividing it by the total number of possible points based on how many objectives were established in the syllabus p. For example, if there were 4 course objectives, then the total possible points would be 16, since the scale is 1–4. If the student received 4 in 2 categories and 3 in the other 2 categories, then their total points earned would be 14. The average would be calculated by dividing 14/16 = .875 or 87.5/100. That number will account for 60% of the total grade: 87.5 x .6 = .525 or 52.5/100.

The score from the faculty mentor is calculated in the same manner based on points received from the academic assignments. If the student received 900 of the 1000 possible points from their journals, reading, and papers, then they would have 90 total points for that work multiplied by 40% = 36. The two scores for the on-site evaluation and the academic work are then added together to get the final grade for the course: 52.5 + 36 = 88.5. So, in this example the student would receive a final grade of 88.5, which is a B+. That is the grade that would be input into Populi to include on their transcript.

Creating a Narrative Transcript

At the conclusion of the FIA experiences, Faculty Mentors will be responsible for crafting a narrative about that experience that will be included on the student's transcript. The goal of the narrative is to be both descriptive and evaluative; it should describe the essential aspects of what the student did and learned but also areas of strength and places where they still have room to grow. The evaluation from the on-site mentor should provide the needed language to complete the narrative. With the narrative being part of the transcript and some students having as many as 4 or 5 experiences, we should strive to keep them short, so that they don't dominate the entire transcript; 250 words or below is preferable. A few examples are provided below for guidance. Once the narratives have been completed, they should be uploaded into the student's FIA folder, and a copy should be sent to the student's academic advisor as well, so that it can be added to the student's transcript in Populi.

Examples

[Student Name]: Faith-in-Action Apprenticeship
FIA 407: Leadership in Action
2 Credits // Fall Semester 2023

During this apprenticeship, [the student's] goal was to work towards effective transformational leadership, demonstrating the project management, communication, and volunteer management skills needed for maximum impact. To build and practice those skills, [the student] assisted a CoA staff member with the execution of three public-facing events over the course of the semester. Overall, [the student] did a

thorough job of attending to the tasks assigned in a timely manner. [The student] worked on establishing basic project management skills with growing success. [The student] demonstrated effective communication skills with both internal and external audiences. Overall, the projects [the student] helped lead achieved the desired success.

[Student Name]: Faith-in-Action Apprenticeship
FIA 620: Discipleship Coaching in Action
6 Credits // Fall Semester 2022 & Spring Semester 2023

[The student's] goals for this apprenticeship were to develop a personal philosophy of whole-person discipleship and to grow in the capacity to encourage others' Christian growth through the effective use of discipleship coaching. For the duration of the apprenticeship, [the student] served both as a peer coach to one of [his/her] classmates as well as coached a second individual outside of the coaching class cohort. Throughout the apprenticeship, [the student] was able to challenge others to see themselves as God knows them. [The student] also grew in [his/her] capacity to transition from a knowledge-based approach to discipleship to one that encourages others towards the deepest possible relationship with Christ.

[Student Name]: Faith-in-Action Apprenticeship
FIA 611: Group & Community Clinical Assessment
3 Credits // Summer Semester 2021

The intention of this apprenticeship was to provide [the student] with the clinical experience segment of [his/her] program where [he/she] could apply the concepts and principles of care and counseling learned in [his/her] program. [The student] served over 60 hours in the clinical setting and met regularly with [his/her] on-site mentor. [The student] planned and led group counseling sessions and participated in individual ministry sessions with clients alongside other trained mentors. [The student] also led personal ministry sessions with individual clients that affected positive change for those [he/she] served. Through the experience, [the student] was well able to apply the overarching concept of relying on the Holy Spirit for ministry direction. [The student] demonstrated the ability to handle confrontation professionally and calmly. The group sessions [he/she] led were highly effective and transformative for the participants who actively engaged in the process. [The student] also discovered [his/her] ability to operate from a place of God-given authority and leadership. Further, [the student] learned that [he/she] has the capacity to be a clear and impactful communicator in a group setting. [The student's] teaching was well-prepared and well-received. [His/Her] ability to incorporate the concept of grieving (past traumas, the loss of addiction, etc.) resulted in therapeutic breakthroughs for the program participants. [The student] also had experience charting confidential client files. Overall, [the student] demonstrated strong competence in [his/her] ability to plan and lead both group and personal therapeutic sessions.

Exceptions

In certain circumstances, traditional apprenticeship experiences may not be the most valuable educational opportunity for the student, and exceptions may be made in consultation with the student and with approval from the Chief Academic Officer. Other exceptions may exist, but the most common need for an exception will be for students currently involved vocationally in their desired degree area or area of calling. These scenarios will most likely be appropriate only within a vocational context. Most volunteer efforts involving a couple of hours per week will likely not be sufficient to qualify for an exception.

In these vocational settings, students will be able to use their current ministry or leadership capacity to complete the hours for the apprenticeship rather than adding on some additional context or organization. The goal in these cases will be to help better equip and prepare the student with what they are already doing, whether by refining some existing practice or activity or being equipped to expand their current role

in some capacity. The student will still need to be assigned a mentor, but that mentor would be assigned from the CoA faculty alone without the addition of an on-site mentor. The student and mentor will still need to create a syllabus with all of the regular required FIA elements in place (e.g., course objectives, academic elements, division of time, etc.), and the faculty mentor will be responsible for both evaluating the student's work and grading academic assignments.

Student Services

Office of Registrar

Following approval of the student application, students will report to the registrar's office. The registrar will set up an account for the student in Populi and Microsoft 365 and appoint an advisor for the student.

Financial Aid Office

Following approval for admission, students will arrange for payment of tuition and fees through the Accounting and Financial Aid Office. Students needing financial assistance should meet with the Financial Aid Officer (bursar@collegeofathens.edu) who will help the student apply for available financial assistance.

Academic Advising

Freshman and transfer students are assigned advisors who help them select their classes and programs. The advisors counsel students concerning academic matters and post-graduation plans. Students may continue under the guidance of their assigned advisor or change to another by formal request. Advisors may also suggest a change. Each student is advised a minimum of two times per year. It is strongly suggested that those students who are not doing well in any of their classes be advised at the mid-term point of the semester. Accurate records should be kept in the student's file of all academic advising sessions between the student and the advisor.

Career & Vocational Advising

Career and vocational counseling are provided to all students through the core course, *His Creation.* This course enables students to work toward understanding their God-given calling and to create a plan for how to accomplish it in Christ. Our Faith-in-Action courses and mentoring programs provide additional experience in exploring career pathways, and the graduation portfolio prepares students for job placements. In addition, CoA does provide a Community Jobs posting page with a listing of open positions, other job sites, and resume-writing tips. Academic advisors are available to assist with resume writing and career placement as needed. These career counseling services are tailored to suit the unique needs and desires of every student, but the College cannot guarantee job placement after program completion.

Course Registration Procedure

After the academic advisor has approved a schedule, the student will take the schedule to the Office of the Registrar to be enrolled in the approved course(s). The Registrar will open an academic record for the student and create an account for the student in Populi.

Adding and/or Dropping Courses

The first week of each new semester is the drop/add period for that semester. See the **CoA Academic Calendar** for the specific dates of the drop/add period. Students who wish to adjust their academic schedule during the drop/add period should contact their academic advisors in order to begin the change process. See the CoA Refund Policy for the effects of drop/add on students' tuition.

Course Withdrawal

Students registered for a course may withdraw from the course before the end of the drop/add period without any penalty. Students who withdraw from a course after the end of the drop/add period will be classified as "W" (withdrawn) on their transcript for that course. A Course Withdrawal Deadline after the midpoint of every semester is listed in the CoA Academic Calendar. Students with a failing grade who withdraw from a course after the Withdrawal Deadline will be classified as "WF" (withdrawn fail) on their transcript for that course, which will also negatively impact their GPA. Students with a passing grade who withdraw from a course after the Withdrawal Deadline will be classified as "WP" (withdrawn passing) on their transcript for that course, which will not affect their GPA. Students wishing to withdraw from a course must fill out and submit the **Withdrawal/Drop/Add form on Populi**.

Student Orientation

All students who are newly enrolled at College of Athens must attend a college orientation meeting. During this meeting students will be presented information concerning the College's beliefs, practices, procedures, services, and policies. Students will also receive training in the College's Student Information and Learning Management Systems.

Library Services

The CoA library is located in room "H," adjacent to the College office. The library is open from 9:00 AM until 4:00 PM, Monday through Friday and in the evenings during class meeting times. The library will be closed on days when the College is closed for scheduled holidays. The College librarian (or an assistant) will be available to assist students in checking out books and/or finding the resources needed for reading, study, research, and media information. Email library@collegeofathens.edu to contact Library Services.

Through students' Populi accounts, they may browse books available in the CoA Library and place a hold on a resource. CoA students also have access to Galileo, the University System of Georgia research database with thousands of online resources, as well as the ProQuest Resource Database and RightNow Media.

Populi

College of Athens uses a comprehensive and integrative Student Information System (SIS) called *Populi.* Once a student is enrolled in the College, a Populi user account will be created for the student. Once created, the student's Populi account will be used for all financial transactions, registration for classes, maintaining grades and transcripts, and library services. Please note that the default is to keep all contact info available through Populi private (not available to other CoA students and non-necessary , but students have the ability to make that publicly available within Populi if they choose Instruction for how to use Populi will be provided as part of the student orientation process. Students needing further technical assistance should contact support@collegeofathens.edu or their academic advisor.

Microsoft 365

College of Athens provides all students and faculty with a subscription to Microsoft 365 which includes a suite of productivity apps including online versions of Microsoft Office products. Instruction and ongoing support in the use of Microsoft 365 is provided to all students and faculty. Students needing support in using the system should visit the Site page or contact their academic advisor or support@collegeofathens.edu.

Student Policies & Procedures

Expectations for Christian Conduct

We seek to hold each other accountable in community as Christian role models who live according to the standards God established in His Holy Word. We purpose to agree with God's definition of sin and recognize that God hates sin because He loves us. We also realize that only by the power of Christ living in us and by gaining strength from other believers are we able to overcome our personal desires to sin.

As Christians, we express our love to God through our obedience to His direction. And we acknowledge that the conditions of our thoughts and hearts have a direct influence on the type of fruit that others will see in our lives. As members of the CoA community, we wish to support each other through areas of personal struggle and weakness and to ask God daily to search our hearts and show us any unclean areas so that genuine repentance will become our first reaction whenever the Lord convicts us of sin. Keeping our lives free from sin is the utmost way to ensure that the enemy does not gain a foothold in our lives.

God hates ALL sin because it keeps us separated from Him. Sin is sin, period. Below are biblical examples of what God calls sin. The more familiar you are with God's Word, the better you will understand all the ways that humankind sins against our Holy God. God's Word gives us His standard for Christian conduct.

Examples of sin according to God's Word:

- Lying, deceitfulness (Lev. 19:11; Prov. 12:22; John 8:44)
- Cheating, stealing, taking advantage of others (Lev. 25:17; Ex. 20:15; 1 Thess. 4:6)
- Failure to honor our parents and others (Ex. 20:12; Col. 3:20; Luke 6:31)
- Complaining, grumbling, and arguing (Phil. 2:14; 1 Peter 4:9; Eph. 4:29)
- All forms of sexual intimacy outside the boundaries of marriage between one man and one woman (Gen. 2:4; Ex. 20:14; Rom. 13:13; Heb. 13:4; 1 Cor. 6:9)
- Drunkenness, gluttony, not taking proper care of your physical body—the temple of the Holy Spirit (Rom. 13:13; Col. 3:5; Gal. 5:19–21; 1 Tim. 3:8; 1 Peter 4:3–4)
- All forms of impropriety (1 Thess. 5:21–22)
- Being judgmental (Matt. 7:1–5; Rom. 2:1–3; James 4:11–12)
- Murder, hatred, sowing hatred (Ex. 20:13; 1 John 3:15; Matt. 5:21–22)
- Unforgiveness, grudges, bitterness, and anger toward other individuals or groups (Rom. 12:17–19; Col. 3:13; Eph. 4:13; Matt. 6:14–15)
- Gossiping, back-biting (Ex. 20:16; 1 Peter 2:1; Prov. 17:4)
- Fear, worry, doubt, unbelief (James 1:6; Matt. 6:25; Phil. 4:6–7)
- Laziness (Prov. 18:9; 2 Thess. 3:10; Eph. 5:16)
- Greed, envy, pride (1 John 2:16; Ps. 10:3; 1 Tim. 6:10)
- Not sharing the Gospel (Luke 12:8–9; Matt. 5:11–12)
  …..and more

Examples of Christ-like conduct:

- Only conduct yourselves in a manner worthy of the gospel of Christ . . . stand firm in one spirit, with one mind striving together for the faith of the gospel. (Phil. 1:27).
- Always treat others as you would like them to treat you (Matt. 7:12).
- Do nothing out of rivalry or vanity; but, in humility, regard each other as better than yourselves (Phil. 2:3).
- Love the LORD your God with all your heart, with all your soul, with all your understanding, and with all your strength (Mark 12:29).
- Love your neighbor as yourself. There is no greater commandment than these (Mark 12:30).
- And this is my prayer; that your love may overflow in fullness of knowledge and depth of discernment, so that you will be able to determine what is best . . . (Phil. 1:9).

- Do all things without murmuring and disputing (Phil. 2:14).
- Rejoice in the LORD always, again I say rejoice! (Phil. 4:4)

If this conduct is followed, *Then God's peace which passes all understanding will keep your hearts and minds stayed on Him.* (Phil. 4:7)

If you are caught in a struggle with any sin, there are many ways to seek God's power to help you break free:

- PRAY and study God's Word for a promise to stand on.
- Invite a trusted Christian friend with strong faith to pray for you and hold you accountable.
- Contact the Transformational Prayer Ministry Center to make a Prayer Ministry appointment. GO to that appointment!
- Contact your advisor for support, and they can help connect you to additional resources.
- As a community of faith, our goal is to help you break free from sin by the power of Jesus's blood and to assist you in staying free of all besetting sins.

When the Son sets you free, you are free indeed! (John 8:36)
The blood of Christ cleanses us from ALL sin. (1 John 1:7)

The Transformed Christian Life (From the CoA Belief Statement)
The supreme purpose of all believers is to be whole-hearted, risk-taking lovers of God, who glorify Him in and with our lives. Our conduct should be blameless before the world; we should be faithful stewards of the possessions, abilities, and spiritual gifts God entrusted to us, and we should intentionally and continually seek the full measure of maturity in Jesus Christ through our active participation in the spiritual disciplines of prayer, fasting, study, worship, service, evangelism, and fellowship with other Christ-followers. An abiding one-ness with the Father through Christ and empowered by the Spirit is our ultimate goal in this life. Through our relationship with Jesus, the power of God's Holy Spirit living in us, and our God-given authority in Christ over all the power of the enemy, we are able to participate in the divine nature, living as Jesus lived in this world, accomplishing even greater things than the Lord, and advancing His kingdom on Earth for His glory. In joyful obedience to the Great Commission, we demonstrate the Good News with both words and actions through the power of the Holy Spirit. *Matthew 10:8; 28:18–19; Luke 10:19; John 14:12, 20; 15:10; Acts 1:8; 1 Corinthians 10:31; Colossians 2:6, 9–10; 3:1–10; 1 Timothy 6:6–12; 1 Peter 1:14–16; Ephesians 1:18–21; 2:5–6; 4:1–3, 11–14; 5:1–5; Philippians 2:14–16; 2 Peter 1:3–8; 1 John 4:17; Galatians 2:20.*

Disciplinary Probation

Because we hold high expectations for our students as Christ-followers, the need to engage in student disciplinary action should be rare. However, if there are occasions of student conduct that warrant immediate action (i.e., illegal activities, academic dishonesty, etc.), the student will be required to meet with the Chair of their academic program before the student is allowed to return to classes. Based on the nature of the misconduct, a written plan of reinstatement will be drafted by the Chair of their program, approved by the Chief Academic Officer and placed in the student's file. The Chair of their program will oversee the student's reinstatement to classes per the approved plan. The goal will always be to help restore the student to his or her good standing with the LORD and with the institution. In extreme cases (e.g., conduct that threatens the safety of other students and faculty, and/or persistent, willful misconduct), dismissal from the institution may be warranted. Dismissal from the College of Athens must be approved by the CoA President and documented in writing.

Attendance

The classroom experience is of primary importance to our student's personal spiritual growth and preparation for ministry. Students gain much from their interactions with faculty and their peers. Full, on-

time class attendance also demonstrates responsible, respectful character. Missing 25% or more of the scheduled class meeting times for any course will result in a grade of "F" for that course. Students who have failed a class for attendance reasons are not prevented from enrolling in subsequent courses due to attendance reasons alone.

*Any exceptions to the above stated Attendance policy must be approved in writing by the Undergraduate or Graduate Program Chairs and the Chief Academic Officer. Students should present written proof for extenuating circumstances that would warrant an exception (e.g., doctor's note, military deployment orders, employment letter, etc.).

Disclosure Policy

By law, the College of Athens cannot disclose students' personal information or information about grades and class attendance to parents or other individuals without express, written permission from the enrolled student. Contact Registrar@collegeofathens.edu to authorize the release of grades and personal information to another individual.

Family Educational Rights and Privacy Act (FERPA)
FERPA is a federal law that protects the privacy of student education records for any student when they reach the age of 18. The law gives parents certain rights to privacy for the educational records of their children, but those rights transfer to the student at the age of 18. Schools must have written permission from the authorized individual (i.e., the parent until the age of 18 and the student thereafter) in order to share those educational records with any other person or institution outside of a few narrow circumstances. That means that after a student turns 18, which will be the case for the majority of students enrolling at CoA, then the student has to give written permission for their parents to receive any information about their educational record, including grades in any individual course. If the parent of a student in your course happens to reach out to you about the grades or standing of their child, then they will need to be informed that school employees (i.e., instructors, advisers, staff, etc.) are not allowed to give out that information without written consent from the student. If the student would like to provide that consent, then they can complete the CoA Student Consent to Contact Parents Form which they can get from their academic advisor or download from the Academic Advising page of the Student Resources site. Once completed, the student (not the parent) should submit the form to their academic advisor or other CoA staff member who will inform the instructor once it has been filed. Further information about FERPA can be found on the Department of Education website: Family Educational Rights and Privacy Act (FERPA).

(Note: For dually enrolled high school or home school students under the age of 18, CoA will release grade and attendance data to the designated secondary institution or individual with parental permission.)

Harassment Policy

See Expectations for Christian Conduct above. Further, we seek to hold each other accountable in community as Christian role models who live according to the standards God established in His Holy Word. We do not condone harassment at any level. Therefore, if any student, faculty, or staff member is being harassed by another individual associated with the College, the incident should be brought to the attention of one of the Program Chairs or the CoA President who will seek to resolve the issue and restore trust among all parties involved.

Sexual Conduct Policy

God sees all sexual activity outside of marriage between one man and one woman as sin, so in accordance with the Expectations for Christian Conduct Policy, such activity is not acceptable conduct for students, faculty, or staff of the College of Athens.

CoA Care Team

At The College of Athens, we are committed to bearing one another's burdens (Galatians 6:2). The CoA Care Team exists to minister to students in times of crisis or critical need with dedicated prayer and connection to practical resources. If you are aware of a difficult situation within the CoA community that could use support or are a student facing urgent circumstances yourself, please submit a referral form detailing the need so that our Care Team can begin the process of initiating a compassion response plan. Please refer to the **Student Resources page** for more information.

Complaint, Grievance, & Due Process Policy

The College of Athens Complaint, Grievance, & Due Process Policy applies to all faculty, staff, and students currently employed and/or enrolled. Situations may occur when an individual believes that the fair and consistent application of any CoA policy affecting him or her has not been followed appropriately. Examples of possible grievances include, but are not limited to:

- a perceived misuse of authority by someone in a position of authority or against biblical principles
- a perceived discrimination charge on the base of race, color, or sex
- a perceived inappropriate application of grading policies
- a dispute over a supervisor's judgment regarding job performance or professional competence, etc.

The following steps should be followed if sufficient evidence warrants belief in an unfair and inconsistent application according to the dictates of this policy.

Step 1. Seek the Lord in prayer asking for wisdom and guidance about how to approach the situation. Do not gossip to others about the potential offense.

Step 2. Within 7 days, speak privately to the individual involved in the concern for the purpose of seeking resolution of the situation. If the matter remains unresolved after a personal conversation, it should be brought to the attention of the CoA President. Or, if the nature of the situation makes speaking directly to the individual involved contraindicated, the matter must be brought immediately to the CoA President or other CoA leadership staff.

Step 3. For those matters that require attention by the President, click here to submit a complaint to College of Athens within 30 days of the incident to the President. Subsequently, confidential interviews with all parties involved in the dispute will be conducted within 14 days after formal notification. The President will provide written notification to the involved parties of the resolution decision within 14 days after completion of the interviews. In the event of wrong actions, a formal, written reprimand may be placed in an employee's or student's files on record. Legal action will be pursued only as necessary and as is required by law.

Step 4. As a last resort, if any party involved in a dispute is unsatisfied with the resolution decision provided by the President, the matter may be brought to the Chairman of the Board of Trustees in writing within 14 days of the resolution decision. The Chairman of the Board of Trustees will develop a plan for resolution appropriate for the situation. Board of Trustee involvement in grievance matters should be a rare exception.

After exhausting the internal appeals process, the student is entitled to file a complaint with the State of Georgia Nonpublic Postsecondary Education Commission at: 2082 EAST EXCHANGE PLACE, SUITE 220; TUCKER, GEORGIA 30084-5305; Phone: (770) 414-3300. See GNPEC Complaint Form | Georgia Nonpublic Postsecondary Education Commission for complete information.

In keeping with the NC-SARA Student Complaint Policy, students participating in Distance Education may make an appeal through the Georgia SARA portal agency. The SARA portal agency in the student's state of residence will be notified of any complaint filed with the Georgia portal agency. The student's home state may assist the Georgia portal agency as needed. The complaint resolution by the Georgia portal agency is final and cannot be appealed to another state or federal agency or to NC-SARA.

If further action is needed, students may file a complaint with the Transnational Association of Christian Colleges & Schools (www.tracs.org) at: 15935 Forest Rd., Forest, VA 24551; Phone: (434) 525-9359. The College of Athens agrees to provide the Transnational Association of Christian Colleges & Schools with all documentation related to any grievance proceedings since the previous comprehensive visit.

Note: In ALL situations, report any illegal or harmful actions or any form of harassment immediately to the CoA Office of the President.

Note: All parties are encouraged to learn and grow in Christian maturity through the grievance process and to practice the biblical requirement of forgiveness from the heart.

Disability Policy

It is the policy of College of Athens to fully comply with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act in all physical facilities, equipment, programs, and services. Students, staff, faculty, and visitors who need accommodation because of a verifiable disability, and need assistance in obtaining accommodations, should notify the College office of such need. College of Athens will provide accommodations and/or services as is both reasonable and required by federal and/or state law.

Students and parents should be aware that federal law does not require postsecondary educational institutions to lower entrance standards, academic standards, or technical standards as part of the accommodation process. Students and parents should also be aware that post-secondary institutions are not required to provide services commonly categorized as "special education" services in public primary and secondary educational institutions.

If you are in need of accommodations for a documented disability, please inform the Director of Academic Success as soon as possible after enrolling in the College so that a written plan may be developed and kept on file. You'll also want to inform each instructor no later than the close of the first class meeting each semester that an Accommodation Plan is on file.

The steps to request an academic accommodation are as follows:

1. Students provide written documentation from a health care professional to the Director of Academic Success.
2. Academic Advisors:
    1) Place an electronic copy of the documentation in the student's confidential record in Populi Activity Feed with visibility restrictions to include academic advisor.

    2) Consults with the President or Chief Academic Officer, who, in collaboration with the CoA Program Chair creates a written documentation of allowed accommodations. The accommodation letter is placed in the student's record in the Populi Activity feed with

restrictions. The accommodation letter does not specify the cause of the need but lists only the approved accommodations.

3) The Director of Academic Success provides a copy of the accommodation letter to the student via email.

4) Students have 30 days to appeal the accommodation through the Office of the President if the accommodations appear insufficient.

5) It remains the responsibility of the student to notify each faculty member at the beginning of each semester to provide the accommodation letter on file.

To request a physical accommodation, students should contact their academic advisor.

Public Health Policy

The College of Athens will do its utmost to ensure the health and safety of its faculty, staff, and students by providing a safe, clean environment for teaching and learning. From time to time, the institution may enforce necessary procedures among its constituents in response to public health and/or safety situations related to infectious diseases and in-person contact. The institution is responsible for enforcing public health directives received from national, state, and local governments and may also establish its own public health protocols and procedures for the greater good of its constituents. Such precautionary procedures may include but are not limited to:

- Requiring that faculty, staff, and students wear facial masks when on site or when attending activities of the College;
- Requiring students to remove their personal food and beverage trash from the building for disposal rather than leaving personal trash on the premises.

All faculty, staff, and students must agree to:

- Not report to work or class if they are ill, running a fever, or exhibiting any presenting symptoms that would indicate they are possibly contagious;
- Abide by any and all policies and procedures that have been clearly communicated and posted on site;
- Release the College of Athens and Watkinsville First United Methodist Church from any and all liability should they become infected with a contagious illness as a result of their participation in any activity of the College of Athens.

The purpose of the institution's Public Health Policy is to demonstrate the utmost care for our students, faculty, staff, campus visitors, and community. The responsibility for abiding by all stated CoA public health procedures and protocols is the shared responsibility of *all* constituents. By working together, we will operate with excellence and hard work as always, not just for our mission but for each other, our families, and our future health.

Vaccine Policy

The College of Athens does **not** require vaccinations for enrollment or eligibility for Federal Student Aid (FSA). Vaccination status is never used to determine access to financial aid, academic programs, or student services.

The College may recommend certain immunizations based on CDC and state guidelines. Documentation may be required only for clinical placements, internships, or partner sites with their own requirements.

Medical and religious exemptions are available when applicable. The College will follow all legally binding public health directives and will communicate any temporary requirements promptly.

This policy is reviewed annually.

Emergency Operations Policy & Safety Plan

Procedures for Reporting Incidents

Events to Report

+ Accidents
+ Injuries
+ Medical emergencies
+ Illegal activities
+ Property damage
+ Unsafe facilities or equipment

Do what is most urgent first!

Who to Notify:

Call 911 if medical care is urgent, in case of fire, or if police assistance is needed.

In the event that any of the above listed incidents occur, the faculty or staff member shall at his/her discretion notify the Chief Academic Officer of the College, Dr. Jesse Coyne (404-791-7459; j.coyne@collegeofathens.edu) or the President of the College, Dr. Marcia Wilbur (706-461-3179; m.wilbur@collegeofathens.edu). A phone call is warranted depending on the severity and urgency of the incident. Less urgent or less severe incidents should warrant an e-mail notification.

A written incident report will be provided to the College office within 24 hours of the incident or situation. A faculty or staff member, present at the time of the incident, shall be responsible for submitting the written incident report. Incident report forms are available in the College office and in the classroom Emergency Operations and Safety Plan folder.

Evacuation Policy & Procedure (to exit from the administration office, classroom, or library)

Proceed in an orderly fashion to the nearest exit. There are two stairwell exits from the upstairs classroom and office. Both are clearly marked with lighted exit signs. The closest and shortest route to the outside is the stairwell that leads to the outside fire escape. This stairwell is located directly across from the upstairs restrooms. The secondary exit from all upstairs spaces is the main stairwell inside of the building and the door to the outside in the stairwell corridor. **Do not use the elevator.**

In Case of Fire

Proceed to the nearest exit that is clear of fire and smoke. Close all doors behind you. All doors are equipped with a glass pane that allows you to check conditions on the other side of the door before opening the door. There are fire alarm stations at each exit door. If the alarm is not already sounding, pull the fire alarm. There is a fire extinguisher in the wall opposite the elevator door (use for a small fire that can be easily extinguished)**. Do not use the elevator**. Once you are out of the building, proceed to the fenced playground area and assemble so that the faculty and/or staff person in charge can account for everyone. See the Building Layout below to identify the marked exits.

Bomb Threat/Terrorist Threat

All threats will be considered serious. In case of a bomb threat, the building will be evacuated, and the appropriate authorities will be notified. All interior doors that are already open will be left open. Do not touch any object that has been left in any space as you exit the building. Do not turn light switches on or off. Do not use a cell phone or any electronic device while still inside the building. **Do not use the elevator.** Proceed to the fenced playground as the assembly area. Remain outside of the building until authorities have cleared it for re-entry. Do not leave the premises until released to do so by the authorities.

Active Shooter or Intruder Situation

In the case of an active shooter or intruder situation, quick decisions must be made. Generally, there are three decision choices. **Run** if the opportunity presents itself. Go to the nearest secure location away from the threatened area and call 911.The second option is to **Hide**. In this scenario, from the classroom, library, and upstairs foyer; faculty, staff, and students will gather in the College office and the door will be locked. If possible, the nearest fire alarm should be pulled as you move to the secure space. Once inside of the office area, push heavy objects against the door and hide in the office cubicles. Call 911. Do not remain near the door or any of the windows. Remain in lockdown until you are notified by law enforcement officials that it is safe to leave the room. Use the office phone and/or cell phones to be in constant contact with officials on the outside. The third option is to **Fight**. If there is no other recourse, use force to try to overcome and subdue the aggressor. Call 911 as soon as possible.

Severe Weather

During times when severe weather is possible, a faculty or staff member will monitor weather conditions. A severe thunderstorm or tornado watch means those weather conditions are possible. A severe thunderstorm or tornado warning means that one of those weather conditions is currently in effect and everyone should proceed to a designated safe area. In the case of a tornado warning, everyone in the College office and/or classroom will proceed downstairs and assemble in the downstairs restrooms and remain there until the "all clear" signal is given. If there is not enough time to move downstairs, occupants of the upstairs will assemble in the hallway outside of the classroom. All doors should be closed.

Medical Emergencies

In the case of a serious medical emergency, immediately call 911. The most qualified person shall administer any first aid that is necessary until authorized emergency personnel arrive.

If the victim is a student, faculty, or staff member, have someone use the person's College ID number to access emergency medical information and emergency contact information.

In case of emergency, the individual nearest to the incident individual should call 911 and have the individual transported to St. Mary's Hospital or Athens Piedmont Hospital for medical treatment. For minor incidents, there is a first-aid kit in the Administration Office, Room C.

Please notify the Administration Office immediately of any accident, injury, or serious medical emergency that takes place on campus.

For Emergencies:
Athens Piedmont Hospital, 1199 Prince Avenue, Athens, GA 30606

706-475-7000
St. Mary's Hospital, 1230 Baxter Street, Athens, GA 30606
706-389-3000

For Urgent Care:
Piedmont Regional First Care, 1010 Village Drive, Watkinsville, GA 30677
706-534-6970

Personal Safety

The safety of students and staff is a top priority at The College of Athens. We seek the wellbeing of all who come to the campus and cover our community with constant prayers for strength and protection (2 Thessalonians 3:3). Students, faculty, and staff should exercise due caution to ensure personal safety. A higher level of caution should be observed before and after evening classes when arriving or leaving in darkness. Students and faculty should work together to ensure that no one is left to exit the building and go to his or her vehicle alone. When evening classes are in session, (and the building is not being used by another group) all doors to the outside will be locked at the end of the first hour of class.

We take very seriously the upholding of our expectations for Christian conduct. In the event that misconduct occurs on the CoA campus, please submit the incident report form below in a timely manner. Please refer to the **Student Resources page** for more information.

Emergency Plan for Persons with Disabilities

Faculty, staff, and fellow students will assist persons with disabilities to safely exit the building in case of an emergency evacuation. **Do not use the elevator.**

Emergency Notification Plan

In case of inclement weather or any other emergency cancellation of classes, students will be notified by email. Weather related closings of the College will also be posted on the College's homepage and through WMSL 88.9 radio.

Reporting Illegal Activities

All students and staff must report any known criminal activity by any person affiliated with CoA or on CoA property immediately to the appropriate law enforcement agency and to the Office of the President. The President will determine, based on the severity of the incident, if a disciplinary hearing is warranted. In general, the outcomes of disciplinary hearings are confidential. However, CoA is required by law to disclose, upon written request, the results of disciplinary hearings to the victims of crimes of violence or sex offenses.

Drug-Free Workplace & Campus Program

Introduction & Purpose

College of Athens shares concern with the widespread, serious threat to health, safety, and welfare posed by the unlawful use of drugs and the abuse of alcohol, especially in the workplace and on college campuses. As a matter of CoA policy, growing out of the CoA's Code of Christian Conduct, and in keeping with applicable Federal and State laws, CoA has adopted and implemented the following program to provide a drug-free

workplace and campus for all its students and employees and to prevent the illicit use of drugs and abuse of alcohol.

Relationship to Other Policies

This program sets forth the minimum standards of conduct and requirements with respect to drug and alcohol abuse for all students and employees of CoA. Other policies and standards of conduct concerning drugs and alcohol are included in other CoA handbooks and documents. These remain in full force and effect. In the case of faculty members, violation of the standards of conduct in this program shall be considered "adequate cause" for termination of a faculty appointment. All actions taken and sanctions imposed under this program and related drug and alcohol policies shall be reviewed periodically to ensure consistent enforcement. Nothing in this program shall be interpreted to require CoA to violate its obligations under other laws, including laws prohibiting discrimination against qualified handicapped individuals.

Review of Program

In keeping with Federal law, this program shall be reviewed at least annually to determine its effectiveness, to make changes where necessary, and to ensure that sanctions are consistently enforced.

Standard of Conduct

The unlawful possession, use, distribution, dispensing or manufacture of illicit drugs or alcohol at any time on any CoA property or as part of any CoA-sponsored activity is absolutely prohibited.

Convictions for Drug-Related Offenses

Any student or employee convicted of any drug-related criminal statute must notify the appropriate official, the senior student affairs officer (for students) or the President (for employees), in writing, no later than 5 days after such conviction regardless of where the offense occurred. Under Georgia state law, any student convicted of committing certain felony offenses involving marijuana, controlled substances, or dangerous drugs, is ineligible to receive payment from any of the State of Georgia Financial Aid Programs from the date of conviction to the completion of the following school term, in accordance with the Georgia Drug-Free Postsecondary Education Act of 1990 O.C.G.A § 20-1-20, et seq. Further, any student convicted of engaging in any unlawful activities related to drugs or alcohol on campus or in any location, or any student found to be under the influence of drugs or alcohol while on campus will be ineligible to receive any form of need-based or academic scholarship directly from College of Athens for a period of at least 12 months from the date of conviction. A scholarship reinstatement agreement will be determined by the Office of the President within 30 days after the date of conviction.

Under the Drug-Free Workplace Act, CoA must notify federal agencies of drug-related convictions in the workplace of employees involved in work under a federal grant or contract. However, a criminal conviction shall not be necessary to find that a student or employee has violated these standards of conduct, and CoA need not, and ordinarily will not, defer its own actions and sanctions pending the outcome of any criminal proceeding.

CoA Sanctions and Procedures

As a condition of employment or enrollment at CoA, all employees and students must abide by these standards of conduct, and disciplinary sanctions will be imposed for violations. Among the sanctions that may be imposed are: reprimand, probation, suspension, expulsion or termination of employment, and referral for prosecution. Sanctions for drug-related violations may include suspension or termination of employment or enrollment. However, at CoA's sole discretion, an employee or student may be permitted to

continue in employment or enrollment if he or she satisfactorily completes an approved educational and/or rehabilitation program.

Nothing in this policy is intended to affect the procedural rights of students or employees (including faculty members) as related to an existing judicial board, grievance, or review procedures. However, once CoA has determined, after reasonable inquiry, that a violation of this policy has occurred, the employee or student may be subject to immediate suspension (without pay, in the case of an employee) pending the conclusion of such procedures. If no existing procedures are in place for an alleged violation by a particular student or employee, CoA will adapt other review procedures so as to ensure that the individual has the opportunity for a fair review, including the right to be heard.

Additional information may be found in the Student Handbook, the Faculty Handbook, and the Employee Handbook.

State and Federal Legal Sanctions

Under Georgia and federal law, it is a crime to possess, manufacture, sell, or distribute illegal drugs.

- To see information on Georgia state drug laws and penalties, go to https://gbp.georgia.gov/laws-policies-rules (see Title 16 - Chapter 13).

- To learn more about Federal drug trafficking penalties, go to: https://www.dea.gov/druginformation/drug-policy.

Additional possible penalties for the illegal possession of drugs are forfeiture of real or personal property used to possess or to facilitate possession of a controlled substance if the offense is punishable by more than 1 year imprisonment; forfeiture of vehicles, boats, aircraft, or any other conveyance used, or intended for use, to transport or conceal drugs; civil fine up to $10,000 per violation; denial of federal benefits, such as student loans, grants, contracts, and professional and commercial licenses for up to 1 year for a first and up to 5 years for a second or subsequent offense; successful completion of a drug treatment program; community service; and ineligibility to receive or purchase a firearm.

In addition to the Georgia drug-related laws and penalties set forth above, Georgia law prohibits the purchase or possession of alcohol by a person under the age of 21, or the furnishing of alcohol to such a person. Driving under the influence of alcohol or other drugs also is illegal. It is against Georgia law, under certain circumstances, to walk or be upon a roadway while under the influence of alcohol or other drugs. The punishment for these offenses may include imprisonment, fines, mandatory treatment and education programs, community service, and mandatory loss of one's driver's license.

Health Risks Associated With Drug or Alcohol Use

Drugs: Narcotics such as opium, morphine, and heroin can cause euphoria, drowsiness, respiratory depression, constricted pupils, and nausea. Heroin causes the body's pain reactions to be weakened and can result in coma due to the reduction in pulse rate. The symptoms of an overdose of narcotics are slow and shallow breathing, clammy skin, convulsions, coma, and possible death. A person experiencing withdrawal from addiction to narcotics can experience watery eyes, runny nose, yawning, a loss of appetite, irritability, tremors, panic, cramps, nausea, chills, and sweating.

Depressants such as barbiturates and Quaaludes can cause disorientation, slurred speech, and senseless behavior. Depressant overdose results in shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, and possible coma or death. Withdrawal symptoms include anxiety, insomnia, tremors, delirium, convulsions, and possible death.

Stimulants such as cocaine and crack cocaine cause increased alertness or euphoria, and increased heart rate, blood pressure, and respiratory rate. Immediate effects of use also include dilated pupils, insomnia, and loss of appetite followed by depression. Stimulant overdose results in agitation, increase in body temperature, hallucinations, convulsions, and possible death. Withdrawal symptoms include irritability, long periods of sleep, depression, and/or disorientation.

Hallucinogens such as Lysergic Acid (LSD), amphetamines, mescaline, and phencyclidine (PCP) cause delusions, hallucinations and poor perception of time and distance. Users may experience anxiety, loss of control, confusion, and panic. Flashbacks can occur even when use has stopped. Amphetamines can cause rapid, irregular heartbeat, tremors, and collapse. Heavy users may act out irrationally. The effects of an overdose include psychosis and possible death.

Cannabis (Marijuana, Hashish) can cause euphoria, increased appetite, lowered inhibitions, and disorientation. Marijuana use can alter sense of time, reduce energy level and coordination, and impair short-term memory. The effects of an overdose include fatigue, paranoia, and possible psychosis. Withdrawal symptoms include insomnia, hyperactivity, and decreased appetite. Long-term users may have a lowered immune system and increased risk of lung cancer.

Alcohol: Alcohol is a central nervous system depressant. Consumption of alcohol causes a number of changes in behavior that can result in dangerous and high-risk activities. A low dose of alcohol significantly impairs judgment, mental function, and coordination, and alters decision-making skills.
Alcohol consumption decreases the alertness and coordination needed to drive a car safely, increasing the likelihood of the driver causing an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, such as spouse or child abuse. Research demonstrates that the majority of violent behaviors and incidents on college campuses, such as date rape, fights, and vandalism, involve the use of alcohol. Moderate to high doses of alcohol cause drastic impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described. Long-term consumption of large quantities of alcohol can lead to permanent damage to vital organs such as the heart, liver, and brain. Studies have also linked an increased risk for various types of cancer, such as esophageal and breast cancer, to heavy, long-term alcohol use.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome, resulting in cognitive disabilities and/or irreversible physical abnormalities.

Counseling, Treatment, and Rehabilitation

Employees and students seeking information about counseling and treatment programs, either for personal substance abuse or for family members or others, may contact the Operations Director (for employees) or the Academic Advisor (for students).

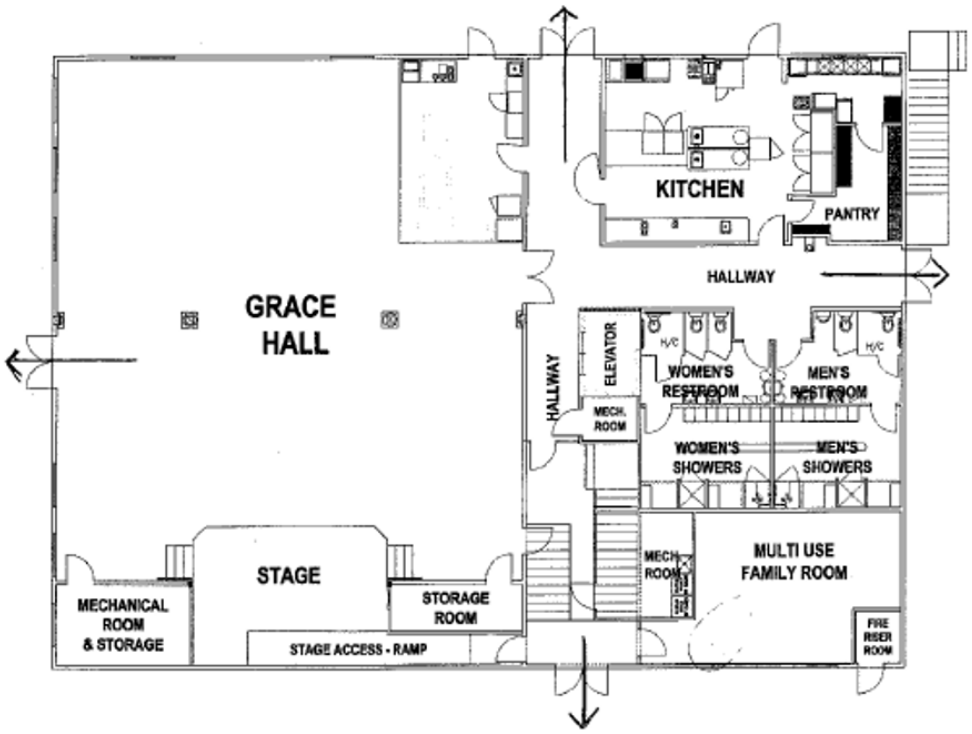
- Academic Advising Office: 706-769-1472
- Helpline Georgia for Substance Abuse: 1-800-338-6745

The following facility provides Christian inpatient and/or outpatient substance abuse services:

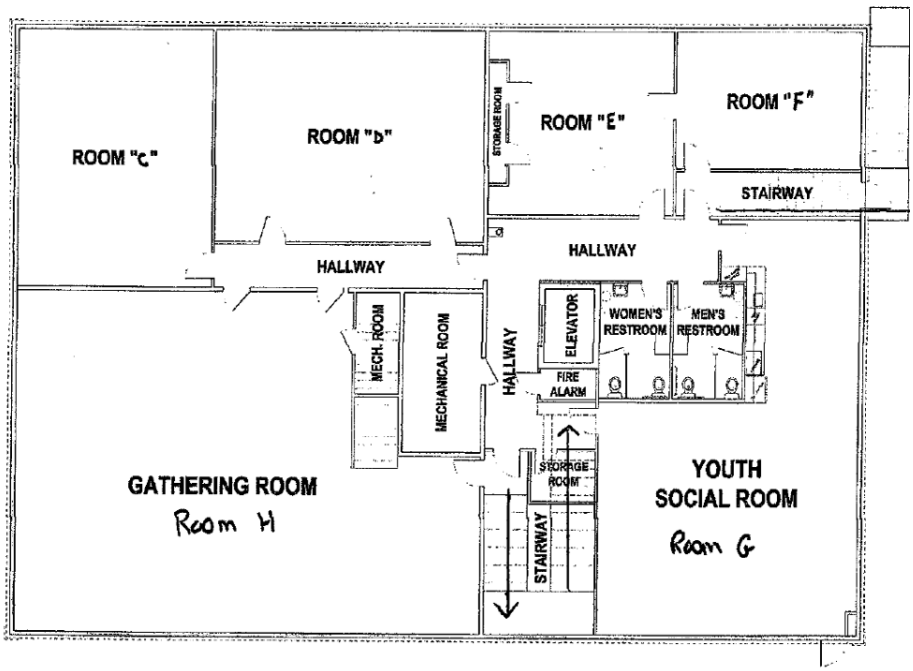
Fresh Wind Recovery Ministry: 706-310-5176

CoA Building Layout

Downstairs



Upstairs



Student Life

What is student life about at College of Athens? We are a community that is devoted to developing students who live out their lives knowing God better, understanding their identity in Christ more thoroughly, and seeing how to live out their calling in this world. Because relationships are vital to students' personal formation, this college community is dedicated and designed to build relationships with other students as well as faculty and staff. Students' lives here are rich and robust, and they leave CoA transformed by God's grace. Student Life and Student Services are offered to support students on their personal journeys with the Lord, to provide a context for care and support, to undergird them with seasoned biblical wisdom for life decisions, and to help them flourish in Christ, with fellow believers, and in this world.

Prayer Support

One of our goals at CoA is that our students would be spiritually healthy and whole! We highly recommend that all students make appointments at least twice per semester with the Transformational Prayer Ministry Center so that, with the power of Christ, they can be better positioned to handle issues and struggles! Times of Prayer Ministry should also be considered as times of great refreshing and renewal. Visit https://collegeofathens.edu/what-is-prayer-ministry/ to make your Transformational Prayer Ministry Appointment. Prayer Ministry sessions are always personal and confidential.

Pastoral Counseling

As human beings, it is not unusual that CoA students might need guidance for dealing with the circumstances of life that may threaten their personal, mental, and spiritual health. Students are welcomed and encouraged to reach out to their academic advisor for personal, confidential support and connection to additional resources. Additionally, the Transformational Prayer Ministry Center is always available to our students for confidential Prayer Ministry (collegeofathens.edu/booking).

Learning Support

Students in need of learning support services should contact their academic advisor for referral to learning support services. With their CoA Microsoft 365 accounts, students can access the Student Resources Team which provides instruction and additional resources for a range of student needs and services.

Student Healthcare

The College of Athens does not offer or participate in any student healthcare insurance plans at this time. In cases of illness, students should contact their personal physician. Staff do not distribute any type of medications to students or faculty members.

Student Organizations

Student Government

The Student Government (SG) has as its purpose to ensure that students have an active voice in campus issues and problems, and to be a voice for student rights. The SG provides leadership and direction in the planning and implementation of activities that promote spiritual, social, emotional, physical, and intellectual growth. In all of its functions. The SG will strive to recognize Christ's preeminence.

More information about the Student Organization, including the Student Organization Articles, may be found on the Student Resources site.

Student Government Articles of Organization

Article 1 — Purpose

The College of Athens (CoA) Student Government exists to:

- Intentionally inspire and nurture the desire and vision for community within the student body;
- Serve as a liaison between CoA students, staff, and faculty in matters of importance; and
- Fulfill the mission of the College of Athens.

Article 2 — Motto

Community through learning, loving and living the gospel together.

Article 3 — Membership

All full-time and part-time students at the College of Athens may take part in the CoA Student Government. Membership is voluntary but encouraged.

Article 4 — Officers

The Student Government officers include a Chair and a Vice Chair currently enrolled in CoA. The Chair will typically be a graduate student and the Vice Chair will typically be an undergraduate student. Student representatives are elected by the student body on an annual basis. Representatives meet with assigned CoA leadership staff (typically the Director of Student Affairs) at least one time each semester. Additional meetings may be scheduled as deemed necessary or desirable.

Officers will serve a 1-year renewable term. Officers will be selected by consensus of the student body (with advisor approval). CoA Student Government leadership and committee members (below) will meet as desired/needed for strategic planning and assessment of the SG's effectiveness.

Article 5 – Committees

On an annual basis and informed by feedback from the CoA Student Government, the Chairs may appoint short and/or long-term committees to help further specific aspects of the work of the organization. He/She will appoint the leadership for each committee and help the leader recruit volunteers to serve on each one.

Article 6 – Meetings & Activities

The CoA Student Government will meet at least once per semester during the fall and spring semesters for the purpose of appointing officers and determining the yearly slate of activities. Other activities created and executed by established committees in support of the Student Government goals may include, but are not limited to, the following:

- Monthly Student Newsletter containing opportunities for community, student stories, and updates;
- Periodic fellowship gatherings;
- Encouraging opportunities to serve others together;
- Participating in CoA's conferences and other area events that promote community throughout the greater Athens area;
- Sharing personal prayer requests;
- Committee participation as appointed; and
- Student retreats.

Article 7 – Strategic Evaluation

The Officers of the CoA Student Government are responsible for collecting data from the students through the Annual Student Survey as well as through informal feedback and presenting those data to the leaders of the CoA Student Government and/or the Director of Student Affairs for the purposes of setting fresh or renewed direction as appropriate.

Article 8 – Defining & Clarifying the Purpose Statement

"Student Government" — highly motivated and involved students who represent the student body as a liaison between the students and College leadership, staff, and faculty.

"To intentionally inspire and nurture" — The Student Government will purposely, faithfully, and with resolve enthusiastically cast the vision of vibrant Christian community for the student body in an attempt to inspire them to embrace both the vision and passion for experiencing Kingdom relationships through the love of Jesus and the power of the Holy Spirit.

"To nurture" — is the continued support of the student community through prayer, ministry, fellowship, worship, and serving together. To that end, the Student Government will organize, communicate, recruit, and build up the student body by initiating and supporting events that promote love and care for the student body.

"The desire and vision" — The Student Government is responsible for intentionally inspiring and cultivating among the student body desire for and participation in College of Athens' community.

"For community within the student body" — Community as biblically defined (in Acts 2:42–47; 4:32–37; the Letter to the Ephesians; 1 Cor 2:1–5, 12, 14; Romans 12, etc.) is experienced in relationship within the student body, and including, but not limited to, ministry, discipleship, evangelism, a life of worship, personal spiritual formation, devotion to God and the community (body), generosity, service, and compassion.

"To fulfill the mission of College of Athens" — which is "To be a biblically-grounded, Holy Spirit-empowered, fully accredited Christian college that prepares men and women who will teach, reach, lead, and minister to others out of their identity in Christ through relational, hands-on training for leadership in the church, in the marketplace, and across the globe."

Student Clubs

In addition to our CoA Student Government organization, our college welcomes the development of student-led clubs and organizations. Members of the CoA student body who wish to establish a club or organization may make a proposal to the Chief Academic Officer. Proposals should contain the following:

- Name of proposed club or organization
- Name and contact information of student(s) serving as the proposal's spokesperson(s)
- Brief description of the club's intended purpose and activities (Kingdom-advancement must be an intended purpose)
- Proposed club goals
- Proposed club governance and membership requirements
- Signatures of at least 10 students intending to become members
- Signature of faculty member willing to sponsor the club

The Chief Academic Officer will bring the proposal to the CoA Leadership Staff for discussion and potential approval. Only approved clubs and organizations may meet on campus under the name of the College of Athens.

Cultural, Educational, & Religious Opportunities

There are countless cultural, educational, and religious opportunities within the greater Athens area. The College of Athens hosts five major community events each year that serve as supplemental growth and service opportunities for our students as well as gathering points across our city:

- New Year — New Heart (prayer conference)
- Transformed! Conference (teaching conference)
- Athens National Day of Prayer Breakfast
- Serve Athens ICN (service event)
- Pastors Appreciation Event

Students looking for a **local church** to attend might consider one of CoA's partner churches:

- Living Hope Church (non-denominational) in Athens
- Watkinsville First United Methodist Church
- Cornerstone Church (Church of God) in Athens
- Church at Winder (non-denominational) in Bethlehem
- New Freedom Christian Center (non-denominational) in Athens
- Alps Road Presbyterian Church (ECO) in Athens

There are many **local ministries and Christian community service agencies** that CoA students might wish to serve. Some examples are:

- Athens Prayer Network — a city-wide prayer ministry
- Chosen for Life — a local adoption and foster care agency and ministry
- The Sparrow's Nest — a ministry that serves the poor
- Athens Foodbank — a ministry to the poor
- Bigger Vision — a homeless shelter
- Athens Pregnancy Center — a crisis pregnancy center
- The Great Exchange – college outreach ministry
- New Heart Thrift Store

Cultural and educational opportunities abound in Athens, from concerts, to art exhibits, to dance and art classes, and sporting events. Go to:

- https://classiccenter.com or
- www.visitathensga.com/events for current information on events or opportunities.

Student Service Requirement

All enrolled students are required to engage in 1 hour of service to the College of Athens community (i.e., at Serve*A*thens ICN, a conference or event, or at New Heart Thrift Store) or through an approved community service agency for each credit hour in which they are enrolled. Service must be performed outside of students' home church setting. Students serving in multi-day, over-night events or trips can earn up to 5 hours per day for a maximum of 20 hours combined for the trip. Service hours—both positive and negative—roll over from semester to semester. Students with a negative balance (i.e., less service hours than credits taken) will have their transcripts locked until the service requirements have been met. All service performed outside of CoA must be pre-approved by a student's Academic Advisor. See the Academic Advising page on the Student Resources site for information about some of our ministry partners and other local ministry organizations. Students are responsible for ensuring that they submit the completed Student Service Form by the close of each semester to their academic advisor. Failure to complete service hours will result in a lock on your transcripts and grades in Populi until the hours have been completed.

Undergraduate Course Catalog

Overview

The course catalog presents all required and elective undergraduate courses necessary for certificate and degree completion. Primary areas of course listings include: Christian Studies, Intercultural Studies, Generational Ministry, and Worship Arts. General Education courses to fulfill distribution requirements are also listed. Students are encouraged to take courses outside of their concentration studies area as electives with permission from the department as necessary.

Key to Abbreviations:
BL = Biblical Languages
BS = Biblical Studies
CC = Care & Christian Counseling
CO = Communication
CS = Christian Studies
ED = Education
FIA = Faith in Action (Apprenticeship Program)
GE = General Education
IC = Intercultural Studies
GM = Generational Ministry
PS = Psychology
TL = Transformational Leadership
(Note: Abbreviations for General Education Distribution Requirements vary by subject matter content area.)

GE 001: College Success Course
Prerequisites: None
Credits: 1
The course covers a range of topics divided into separate modules that will help orient students to life in higher education generally and the College more specifically. The eight modules cover the following content areas: Academic Programs, Technology, Time Management & Study Habits, Spiritual Formation, Research & Writing, Student Activities, Resource Management, and Life Outcomes & Career Development.

Biblical Language Courses

BL 310: Old Testament Hebrew I
Prerequisites: None
Credits: 3
This course provides an introduction to the Old Testament Hebrew language. Through sound principles of linguistic interpretation and grammar, the student will achieve a beginning confidence in reading and doing exegetical, biblical studies while learning Old Testament Hebrew.

BL 311: Old Testament Hebrew II
Prerequisites: BL 310
Credits: 3
This course provides an intermediate level of study of the Old Testament Hebrew language. Through sound principles of linguistic interpretation and grammar, the student will achieve proficiency reading and doing exegetical, biblical studies while building on the foundation from Old Testament Hebrew I.

BL 350: New Testament Greek I
Prerequisites: None
Credits: 3
This course provides an introduction to the Hellenistic, New Testament Greek language. Through sound principles of linguistic interpretation and grammar, the student will achieve beginning confidence in reading and doing exegetical, biblical studies while learning New Testament Greek.

BL 351: New Testament Greek II
Prerequisites: BL 350
Credits: 3
This course provides an intermediate level of study of the Hellenistic, New Testament Greek language. Through sound principles of linguistic interpretation and grammar, the student will achieve proficiency reading and doing exegetical, biblical studies while building on the foundation from New Testament Greek I.

Biblical Studies Courses

BS 101: Old Testament Survey (Christian Core)
Prerequisites: None
Credits: 4
This course presents an overview of the history of the Bible, its writing and centuries of preservation, and provides an introduction to the history and theology of selected books and passages of the Old Testament. Through the study of the Old Testament, students will build their inductive Bible study skills.

BS 102: New Testament Survey (Christian Core)
Prerequisites: None
Credits: 3
This course explores the basic principles of Christian beliefs, community and ministry, as well as the promise of Christ's return through a study of the history and theology of the books of the New Testament. Through the study of the New Testament, students will build their inductive Bible study skills.

BS 310: The Book of Genesis
Prerequisites: BS 101, BS 102
Credits: 3
In this course students will undertake an in-depth look at the story of creation, and well-known characters in biblical history from Adam and Eve, to Noah, Abraham, Jacob and Joseph. The course will consider the content of Genesis with particular focus on the theology from creation to the Abrahamic Covenant and the development of major themes that are repeated throughout Scripture.

BS 311: The Prophets
Prerequisites: BS 101, BS 102
Credits: 3
In this course, students will examine the purpose for God's chosen servants, the Old Testament prophets, who were always calling the people to repentance and revealing God's will to Israel within the contexts of their times in history.

BS 312: Walking with Jesus—The Gospels
Prerequisites: BS 101, BS 102
Credits: 3
This course examines the Jewish world in the days of Christ, Jesus's life within Hebrew culture and Rabbinic tradition, the fruit of His ministry, and the aspects of a personal, daily walk with Him through the lens of His disciples. Students will also consider how to model their own lives and ministries based on a close relationship with the Father as modeled by the Son of Man.

BS 314: The Pentateuch
Prerequisites: BS 101, BS 102
Credits: 3
This course investigates the narrative content of the first five books of the Old Testament known as the Pentateuch (Genesis, Exodus, Leviticus, Numbers, and Deuteronomy). It provides an overview of the main critical approaches used to interpret these books, but the approach to the five books is both canonical and historical. Attention will be given to cultural backgrounds, critical problems, and literary genres as they aid interpretation of specific texts with special emphasis on how these texts illuminate the person and work of Christ.

BS 351: Inductive Bible Study (Christian Core)
Prerequisites: Christian Core
Credits: 3
The goal of inductive Bible study is to equip students with the tools to be life-long students of the Scriptures. The course presents a method for exegesis and Scripture study by considering the context and setting of the passage, the author's audience and purpose, and the other passages that surround the passage of study. The purpose of the study is to understand what the text would have communicated in the context of the time and culture that produced and used it, while also understanding that contemporary questions are conditioned by our own language, culture, and history.

BS 352 / CS 352 / IC 352: Apologetics
Prerequisites: BS 101, BS 102
Credits: 3
The primary focus of this course will be the practical application of apologetics in ministry and evangelism. Various approaches to the apologetic task will be investigated. Attention will be given to the systematic and rational defense of the Christian faith against significant contemporary challenges. Topics include such areas as tests for truth, a critique of relativism and pluralism, the problem of miracles, and the historicity of the Christian faith.

BS 401: The Psalms
Prerequisites: BS 101, BS 102
Credits: 3
This course examines the representation of the book of Psalms as both prayer and poetry intended to be set to worship and prayed in worship within the historical context of faith and worship in ancient Israel. The course will help students understand the message of the Psalms and their relevance for contemporary Christian experience. Attention will be given to different psalm types, the structure of Hebrew poetry, the universal perspective of the Psalms, and the use of Psalms for teaching and preaching.

BS 410 The Book of Acts
Prerequisites: BS 101, BS 102
Credits: 3
This course examines the early church through a study of the Book of Acts as God establishes the Church, raises up leaders, develops community, reaches the world with the Gospel, and pours out His Spirit. This book is foundational in understanding the application of the Gospel in relationship with God, the Church and the world. The student will better understand what it looks like to live out God's plans and purposes both individually and corporately.

BS 411: The Book of Romans
Prerequisites: BS 101, BS 102
Credits: 3
This course examines Paul's letter to the Romans, written from Corinth on Paul's third missionary journey, considered by many to be the chief part of the New Testament and the very purest Gospel, as well as the basic theological framework for the whole collection of Paul's writings.

BS 413: The Book of Revelation
Prerequisites: BS 101, BS 102
Credits: 3
In this course, students will examine the Book of Revelation, an apocalyptic form of writing in the New Testament that sees God acting by bringing a radical end to history, destroying all evil, and fulfilling the promises of a new creation. Students will examine the structure, biblical themes, key theological concepts, and present-day significance of the book of Revelation.

BS 450: Special Topics in Christian Theology
Prerequisites: Christian Core, Permission of Instructor
Credits: 1–4
With instructor permission, students may pursue an independent study topic related to Christian Theology as relevant to their area of specialization.

Business Administration Courses

BA 301: Principles of Accounting I
Prerequisites: Christian Core
Credits: 3
This course covers basic accounting systems, concepts, and principles. Students learn to record business transactions and to prepare financial statements. The primary goals of this course are to develop an understanding of the accounting process and to summarize and communicate information useful in making economic decisions.

BA 302: Principles of Accounting II
Prerequisites: BA 301
Credits: 3
This course covers basic managerial accounting systems, concepts, and principles, and the analysis, interpretation, and reporting of cost data for management's decision-making needs. Cost-volume-profit analysis, budgeting, and performance reporting are discussed as they relate to other business disciplines.

BA 303: Managerial Accounting
Prerequisites: BA 301
Credits: 3
In this course, students will learn the design of accounting systems to serve the internal needs of management with an emphasis on underlying theory. Students will master product costing, including activity-based costing; budgeting and other planning applications, information for decision making, planning and control application for decentralized organizations.

BA 310: Financial Reporting & Analysis
Prerequisites: Christian Core
Credits: 3
This course will teach students accounting principles of corporate financial reporting. Students will develop an understanding of how intermediate accounting concepts and the flexibility in financial reporting rules can affect a manager’s judgments; how business complexities, economic concerns, and other manager incentives also influence these judgments; and how a manager’s financial reporting decisions ultimately shape the financial statements reported to external stakeholders

BA 335: Financial Management
Prerequisites: Christian Core
Credits: 3
In this course, students will learn basic concepts and analytical tools of finance in both corporate finance and investments. Topics include risk and return, financial institutions, efficient markets, valuation theory, capital budgeting, portfolio theory, cost of capital, and international finance, as well as discussion and analysis of specific applications of these topics.

BA 340: Principles of Microeconomics
Prerequisites: Christian Core
Credits: 3
Free market thought will be evaluated from the Christian perspective. The supply-and-demand model is used to analyze microeconomic issues including market structures, government regulations, labor market, financial market, and international trade.

BA 345: Principles of Macroeconomics
Prerequisites: Christian Core
Credits: 3
The aggregate supply and demand model is used to analyze macroeconomic problems including business cycles, unemployment, and inflation. Government fiscal and monetary policies that may stabilize the economy are introduced and evaluated. The U.S. financial system and the value of U.S. dollar in the foreign exchange market are covered.

BA 350: Introduction to Wealth Management
Prerequisites: Christian Core
Credits: 3
This course teaches students how to create a sound personal financial plan and issues related to becoming a financial planner.

BA 360: Principles of Marketing
Prerequisites: Christian Core
Credits: 3
This course provides an examination of the ways organizations satisfy consumer and organizational needs and wants for products and services. Emphasis is placed on how the elements of the marketing mix are used to provide customer satisfaction in the marketing of goods and services, both domestically and internationally.

BA 375: Business Computer Applications
Prerequisites: Christian Core
Credits: 3
This course covers computing as an essential tool of academic and professional activities. Students will learn functions and interrelationships of computer system component, widely used application packages such as spreadsheets and databases., concepts and practice of programming for the solution of simple problems in different application areas.

BA 400: Capitalism
Prerequisites: Christian Core
Credits: 3
This course provides students with an introduction to the economic concept of capitalism. The student will study capitalism and other alternative societal mechanisms for resource allocation, including socialism and a mixed economy. The mechanism will be readings both critical and supportive of capitalism as an economic system, including moral, efficiency, and ethical views.

BA 405: Corporate Finance Theory
Prerequisites: Christian Core
Credits: 3
This course covers the development of a framework that is useful for understanding a broad range of important corporate financial decisions. Substantial emphasis will be placed on discussion of the determinants of corporate financing and payout policies, alternative methods of security issuance, and mergers and acquisitions.

BA 410 / IC 410/ CS 410: Business as Mission I
Prerequisites: Christian Core
Credits: 3
In this course, students will explore the biblical basis, strategic value, ethical viability, and current methods of taking the gospel to restricted access peoples. Students will propose a creative access strategy for a specific population segment that considers financial resource management and a biblically-based, principled, decision-making model.

BA 411 / IC 411: Business as Mission II
Prerequisites: BA 410 / IC 410
Credits: 3
This course addresses the postmodern cry for new models of church, ministry, and marketplace engagement that respond to the spiritual and social challenges of globalization, urban pluralism, and cultural fragmentation. Students will examine how faith-driven leaders in business, politics, media, education, the arts, and the Church can collaborate to advance the Kingdom of Christ through innovative, sustainable models of mission and enterprise. Building on the Lean Canvas framework introduced in BA 410 Business as Mission I, students will expand their business concepts into executable Business as Mission (BAM) plans that serve as vehicles of transformation within diverse cultural contexts.

BA 412 / IC 412 / TL 412: Christian Entrepreneurship
Prerequisites: Christian Core
Credits: 3
In this course, students will explore the basics for the development of a start-up Christian ministry enterprise. Topics will include needs assessment for the enterprise, building social and financial support, business and legal considerations, goal setting, and success measurements.

BA 415: Survey of Investments
Prerequisites: Christian Core
Credits: 3
This course provides a study of the securities markets, investor objectives, introduction to portfolio theory and the analytical tools of portfolio management, and an examination of investment alternatives. Students will build and manage a security portfolio for analysis as an experiential learning tool.

BA 420: Principles of Management
Prerequisites: Christian Core
Credits: 3
In this course, students will learn management functions and processes as applied to organizations and to individuals in organizations. Topics to be covered include strategy, job and organization design, ethics and social responsibility, diversity, global influences, leadership, motivation, human resource management, and organizational change. Other emerging managerial issues may be introduced.

BA 425: Business Leadership
Prerequisites: Christian Core
Credits: 3
This course exposes students to several issues key to business leadership success, such as power and influence, negotiations, business ethics, and social responsibility. Students will also examine business from different disciplinary perspectives and begin developing their own personal leadership and career plans.

BA 430: Project Management
Prerequisites: Christian Core
Credits: 3
Project management will provide students with an overview of the process of planning, scheduling, organizing, implementing, and controlling of single and multiple projects. This course explores traditional and new techniques for the dynamic environment of project management.

BA 435: Strategic Management
Prerequisites: Christian Core
Credits: 3
This course covers the processes by which managers formulate and implement corporate and business strategies in order to achieve the economic and non-economic objectives of their organizations. The course will integrate the students' knowledge of the basic functional disciplines into a general strategic perspective for managing the whole organization.

BA 440: Data Management & Analytics
Prerequisites: Christian Core
Credits: 3
In this course, students will learn the foundations for analyzing and understanding data-oriented problems, decomposing them, and expressing them in a form for computational analysis. This involves the acquisition, manipulation, analysis, and visual representation of data to provide insights into a particular problem and support decision making. While the proximate goal is to improve data analytics skills, the ultimate goal is to equip students with superior decision-making skills.

Care & Counseling Courses

CC 301: Psychology & Theology
Prerequisites: Christian Core
Credits: 3
This course presents the basic principles of the integration of psychology and theology at three levels—the philosophical, the theological, and the practical. Students will examine God's truths as related to emotional, relational, and spiritual formation as well as the application of these concepts to optimize others' personal growth in real ministry settings.

CC 302 / GM 302: Human Growth & Development
Prerequisites: Christian Core
Credits: 3
This course provides an understanding of the nature and needs of individuals at all developmental levels, personality theory, and learning theory, and which may provide a comprehensive overview of the factors, determinants, and stages that pertain to physical, emotional, intellectual, and social development and adaptation from infantile to geriatric stages.

CC 304: Introduction to Care & Counseling Ministry
Prerequisites: Christian Core
Credits: 3
This course introduces students to the importance of a Christian's call to bind up the broken hearted, with the goal of learning how to apply biblical principles and prayer techniques to specific issues such as anger management, marital breakdown, addiction development, crisis management, anxiety, depression, and grieving. In addition to understanding the importance of self-care, students will learn how to listen emphatically, how to facilitate spiritual life assessment and change, and how to pray and counsel strategically within the recipient's process of spiritual, emotional, and relational growth and healing.

CC 311: Walking in Sonship
Prerequisites: Christian Core
Credits: 2
This course is designed to expose any area (trauma, shame, unbelief, etc.) that keeps you from living out of a secure place of knowing your identity as a son or daughter of God (Romans 8:14, Galatians 3:26). God desires to dismantle the belief systems that keep you trapped in 'Orphan Thinking' and prevent you from walking out your freedom in Christ. He wants to impart courage to you to step out of these traps and see from His Vantage Point your True Identity as His Sons and Daughters. He desires that you fully engage with Him as His beloved child and walk daily in that sure understanding.

CC 315 / GM 315: Counseling Children & Teens
Prerequisites: CC 304 or GM 310
Credits: 3social
This course provides the basic principles of counseling children and adolescents within the context of family, school, socio-cultural, and religious systems. The emphasis will be on helping each student develop his or her own style in forming therapeutic relationships with children or adolescents, and in using effective therapeutic skills and techniques. Students will examine the sanctification process for adolescents in the context of the temptations they face. A special focus will be given to parent training and parents as co-therapists, as well as empirically sound, highly efficacious, and cost-effective intervention strategies for treating behavioral challenges in children. Legal and ethical issues specific to working with children are addressed.

CC 320: Multicultural Counseling
Prerequisites: PS 101, PS 102
Credits: 3
Within a biblically-based framework, this course encourages students to reflect on biblical principles of human dignity, justice, reconciliation, compassion, and unity while thoughtfully engaging issues of diversity and cultural difference in counseling and ministry contexts. Students will examine how the influence of culture, ethnicity, race, identity, socioeconomic status, religion, gender, family systems and community experiences shape personal identity and mental health. By the end of the course, students will be able to identify cultural factors that influence counseling relationships, evaluate multicultural counseling theories and strategies, demonstrate increased cultural self-awareness, and apply culturally appropriate interventions in ways that reflect both professional competence and Christian compassion. Students will also demonstrate foundational skills for culturally responsive and ethically informed counseling practice as well as the communication skills necessary for counseling individuals from varied cultural and social backgrounds.

CC 321: Healing Shame
Prerequisites: Christian Core
Credits: 2
Students will understand how the shroud of shame has become the new veil that would try to keep us separated from the fullness of our identity in and relationship with Christ. Shame can result from past sins, wounds inflicted by others, or incorrect self-perception, and affects how we view ourselves and others. Through Prayer Ministry and God's Word, students learn how to break free from the power of shame and

replace it with the joy of the Lord as well as how to help others experience the same freedom.

CC 322: Healing Trauma
Prerequisites: Christian Core
Credits: 3
In this course you will learn to identify different types of trauma that result from natural disasters, abuse, and other pain of life. You will explore how Type A and Type B traumas affect us body, soul, and spirit, causing us to become stuck. And you will learn the process of healing and releasing trauma in yourself and others so that we all can be set free from the effects of trauma in Christ.

CC 330: Wholeness Care Ministry
Prerequisites: CC 320
Credits: 3
In this course, you will learn and apply key strategies for offering discipleship coaching and ministry to individuals who may or may not yet have a personal relationship with Christ. You will explore the connections between body, soul, and spirit as related to whole-person ministry as well as understand and apply biblical principles for physical healing. As a result of this course, you will be equipped to operate effectively in ministry to individuals in need of care.

CC 331: Effective Prayer Ministry Tools: Elijah House 201
Prerequisites: CC 320
Credits: 3
As a biblical form of pastoral counseling, Elijah House 201 lays the foundations for healing and transformation, for both students, and for equipping them to minister inner healing to others. Students will learn foundational principles and tools for dealing with personal and interpersonal issues. Students will learn to trace bad fruit to bitter roots formed in the heart, most often in childhood and how broken hearts can be healed through the biblical process of repentance and forgiveness.

CC 332: Effective Prayer Ministry Tools: Elijah House 202
Prerequisites: CC 331
Credits: 3
Elijah House Prayer Ministry Training Course 202 gives an advanced learning opportunity in specialized issues. Topics include: earliest childhood traumas, emotional abuse, generational inheritance, the effects of occult involvement, addictions, denial, sexual issues, burnout, etc. Ministry tools include how to create a safe atmosphere for ministry and how the Prayer Minister can properly care for their own spiritual life.

CC 333: Effective Prayer Ministry Tools: Ultimate Journey I
Prerequisites: None
Credits: 3
Many people live with a core belief that they are not "good enough" in some form or fashion, and thus live out of subtle traps of bondage such as guilt, shame, perfectionism, worry, stress, and fear. They can also be trapped in not-so-subtle coping mechanisms such as pornography, substance abuse, and other addictive behaviors. Through the basic Ultimate Journey course experience, students will understand how an individual's self-willed efforts to change provide only temporary results. Students will learn how to help self and others transform how they see and think about themselves. They will also learn effective tools for eliminating behaviors that keep people in bondage so that they are equipped to journey into greater freedom and joy than anyone imagined possible.

CC 334: Effective Prayer Ministry Tools: Ultimate Journey II
Prerequisites: CC 333
Credits: 3
After unpacking self-deception through Phase 1, Phase 2 helps students discover God's solution for their lives as they explore the incredible love relationship God desires to have with them. In Phase 2, students will

come to understand the eternal covenant that God entered on their behalf and how God is committed to meeting every one of their needs. As a result, students will be able to stop striving and trying to prove their worth or meet their own needs and be able to move beyond the hopelessness of never feeling good enough in order to experience peace and rest.

CC 336: Effective Prayer Ministry Tools: Sozo Prayer Ministry
Prerequisites: None
Credits: 3
Based on the definition of the Greek word "*sozo*" meaning: "saved," "healed," "delivered," or "made whole," this course equips students to minister to others trapped in many forms of bondage, oppression, and depression. This course presents the Sozo inner healing tools utilized in ministering to others as well as the biblical roots behind each tool. Students will have ample opportunity to practice the use of the tools presented on themselves and others.

CC 340/540/CS 340/540: Pastoral Counseling
Prerequisites: None
Credits: 3

This course provides a comprehensive introduction to the principles and practices of pastoral counseling, with a strong emphasis on developing the listening skills essential for effective spiritual care. Students will explore the biblical, psychological, and ethical foundations of pastoral counseling, learning to approach the needs of individuals and families with compassion, wisdom, and integrity. Key areas of focus include marital and family issues, abuse and trauma, depression, and suicide intervention.

CC 352 / CS 352: God's Design for Sexual Wholeness
Prerequisites: Christian Core
Credits: 3
This course examines God's design for human sexuality, sexual wholeness, and what it means for individuals and for the church in 21st Century Western culture. The course examines the enemy's attacks on Christians and Christian leaders in the area of sexual sin and provides a foundation for rebuking lies with biblically-based truth.

CC 403: Counseling & Psychotherapy Theory & Practice
Prerequisites: Psychology Foundation Courses, PS 250
Credits: 3
This course will provide a broad overview and critique of foundational personality and counseling theories. Emphasis will be on the application of these theories by exploring the techniques and strategies of each theory, including systems theory. The philosophical presuppositions, theological implications, situational appropriateness, and effectiveness with individual, group, and family client populations will be addressed.

CC 405: Hospice & Hospital Ministry
Prerequisites: CC 301
Credits: 3
This course will incorporate a theological and practical study of pertinent medical issues in pastoral ministry. Broad overviews of topics including anatomy and physiology, physical and mental illness, hospital settings (emergency room, labor and delivery, intensive care, etc.), dying, grief, and crises will enable more effective ministry in key hospital and hospice settings.

CC 410: Addictions Counseling
Prerequisites: CC 304
Credits: 3
This course helps students to understand the etiology of addictions and enables them to understand and recommend treatment. Addictions in the areas of sexuality, pornography, work, thought, and substance

abuse will be addressed. The issues of dependence, control, sin, and responsibility will be studied.

CC 415: Professional, Ethical, & Legal Issues in Counseling
Prerequisites: Christian Core
Credits: 3
During this course, students will develop a biblically-based understanding of professional roles, responsibilities, objectives, and functions as they relate to Christian counseling settings. Students will examine the legal and ethical standards published by professional counseling organizations and associations and consider trends, historical cases regarding ethical and legal standards, professional preparation standards, and professional credentialing.

CC 425: Assessment & Diagnosis
Prerequisites: PS 250
Credits: 3
This course presents students with an understanding of the psychometric theories and practical approaches concerning the assessment of individuals, groups, couples, and families, while equipping students with the skills and competencies necessary to incorporate assessment strategies into the counseling process. Focus will be placed on information gathering methods, evaluating test results, and application of assessment practices as an integral part of diagnosing Christian counseling needs.

CC 451 / HS 451: Group Counseling Theory & Practice
Prerequisites: PS 250
Credits: 3
This course provides an understanding of group development, dynamics, and counseling/psychotherapy theories, group leadership styles, group counseling/psychotherapy methods and skills, and other group approaches. Students will explore effective approaches to building emotionally and spiritually healthy group interactions, to resolving conflict, and to restoring broken relationships. Emphasis is given to biblically-based principles of loving, honoring, and forgiving others.

CC 475: Grief & Crisis Counseling
Prerequisites: CC 301 or CC 304
Credits: 3
This course is designed to train students to respond with wise biblical counsel to those who have endured a crisis such as the death of a family member, divorce, loss of a child, illness, and other trauma. In this course students will learn to understand and identify the process and progress of how people deal with crisis or loss in their lives and how to guide a person through the healing process so that the crisis or loss can be placed in its proper perspective and the individual can readjust and grow. Special attention will be given to the emotional, spiritual, relational, and physical symptoms that may occur during the aftermath of a crisis along with the loss of hope and faith.

Christian Studies Courses

CS 101: Foundations of Faith
Prerequisites: None
Credits: 3
The course presents a survey of Christ-centered biblical history and provides, through the study of Scripture, a theological framework for God, Jesus, salvation, the Holy Spirit, the spiritual world, evil, the Church, and specific theological beliefs. The course includes an introduction to inductive Bible study and an overview of church history.

CS 102: His Creation: Identity in Christ (Christian Core)
Prerequisites: None
Credits: 2
This course will equip students to identify and develop their identity in Christ as stewards entrusted with unique, individual talents. The course provides a biblical perspective on spiritual gifts and explores theological issues surrounding spiritual gifts in ministry. This course will give students the tools to discover, explore, and practice their God-given gifts and talents and will prepare them to represent the Lord in their circles of influence within a domain of leadership through the application of strengths and gifts within the context of ministry teams and as team leaders. Students will examine biblical, historical, and philosophical precedents for working groups and teams as related to ministry applications and realities.

CS 103: Prayer & Spiritual Direction (Christian Core)
Prerequisites: None
Credits: 3
The course examines the Christian practice of prayer through biblical and theological lenses, types of prayer (adoration, confession, thanksgiving, supplication), and it introduces students to the theology and practice of hearing God and discerning His will. Students will engage in the spiritual discipline of prayer and reflect on their experiences with God through collaborative learning, individual assessment, and class discussion with an emphasis on application outside of the classroom environment.

CS 201: The Great Commission: Evangelism (Christian Core)
Prerequisites: None
Credits: 3
This course provides a biblical foundation for evangelism and introduces students to tools and models for evangelism by applying biblical principles in the context of sharing the good news in a contemporary culture of competing worldviews. Students will practice and evaluate personal evangelistic activities and consider the role of the Holy Spirit in evangelism.

CS 202: The Great Commission: Discipleship (Christian Core)
Prerequisites: None
Credits: 3
This course will challenge and equip students to become lifelong disciple-makers as they articulate principles and practices of disciple-making based on Jesus' example and commission, apply these principles and practices, and develop an action plan for personal disciple-making.

CS 203: Discipleship Coaching I
Prerequisites: None
3 Credits
In this course, you will learn and apply key strategies for offering discipleship coaching and ministry to individuals who may or may not yet have a personal relationship with Christ. You will explore the connections between body, soul, and spirit as related to whole-person ministry as well as understand and apply biblical principles for physical healing. As a result of this course, you will be equipped to operate effectively in ministry to individuals in need of care.
CS 204: Discipleship Coaching II
Prerequisites: CS 203
3 Credits
Throughout this 12-month Coaching 4 Christlikeness course, you will progress through a Christian discipleship coaching program consisting of four phases: Identity, Inheritance, Intimacy and Impact. You will be paired with a peer coach, operating in both roles as coachee and coach while you progress through the phases Your personal, experiential growth throughout the discipleship model will serve as key components for your own Christian growth. Upon completion of the program, you will be well equipped to restore and build up other people to live from a place of wholeness in Christ, and to help empower them for their

personal journey through all aspects of their God-given purpose You will qualify for certification as a Christian Life Coach.

CS 313: The Trinity
Prerequisites: BS 101, BS 102
Credits: 3
In this course students will explore the interrelated nature of the Trinity and the unique roles and characteristics of God as the Father, the Son, and the Holy Spirit, based on biblical examination. From that biblical grounding, students will then compare and contrast historical and contemporary theological perspectives related to the Trinity. Students will also consider the implications for Christian Life based on a biblically-based understanding of the Trinity.

CS 315: Christian Philosophy
Prerequisites: Christian Core
Credits: 3
This course is an exploration of western thought and the influence it has today for the Christian and the Church. The course also examines different philosophical arguments through a Christian and biblical lens. The course explores the truth claims of Christianity, and how Christians profess God's existence in a philosophical argument.

CS 331: Church History
Prerequisites: CS 101
Credits: 3
This course examines the history of Christianity from the New Testament through modern times, including the spread of Christianity throughout the world, the preservation of Christianity across generations, heroes of faith, and the emergence of different denominations.

CS 350: Systematic Theology
Prerequisites: Christian Core
Credits: 3
This course presents biblical doctrine, the existence of God and His attributes, the Trinity, Theism, doctrine of creation, man, the fall, death, heaven, hell, doctrine of the church, spiritual warfare, the power of God through His Word, and Christ's return. Students will gain experience in integrating doctrine into real world situations and in understanding how theological concepts are expressed differently across cultures.

CS 351: Spiritual Warfare & Victory in Christ
Prerequisites: CS 103
Credits: 3
The course examines the realities of spiritual warfare and a biblical basis for victory given to believers through the power of Jesus.

CS 401: The Ministry of Preaching
Prerequisites: BS 351
Credits: 3
In this course, students survey the theology and practice of the ministry of preaching, including examination of rhetorical and ethical topics. The course also focuses on sermon construction, delivery and evaluation with an emphasis on structural variety, clear biblical exposition, and suitable application. Students will plan, design, and deliver messages and engage in peer critique of messages delivered.

CS 403 / BS 403 / ED 403* / CC 403 / GM 403: Personal Spiritual Formation
Prerequisites: None
Credits: 3
In this course, students will explore the foundations of the spiritual disciplines and their role in the development of personal spiritual formation—the day-by-day journey through which individuals open their hearts to a deeper relationship with God and a rich understanding of their identity in Christ. The course will present why spiritual formation is a vital part of Christian ministry, its biblical foundation, and its role in the development of Christian education programs.

CS 420 Missional Spiritual Formation
Prerequisites: CS 403
Credits: 3
This course explores the Christian formation of persons from historical and contemporary discipleship perspectives. Students will examine practical strategies for fostering spiritual formation in other individuals as well as the development of a spiritual formation strategy for groups and communities.
Historic practices of discernment, self-awareness, spiritual disciplines and Christlikeness will be woven into the course experience with an eye towards cultivating the graces of love, hope and faith in the personal lives of others.

CS 450: Special Topics in Ministry
Prerequisites: Christian Core, Permission of Instructor
Credits: 1–4
With instructor permission, students may pursue an independent study topic related to Christian Ministry as relevant to their area of specialization.

Communication Courses

CO 101 Introduction to Communication
Prerequisites: None
Credits: 3
This course presents fundamental principles and practices of effective communication from a Christian worldview. Students investigate how communication shapes relationships, influences culture, and magnifies biblical truth. Emphasis is placed on developing verbal, nonverbal, interpersonal, group, and public communication skills that demonstrate Christ-centeredness and kingdom-minded missional engagement. Through speeches, discussions, presentations, and reflective activities, students will learn to communicate persuasively and ethically to the glory of God.

CO 150: Media Literacy
Prerequisites: None
Credits: 3
This course helps students evaluate how technology and media shape their thinking, habits, and beliefs. Through a biblical worldview, students learn to interpret and critique the messages they encounter daily and to engage media with biblical wisdom, critical discernment, and healthy practices, culminating in the creation of a personal Digital Rule of Life.

CO 330: Effective Leadership Communication
Prerequisites: Christian Core
Credits: 3
This course provides a practical and theoretical study of the use of communication techniques and approaches that enhance leadership in social, organizational, and personal leadership contexts. Students will explore how effective leaders capture and capitalize on opportunities to communicate vision for new creative or strategic initiatives to move their organizations forward. General principles of the leader's power,

influence, credibility and Christian ethics are considered with an emphasis on the impact of effective communication style.

Education Courses

***Courses designed to satisfy the ACSI Christian education certification requirements**
****Courses specifically required for ACSI Christian education certification**

ED 300 / CS 300: An Introduction to Christian Education*
Prerequisites: Christian Core
Credits: 3
An Introduction to Christian Education is a course that introduces students to the purpose of Christian education. Topics include: foundations of Christian education, an overview of developmental perspectives in Christian education, the teaching-learning process, organization and administration of educational programs, generational perspectives in Christian education, and specialized purposes for Christian education. The course provides a general overview of the ministry of Christian education for church, Christian school, and non-profit educational ministry organizations.

ED 301: Christian Philosophy of Education**
Prerequisites: Christian Core
Credits: 3
In this course, students will explore ultimate questions of philosophy and theology in the light of a biblical foundation for education. Students will identify purposes of education and examine important life questions as they relate to the educational mission. Students will develop a personal philosophy of Christian education that demonstrates a grasp of six philosophical and educational questions and the integration of related biblical principles.

ED 302: Identification & Education of Exceptional Children*
Prerequisites: Christian Core
Credits: 3
This course provides students with an overview of the identification, classification, eligibility, and unique characteristics of individuals with disabilities and/or giftedness that require accommodations and adaptations. This course will provide students with an overview of the different classification categories of exceptional children and criteria for identifying students with special needs. The course will also focus on applied strategies for effectively teaching students with special needs.

ED 303: Reading Instruction**
Prerequisites: Christian Core
Credits: 3
In this course, students will develop skills for a foundation in reading instruction. The course will address current research and theory in reading instruction. Students will study methodology, instruction in phonics, vocabulary development, reading for comprehension, assessment, and modification for exceptionalities. Students will learn how to apply developmentally appropriate strategies in reading instruction. For the applied elements of the course, students will specialize in reading instruction for a selected educational level (i.e., early childhood, middle grades, secondary, or adult education).

ED 400: Curriculum, Instruction, & Assessment*
Prerequisites: Christian Core
Credits: 3
In this course, students will learn how to identify the formal and informal components of curriculum development that integrate instruction and assessment through the development process. Students will learn the effective use of assessments for formative and summative purposes, and how to select, write, and adapt curriculum and assessment materials for meaningful educational experiences. Through the meaningful

integration of curriculum, instruction, and assessment, students will master a purposeful educational process flow for effective, results-oriented teaching.

ED 402 / CS 402 / GM 402: The Art & Science of Teaching
Prerequisites: Christian Core
Credits: 3
In this course, students will explore two fundamental questions: How do people learn? and What instructional methods most effectively support student learning? Course participants will examine both traditional approaches to the educational process as well as current research-based theory and practice. Students will learn how to adapt course content and processes to meet the needs of all students (e.g., adaptation, differentiation, and accommodation). Students will develop both a philosophy and a practice for instructional planning that focuses on the seamless integration of outcomes, instruction, and the measurement of the intended objectives.

ED 460 / WA 460: Media & Technology*
Prerequisites: Christian Core
Credits: 3
In this course, the student will explore a variety of media and technology applications that enhance worship and/or learning experiences. The course will address both hardware and software applications and will provide a general introduction to effective media use in both church and educational settings. Topics will include but not be limited to: Using video, computers and tablets, creating media presentations, cloud applications and services, presentation software, learning management systems, conducting digital research, sound systems and media production. In the applied elements of the course, students will learn how to creatively integrate and augment technology applications in a selected specialty (i.e., technology in worship, technology in education, etc.).

Faith-in-Action Courses

FIA 201: Christian Ethics
Prerequisites: Christian Core
Credits: 3
Starting from a foundation of biblically-based Christian ethics, participants in this course will examine the main categories of normative ethical theories and apply them to real-life case studies in ministry and ethical dilemmas for effective decision-making and conflict resolution.

FIA 250: Apprenticeship in Action
Prerequisites: FIA 201
Credits: 3
Under the direction of a faculty member and a trained mentor, students will participate in a ministry setting which correlates directly to the individual's career goals. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to apply ministry to any career setting. (This course is for certificate and associate's degree students only.)

FIA 310: Elective Independent Study
Prerequisites: FIA 201, Permission of Instructor
Credits: 1–3
Under the direction of a faculty member and a trained mentor, students will participate in a specialized setting for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to apply ministry to the specialized setting.

FIA 401: Preaching in Action
Prerequisites: FIA 201, CS 401
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in a preaching setting for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to apply ministry to preaching.

FIA 402: Intercultural Studies in Action
Prerequisites: FIA 201 and CS 401 or CS 402 or IC 310/320 and IC 306
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in an Intercultural Studies setting for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to apply ministry to the setting (e.g., urban, international, cross-cultural, etc.).

FIA 403: Administration & Finance in Action
Prerequisites: FIA 201, CS 370
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in an administration or finance setting for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to apply ministry to the setting.

FIA 404: Prayer Ministry in Action
Prerequisites: CS 351
Credits: 3–6
Under the supervision of a trained leader in prayer ministry, students will lead live prayer ministry sessions.

FIA 405: Teaching in Action
Prerequisites: FIA 201, CS 402
Credits: 3–12
Under the direction of a faculty member and a trained mentor, students will participate in a teaching setting for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to apply ministry to teaching.

FIA 406: Care & Counseling in Action
Prerequisites: FIA 201, CC 304
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in a care and counseling setting for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to apply ministry to care and counseling.

FIA 407: Leadership in Action
Prerequisites: FIA 201,
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in a leadership setting for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed in the ministry setting.

FIA 408: Leadership One-Week Intensive
Prerequisites: FIA 201
Credits: 3
Under the direction of a faculty member and a trained mentor, students will plan and lead a team of 3 or more in one-week of service in the U.S or abroad. Through the process, students will apply vision-casing, goal setting, and project management skills for successfully accomplishing the goals for the week. At the conclusion of the week, students will reflect on the effectiveness of their leadership as well as on how well their leadership fostered personal growth in others. The experience is designed to help students explore, develop, and enhance the personal and practical skills needed in a leadership setting.

FIA 425: Worship Teams in Action
Credits: 2–6
This apprenticeship experience provides Worship Arts students an opportunity to serve the body of Christ in diverse, small-scale, ministry settings through biblical worship in a team format. Students must demonstrate the ability to build a worship team and coordinate effective ministry through worship in a variety of contexts over the course of the semester under the supervision of a faculty mentor. This study will culminate in the student's participation in the end-of-semester CoA sponsored, student-led worship events.

FIA 433: Media & Technology Production in Action
Prerequisites: FIA 201, WA 460
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in a public setting for their ministry apprenticeship experience where their media and technology skills can be used for ministry. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed in the ministry setting.

FIA 434: Worship Leadership in Action
Prerequisites: FIA 201, WA 470
Credits: 3–6
Under the direction of a faculty member and a trained mentor, Worship Arts students will have an opportunity to serve on a regular rotation over the course of the semester as the primary corporate worship leader in approved settings under supervised mentorship. Students will organize, host, and lead an end-of-semester worship event which will involve all CoA Worship Arts students.

FIA 441: Urban Missions in Action
Prerequisites: FIA 201, IC 310/320, IC 350
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in an urban ministry setting for their ministry apprenticeship. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed for ministry in an urban setting.

FIA 442: International Missions in Action
Prerequisites: FIA 201, IC 310/320, IC 304
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in an international ministry setting for their ministry apprenticeship. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed for ministry in an international setting.

FIA 450: Care & Counseling in Action
Prerequisites: FIA 405
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will engage in prayer and care and

counseling ministry in church, community service agency, and/or other appropriate settings.

FIA 451: Discipleship Coaching in Action
3 Credits
Pre-requisite: CS 204
This 12-month apprenticeship program consists of coaching an individual through the 12-month Coaching 4 Christlikeness discipleship model. You will gain real-life experience helping restore and build up other people to live from a place of wholeness in Christ and empowering them for their personal journey through all aspects of their God-given purpose. **Note**: This FIA may be taken for 3 additional credits by coaching a second individual through the 12-month program.

FIA 455: Addictions Counseling in Action
Prerequisites: FIA 405
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will engage in addiction counseling ministry in church, community service agency, and/or other appropriate settings.

FIA 470: Children's Ministry in Action
Prerequisites: FIA 201, GM 410
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in a Children's Ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to effectively lead Children's Ministry.

FIA 471: Youth Ministry in Action
Prerequisites: FIA 201, GM 412
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in a Youth Ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to effectively lead Youth Ministry.

FIA 472: Adult Ministry in Action
Prerequisites: FIA 201, GM 350
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in an Adult Ministry apprenticeship experience (e.g., discipleship leader at a local church, retirement home ministry, etc.). While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to effectively lead Adult Ministry.

FIA 473: Hospital Ministry in Action
Prerequisites: FIA 201, GM 402
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in a Hospital Ministry apprenticeship experience (e.g., Chaplaincy, hospice, etc.). While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to effectively lead Hospital Ministry.

General Education Courses

Note: GenEd courses serve to help students fulfill their undergraduate distribution requirements. Course abbreviations vary depending on the content area.

AH 250: History of Biblical Art
Prerequisites: None
Credits: 3
History of Biblical Art provides students with an overview of how Christ, God, and the Church have been represented historically through various art forms including: paintings, tapestries, sculptures, and architecture. Students will seek connections with the Scriptures through the arts.

AM 101: Growing Food & Faith
Prerequisites: None
Credits: 4
The purpose of this course is to provide students with the basic scientific principles of plant growth and development, particularly as they apply to the production of food crops. Students will also explore the relationship between plant science and Christian faith, including how food production is used in a wide range of biblical passages, how an understanding of food production can impact faith messages, and how farming and gardening can be used effectively to enhance Christian ministry and service both on the local and international mission fields.

AM 112: Plants of the Bible
Prerequisites: None
Credits: 4
Through an end-to-end study of every plant mentioned in the Scriptures, students will consider plant names in the original biblical language (Hebrew, Greek) as well as the uses of those plants in ancient Israel. Further, students will explore present-day connections between biblical symbolism, the Scriptures, and 21st Century life and ministry.

CT 101: Basic Computer Skills
Prerequisites: None
Credits: 3
This course is an introduction to the basic computer skills commonly utilized by students in college courses.

EN 101: English Composition
Prerequisites: None
Credits: 3
The English Composition course prepares students for the rigors of college writing with an emphasis on correct writing mechanics, writing for effective communication, writing styles appropriate to the intended audience, and proper citations. Students are required to complete a research paper on a Christian topic of personal interest at the culmination of this course.

EN 102: English Literature
Prerequisites: None
Credits: 3
Students will read and discuss works from both contemporary and historical authors in the context of a Christian worldview. Writings from C.S. Lewis, J.R.R. Tolkien, and others will be included. Students will further develop their analytical and writing skills as they formulate critical essays about the works read.

HM 100: Humanities
Prerequisites: None
Credits: Variable
This course designation is used to offer credit for undergraduate transfer courses that meet the criteria for College of Athens distribution requirements.

MA 150: Quantitative Reasoning
Prerequisites: None
Credits: 3
This course places fundamental mathematical skills and reasoning in the context of real-world experiences that students likely will encounter. It emphasizes processing information in context and understanding which conclusions can be reasonably determined through investigation and analysis. The course offers an opportunity for students to apply critical thinking skills using various aspects of mathematics including major themes such as numeracy, statistics, proportional reasoning, algebraic reasoning, and functions.

MA 155 Statistics for Psychology
Pre-requisites: None
Credits: 3
This course introduces the fundamental principles and methods of statistics as applied to psychological research and behavioral science. Students will learn how to organize, analyze, interpret, and communicate quantitative data commonly encountered in psychology. Topics include descriptive statistics, probability, sampling distributions, hypothesis testing, correlation, regression, t-tests, analysis of variance (ANOVA), and introductory statistical methods. Emphasis is placed on ethical research practices, critical evaluation of scientific claims, and the responsible use of statistical software.
Students will also examine how statistical reasoning supports the pursuit of truth, human flourishing, and wise decision-making within the context of a biblical worldview. Attention is given to the role of integrity, stewardship of data, and compassion in psychological research and practice. By the end of the course, students will be able to interpret psychological research findings, conduct basic statistical analyses, and apply statistical thinking to real-world questions in psychology and related fields.

SP 101: Beginning Spanish
Prerequisites: None
Credits: 4
The purpose of this course is to prepare students for ministry to Spanish-speaking peoples through the basics of the Spanish language. All modes of communication—interpersonal and intrapersonal—in both spoken and written form are included.

SP 102: Intermediate Spanish
Prerequisites: SP 101
Credits: 4
Building on the basic linguistic skills gained in Beginning Spanish, Intermediate Spanish is designed to help students grow especially in the area of interpersonal communication. Students will continue to build strong listening skills and practice witnessing the power of the Good News in Spanish.

Generational Ministry Courses

GM 310: Family Ministry
Prerequisites: Christian Core
Credits: 3
In this course, students explore the ways in which different paradigms of ministry affect children, youth, families, and culture. What does it mean to be family-based in ministry? What is the role of the family in the Church? How does Christianity affect culture? What is the role of the Church today and in the future? How does culture play a part in shaping families? How will these affect children's and youth ministry in the future?

GM 350: Adult Spiritual Development
Prerequisites: GM 310
Credits: 3
This course provides an overview of ministry leadership and organization of ministries designed to evangelize

and disciple young, mid-life, and senior adults. Theological, cultural, and practical issues related to adult ministry will be addressed, with particular attention to how each of these aspects contributes to an overall strategy of effective adult ministry.

GM 370: Discipleship in Contemporary Youth Culture
Prerequisites: Christian Core
Credits: 3
In this course, students will engage in an in-depth look inside today's youth culture by examining the questions teens ask about such topics as parents, self-image, friendships, peer pressure, music, love, sex, dating, abuse, drugs, and teen violence. Special attention will be given to addressing these issues from a biblical perspective and to equipping students to speak, teach, and counsel youth and families about their felt needs.

GM 405: Hospice & Hospital Ministry
Prerequisites: CC 301
Credits: 3
This course will incorporate a theological and practical study of pertinent medical issues in pastoral ministry. Broad overviews of topics including anatomy and physiology, physical and mental illness, hospital settings (emergency room, labor and delivery, intensive care, etc.), dying, grief, and crises will enable more effective ministry in key hospital and hospice settings.

GM 410: Leading Children's Ministry
Prerequisites: GM 310, CC 315
Credits: 4
This course provides an overview of the role of ministers to children and directors in children's programs, including church related programs, day care and church kindergartens, all in the context of the objectives, methods, and trends of church programs for children. The course includes a study of the moral and spiritual development of children from birth through eleven years of age and an examination of curricular materials for children used by church organizations.

GM 412: Leading Teen Ministry
Prerequisites: GM 310, GM 370
Credits: 4
This course examines a biblical perspective on youth ministry within the context of contemporary culture. Students will consider effective principles and practices needed to disciple a young person to know God and make Him known. The course looks specifically at adolescent Christian life and how it relates to growing mature leaders within circles of influence as related to youth. Students will examine practical, effective ways to build youth ministry teams, to engage students in spiritual growth through effective teaching and Christian service, and to plan and implement special youth ministry events and experiences.

Human Services Courses

HS 201 Survey of Human Services
Prerequisites: PS 101, SO 101
Credits: 3
This course provides an introductory overview of the human services profession using a biblical worldview, including its historical development, foundational theories, ethical standards, organizational structures, and diverse career pathways. Students will explore the roles and responsibilities of human service professionals in serving individuals, families, and communities across a variety of settings, including mental health agencies, social service organizations, schools, healthcare systems, correctional institutions, nonprofit ministries, and faith-based organizations. Emphasis is placed on understanding the needs of vulnerable and underserved populations, developing helping skills, and examining the social, emotional, cultural, and

spiritual dimensions of care. Students will also consider how Christian faith informs professional practice, ethical decision-making, and holistic service to individuals and communities.

HS 330 Legal & Ethical Issues in Human Services
Prerequisites: CS 205, PS 370
Credits: 3
This course examines the legal, ethical, and professional standards that guide practice in human services, social work, counseling-related fields, and community service organizations. Students will explore ethical decision-making models, professional codes of conduct, legal responsibilities, and risk management practices relevant to work with individuals, families, and communities in a variety of human service professions. Students will consider the relationship between biblical faith, morality, law, and professional responsibility while developing the skills necessary for ethical leadership and responsible care in diverse settings. Emphasis is placed on applying biblical principles, ethical reasoning and legal obligations to realistic case studies and contemporary issues in professional practice.

HS 385/ PS 385: Crisis Intervention
Prerequisites: PS 102, PS 310
Credits: 3
Grounded in a biblical worldview, the course explores biblical perspectives on suffering, compassion, hope, reconciliation, and human dignity while encouraging students to integrate faith with evidence-based crisis response practices. Students will be equipped with foundational knowledge and practical skills for responding effectively to individuals, families, and communities experiencing crisis, trauma, and acute psychological distress. Students will examine the nature of crises across the lifespan, including suicide risk, abuse and neglect, grief and loss, domestic violence, addiction, trauma, disasters, and mental health emergencies. Students will develop beginning intervention competencies through case studies, simulations, role-play, and reflective learning activities designed to strengthen communication, empathy, critical thinking, and professional readiness. Emphasis is placed on assessment, stabilization, safety planning, ethical decision-making, referral procedures, and culturally responsive care within counseling, ministry, educational, and community settings.

HS 451 / CC451: Group Counseling Theory & Practice
Prerequisites: PS 250
Credits: 3
This course provides an understanding of group development, dynamics, and counseling/psychotherapy theories, group leadership styles, group counseling/psychotherapy methods and skills, and other group approaches. Students will explore effective approaches to building emotionally and spiritually healthy group interactions, to resolving conflict, and to restoring broken relationships. Emphasis is given to biblically-based principles of loving, honoring, and forgiving others.

Intercultural Studies Courses

IC 303 / CS 303: Cultural Anthropology
Prerequisites: Christian Core
Credits: 3
This course will present an introduction to the study of other cultures and worldview assumptions that are foundational to an individual's belief systems and behavior patterns. Students will analyze the culture and worldview of ethnolinguistic and socio-economic people groups from a biblical worldview perspective.

IC 304 / BS 304: Theology of Missions
Prerequisites: None
Credits: 3
This course presents a comprehensive study of the biblical foundation for mission as it relates to the church's

missionary obligation before God. Special attention will be given to exploring important issues within contemporary evangelical missiology. A study of Acts examines the birth and growth of the early church. In addition to studying the historical sequence of events, the student will consider Luke's theological themes, learn to extrapolate legitimate biblical principles from a historical narrative, and apply those principles in the development of a contemporary missions' strategy.

IC 310 / CS 310: World Religions & Cross-Cultural Ministry
Prerequisites: None
Credits: 3
This course examines the beliefs, values, and cultural practices of major world religions such as: Judaism, Islam, Hindu, and Buddhism. Atheist and agnostic perspectives will also be explored. Taking into account these non-Christian perspectives, the course will present contexts and considerations for presenting the human need for Christ within the cultural contexts related to these various world perspectives.

IC 320 / CS 320: Perspectives on the World Christian Movement
Prerequisites: None
Credits: 3
This course examines multiple perspectives on missiology and the changing globe with special attention to students' own area(s) of particular interest. Students will examine specific strategies and issues in missions with a special interest on urban settings, cross-cultural settings, and reaching the 10/40 window.

IC 350: Urban Evangelism
Prerequisites: CS 201
Credits: 3
This course presents a study of evangelism and church growth strategies in urban settings, with attention given to urbanization and the role of the church in the city. Theological, sociological, and cross-cultural research applicable to the church in the city is considered.

IC 451 / CS 451: Church Planting Strategies
Prerequisites: IC 304
Credits: 3
In this course, students will closely examine Jesus's interactions with his disciples in order to understand His tactics for ministry expansion. The course carefully examines the book of Acts to trace the replication of Jesus's tactics. The course examines biblical, theological, and sociological foundations of church growth theory. Students will learn practical steps to implement these tactics within either the emerging church among unreached peoples, or the established church among reached peoples. Special attention will be given to the factors which promote and hinder church planting in both western and non-western settings.

IC 470 / TL 470: Intercultural Communication
Prerequisites: IC 306
Credits: 3
Within the framework of Christian values in the context of cross-cultural service, students will explore prevailing realities in other cultures, potentially conflicting expectations and values, and inherently incompatible sensitivities. Students will explore the complex interrelationship between culture and the various aspects of the communication process in its verbal and non-verbal dimensions and reflect on strategies for learning culture and the dynamics of cultural transformation. Specific attention will be given to the implications for communicating the Christian message in culturally relevant ways.

IC 480 / TL 480: Missional Leadership
Prerequisites: IC 310/320
Credits: 2
This course explores the features of the contemporary missional revolution and missions leadership. Students will specifically examine an external ministry focus, the shift from a people-driven development

agenda, and apostolic-era leadership. Students will consider the mental, spiritual, and occupational needs of missionaries and how to use biblical truth to enhance missionaries' effectiveness as spiritual leaders. Students will also examine various aspects of gender issues in missions from biblical and contextual perspectives. Students will consider aspects of project planning for missions development.

IC 490 / CS 490: Contemporary Issues in Missions
Prerequisites: None
Credits: 3
This course offers students the opportunity to identify, analyze and evaluate issues arising from the global mission of the church in the 21st Century. Students will also explore how to effectively live, work, and minister in intercultural settings.

Psychology Courses

PS 101: Introduction to Psychology
Prerequisites: None
Credits: 3
This course offers an introduction to the science of psychology. Students will investigate theories, topics, and applications in the field of psychology across biological, cognitive, social developmental, and spiritual areas. Students learn to identify ways in which the science of psychology affects everyday lives and gain knowledge in multiple areas of psychology. The course will highlight connections among different areas of psychology and identify ways in which different perspectives contribute to a fuller understanding of human behavior.

PS 102: Human Growth & Development
Prerequisites: Christian Core
Credits: 3
This course provides an understanding of the nature and needs of individuals at all developmental levels, personality theory, and learning theory, and which may provide a comprehensive overview of the factors, determinants, and stages that pertain to physical, emotional, intellectual, and social development and adaptation from infantile to geriatric stages.

PS 200 Life-Span Development
Prerequisites: PS 102
Credits: 3
This course provides a comprehensive study of human growth and development across the lifespan, from conception through late adulthood and death. Students will examine the biological, cognitive, emotional, social, moral, and spiritual dimensions of development within the context of family, culture, relationships, and society. Major developmental theories and research findings will be explored through the lens of a biblical worldview in order to understand the processes and factors that shape human behavior and identity at each stage of life. Attention is given to understanding human growth holistically and applying developmental knowledge to helping professions, ministry, education, healthcare, and family life.

PS 230 Personality Theory
Prerequisites: PS 101
Credits: 3
This course provides a comprehensive survey of major theories of personality development and human behavior within the field of psychology. Students will examine classical and contemporary perspectives on personality, including psychoanalytic, behavioral, cognitive, trait, humanistic, biological, social-cognitive, and existential approaches. The course explores how personality is formed, assessed, and expressed across the lifespan, as well as the influence of heredity, environment, culture, relationships, and spirituality on human identity and behavior. Students will critically evaluate personality theories in light of biblical teachings regarding personhood, character, emotional health, and the process of spiritual formation. Emphasis is

placed on integrating faith and psychological science in ways that promote a whole-person understanding of individuals.

PS 235 Cross-cultural Psychology
Prerequisites: Communications Requirement
Credits: 3
In this course, students will analyze how cultural background, ethnicity, race, language, socioeconomic factors, and religious beliefs shape psychological experiences and influence counseling, education, leadership, and social interaction. The course also addresses multicultural competence, cultural humility, prejudice and bias, acculturation, and ethical considerations in psychological research and practice. The course emphasizes a biblical understanding of humanity as created in the image of God and explores the role of faith, reconciliation, justice, and compassion in cross-cultural relationships. Students will consider how Christian principles inform respectful engagement with diverse cultures and communities while preparing for effective service, leadership, ministry, counseling, and global citizenship.

PS 250: Counseling Theories
Prerequisites: PS 101, PS 102
Credits: 3
This course provides a comprehensive introduction to major theories of counseling and psychotherapy from both historical and contemporary perspectives. Students will examine the foundational assumptions, key concepts, therapeutic goals, techniques, and applications of leading counseling approaches, including psychodynamic, person-centered, cognitive-behavioral, behavioral, existential, family systems, solution-focused, and integrative models. Special attention is given to evaluating these theories through a biblical worldview, exploring how biblical principles, spiritual formation, human dignity, and ethical care inform the counseling relationship and therapeutic practice. By the end of the course, students will be able to compare and contrast major counseling theories, articulate their strengths and limitations, apply theoretical frameworks to counseling scenarios, and begin forming a personal philosophy of counseling consistent with biblical faith and professional ethics.

PS 260 Clinical Psychology
Prerequisites: PS 101, PS 102
Credits: 3
This course provides an introduction to the field of clinical psychology, including the history, theories, methods, and professional practices involved in the assessment, diagnosis, treatment, and prevention of psychological disorders. Students will examine major approaches to psychotherapy and counseling, including psychodynamic, cognitive-behavioral, humanistic, behavioral, family systems, and integrative models. Special emphasis is placed on integrating biblical faith and psychological science in understanding human nature, emotional suffering, healing, and personal transformation. Students will evaluate contemporary mental health issues through both evidence-based psychological frameworks and a biblical worldview, considering topics such as identity, trauma, addiction, anxiety, depression, forgiveness, spiritual formation, and holistic care. The course also explores ethical and legal issues, multicultural considerations, crisis intervention, and the role of clinical psychologists in a variety of settings such as hospitals, schools, churches, private practice, and community agencies.

PS 270 Cognitive Psychology
Prerequisites: PS 101
Credits: 3
This course examines the scientific study of mental processes involved in human cognition, including perception, attention, memory, language, problem-solving, reasoning, creativity, intelligence, learning, and decision-making. Students will explore major theories and contemporary research related to how individuals acquire, process, store, and apply information in everyday life. The course also explores themes related to human consciousness, wisdom, discernment, moral reasoning, learning, and the nature of the mind as part

of God's creation. Students will critically evaluate how cognitive processes influence beliefs, relationships, ethical decisions, and spiritual formation while considering the integration of faith and psychological science.

PS/SW 300 Human Behavior & The Social Environment
Prerequisites: PS 101
Credits: 3
This course examines major theories related to interaction between human behavior and the social environments that shape individual, family, group, and community functioning across the lifespan. Drawing from psychology, sociology, social work, biology, and developmental theory, students will explore how biological, emotional, cognitive, social, cultural, spiritual, and environmental factors influence human growth, identity formation, relationships, and behavior. Students will consider how biblical principles inform compassionate service, social responsibility, advocacy, and holistic care for individuals and communities. The course provides a foundation for effective engagement through helping professions and community-based service settings.

PS 301: Psychology & Theology
Prerequisites: Christian Core
Credits: 3
This course presents the basic principles of the integration of psychology and theology at three levels—the philosophical, the theological, and the practical. Students will examine God's truths as related to emotional, relational, and spiritual formation as well as the application of these concepts to optimize others' personal growth in real ministry settings.

PS 310: Abnormal Psychology
Prerequisites: PS 101, PS 102
Credits: 3
This course introduces students to the study of abnormal behavior, psychological disorders, and mental health from biological, psychological, social, and spiritual perspectives. Students will examine major categories of mental disorders as identified in contemporary diagnostic systems, including anxiety disorders, mood disorders, personality disorders, psychotic disorders, trauma-related disorders, and substance use disorders. The course explores the causes, symptoms, assessment methods, and evidence-based treatments associated with these conditions while emphasizing compassion, ethical responsibility, and the inherent dignity of every person as created in the image of God. Through case studies, research, discussion, and critical reflection, students will consider how Christian faith informs understanding of suffering, human brokenness, healing, and care for individuals experiencing psychological distress. Attention is also given to cultural influences on mental health, stigma reduction, and the integration of psychology and biblical worldview in professional and ministry settings. Ultimately, students will apply critical thinking to mental health issues and thoughtfully engage contemporary psychological perspectives within a Christian framework.

PS 320 Group Dynamics
Prerequisites: PS 101, PS 102, Communication class
Credits: 3
This course provides an introduction to the principles, processes, and applications of group dynamics within counseling, ministry, organizational, and educational settings. Students will examine theories of group development, leadership styles, communication patterns, interpersonal relationships, conflict resolution, decision-making, and group cohesion. Emphasis is placed on understanding how individuals influence and are influenced by group interactions, as well as developing foundational skills for facilitating healthy and effective group experiences.

PS 325 Marriage & Family Dynamics
Prerequisites: PS 101, PS 102 or SO 101
Credits: 3
This course examines the biblical, psychological, social, and relational dynamics that shape marriage and family life across the lifespan. Topics include dating and mate selection, marital adjustment, communication and conflict management, family life cycles, parenting strategies, blended families, sexuality from a biblical worldview, crisis and resilience, and the influence of technology, media, and culture on modern families. The course encourages both academic analysis and personal reflection aimed at cultivating Christ-centered relationships and healthy family systems. Students will also explore conflict resolution, parenting, gender roles, intimacy, and the impact of culture on family relationships. Emphasis is placed on integrating Christian theology and Scripture with contemporary research in family studies and interpersonal relationships. Students will evaluate healthy and unhealthy family dynamics, develop practical relational skills, and consider the role of faith, forgiveness, servant leadership, and covenant commitment within Christian marriage and family life.

PS 370 Psychology of Gender, Prejudice, & Work
Prerequisites: PS 101, SO 101
Credits: 3
This course examines the psychological and social factors that influence gender identity, gender roles, prejudice, discrimination, and human behavior within educational, social, and workplace environments. Drawing from social psychology, developmental psychology, organizational psychology, and cultural studies, students will explore how attitudes, stereotypes, bias, and group dynamics shape individual experiences and institutional systems. Students will analyze how stereotypes, bias, and discrimination influence individuals and groups. From a biblical worldview, the course encourages thoughtful engagement with biblical teachings regarding human dignity, justice, vocation, community, and the value of every person as created in the image of God. Students will examine how Christian ethics can inform respectful dialogue, compassionate leadership, reconciliation, and equitable treatment in academic, professional, and social settings. Emphasis is placed on cultivating critical thinking, empathy, and ethical responsibility in diverse interpersonal and organizational contexts.

PS 340 Child Development
Prerequisites: PS 102
Credits: 3
This course provides a comprehensive study of human development from conception through late childhood, with emphasis on the physical, cognitive, emotional, social, moral, and spiritual growth of children. Students will examine major developmental theories, current research, and practical applications related to how children grow, learn, form relationships, and interact with their environments.
Topics include prenatal development, infancy, attachment, language acquisition, brain development, learning processes, emotional regulation, personality formation, family systems, peer relationships, play, education, moral development, and the influence of culture, technology, and social environments on childhood well-being. Students will also explore factors affecting healthy development, including trauma, abuse, neglect, poverty, disability, and resilience. Students will also consider biblical perspectives on parenting, caregiving, education, discipline, spiritual nurture, and the responsibility of families, churches, schools, and communities in supporting healthy child development. Practical application is emphasized for students preparing to work with children in educational, counseling, ministry, healthcare, and family settings.

PS 345 Adolescent Development
Prerequisites: PS 102
Credits: 3
This course examines the psychological, social, emotional, cognitive, physical, and spiritual development of individuals during adolescence and emerging adulthood with a biblical perspective on identity throughout the course. Students will explore major theories of adolescent development while analyzing the biological, relational, cultural, and environmental factors that shape identity formation, behavior, and well-being during

this critical stage of life. Topics include puberty and brain development, identity and self-concept, peer relationships, family dynamics, emotional development, moral reasoning, sexuality, academic and vocational development, media and technology influences, mental health concerns, risk-taking behaviors, substance use, resilience, and faith development. Students will also examine contemporary issues affecting adolescents, including anxiety, depression, bullying, social media pressures, self-esteem, trauma, and cultural influences on youth behavior and identity as well as identity-in-Christ.

PS 350 Adult Development & Aging
Prerequisites: PS 102
Credits: 3
This course examines the physical, cognitive, emotional, social, vocational, and spiritual aspects of adult development and the aging process from early adulthood through late adulthood. Students will explore major theories of adult development and aging while analyzing the biological, psychological, relational, cultural, and environmental factors that influence well-being and quality of life throughout adulthood. Students will consider health and wellness, caregiving, grief and loss, death and dying, as well as the social challenges facing older adults such as elder abuse, mental health in later life, chronic illness, long-term care systems, and community support services for aging populations. Students will examine current research and practical applications related to healthy aging, resilience, and intergenerational relationships. From a biblical worldview, the course emphasizes the dignity, wisdom, and continuing purpose of individuals throughout adulthood and old age. Biblical perspectives on vocation, stewardship, caregiving, suffering, community, and hope are integrated into discussions of aging, end-of-life care, and lifelong spiritual formation.

PS 385 / HS 385: Crisis Intervention
Prerequisites: PS 102, PS 310
Credits: 3
Grounded in a biblical worldview, the course explores biblical perspectives on suffering, compassion, hope, reconciliation, and human dignity while encouraging students to integrate faith with evidence-based crisis response practices. Students will be equipped with foundational knowledge and practical skills for responding effectively to individuals, families, and communities experiencing crisis, trauma, and acute psychological distress. Students will examine the nature of crises across the lifespan, including suicide risk, abuse and neglect, grief and loss, domestic violence, addiction, trauma, disasters, and mental health emergencies. Students will develop beginning intervention competencies through case studies, simulations, role-play, and reflective learning activities designed to strengthen communication, empathy, critical thinking, and professional readiness. Emphasis is placed on assessment, stabilization, safety planning, ethical decision-making, referral procedures, and culturally responsive care within counseling, ministry, educational, and community settings.

PS 450: Research Methods in Psychology
Prerequisites: MA 150
Credits: 3
In this course, students will explore types of research, statistics, research report development, research implementation, program evaluation, needs assessment, and ethical and legal considerations in research. The course also includes an understanding of the theory, analysis, and interpretation of manual or computer-generated statistical measures.

PS 470 Neuroscience & Biological Psychology
Pre-Requisites: PS101, PS 450
Credits: 3
This course introduces the biological foundations of behavior and mental processes through the study of neuroscience and biological psychology. Students will examine the structure and function of the nervous system, including neurons, neural communication, brain organization, and the physiological mechanisms underlying sensation, perception, emotion, cognition, motivation, and behavior. Topics include neuroanatomy, neurophysiology, neurotransmitters, brain development and plasticity, endocrine system

function, sensory systems, sleep and consciousness, learning and memory, stress and health, and neurological and psychological disorders. Students will examine the relationship between the physical brain and the mind, human personhood, embodied existence, and the implications of neuroscience for understanding identity, moral responsibility, and human dignity using a biblical worldview. Students will reflect on how biological science can be integrated with a biblical understanding of humanity while engaging contemporary questions about consciousness, free will, and the nature of personhood.
Students will also explore research methods in neuroscience, including brain imaging techniques and experimental approaches used to study brain-behavior relationships.

PS 481 Psychology Research Practicum
Prerequisites:
Credits: 9
Under the direction of a faculty mentor and/or qualified mentor, students will engage in a research project related to a specific area in the field of psychology. The research will include both a review of the related literature as well as a small-scale study with human subjects (e.g. survey, observation, interviews, etc.) All studies must be approved by the institution prior to engagement with human subjects.

PS 482 Pastoral Counseling Practicum
Prerequisites: CS 205, Major Area Course Completion
Credits: 9
Under the direction of a faculty member and a trained mentor, students will participate in a care and counseling setting for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to apply ministry to care and counseling in individual or group settings.

PS 483 Human Services Practicum
Prerequisites: CS 205, Major Area Course Completion
Credits: 9
Under the direction of a faculty member and a trained mentor, students will work in a public or non-profit human or social services agency. While serving as an apprentice in the field, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to effectively extend human services to others.

Social Work Courses

SW 201 Introduction to Social Work
Prerequisites: SO 101
Credits: 3
The course introduces key concepts in social welfare, social justice, human diversity, and systems of care, with attention to how social, economic, and environmental factors influence human well-being.
Students will consider how Christian faith informs the motivation for service, ethical practice, and engagement with vulnerable populations in diverse settings such as child welfare, healthcare, mental health, schools, criminal justice, nonprofit organizations, and community development agencies.

SW/PS 300 Human Behavior & The Social Environment
Prerequisites: PS 101
Credits: 3
This course examines major theories related to interaction between human behavior and the social environments that shape individual, family, group, and community functioning across the lifespan. Drawing from psychology, sociology, social work, biology, and developmental theory, students will explore how biological, emotional, cognitive, social, cultural, spiritual, and environmental factors influence human growth, identity formation, relationships, and behavior. Students will consider how biblical principles inform

compassionate service, social responsibility, advocacy, and holistic care for individuals and communities. The course provides a foundation for effective engagement through helping professions and community-based service settings.

SW 320 Administration & Case Management
Prerequisites: SO 101
Credits: 3
This course introduces students to the principles and practices of administration and case management within social work and human service settings. Emphasis is placed on the coordination of services, client advocacy, documentation, resource allocation, and effective collaboration among agencies and interdisciplinary teams. From a biblical worldview, this course emphasizes servant leadership, stewardship, justice, and compassion in the delivery of human services. Students will also examine the role of the case manager in assessing client needs, developing service plans, monitoring progress, and ensuring continuity of care across systems such as healthcare, mental health services, child welfare, criminal justice, housing assistance, and nonprofit organizations.

SW 325 Social Work & Mental Health
Prerequisites: Foundations in Psychology Courses
Credits: 3
This course examines the intersection of social work practice and mental health services, focusing on the assessment, support, and treatment of individuals experiencing mental health challenges within diverse social contexts. Students will explore major categories of mental health disorders, the impact of trauma and adverse life experiences, and the social, environmental, cultural, and spiritual factors that influence psychological well-being. The course emphasizes the role of social workers in interdisciplinary mental health settings, including community mental health centers, hospitals, schools, correctional facilities, nonprofit agencies, and faith-based organizations.

SW 330 Juvenile Delinquency
Prerequisites: PS 102
Credits: 3
This course provides an introduction to the study of juvenile delinquency, focusing on the causes, patterns, prevention, and societal responses to youth offending behavior. Students will examine theoretical explanations of delinquency, including psychological, sociological, developmental, and ecological perspectives, with attention to how family systems, peer influence, school environments, community conditions, and cultural factors contribute to juvenile behavior. Students will critically analyze policies and practices related to juvenile justice, including issues such as detention versus rehabilitation, restorative justice, school-to-prison pipeline dynamics, substance use, gang involvement, and juvenile rights. Students will consider how biblical principles inform responses to youth crime and delinquency, including the importance of prevention, redemption, family restoration, and community responsibility. The course encourages students to evaluate the effectiveness of both faith-based and secular approaches to promoting healing and positive youth development.

SW 400 Social Welfare & Policy
Prerequisites: SW 201
Credits: 3
This course provides an introduction to the history, structure, and development of social welfare systems and public policy in the United States, with attention to how policies shape human services delivery and outcomes for individuals, families, and communities. Students will examine major social welfare programs, including income assistance, healthcare, housing, child welfare, disability services, mental health systems, and criminal justice-related services. Students will consider how biblical principles inform engagement with public policy, particularly in relation to caring for vulnerable populations, promoting human dignity, and pursuing the common good. The course encourages thoughtful reflection on the Christian's role in civic life and policy advocacy.

Transformational Leadership Courses

TL 201: Characteristics of an Effective Leader
Prerequisites: Christian Core
Credits: 3
An effective leader is being personally transformed into the character of Christ to the end that their personal character is embedded in servanthood, integrity, humility, resiliency, and love. In this course you will learn ways that leaders can know themselves and lead themselves, body, soul, and spirit, for optimal effectiveness in the Body of Christ. Using a standard of biblically based characteristics of an effective leader, you will evaluate yourself through a series of prescribed tools to formulate a personal growth plan. This plan is peer-reviewed and applicable throughout your degree program to help yourself and others develop the characteristics of an effective leader.

TL 220: The Process of Transformational Leadership
Prerequisites: Christian Core
Credits: 3
In this course you will explore both the philosophy and the practical application of Transformational Leadership as an effective means to meeting societal needs for leaders who are well able to provide adaptive and creative solutions for the challenges that confront the modern world. (You will finish this course with a real-life vision plan to fulfill as desired.)

TL 301 / BA 301: Team Leadership I
Prerequisites: Christian Core
Credits: 3
This course examines theory and practice for the design, management, and leadership of teams in organizational and community settings. The focus is on the interpersonal processes and structural characteristics that influence team effectiveness. You will also explore how to set team goals and effectively leverage organizational tasks for the dual purpose of developing the project and the people involved.

TL 302 / BA 302: Team Leadership II
Prerequisites: TL 301
Credits: 3
This course follows TL 301 Team Leadership I and examines the assessment and communication strategies for in-process team development in organizational and community settings. You will evaluate and apply the relational processes of group and team behavior so that groups can be more effective and efficient. You will explore the dynamics of problem-solving and conflict resolution in a team setting. You will also explore how to evaluate progress toward team goals and effectively communicate change with the team as well as leverage team tasks for the dual purpose of developing the project and the people.

TL 312 / BA 312: The Dynamics of Leadership
Prerequisites: Christian Core
Credits: 3
This course provides an analysis of effective, biblically based team leadership practices in a project environment. Topical coverage includes creating high-performance teams, managing team conflict, and empowering teams for the successful completion of shared tasks. Students will explore how leadership relates to motivation, mentoring, delegation, interpersonal dynamics, a healthy workplace climate, and successful group performance.

TL 325 / CS 325 / BA 325: Christian Leadership Ethics
Prerequisites: Christian Core
Credits: 3
This course focuses upon ethical issues and dilemmas faced by leaders in a variety of contexts. Definitions of ethical leadership are reviewed as they relate to values and cultures. The theory and practice of ethical

leadership and decision-making is evaluated as it pertains to a biblical worldview.

TL 330 / BA 330: Effective Leadership Communication
Prerequisites: Christian Core
Credits: 3
This course provides a practical and theoretical study of the use of communication techniques and approaches that enhance leadership in social, organizational, and personal leadership contexts. Students will explore how effective leaders capture and capitalize on opportunities to communicate vision for new creative or strategic initiatives to move their organizations forward. General principles of the leader's power, influence, credibility and Christian ethics are considered with an emphasis on the impact of effective communication style.

TL 335 / CS 335: Faith Adventures in the Marketplace
Prerequisites: None
Credits: 3
For Christians to live as authentic witnesses in the world, they cannot segment their lives into categories/spheres where Jesus is not present. For most working adults, the majority of their waking hours are not spent at church or even at home but within the workplace. This course is designed to prepare students to enter the workforce with a foundation for how to be a disciple of Jesus at work, or in any other environment, without the anxiety of feeling like they have to "sell Jesus" everywhere they go.

TL 370 / CS 370 / BA 370: Administration & Finance
Prerequisites: BS 101, BS 102
Credits: 3
This course examines core administrative and financial competencies expected of leaders in for-profit and not-for-profit organizations, including human resource management, strategic planning, budget development and maintenance, fundraising, taxation, and legal issues.

TL 450: Enterprise Leadership
Prerequisites: Christian Core
Credits: 3
You'll learn how to plan, manage, and lead an enterprise. You will acquire skills and practice managing the main components of an enterprise: Finance, Human Resources, Operations, Marketing & Sales, Customer Service, Technology and Strategy. In each of these disciplines, you'll learn how they integrate and help leadership to lead. You will study cases of actual enterprises and will be given the opportunity to see behind the scenes of Christian leaders as they lead in real-time.

TL 460 / BA 460: Change Management
Prerequisites: Christian Core
Credits: 3
This course equips students to lead change through a Christ-centered framework, integrating strategic vision casting, adaptive leadership, and organizational transformation. Students will learn to anticipate challenges, communicate change initiatives effectively, overcome resistance, and evaluate impact while fostering a culture of integrity, collaboration, and personal growth.

Worship Arts Courses

WA 301: Music Theory I
Prerequisites: None
Credits: 3
This course provides an introduction to the fundamentals of music, incorporating music notation for rhythm, pitch, and simple chord construction and coordinates notational and music reading studies with the development of basic skills in sight singing, ear training, and keyboard harmony. The course includes aural

skills such as rhythmic, harmonic, and melodic dictation, score reading and sight reading.

WA 305: Effective Worship Leadership
Prerequisites: BS 375
Credits: 3
In this course, students will gain a depth of understanding and development of the essential skills necessary for leading others in God-honoring worship. This includes an understanding of the worship leader's identity in Christ, their calling as children and servants, and the practice of spiritual disciplines. The course also covers practical skill development in engaging the body of Christ effectively, teaching and elocution, building & discipling worship teams, creative planning and service development, reflecting the Spirit of Christ on and off the platform, and serving Him as empowered by the Holy Spirit.

WA 310: Christian Music Genres
Prerequisites: None
Credits: 3
This course provides a cross-cultural survey of Christian congregational worship songs and hymns (texts and music) from different periods, styles, and traditions contrasted with contemporary Christian music styles through a survey of musical literature and styles in sacred music. Students will consider purpose, message, cultural context, and audience.

WA 312: Psalms, Hymns, and Christian Praise
Prerequisites: WA 310
Credits: 3
This course presents a study of leading more contemporary expressions of corporate worship by finding selecting, arranging, rehearsing, and using contemporary forms of evangelical church music literature and adapting historic church music literature to contemporary modes of expression.

WA 350: Vocal Performance
Prerequisites: Permission of Department
Credits: 3
This course is designed for voice students whose primary interest is improving their singing. The course presents and makes application of basic principles of singing technique. Students will examine the performance of different music styles, genres, and harmonic vocal blending. The course requires two vocal performances during the semester and collaboration with instrumentalists.

WA 351: Instrumental Performance
Prerequisites: Permission of Department
Credits: 3
This course is designed for instrumental students whose primary interest is improving their musical technique. The course presents and makes application of basic principles of instrumental technique. Instrumental students will collaborate on the performance of different musical genres and styles. The course requires two instrumental performances during the semester and collaboration with vocalists.

WA 375 / BS 375: Biblical Foundations for Worship
Prerequisites: BS 101, BS 102, or permission
Credits: 3
This course provides students with a thorough understanding of the nature and practice of biblical, Christ-centered worship, its objective as related to the worshiper of God, its purpose for the corporate body of Christ, and its implications for the Kingdom of God in the world. This course will include a broad survey of Scriptures taken from both Old and New Testaments that describes worship which honors God, reflects His heart for worship, and reveals the central purpose of worship in the Church.

WA 401: Advanced Music Theory
Prerequisites: WA 301
Credits: 3
This course provides advanced instruction of music theory, incorporating music notation for rhythm, pitch, and simple chord construction and coordinates notational and music reading studies with the continued development of skills in sight singing, ear training, and keyboard harmony. The course includes aural skills such as rhythmic, harmonic, and melodic dictation, score reading and sight reading.

WA 410: Arranging
Prerequisites: WA 301
Credits: 3
In this course, students will explore the basic techniques of arranging musical scores for audience, purpose, and effect. Students' course projects will result in performances and final critique. The course requires some rehearsal outside of regularly scheduled class time.

WA 411: Composing
Prerequisites: WA 301
Credits: 3
In this course, students develop techniques for composing music and lyrics in different genres. Students will work closely with vocal and instrumental performance students on end-of-course performance of newly composed music.

WA 415: Songwriting
Prerequisites: WA 301
Credits: 3
This class is designed to help students acquire mastery of foundational theory and core skills that will enable them to become proficient in songwriting. Through study of texts on professional songwriting, hands on practice, individual writing assignments, group co-writing, and regular feedback from professional songwriters, students will become well versed with tools and strategies that will enable them to write new songs for the church. Additionally, there will be discussion about song types, including personal vs. corporate worship songs, and how music plays a role in worship and personal devotion. Students can expect to leave the class having written 3 songs they can use for ministry.

WA 440: Choral & Instrumental Conducting
Prerequisites: WA 410
Credits: 3
This course introduces students to techniques for rehearsing, conducting, and leading instrumental and choral performances. The course requires some rehearsal outside of regularly scheduled class time and end-of-course performance.

WA 450: Advanced Vocal Performance
Prerequisites: WA 350
Credits: 4
Vocal students explore more advanced performance techniques and styles. The course requires two concert performances in public Christian venues during the semester and collaboration with instrumental students.

WA 451: Advanced Instrumental Performance
Prerequisites: WA 351
Credits: 4
Instrumental students explore more advanced performance techniques and styles. The course requires two concert performances in public Christian venues during the semester and collaboration with vocal students.

WA 490: Special Project in Worship Arts
Prerequisites: Permission of Department
Credits: 2–4
With instructor permission, students may pursue an independent study topic related to Worship Arts as relevant to their area of specialization.

Graduate Course Catalog

Overview

The course catalog presents all required and elective graduate courses necessary for degree completion. Students are encouraged to take courses outside of their concentration studies area as electives with permission from the department as necessary. The Christian Core requirements for CoA graduate students will be determined by the Chair of the Graduate Program based on incoming students' undergraduate course work.

Key to Abbreviations:
AM = Agricultural Ministry
BL = Biblical Languages
BS = Biblical Studies
CC = Care & Counseling
CS = Christian Studies
ED = Education
FIA = Faith in Action (Apprenticeship Program)
IC = Intercultural Studies
GM = Generational Ministry
LS = Leadership
WA = Worship Arts

Agricultural Ministry Courses

AM 501: Growing Food & Faith
Prerequisites: None
Credits: 4
The purpose of this course is to provide students with the basic scientific principles of plant growth and development, particularly as they apply to the production of food crops. Students will also explore the relationship between plant science and Christian faith, including how food production is used in a wide range of biblical passages, how an understanding of food production can impact faith messages, and how farming and gardening can be used effectively to enhance Christian ministry and service.

AM 512: Plants of the Bible
Prerequisites: None
Credits: 4
Through an end-to-end study of every plant mentioned in the Scriptures, students will consider plant names in the original biblical language (Hebrew, Greek) as well as the uses of those plants in ancient Israel. Further, students will explore present-day connections between biblical symbolism, the Scriptures, and 21st Century life and ministry.

Biblical Language Courses

BL 510: Old Testament Hebrew I
Prerequisites: None
Credits: 3
This course provides an introduction to the Old Testament Hebrew language. Through sound principles of linguistic interpretation and grammar, the student will achieve a beginning confidence in reading and doing exegetical, biblical studies while learning Old Testament Hebrew.

BL 511: Old Testament Hebrew II
Prerequisites: BS 510
Credits: 3
This course provides an intermediate level of study of the Old Testament Hebrew language. Through sound principles of linguistic interpretation and grammar, the student will achieve proficiency reading and doing exegetical, biblical studies while building on the foundation from Old Testament Hebrew I.

BL 550: New Testament Greek I
Prerequisites: None
Credits: 3
This course provides an introduction to the Hellenistic, New Testament Greek language. Through sound principles of linguistic interpretation and grammar, the student will achieve beginning confidence in reading and doing exegetical, biblical studies while learning New Testament Greek.

BL 551: New Testament Greek II
Prerequisites: BL 550
Credits: 3
This course provides an intermediate level of study of the Hellenistic, New Testament Greek language. Through sound principles of linguistic interpretation and grammar, the student will achieve proficiency reading and doing exegetical, biblical studies while building on the foundation from New Testament Greek I.

Biblical Studies Courses

BS 501: Old Testament Survey (Christian Core)
Prerequisites: None
Credits: 4
This course presents an overview of the history of the Bible, its writing and centuries of preservation, and provides an introduction to the history and theology of selected books and passages of the Old Testament. Through the study of the Old Testament, students will build their inductive Bible study skills.

BS 502: New Testament Survey (Christian Core)
Prerequisites: None
Credits: 3
This course examines the features of Christian community and ministry, and the promise of Christ's return through a study of the history and theology of selected books of the New Testament. Through the study of the New Testament, students will build their inductive Bible study skills.

BS 510: The Book of Genesis
Prerequisites: BS 501, BS 502
Credits: 3
In this course students will undertake an in-depth look at the story of creation, and well-known characters in biblical history from Adam and Eve, to Noah, Abraham, Jacob and Joseph. The course will consider the content of Genesis with particular focus on the theology from creation to the Abrahamic Covenant and the development of major themes that are repeated throughout Scripture.

BS 511: The Prophets
Prerequisites: BS 501, BS 502
Credits: 3
In this course, students will examine the purpose for God's chosen servants, the Old Testament prophets, who were always calling the people to repentance and revealing God's will to Israel within the contexts of their times in history.

BS 512: Walking with Jesus—The Gospels
Prerequisites: BS 501, BS 502
Credits: 3
This course examines the Jewish world in the days of Christ, Jesus's life within Hebrew culture and Rabbinic tradition, the fruit of His ministry, and the aspects of a personal, daily walk with Him through the lens of His disciples. Students will also consider how to model their own lives and ministries based on a close relationship with the Father as modeled by the Son of Man.

BS 513: The Trinity
Prerequisites: BS 501, BS 502
Credits: 3
In this course students will explore the interrelated nature of the Trinity and the unique roles and characteristics of God as the Father, the Son, and the Holy Spirit, based on biblical examination. From that biblical grounding, students will then compare and contrast historical and contemporary theological perspectives related to the Trinity. Students will also consider the implications for Christian Life based on a biblically-based understanding of the Trinity.

BS 514: The Pentateuch
Prerequisites: BS 501, BS 502
Credits: 3
This course investigates the narrative content of the first five books of the Old Testament known as the Pentateuch (Genesis, Exodus, Leviticus, Numbers, and Deuteronomy). It provides an overview of the main critical approaches used to interpret these books, but the approach to the five books is both canonical and historical. Attention will be given to cultural backgrounds, critical problems, and literary genres as they aid interpretation of specific texts with special emphasis on how these texts illuminate the person and work of Christ.

BS 532: History of the Bible
Prerequisites: Christian Core
Credits: 3
This course is a study of the history of the Bible from the time of the first written documents until the modern English translations. The general themes include the development of the Old Testament canon, the development of the New Testament canon, the transmission of the text, and the modern English versions of the Bible. Students will explore the Bible's history as a means to understand contemporary practical and theological differences and debates within the Church.

BS 533: Orthodoxy and Heresy
Prerequisites: Christian Core
Credits: 3
This course examines the development of and relationship between orthodoxy and heresy in the early church. Topics include early heresies, such as Gnosticism, Marcionism, and Montanism; early church fathers and writings; and the responses of the church to heresy. Special attention is also given to contemporary discussions about orthodoxy and heresy with the intention of developing an effective apologetic response to critics of traditional views of Christianity.

BS 551: Inductive Bible Study
Prerequisites: Christian Core
Credits: 3
The goal of inductive Bible study is to equip students with the tools to be life-long students of the Scriptures. The course presents a method for exegesis and Scripture study by considering the context and setting of the passage, the author's audience and purpose, and the other passages that surround the passage of study. The purpose of the study is to understand what the text would have communicated in the context of the time and culture that produced and used it, while also understanding that contemporary questions are

conditioned by our own language, culture, and history.

BS 552 / CS 552 / IC 552: Apologetics
Prerequisites: Christian Core
Credits: 3
The primary focus of this course will be the practical application of apologetics in ministry and evangelism. Various approaches to the apologetic task will be investigated. Attention will be given to the systematic and rational defense of the Christian faith against significant contemporary challenges. Topics include such areas as tests for truth, a critique of relativism and pluralism, the problem of miracles, and the historicity of the Christian faith.

BS 601: The Psalms
Prerequisites: BS 501, BS 502
Credits: 3
This course examines the representation of the book of Psalms as both prayer and poetry intended to be set to worship and prayed in worship within the historical context of faith and worship in ancient Israel. The course will help students understand the message of the Psalms and their relevance for contemporary Christian experience. Attention will be given to different psalm types, the structure of Hebrew poetry, the universal perspective of the Psalms, and the use of Psalms for teaching and preaching.

BS 610 The Book of Acts
Prerequisites: BS 501, BS 502
Credits: 3
This course examines the early church through a study of the Book of Acts as God establishes the Church, raises up leaders, develops community, reaches the world with the Gospel, and pours out His Spirit. This book is foundational in understanding the application of the Gospel in relationship with God, the Church and the world. The student will better understand what it looks like to live out God's plans and purposes both individually and corporately.

BS 611: The Book of Romans
Prerequisites: BS 501, BS 502
Credits: 3
This course examines Paul's letter to the Romans, written from Corinth on Paul's third missionary journey, considered by many to be the chief part of the New Testament and the very purest Gospel, as well as the basic theological framework for the whole collection of Paul's writings.

BS 613: The Book of Revelation
Prerequisites: BS 501, BS 502
Credits: 3
In this course, students will examine the Book of Revelation, an apocalyptic form of writing in the New Testament that sees God acting by bringing a radical end to history, destroying all evil, and fulfilling the promises of a new creation. Students will examine the structure, biblical themes, key theological concepts, and present-day significance of the book of Revelation.

BS 650: Special Topics in Christian Theology
Prerequisites: Christian Core, Permission of Instructor
Credits: 1–4
With instructor permission, students may pursue an independent study topic related to Christian Theology as relevant to their area of specialization.

Business Administration Courses

BA 501: Principles of Accounting I
Prerequisites: Christian Core
Credits: 3
This course covers basic accounting systems, concepts, and principles. Students learn to record business transactions and prepare financial statements. The primary goals of this course are to develop an understanding of the accounting process and to summarize and communicate information useful in making economic decisions.

BA 502: Principles of Accounting II
Prerequisites: BA 501
Credits: 3
This course covers basic managerial accounting systems, concepts, and principles, and the analysis, interpretation, and reporting of cost data for management's decision-making needs. Cost-volume-profit analysis, budgeting, and performance reporting are discussed as they relate to other business disciplines.

BA 503: Managerial Accounting
Prerequisites: BA 501
Credits: 3
In this course, students will learn the design of accounting systems to serve the internal needs of management with an emphasis on underlying theory. Students will master product costing, including activity-based costing; budgeting and other planning applications, information for decision making, planning and control application for decentralized organizations.

BA 510: Financial Reporting & Analysis
Prerequisites: Christian Core
Credits: 3
This course will teach students accounting principles of corporate financial reporting. Students will develop an understanding of how intermediate accounting concepts and the flexibility in financial reporting rules can affect a manager’s judgments; how business complexities, economic concerns, and other manager incentives also influence these judgments; and how a manager’s financial reporting decisions ultimately shape the financial statements reported to external stakeholders

BA 535: Financial Management
Prerequisites: Christian Core
Credits: 3
In this course, students will learn basic concepts and analytical tools of finance in both corporate finance and investments. Topics include risk and return, financial institutions, efficient markets, valuation theory, capital budgeting, portfolio theory, cost of capital, and international finance, as well as discussion and analysis of specific applications of these topics.

BA 540: Principles of Microeconomics
Prerequisites: Christian Core
Credits: 3
Free market thought will be evaluated from the Christian perspective. The supply-and-demand model is used to analyze microeconomic issues including market structures, government regulations, labor market, financial market, and international trade.

BA 545: Principles of Macroeconomics
Prerequisites: Christian Core
Credits: 3
The aggregate supply and demand model is used to analyze macroeconomic problems including business cycles, unemployment, and inflation. Government fiscal and monetary policies that may stabilize the economy are introduced and evaluated. The U.S. financial system and the value of U.S. dollar in the foreign exchange market are covered.

BA 550: Introduction to Wealth Management
Prerequisites: Christian Core
Credits: 3
This course teaches students how to create a sound personal financial plan and issues related to becoming a financial planner.

BA 575: Business Computer Applications
Prerequisites: Christian Core
Credits: 3
This course covers computing as an essential tool of academic and professional activities. Students will learn functions and interrelationships of computer system component, widely used application packages such as spreadsheets and databases., concepts and practice of programming for the solution of simple problems in different application areas.

BA 600: Capitalism
Prerequisites: Christian Core
Credits: 3
This course provides students with an introduction to the economic concept of capitalism. The student will study capitalism and other alternative societal mechanisms for resource allocation, including socialism and a mixed economy. The mechanism will be readings both critical and supportive of capitalism as an economic system, including moral, efficiency, and ethical views.

BA 605: Corporate Finance Theory
Prerequisites: Christian Core
Credits: 3
This course covers the development of a framework that is useful for understanding a broad range of important corporate financial decisions. Substantial emphasis will be placed on discussion of the determinants of corporate financing and payout policies, alternative methods of security issuance, and mergers and acquisitions.

BA 610 / IC 610: Business as Mission I
Prerequisites: Christian Core
Credits: 3
In this course, students will explore the biblical basis, strategic value, ethical viability, and current methods of taking the gospel to restricted access peoples. Students will propose a creative access strategy for a specific population segment that considers financial resource management and a biblically-based, principled, decision-making model.

BA 611 / IC 611: Business as Mission II
Prerequisites: BA 610 / IC 610
Credits: 3
This course addresses the postmodern cry for different models of church and ministry, different forms of ministry, and new responses to the challenges facing the Church and mission from urban pluralism to globalization. Students will explore how church leaders and cultural influencers from the fields of business, politics, media, education, entertainment, and the arts can contribute to the shared responsibility to advance

the kingdom of Christ.

BA 612 / IC 612 / TL 612: Christian Entrepreneurship
Prerequisites: IC 504
Credits: 2
In this course, students will explore the basics for the development of a start-up Christian ministry enterprise. Topics will include needs assessment for the enterprise, building social and financial support, business and legal considerations, goal setting, and success measurements.

BA 615: Survey of Investments
Prerequisites: Christian Core
Credits: 3
This course provides a study of the securities markets, investor objectives, introduction to portfolio theory and the analytical tools of portfolio management, and an examination of investment alternatives. Students will build and manage a security portfolio for analysis as an experiential learning tool.

BA 620: Principles of Management
Prerequisites: Christian Core
Credits: 3
In this course, students will learn management functions and processes as applied to organizations and to individuals in organizations. Topics to be covered include strategy, job and organization design, ethics and social responsibility, diversity, global influences, leadership, motivation, human resource management, and organizational change. Other emerging managerial issues may be introduced.

BA 625: Business Leadership
Prerequisites: Christian Core
Credits: 3
This course exposes students to several issues key to business leadership success, such as power and influence, negotiations, business ethics, and social responsibility. Students will also examine business from different disciplinary perspectives and begin developing their own personal leadership and career plans.

BA 635: Strategic Management
Prerequisites: Christian Core
Credits: 3
This course covers the processes by which managers formulate and implement corporate and business strategies in order to achieve the economic and non-economic objectives of their organizations. The course will integrate the students' knowledge of the basic functional disciplines into a general strategic perspective for managing the whole organization.

BA 640: Data Management & Analytics
Prerequisites: Christian Core
Credits: 3
In this course, students will learn the foundations for analyzing and understanding data-oriented problems, decomposing them, and expressing them in a form for computational analysis. This involves the acquisition, manipulation, analysis, and visual representation of data to provide insights into a particular problem and support decision making. While the proximate goal is to improve data analytics skills, the ultimate goal is to equip students with superior decision-making skills.

BA 645: Principles of Marketing
Prerequisites: Christian Core
Credits: 3
This course provides an examination of the ways organizations satisfy consumer and organizational needs and wants for products and services. Emphasis is placed on how the elements of the marketing mix are used

to provide customer satisfaction in the marketing of goods and services, both domestically and internationally.

BA 650: Mergers & Acquisitions
Prerequisites: Christian Core
Credits: 3
In this course, students will learn the application of corporate finance concepts to mergers and acquisitions and corporate governance. The topics will include mergers and acquisitions, corporate governance, and restructurings. The tools, techniques, and theories of finance are applied to actual business decisions.

Care & Counseling Courses

CC 501: Psychology & Theology
Prerequisites: Christian Core
Credits: 3
This course presents the basic principles of the integration of psychology and theology at three levels—the philosophical, the theological, and the practical. Students will examine God's truths as related to emotional, relational, and spiritual formation as well as the application of these concepts to optimize others' personal growth in real ministry settings.

CC 502 / GM 502: Human Growth & Development
Prerequisites: Christian Core
Credits: 3
This course provides an understanding of the nature and needs of individuals at all developmental levels, personality theory, and learning theory, and which may provide a comprehensive overview of the factors, determinants, and stages that pertain to physical, emotional, intellectual, and social development and adaptation from infantile to geriatric stages.

CC 503: Theory & Practice of Counseling & Psychotherapy
Prerequisites: None
Credits: 3
This course will provide a broad overview and critique of foundational personality and counseling theories. Emphasis will be on the application of these theories by exploring the techniques and strategies of each theory, including systems theory. The philosophical presuppositions, theological implications, situational appropriateness, and effectiveness with individual, group, and family client populations will be addressed.

CC 504: Introduction to Care & Counseling Ministry
Prerequisites: Christian Core
Credits: 3
This course introduces students to the importance of a Christian's call to bind up the broken hearted, with the goal of learning how to apply biblical principles and prayer techniques to specific issues such as anger management, marital breakdown, addiction development, crisis management, anxiety, depression, and grieving. In addition to understanding the importance of self-care, students will learn how to listen emphatically, how to facilitate spiritual life assessment and change, and how to pray and counsel strategically within the recipient's process of spiritual, emotional, and relational growth and healing.

CC 510: Professional, Ethical, & Legal Issues in Counseling
Prerequisites: Christian Core
Credits: 3
During this course, students will develop a biblically-based understanding of professional roles, responsibilities, objectives, and functions as they relate to Christian counseling settings. Students will examine the legal and ethical standards published by professional counseling organizations and associations

and consider trends, historical cases regarding ethical and legal standards, professional preparation standards, and professional credentialing.

CC 515 / GM 515: Counseling Children & Teens
Prerequisites: GM 510 or CC 503
Credits: 3
This course provides the basic principles of counseling children and adolescents within the context of family, school, socio-cultural, and religious systems. The emphasis will be on helping each student develop his or her own style in forming therapeutic relationships with children or adolescents, and in using effective therapeutic skills and techniques. Students will examine the sanctification process for adolescents in the context of the temptations they face. A special focus will be given to parent training and parents as co-therapists, as well as empirically sound, highly efficacious, and cost-effective intervention strategies for treating behavioral challenges in children. Legal and ethical issues specific to working with children are addressed.

CC 520 / BS 520: Biblical Foundations for Prayer Ministry
Prerequisites: Christian Core
Credits: 3
Students will investigate the biblical premise for heart transformation and the renewing of the mind through the practice of prayer ministry. The focus will be on the application of effective prayer ministry methods and prayer ministry as a tool to set the captives free as well as a means to present Christ to unbelievers.

CC 521: Healing Shame
Prerequisites: Christian Core
Credits: 2
Students will understand how the shroud of shame has become the new veil that would try to keep us separated from the fullness of our identity in and relationship with Christ. Shame can result from past sins, wounds inflicted by others, or incorrect self-perception, and affects how we view ourselves and others. Through Prayer Ministry and God's Word, students learn how to break free from the power of shame and replace it with the joy of the Lord as well as how to help others experience the same freedom.

CC 522: Healing Trauma
Prerequisites: Christian Core
Credits: 3
In this course you will learn to identify different types of trauma that result from natural disasters, abuse, and other pain of life. You will explore how Type A and Type B traumas affect us body, soul, and spirit, causing us to become stuck. And you will learn the process of healing and releasing trauma in yourself and others so that we all can be set free from the effects of trauma in Christ.

CC 530: Wholeness Care Ministry
Prerequisites: CC 520
Credits: 3
In this course, you will learn and apply key strategies for offering discipleship coaching and ministry to individuals who may or may not yet have a personal relationship with Christ. You will explore the connections between body, soul, and spirit as related to whole-person ministry as well as understand and apply biblical principles for physical healing. As a result of this course, you will be equipped to operate effectively in ministry to individuals in need of care.

CC 531: Effective Prayer Ministry Tools: Elijah House 201
Prerequisites: CC 520
Credits: 3
As a biblical form of pastoral counseling, Elijah House 201 lays the foundations for healing and transformation, for both students, and for equipping them to minister inner healing to others. Students will

learn foundational principles and tools for dealing with personal and interpersonal issues. Students will learn to trace bad fruit to bitter roots formed in the heart, most often in childhood and how broken hearts can be healed through the biblical process of repentance and forgiveness.

CC 532: Effective Prayer Ministry Tools: Elijah House 202
Prerequisites: CC 531
Credits: 3
Elijah House Prayer Ministry Training Course 202 gives an advanced learning opportunity in specialized issues. Topics include: earliest childhood traumas, emotional abuse, generational inheritance, the effects of occult involvement, addictions, denial, sexual issues, burnout, etc. Ministry tools include how to create a safe atmosphere for ministry and how the Prayer Minister can properly care for their own spiritual life.

CC 533: Effective Prayer Ministry Tools: Ultimate Journey I
Prerequisites: None
Credits: 3
Many people live with a core belief that they are not "good enough" in some form or fashion, and thus live out of subtle traps of bondage such as guilt, shame, perfectionism, worry, stress, and fear. They can also be trapped in not-so-subtle coping mechanisms such as pornography, substance abuse, and other addictive behaviors. Through the basic Ultimate Journey course experience, students will understand how individual's self-willed efforts to change provide only temporary results. Students will learn how to help self and others transform how they see and think about themselves. They will also learn effective tools for eliminating behaviors that keep people in bondage so that they are equipped to journey into greater freedom and joy than anyone imagined possible.

CC 534: Effective Prayer Ministry Tools: Ultimate Journey II
Prerequisites: CC 533
Credits: 3
After unpacking self-deception through Phase 1, Phase 2 helps students discover God's solution for their lives as they explore the incredible love relationship God desires to have with them. In Phase 2, students will come to understand the eternal covenant that God entered on their behalf and how God is committed to meeting every one of their needs. As a result, students will be able to stop striving and trying to prove their worth or meet their own needs and be able to move beyond the hopelessness of never feeling good enough in order to experience peace and rest.

CC 535: Effective Prayer Ministry Tools: CGA
Prerequisites: None
Credits: 3
In this course, students will examine the various lenses through which they see life challenges. Contemporary worldview, family dynamics, past traumas, and interpersonal struggles will be considered as well as effective ways to reframe learned ways of thinking that have resulted from the world, the flesh, and the devil. At the culmination of this course, students will demonstrate an understanding of how to effectively minister to themselves and others from a renewed mindset.

CC 536: Effective Prayer Ministry Tools: Sozo Prayer Ministry
Prerequisites: None
Credits: 3
Based on the definition of the Greek word "*sozo*" meaning: "saved," "healed," "delivered," or "made whole," this course equips students to minister to others trapped in many forms of bondage, oppression, and depression. This course presents the Sozo inner healing tools utilized in ministering to others as well as the biblical roots behind each tool. Students will have ample opportunity to practice the use of the tools presented on themselves and others.

CC 550: Research Methods in Counseling & Psychology
Prerequisites: CS 502, CS 503
Credits: 3
In this course, students will explore types of research, statistics, research report development, research implementation, program evaluation, needs assessment, and ethical and legal considerations in research. The course also includes an understanding of the theory, analysis, and interpretation of manual or computer-generated statistical measures.

CC 552 / CS 552: God's Design for Sexual Wholeness
Prerequisites: None
Credits: 3
This course examines God's design for human sexuality, sexual wholeness, and what it means for individuals and for the church in 21st Century American culture. The course examines the enemy's attacks on Christians and Christian leaders in the area of sexual sin and provides a foundation for rebuking lies with biblically-based truth.

CC 570: Psychopathology
Prerequisites: CC 503
Credits: 3
This course examines the theories, research, descriptive characteristics, categories, dynamics, and etiology of mental, behavioral, cognitive, and personality disorders.

CC 575: Lifestyle & Career Development
Prerequisites: CC 502
Credits: 3
In this course, students will develop an understanding of career development theories, occupational educational information sources and systems, career and leisure counseling, guidance and education, lifestyle and career decision making, and career development program planning, resources, and evaluation.

CC 610: Addictions Counseling
Prerequisites: CC 503
Credits: 3
This course helps students to understand the etiology of addictions and enables them to understand and recommend treatment. Addictions in the areas of sexuality, pornography, work, thought, and substance abuse will be addressed. The issues of dependence, control, sin, and responsibility will be studied.

CC 615: Assessment & Diagnosis
Prerequisites: CC 570
Credits: 3
This course presents students with an understanding of the psychometric theories and practical approaches concerning the assessment of individuals, groups, couples, and families, while equipping students with the skills and competencies necessary to incorporate assessment strategies into the counseling process. Focus will be placed on information gathering methods, evaluating test results, and application of assessment practices as an integral part of diagnosing Christian counseling needs.

CC 650: Foundations of Mental Health & Community Counseling
Prerequisites: CC 615
Credits: 3
In this course, students will consider how to work with individuals, families, and groups to address and treat mental and emotional disorders and to promote mental health. They will learn a variety of therapeutic techniques used to address issues such as depression, anxiety, addiction and substance abuse, trauma, and other issues and consider the effects of such issues on clients' lifestyles and occupations. Students will also develop an understanding of how to facilitate treatment by other mental health specialists, such as

psychiatrists, psychologists, clinical social workers, psychiatric nurses, and school counselors. The course provides an overview of community advocacy services through education, employers, and other available social and rehabilitation programs.

CC 651: Group Counseling Theory & Practice
Prerequisites: CC 615
Credits: 3
This course provides an understanding of group development, dynamics, and counseling/psychotherapy theories, group leadership styles, group counseling/psychotherapy methods and skills, and other group approaches.

CC 670: Social & Cross-Cultural Foundations
Prerequisites: CC 650
Credits: 3
In this course, students gain an understanding of societal changes and trends, human roles, societal subgroups, social mores and interaction, and their impacts on groups and individuals.

CC 675: Grief & Crisis Counseling
Prerequisites: CC 503 or CC 504
Credits: 3
This course is designed to train students to respond with wise biblical counsel to those who have endured a crisis such as the death of a family member, divorce, loss of a child, illness, and other trauma. In this course, students will learn to understand and identify the process and progress of how people deal with crisis or loss in their lives and how to guide a person through the healing process so that the crisis or loss can be placed in its proper perspective and the individual can readjust and grow. Special attention will be given to the emotional, spiritual, relational, and physical symptoms that may occur during the aftermath of a crisis along with the loss of hope and faith.

CC 680: Marriage & Family Counseling
Prerequisites: CC 615
Credits: 3
This course will train students to prepare couples for marriage, to assess and address basic marital problems, and to understand and respond to typical family issues. Using the Bible, assessments, and systems thinking, students will explore how to use pastoral counseling skills in the arenas of prevention, treatment, and recovery of basic marriage and family issues.

Christian Studies Courses

CS 501: Foundations of Faith (Christian Core)
Prerequisites: None
Credits: 3
The course presents a survey of Christ-centered biblical history and provides, through the study of Scripture, a theological framework for God, Jesus, salvation, the Holy Spirit, the spiritual world, evil, the Church, and specific theological beliefs. The course includes an introduction to inductive Bible study and an overview of church history.

CS 502: His Creation: Identity in Christ (Christian Core)
Prerequisites: None
Credits: 2
This course will equip students to identify and develop their identity in Christ as stewards entrusted with unique, individual talents. The course provides a biblical perspective on spiritual gifts and explores theological issues surrounding spiritual gifts in ministry. This course will give students the tools to discover,

explore, and practice their God-given gifts and talents and will prepare them to represent the Lord in their circles of influence within a domain of leadership through the application of talents and gifts within the context of ministry teams and as team leaders. Students will examine biblical, historical, and philosophical precedents for working groups and teams as related to ministry applications and realities.

CS 503: Prayer & Spiritual Direction (Christian Core)
Prerequisites: None
Credits: 3
The course examines the Christian practice of prayer through biblical and theological lenses, types of prayer (adoration, confession, thanksgiving, supplication), and it introduces students to the theology and practice of hearing God and discerning His will. Students will engage in the spiritual discipline of prayer and reflect on their experiences with God through collaborative learning, individual assessment, and class discussion with an emphasis on application outside of the classroom environment.

CS 504: The Great Commission: Evangelism (Christian Core)
Prerequisites: None
Credits: 3
This course provides a biblical foundation for evangelism and introduces students to tools and models for evangelism by applying biblical principles in the context of sharing the good news in a contemporary culture of competing worldviews. Students will practice and evaluate personal evangelistic activities and consider the role of the Holy Spirit in evangelism.

CS 505: The Great Commission: Discipleship (Christian Core)
Prerequisites: None
This course will challenge and equip students to become lifelong disciple-makers as they articulate principles and practices of disciple-making based on Jesus' example and commission, apply these principles and practices, and develop an action plan for personal disciple-making.

CS 506: Discipleship Coaching I
Prerequisites: None
3 Credits
In this course, you will learn and apply key strategies for offering discipleship coaching and ministry to individuals who may or may not yet have a personal relationship with Christ. You will explore the connections between body, soul, and spirit as related to whole-person ministry as well as understand and apply biblical principles for physical healing. As a result of this course, you will be equipped to operate effectively in ministry to individuals in need of care.

CS 507: Discipleship Coaching II
3 Credits
Throughout this 12-month Coaching 4 Christlikeness course, you will progress through a Christian discipleship coaching program consisting of four phases: Identity, Inheritance, Intimacy and Impact. You will be paired with a peer coach, operating in both roles as coachee and coach while you progress through the phases Your personal, experiential growth throughout the discipleship model will serve as key components for your own Christian growth. Upon completion of the program, you will be well equipped to restore and build up other people to live from a place of wholeness in Christ, and to help empower them for their personal journey through all aspects of their God-given purpose You will qualify for certification as a Christian Life Coach.

CS 515: Christian Philosophy
Prerequisites: Christian Core
Credits: 3
This course is an exploration of western thought and the influence it has today for the Christian and the Church. The course also examines different philosophical arguments through a Christian and biblical lens.

The course explores the truth claims of Christianity, and how Christians profess God's existence in a philosophical argument.

CS 531: Church History
Prerequisites: Christian Core
Credits: 3
This course examines the history of Christianity from the New Testament through modern times, including the spread of Christianity throughout the world, the preservation of Christianity across generations, heroes of faith, and the emergence of different denominations.

CS 550: Systematic Theology
Prerequisites: Christian Core
Credits: 3
This course presents biblical doctrine, the existence of God and His attributes, the Trinity, Theism, doctrine of creation, man, the fall, death, heaven, hell, doctrine of the church, spiritual warfare, the power of God through His Word, and Christ's return. Students will gain experience in integrating doctrine into real world situations and in understanding how theological concepts are expressed differently across cultures.

CS 551: Spiritual Warfare & Victory in Christ
Prerequisites: CS 503
Credits: 3
The course examines the realities of spiritual warfare and a biblical basis for victory given to believers through the power of Jesus.

CS 601: The Ministry of Preaching
Prerequisites: BS 551
Credits: 3
In this course students survey the theology and practice of the ministry of preaching, including examination of rhetorical and ethical topics. The course also focuses on sermon construction, delivery and evaluation with an emphasis on structural variety, clear biblical exposition, and suitable application. Students will plan, design, and deliver messages and engage in peer critique of messages delivered.

CS 603 / BS 603 / ED 603* / CC 603 / GM 603: Personal Spiritual Formation
Prerequisites: None
Credits: 3
In this course, students will explore the foundations of the spiritual disciplines and their role in the development of personal spiritual formation—the day-by-day journey through which individuals open their hearts to a deeper relationship with God and a rich understanding of their identity in Christ. The course will present why spiritual formation is a vital part of Christian ministry, its biblical foundation, and its role in the development of Christian education programs.

CS 620: Missional Spiritual Formation
Prerequisites: CS 503
Credits: 3
This course explores the Christian formation of persons from historical and contemporary discipleship perspectives. Students will examine practical strategies for fostering spiritual formation in other individuals as well as the development of a spiritual formation strategy for groups and communities.
Historic practices of discernment, self-awareness, spiritual disciplines and Christlikeness will be woven into the course experience with an eye towards cultivating the graces of love, hope and faith in the personal lives of others.

CS 650: Special Topics in Ministry
Prerequisites: Christian Core, Permission of Instructor
Credits: 1–4
With instructor permission, students may pursue an independent study topic related to Christian Ministry as relevant to their area of specialization.
CS 690: Master's Thesis A
Prerequisites: 24 hours of concentration area studies complete
Credits: 2
Under the direction of a faculty member, students will research a particular area of ministry interest and submit the master's thesis at the end of the semester in which the thesis course is taken, usually the final semester that a student is enrolled.

CS 691: Master's Thesis B
Prerequisites: 24 hours of concentration area studies complete
Credits: 1
Under the direction of a faculty member, students will research a particular area of ministry interest and submit the master's thesis at the end of the semester in which the thesis course is taken, usually the final semester that a student is enrolled.

Education Courses

***Courses designed to satisfy the ACSI Christian education certification requirements**
****Courses specifically required for ACSI Christian education certification**

ED 500 / CS 500: An Introduction to Christian Education*
Prerequisites: Christian Core
Credits: 3
An Introduction to Christian Education is a course that introduces students to the purpose of Christian education. Topics include: foundations of Christian education, an overview of developmental perspectives in Christian education, the teaching-learning process, organization and administration of educational programs, generational perspectives in Christian education, and specialized purposes for Christian education. The course provides a general overview of the ministry of Christian education for church, Christian school, and non-profit educational ministry organizations.

ED 501: Christian Philosophy of Education**
Prerequisites: Christian Core
Credits: 3
In this course, students will explore ultimate questions of philosophy and theology in the light of a biblical foundation for education. Students will identify purposes of education and examine important life questions as they relate to the educational mission. Students will develop a personal philosophy of Christian education that demonstrates a grasp of six philosophical and educational questions and the integration of related biblical principles.

ED 502: Identification & Education of Exceptional Children*
Prerequisites: Christian Core
Credits: 3
This course provides students with an overview of the identification, classification, eligibility, and unique characteristics of individuals with disabilities and/or giftedness that require accommodations and adaptations. This course will provide students with an overview of the different classification categories of exceptional children and criteria for identifying students with special needs. The course will also focus on applied strategies for effectively teaching students with special needs.

ED 503: Reading Instruction**
Prerequisites: Christian Core
Credits: 3
In this course, students will develop skills for a foundation in reading instruction. The course will address current research and theory in reading instruction. Students will study methodology, instruction in phonics, vocabulary development, reading for comprehension, assessment, and modification for exceptionalities. Students will learn how to apply developmentally appropriate strategies in reading instruction. For the applied elements of the course, students will specialize in reading instruction for a selected educational level (i.e., early childhood, middle grades, secondary, or adult education).

ED 600: Curriculum, Instruction, & Assessment*
Prerequisites: Christian Core
Credits: 3
In this course, students will learn how to identify the formal and informal components of curriculum development that integrate instruction and assessment through the development process. Students will learn the effective use of assessments for formative and summative purposes, and how to select, write, and adapt curriculum and assessment materials for meaningful educational experiences. Through the meaningful integration of curriculum, instruction, and assessment, students will master a purposeful educational process flow for effective, results-oriented teaching.

ED 602 / CS 602 / GM 602: The Art & Science of Teaching
Prerequisites: Christian Core
Credits: 3
In this course, students will explore two fundamental questions: How do people learn? and What instructional methods most effectively support student learning? Course participants will examine both traditional approaches to the educational process as well as current research-based theory and practice. Students will learn how to adapt course content and processes to meet the needs of all students (e.g., adaptation, differentiation, and accommodation). Students will develop both a philosophy and a practice for instructional planning that focuses on the seamless integration of outcomes, instruction, and the measurement of the intended objectives.

ED 660 / WA 660: Media & Technology*
Prerequisites: Christian Core
Credits: 3
In this course, the student will explore a variety of media and technology applications that enhance worship and/or learning experiences. The course will address both hardware and software applications and will provide a general introduction to effective media use in both church and educational settings. Topics will include but not be limited to: Using video, computers and tablets, creating media presentations, cloud applications and services, presentation software, learning management systems, conducting digital research, sound systems and media production. In the applied elements of the course, students will learn how to creatively integrate and augment technology applications in a selected specialty (i.e., technology in worship, technology in education, etc.).

Faith-in-Action Courses

FIA 501: Christian Ethics
Prerequisites: Christian Core
Credits: 3
Starting from a foundation of biblically-based Christian ethics, participants in this course will examine the main categories of normative ethical theories and apply them to real-life case studies in ministry and ethical dilemmas for effective decision-making and conflict resolution.

FIA 510: Elective Independent Study
Prerequisites: FIA 501, Permission of Instructor
Credits: 1–3
Under the direction of a faculty member and a trained mentor, students will participate in a specialized setting for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to apply ministry to the specialized setting.

FIA 601: Preaching in Action
Prerequisites: FIA 501, CS 601
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in a preaching setting for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to apply ministry to preaching.

FIA 602: Intercultural Studies in Action
Prerequisites: FIA 501, CS 601 or CS 602 or IC 510/520 and IC 506
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in a Intercultural Studies setting for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to apply ministry to the setting (e.g., urban, international, cross-cultural, etc.).

FIA 603: Administration & Finance in Action
Prerequisites: FIA 501, CS 570
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in an administration or finance setting for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to apply ministry to the setting.

FIA 604: Prayer Ministry in Action
Prerequisites: CS 551
Credits: 3
Under the supervision of a trained leader in prayer ministry, students will lead live prayer ministry sessions.

FIA 605: Teaching in Action
Prerequisites: FIA 501, CS 602 or ED 602
Credits: 3–12
Under the direction of a faculty member and a trained mentor, students will participate in a teaching setting for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to apply ministry to teaching.

FIA 606: Church Leadership in Action
Prerequisites: FIA 501, CS 602 or ED 602
Credits: 3–12
Under the direction of a faculty member and a trained mentor, students will participate in a leadership setting within the church for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to apply ministry to church leadership.

FIA 607: Leadership in Action
Prerequisites: FIA 501,
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in a leadership setting for their ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed in the ministry setting.

FIA 610: Individual Clinical Assessment
Prerequisites: CC 615
Credits: 2 (75 hours)
Under the direction of a faculty member and a trained mentor, students will participate in clinical counseling settings with a focus on individual assessment and treatment.

FIA 611: Group & Community Clinical Assessment
Prerequisites: CC 651
Credits: 7 (75 hours)
Under the direction of a faculty member and a trained mentor, students will participate in clinical counseling settings with a focus on the assessment and treatment of client groups (e.g., marriage and family settings, group therapy, etc.)

FIA 615: Clinical Counseling Internship
Prerequisites: Permission of Department
Credits: 4 (150 hours)
Under the direction of a faculty member and a trained mentor, students will lead clinical counseling sessions, complete session reports, and recommend appropriate therapy for assigned clients.

FIA 631: Worship Teams in Action
Prerequisites: FIA 501, WA 650
Credits: 3–6
This apprenticeship experience provides Worship Arts students an opportunity to serve the body of Christ in diverse, small-scale, ministry settings through biblical worship in a team format. Students must demonstrate the ability to build a worship team and coordinate effective ministry through worship in a variety of contexts over the course of the semester under the supervision of a faculty mentor. This study will culminate in the student's participation in the end-of-semester CoA sponsored, student-led worship events.

FIA 633: Media & Technology Production in Action
Prerequisites: FIA 501, WA 660
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in a public setting for their ministry apprenticeship experience where their media and technology skills can be used for ministry. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed in the ministry setting.

FIA 634: Worship Leadership in Action
Prerequisites: FIA 501, WA 670
Credits: 3–6
Under the direction of a faculty member and a trained mentor, Worship Arts students will have an opportunity to serve on a regular rotation over the course of the semester as the primary corporate worship leader in approved settings under supervised mentorship. Students will organize, host, and lead an end-of-semester worship event which will involve all CoA Worship Arts students.

FIA 641: Urban Missions in Action
Prerequisites: FIA 501, IC 510, IC 550
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in an urban ministry

setting for their ministry apprenticeship. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed for ministry in an urban setting.

FIA 642: International Missions in Action
Prerequisites: FIA 501, IC 510, IC 502
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in an international ministry setting for their ministry apprenticeship. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed for ministry in an international setting.

FIA 651: Discipleship Coaching in Action
3 Credits
Pre-requisite: CS 507
This 12-month apprenticeship program consists of coaching an individual through the 12-month Coaching 4 Christlikeness discipleship model. You will gain real-life experience helping restore and build up other people to live from a place of wholeness in Christ and empowering them for their personal journey through all aspects of their God-given purpose. **Note**: This FIA may be taken for 3 additional credits by coaching a second individual through the 12-month program.

FIA 652: Counseling Ministry in Action
Prerequisites: FIA 501
3 Credits
Under the direction of a faculty member and a trained mentor, students will participate in counseling settings with a focus on integrating the Christian worldview and spiritual formation into the practice of counseling and creating an environment of flourishing.

FIA 670: Children's Ministry in Action
Prerequisites: FIA 501, GM 610
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in a Children's Ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to effectively lead Youth Ministry.

FIA 671: Youth Ministry in Action
Prerequisites: FIA 501, GM 612
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in a Children's Ministry apprenticeship experience. While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to effectively lead Youth Ministry.

FIA 672: Adult Ministry in Action
Prerequisites: FIA 501, GM 550
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in an Adult Ministry apprenticeship experience (e.g., discipleship leader at a local church, retirement home ministry, etc.). While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to effectively lead Adult Ministry.

FIA 673: Hospital Ministry in Action
Prerequisites: FIA 501, GM 602
Credits: 3–6
Under the direction of a faculty member and a trained mentor, students will participate in a Hospital Ministry

apprenticeship experience (e.g., Chaplaincy, hospice, etc.). While serving as an apprentice, students will have the opportunity to explore, develop, and enhance the personal and practical skills needed to effectively lead Hospital Ministry.

Generational Ministry Courses

GM 510: Family Ministry
Prerequisites: Christian Core
Credits: 3
In this course, students explore the ways in which different paradigms of ministry affect children, youth, families, and culture. What does it mean to be family-based in ministry? What is the role of the family in the Church? How does Christianity affect culture? What is the role of the Church today and in the future? How does culture play a part in shaping families? How will these affect children's and youth ministry in the future?

GM 550: Adult Spiritual Development
Prerequisites: GM 510
Credits: 3
This course provides an overview of ministry leadership and organization of ministries designed to evangelize and disciple young, mid-life, and senior adults. Theological, cultural, and practical issues related to adult ministry will be addressed, with particular attention to how each of these aspects contributes to an overall strategy of effective adult ministry.

GM 570: Discipleship in Contemporary Youth Culture
Prerequisites: Christian Core
Credits: 3
In this course, students will engage in an in-depth look inside today's youth culture by examining the questions teens ask about such topics as parents, self-image, friendships, peer pressure, music, love, sex, dating, abuse, drugs, and teen violence. Special attention will be given to addressing these issues from a biblical perspective and to equipping students to speak, teach, and counsel youth and families about their felt needs.

GM 605 / CC 605: Hospice & Hospital Ministry
Prerequisites: CC 504
Credits: 3
This course will incorporate a theological and practical study of pertinent medical issues in pastoral ministry. Broad overviews of topics including anatomy and physiology, physical and mental illness, hospital settings (emergency room, labor and delivery, intensive care, etc.), dying, grief, and crises will enable more effective ministry in key hospital and hospice settings.

GM 610: Leading Children's Ministry
Prerequisites: GM 510
Credits: 4
This course provides an overview of the role of ministers to children and directors in children's programs, including church related programs, day care and church kindergartens, all in the context of the objectives, methods, and trends of church programs for children. The course includes a study of the moral and spiritual development of children from birth through eleven years of age and an examination of curricular materials for children used by church organizations.

GM 612: Leading Teen Ministry
Prerequisites: GM 510, GM 570
Credits: 4
This course examines a biblical perspective on youth ministry within the context of contemporary culture.

Students will consider effective principles and practices needed to disciple a young person to know God and make Him known. The course looks specifically at adolescent Christian life and how it relates to growing mature leaders within circles of influence as related to youth. Students will examine practical, effective ways to build youth ministry teams, to engage students in spiritual growth through effective teaching and Christian service, and to plan and implement special youth ministry events and experiences.

Intercultural Studies Courses

IC 504/ BS 504: Theology of Missions
Prerequisites: None
Credits: 3
This course presents a comprehensive study of the biblical foundation for mission as it relates to the church's missionary obligation before God. Special attention will be given to exploring important issues within contemporary evangelical missiology. A study of Acts examines the birth and growth of the early church. In addition to studying the historical sequence of events, the student will consider Luke's theological themes, learn to extrapolate legitimate biblical principles from a historical narrative, and apply those principles in the development of a contemporary missions' strategy.

IC 506 / CS 506: Cultural Anthropology
Prerequisites: Christian Core
Credits: 3
This course will present an introduction to the study of other cultures and worldview assumptions that are foundational to an individual's belief systems and behavior patterns. Students will analyze the culture and worldview of ethnolinguistic and socio-economic people groups from a biblical worldview perspective.

IC 510 / CS 510: World Religions & Cross-Cultural Ministry
Prerequisites: None
Credits: 3
This course examines the beliefs, values, and cultural practices of major world religions such as: Judaism, Islam, Hindu, and Buddhism. Atheist and agnostic perspectives will also be explored. Taking into account these non-Christian perspectives, the course will present contexts and considerations for presenting the human need for Christ within the cultural contexts related to these various world perspectives.

IC 520 / CS 520: Perspectives on the World Christian Movement
Prerequisites: None
Credits: 3
This course examines multiple perspectives on missiology and the changing globe with special attention to students' own area(s) of particular interest. Students will examine specific strategies and issues in missions with a special interest on urban settings, cross-cultural settings, and reaching the 10/40 window.

IC 550: Urban Evangelism
Prerequisites: CS 504
Credits: 3
This course presents a study of evangelism and church growth strategies in urban settings, with attention given to urbanization and the role of the church in the city. Theological, sociological, and cross-cultural research applicable to the church in the city is considered.

IC 651/CS 651: Church Planting Strategies
Prerequisites: IC 504
Credits: 3
In this course students will closely examine Jesus's interactions with his disciples in order to understand His tactics for ministry expansion. The course carefully examines the book of Acts to trace the replication of

Jesus's tactics. The course examines biblical, theological, and sociological foundations of church growth theory. Students will learn practical steps to implement these tactics within either the emerging church among unreached peoples, or the established church among reached peoples. Special attention will be given to the factors which promote and hinder church planting in both western and non-western settings.

IC 670 / TL 670: Intercultural Communication
Prerequisites: IC 506
Credits: 3
Within the framework of Christian values in the context of cross-cultural service, students will explore prevailing realities in other cultures, potentially conflicting expectations and values, and inherently incompatible sensitivities. Students will explore the complex interrelationship between culture and the various aspects of the communication process in its verbal and non-verbal dimensions, and they will reflect on strategies for learning culture and the dynamics of cultural transformation. Specific attention will be given to the implications for communicating the Christian message in culturally relevant ways.

IC 680 / TL 680: Missional Leadership
Prerequisites: IC 510/520
Credits: 2
This course explores the features of the contemporary missional revolution and missions leadership. Students will specifically examine an external ministry focus, the shift from a people-driven development agenda, and apostolic-era leadership. Students will consider the mental, spiritual, and occupational needs of missionaries and how to use biblical truth to enhance missionaries' effectiveness as spiritual leaders. Students will also examine various aspects of gender issues in missions from biblical and contextual perspectives. Students will consider aspects of project planning for missions development.

IC 690 / CS 690: Contemporary Issues in Missions
Prerequisites: None
Credits: 3
This course offers students the opportunity to identify, analyze and evaluate issues arising from the global mission of the church in the 21st Century. Students will also explore how to effectively live, work, and minister in intercultural settings.

Transformational Leadership Courses

TL 512: The Dynamics of Leadership
Prerequisites: Christian Core
Credits: 3
This course provides an analysis of effective, biblically-based team leadership practices in a project environment. Topical coverage includes creating high-performance teams, managing team conflict, and empowering teams for the successful completion of shared tasks. Students will explore how leadership relates to motivation, mentoring, delegation, interpersonal dynamics, a healthy workplace climate, and successful group performance.

TL 520: Developing Global Leaders
Prerequisites: Christian Core
Credits: 3
This course focuses the identity development of 21st century leaders including effective leadership skills, attitudes, and practices, Students will consider global leadership concepts such as project management, cultural awareness, inter-generational issues, and community engagement in light of biblical leadership principles. In addition to examining the development of an individual's leadership abilities, other issues will be explored such as work/life balance, the personal character of the leader, and becoming a leader that lasts.

TL 525 / CS 525 / BA 525: Christian Leadership Ethics
Prerequisites: Christian Core
Credits: 3
This course focuses upon ethical issues and dilemmas faced by leaders in a variety of contexts. Definitions of ethical leadership are reviewed as they relate to values and cultures. The theory and practice of ethical leadership and decision-making is evaluated as it pertains to a biblical worldview.

TL 530 / BA 530: Effective Leadership Communication
Prerequisites: Christian Core
Credits: 3
This course provides a practical and theoretical study of the use of communication techniques and approaches that enhance leadership in social, organizational, and personal leadership contexts. Students will explore how effective leaders capture and capitalize on opportunities to communicate vision for new creative or strategic initiatives to move their organizations forward. General principles of the leader's power, influence, credibility and Christian ethics are considered with an emphasis on the impact of effective communication style.

TL 570 / CS 570 / BA 570: Administration & Finance
Prerequisites: BS 501, BS 502
Credits: 3
This course examines core administrative and financial competencies expected of not-for-profit leaders, including human resource management, strategic planning, budget development and maintenance, fundraising, and taxes.

TL 571 / CS 571: Servant Leadership & Change
Prerequisites: BS 501, BS 502
Credits: 3
This course studies servant leadership as an attitude exemplified by Jesus, expounded in the New Testament and applied in contemporary organizations. It also explores the sociological and psychological phenomena involved in leading and managing organizational change. Students will explore their own leadership capacity and how to facilitate team building, organizational change, vision casting, and implementation.

BA 630: Project Management
Prerequisites: TL 512
Project management will provide students with an overview of the process of planning, scheduling, organizing, implementing, and controlling of single and multiple projects. This course explores traditional and new techniques for the dynamic environment of project management.

Worship Arts Courses

WA 505: Effective Worship Leadership
Prerequisites: WA 575
Credits: 3
In this course, students will gain a depth of understanding and development of the essential skills necessary for leading others in God-honoring worship. This includes an understanding of the worship leader's identity in Christ, their calling as children and servants, and the practice of spiritual disciplines. The course also covers practical skill development in engaging the body of Christ effectively, teaching and elocution, building & discipling worship teams, creative planning and service development, reflecting the Spirit of Christ on and off the platform, and serving Him as empowered by the Holy Spirit.
WA 510: Christian Music Genres
Prerequisites: None
Credits: 3

This course provides a cross-cultural survey of Christian congregational worship songs and hymns (texts and music) from different periods, styles, and traditions contrasted with contemporary Christian music styles through a survey of musical literature and styles in sacred music. Students will consider purpose, message, cultural context, and audience.

WA 512: Psalms, Hymns, and Christian Praise
Prerequisites: WA 510
Credits: 3
This course presents a study of leading more contemporary expressions of corporate worship by finding selecting, arranging, rehearsing, and using contemporary forms of evangelical church music literature and adapting historic church music literature to contemporary modes of expression.

WA 530: Discipling Music Ministry
Prerequisites: None
Credits: 3
In this course, students will develop a philosophy of music and worship ministry. This course will also explore a team approach to music ministry, organizational principles, and effective music ministry methods. Students will also consider effective music and worship ministry principles for various age groups and in different settings or contexts. Attention will be given to developing a philosophy of music ministry and administering a comprehensive music ministry.

WA 550: Vocal Performance
Prerequisites: Permission of Department
Credits: 3
This course is designed for voice students whose primary interest is improving their singing. The course presents and makes application of basic principles of singing technique. Students will examine the performance of different music styles, genres, and harmonic vocal blending. The course requires two vocal performances during the semester and collaboration with instrumentalists.

WA 551: Instrumental Performance
Prerequisites: Permission of Department
Credits: 3
This course is designed for instrumental students whose primary interest is improving their musical technique. The course presents and makes application of basic principles of instrumental technique. Instrumental students will collaborate on the performance of different musical genres and styles. The course requires two instrumental performances during the semester and collaboration with vocalists.

WA 575 / BS 575: Biblical Foundations for Worship
Prerequisites: BS 501, BS 502, or permission
Credits: 3
This course provides students with a thorough understanding of the nature and practice of biblical, Christ-centered worship, its objective as related to the worshiper of God, its purpose for the corporate body of Christ, and its implications for the Kingdom of God in the world. This course will include a broad survey of Scriptures taken from both Old and New Testaments that describes worship which honors God, reflects His heart for worship, and reveals the central purpose of worship in the Church.

WA 610: Arranging
Prerequisites: None
Credits: 3
In this course, students will explore the basic techniques of arranging musical scores for audience, purpose, and effect. Students' course projects will result in performances and final critique. The course requires some rehearsal outside of regularly scheduled class time.

WA 611: Composing
Prerequisites: None
Credits: 3
In this course, students develop techniques for composing music and lyrics in different genres. Students will work closely with vocal and instrumental performance students on end-of-course performance of newly composed music.

WA 615: Songwriting
Prerequisites: None
Credits: 3
This class is designed to help students acquire mastery of foundational theory and core skills that will enable them to become proficient in songwriting. Through study of texts on professional songwriting, hands on practice, individual writing assignments, group co-writing, and regular feedback from professional songwriters, students will become well versed with tools and strategies that will enable them to write new songs for the church. Additionally, there will be discussion about song types, including personal vs. corporate worship songs, and how music plays a role in worship and personal devotion. Students can expect to leave the class having written 3 songs they can use for ministry.

WA 640: Choral & Orchestral Conducting
Prerequisites: WA 512
Credits: 3
This course introduces students to techniques for rehearsing, conducting, and leading orchestral and choral performances. The course requires some rehearsal outside of regularly scheduled class time and end-of-course performance.

WA 641: Vocal Ensemble Leadership
Prerequisites: WA 512
Credits: 2
This course includes a brief study of vocal pedagogy and its application in choral and vocal ensemble settings. This course will also include traditional choral technique practices as well as helpful methods for working with vocalists on praise teams.

WA 642: Orchestra Ensemble Leadership
Prerequisites: WA 512
Credits: 2
This course will facilitate a foundational understanding of orchestral and worship band instruments so that the student will be equipped to work with instrumentalists in church music settings. Topics will also include assessing instrumental needs to fit the context of the worship setting, finding and securing players, scheduling, and rehearsing.

WA 650: Advanced Vocal Performance
Prerequisites: WA 512, WA 530
Credits: 4
Vocal students explore more advanced performance techniques and styles. The course requires two concert performances in public Christian venues during the semester and collaboration with instrumental students.

WA 651: Advanced Instrumental Performance
Prerequisites: WA 512, WA 530
Credits: 4
Instrumental students explore more advanced performance techniques and styles. The course requires two concert performances in public Christian venues during the semester and collaboration with vocal students.

WA 670 / TL 670: Leading Worship
Prerequisites: WA 512
Credits: 3
This course explores the practical application of worship leadership skills by considering issues such as working with pastors, instrumentalists, and tech teams in worship, as well as enlisting, preparing, rehearsing, and using a team of singers and/or instrumentalists to conduct praise and worship. Students are required to apply the principles learned to a worship leadership experience.

WA 680: Special Project in Worship Arts
Prerequisites: Permission of Department
Credits: 2–4
With instructor permission, students may pursue an independent study topic related to Worship Arts as relevant to their area of specialization.

WA 690: Capstone Project in Worship Arts
Prerequisites: Permission of Department
Credits: 3
As a culmination of the master's degree program, students will propose a capstone project related to their individual area of specialization. With instructor permission and supervision, students will carry out the capstone project. All projects must include a public performance component.

Appendices

College of Athens
Enrollment Agreement

Student Information

Name

Date of Birth

Address

Email

Phone

Program [Choose 1}

□ Undergraduate Certificate in Christian Ministry
- □ Associate of Arts in Christian Ministry
- □ Bachelor of Arts in Christian Ministry
- □ Master's Certificate in Christian Ministry
- □ Master of Divinity
- □ Associate of Science in Business & Leadership
- □ Bachelor of Arts in Business & Leadership

Anticipated Start Date
Anticipated Graduation Date

Public Health Policy

The College of Athens will do its utmost to ensure the health and safety of its faculty, staff and students by providing a safe, clean environment for teaching and learning. From time to time, the institution may enforce necessary procedures among its constituents in response to public health and/or safety situations related to infectious diseases and in-person contact. The institution is responsible for enforcing public health directives received from national, state, and local governments and may also establish its own public health protocols and procedures for the greater good of its constituents. Such precautionary procedures may include but are not limited to:

- Requiring that faculty, staff, and students wear facial masks when on site or when attending activities of the College;

- Requiring students to remove their personal food and beverage trash from the building for disposal rather than leaving personal trash on the premises;

All faculty, staff, and students must agree to:

- Not report to work or class if they are ill, running a fever, or exhibiting any presenting symptoms that would indicate they are possibly contagious;

- Abide by any and all policies and procedures that have been clearly communicated and posted on site;

- Release the College of Athens and Watkinsville First United Methodist Church from any and all liability should they become infected with a contagious illness as a result of their participation in any activity of the College of Athens.

The purpose of the institution's Public Health Policy is to demonstrate the utmost care for our students, faculty, staff, campus visitors, and community. The responsibility for abiding by all stated The College of Athens public health procedures and protocols is the shared responsibility of all constituents. By working together, we will operate with excellence and hard work as always, not just for our mission but for each other, our families, and our future health.

TUITION, FEES & PROGRAM COSTS

I understand that CoA tuition is $295 per credit hour. As such, the cost of degree completion will total:
Undergraduate Certificate (30 credits): $8,850
Associate's Degree (61 credits): $17995
Bachelor's Degree (121 credits): $35,695
Master's Certificate (15 credits): $4,425
Master of Arts (39-40 credits): $11,505 – 11,800
Master of Divinity (90 credits): $26,550

Further, I understand that:

- My total tuition bill may be reduced should I qualify for Need-based Scholarship.
- There is a $100 Technology Fee each semester that I enroll. The total amount of my Technology Fees will depend on the expediency with which I complete my degree.
- There is a $100 Graduation Fee upon program completion.
- CoA will inform me by email should there be any changes in tuition or fees for the duration of my degree completion.

PROGRAM LENGTH & SCHEDULE OF SESSIONS

CoA offers courses during three separate semesters:
Fall Semester: Mid-August through early December (15 weeks)
Spring Semester: Early January through late April (15 weeks)
Summer Semester: Mid-May through late July (12 weeks)

Within each semester, CoA offers courses Monday through Friday, between the hours of 8:30 AM and 9:00 PM, EST. Courses are offered so that full-time students may complete their programs at a pace of 15 credit hours per semester for undergraduate students and 9 credit hours per semester for graduate students. Individual students may enroll in more than or fewer than the normal load of course work towards program completion.

CoA may also offer intensive courses that meet for one week or over the course of eight weeks. All course times, including variances to customary course times and schedules will be communicated online through collegeofathens.edu/academic-courses.

PAYMENT AGREEMENT

I understand that when I register for any class at the College of Athens or receive any service from the College of Athens, I accept full responsibility to pay all tuition, fees and other associated costs assessed as a result of my registration and/or receipt of services. I further understand and agree that my registration and acceptance of these terms constitutes a financial obligation in which the College of Athens is providing me educational services. I promise to pay for all assessed tuition, fees and other associated costs by the published or assigned due date.
I understand that the tuition rate at the College of Athens is $295.00 per credit hour. I also understand that all tuition, fees, and scholarship awards are posted in full in my tuition invoice prior to the start of each semester in my online Populi student account. The semester's invoice may only be amended during the published drop/add period per my written permission. Per my acceptance of this enrollment agreement, I affirm that I have reviewed and agree with my tuition invoice as published for the current semester.

I understand and agree that if I drop or withdraw from some or all of the classes for which I register, I will be responsible for paying all or a portion of tuition and fees in accordance with the published tuition refund schedule at: http://www.collegeofathens.edu/Refund-Policy. I have read the terms and conditions of the published tuition refund schedule and understand those terms are incorporated herein by reference. I further understand that my failure to attend class or receive a bill does not absolve me of my financial responsibility as described above.

DELINQUENT ACCOUNT/COLLECTION

Financial Hold: I understand and agree that if I fail to pay my student account bill or any monies due and owing The College of Athens by the scheduled due date, The College of Athens will place a financial hold on my student account, preventing me from registering for future classes, requesting transcripts, or receiving my diploma.

Late Payment Charge: I understand and agree that if I fail to pay my student account bill or any monies due and owing The College of Athens by the scheduled due date, The College of Athens will assess late payment charges at the rate of 1.5% per month on the past due portion of my student account until my past due account is paid in full.

Collection Agency Fees: I understand and accept that if I fail to pay my student account bill or any monies due and owing The College of Athens by the scheduled due date, and fail to make acceptable payment arrangements to bring my account current, The College of Athens may refer my delinquent account to a collection agency. I further understand that I am responsible for paying the collection agency fee which may be based on a percentage at a maximum of 50% percent of my delinquent account, together with all costs and expenses, including reasonable attorney's fees, necessary for the collection of my delinquent account. Finally, I understand that my delinquent account may be reported to one or more of the national credit bureaus.

REFUND POLICY

Certificate and degree students can receive a refund for course load reduction on or before the final published date of the drop/add period at the beginning of each semester. See **the College of Athens Academic Calendar** at: Academic Calendar - College of Athens. Students who drop one or more courses, thereby creating a course load reduction after the drop/add period are not eligible for any refund. Students who officially withdraw from the College before 50% of the course meetings have occurred, may receive a refund amount based on a pro rata percentage determined by dividing the number of course meeting days in the semester that the student completed by the total course meeting days in the semester. The unused portion will be refunded up to the point in time that the amount equals 50%. Students who withdraw enrollment from the institution when the calculated percentage of completion is greater than 50% are not entitled to any refund. Refund by check will be mailed within 30 days of the official action. Exceptions to the above policy may be made by the Chief Academic Officer in the event of significant extenuating circumstances such as accident or illness.

REFUND POLICY FOR PAYMENTS BY CREDIT CARD

All refunds for tuition and registration fee payments made electronically by credit or debit card are subject a 5% refund processing fee.

CANCELLATION POLICY

All tuition and fees paid, excluding nonrefundable fees, will be fully refunded should a cancellation request be made by the student within 72 hours of signing the enrollment agreement. Should the institution cancel or change a program of study or course in such a way that a student who has started the program or course is unable to continue, it will ensure the following: the institution will make arrangements, in a timely manner, to accommodate the needs of each student enrolled in the program; or will refund all money paid by the

student for the program of study or course if alternative arrangements determined by GNPEC to be equitable to both the institution and the student are not possible.

WITHDRAWAL
If I decide to completely withdraw from The College of Athens, I will follow the instructions contained herein by reference.

FINANCIAL AID
I understand that my Financial Aid Award is contingent upon my continued enrollment and attendance in each class upon which my financial aid eligibility was calculated. If I drop any class before completion, I understand that my financial aid eligibility may decrease and some or all of the financial aid awarded to me may be revoked. I also understand that my Financial Aid Award is contingent upon my earning a 3.0 or greater in any semester for which I received a Financial Aid Award, and that my financial aid award may be revoked if my GPA falls below 3.0 during any semester or if my attendance is less than 90% for any course. If some or all of my financial aid is revoked because I dropped a course or failed to attend class, I agree to repay all revoked aid that was disbursed to my account.

METHOD OF BILLING
I understand that The College of Athens uses electronic billing (e-bill) as its official billing method, and therefore I am responsible for viewing and paying my student account e-bill by the scheduled due date. I further understand that failure to review my e-bill does not constitute a valid reason for not paying my bill on time. E-bill information is available at https://coa.populiweb.com/.

BILLING ERRORS
I understand that administrative, clerical or technical billing errors do not absolve me of my financial responsibility to pay the correct amount of tuition, fees and other associated financial obligations assessed as a result of my registration at The College of Athens.

METHODS OF PAYMENT
Students are expected to make their tuition payments directly through the Populi system by credit card or ACH transactions. Payments by check may be mailed to College of Athens at PO Box 7953, Athens GA, 30604 or presented in person at the CoA Business Office. All tuition payments must be received by the published deadlines:
Fall Semester – August 1st
Spring Semester – December 1st
Summer Semester – April 1st
Students receiving Need-Based Scholarship with a monthly payment plan are expected to make their tuition payments on the first day of each month for which there is tuition due.

RETURNED PAYMENTS/FAILED PAYMENT AGREEMENTS
If a payment made to my student account is returned by the bank for any reason, I agree to repay the original amount of the payment plus a returned payment fee of $50. I understand that multiple returned payments and/or failure to comply with the terms of any payment plan or agreement I sign with The College of Athens may result in cancellation of my classes and/or suspension of my eligibility to register for future classes at The College of Athens.

COMMUNICATION

Method of Communication: I understand and agree that The College of Athens uses e-mail as an official method of communication with me, and that therefore I am responsible for reading the e-mails I receive from The College of Athens on a timely basis and informing the institution immediately of any changes to my email address per the procedure described below.

Contact: I authorize The College of Athens and its agents and contractors to contact me at my current and any future cellular phone number(s), email address(es) or wireless device(s) regarding my delinquent student account(s)/loan(s), any other debt I owe to The College of Athens, or to receive general information from The College of Athens. I authorize The College of Athens and its agents and contractors to use automated telephone dialing equipment, artificial or pre-recorded voice or text messages, and personal calls and emails, in their efforts to contact me. Furthermore, I understand that I may withdraw my consent to call my cellular phone by submitting my request in writing to info@collegeofathens.edu or in writing to the applicable contractor or agent contacting me on behalf of The College of Athens.
Updating Contact Information: I understand and agree that I am responsible for keeping The College of Athens records up to date with my current physical addresses, email addresses, and phone numbers by updating my student profile at https://coa.populiweb.com/. Upon leaving The College of Athens for any reason, it is my responsibility to notify The College of Athens at info@collegeofathens.edu of any changes in my personal contact information for purposes of continued communication regarding any amounts that remain due and owing to The College of Athens.

CATALOG & STUDENT HANDBOOK
I have read and understand the CoA Catalog and Student Handbook and have had an opportunity to ask questions about its content. I agree to uphold the CoA mission, vision, and Belief Statement to accomplish my studies at the College to the glory of God.

EXPECTATIONS FOR CHRISTIAN CONDUCT
As believers in Christ and leaders in our respective circles of influence, at the College of Athens we seek to hold
each other accountable in community as Christian role models who live according to the standards God established in His Holy Word. We purpose to agree with God's definition of sin and recognize that God hates sin because he loves us. We also realize that only by the power of Christ living in us and by gaining strength from other believers are we able to overcome our personal desires to sin.

As Christians, we express our love to God through our obedience to His direction. And we acknowledge that the condition of our thoughts and hearts have a direct influence on the type of fruit that others will see in our lives. As members of the College of Athens community, we wish to support each other through areas of personal struggle and weakness, and ask God daily to search our hearts and show us any unclean areas so that genuine repentance will become our first reaction whenever the Lord convicts us of sin. Keeping our lives free from sin is the utmost way to ensure that the enemy does not gain a foothold in our lives.

God hates ALL sin and does not rank "little sins" as less important than what our culture would consider "hideous crimes." Sin is sin, period. Below are biblical examples of what God calls sin. The more familiar you are with God's Word, the better you will understand all the ways that mankind sins against our Holy God.

Examples of sin according to God's Word:
-Lying, deceitfulness (Lev. 19:11; Prov. 12:22; John 8:44)
-Cheating, stealing, taking advantage of others (Lev. 25:17; Ex. 20:15; 1 Thess. 4:6)
-Failure to honor our parents and others (Ex. 20:12; Col. 3:20; Luke 6:3)1
-Complaining, grumbling, and arguing - Phil. 2:14; 1 Peter 4:9; Eph. 4:29
-All forms of sexual intimacy outside the boundaries of marriage between one man and one woman (Gen. 2:4;
Ex. 20:14; Heb. 13:4; 1 Cor. 6:9)
-Drunkenness, gluttony, not taking proper care of your physical body—the temple of the Holy Spirit (Col. 3:5;
Gal. 5:19-21; 1 Peter 4:3-4)
-All forms of impropriety (1Thess. 5:21-22)
-Being judgmental (Matt. 7:1-5; Rom. 2:1-3; James 4:11-12)

-Murder, hatred, sowing hatred (Ex. 20:13; 1 John 3:15; Matt. 5:21-22)
-Unforgiveness, grudges, bitterness, and anger towards other individuals or groups (Col. 3:13; Eph. 4:13; Matt.
614-15)
-Gossiping, back-biting (Ex. 20:16; 1 Peter 2:1; Prov. 17:4)
-Fear, worry, doubt, unbelief (James 1:6; Matt. 6:25; Phil. 4:6-7)
-Laziness (Prov. 18:9; 2 Thess. 3:10; Eph. 5:16)
-Greed, envy, pride (1 John 2:16; Ps. 10:3; 1 Tim. 6:10)
-Not sharing the Gospel (Lk 12:8-9; Matt. 5:11-12)
and more

If you are caught in a struggle with any sin, there are many ways to seek God's power to help you break free:
+PRAY and study God's Word for a promise to stand on.
+Invite a trusted Christian friend with strong faith to pray for you and hold you accountable.
+Contact the College of Athens Transformational Prayer Ministry Center to make a Prayer Ministry appointment.
GO to that appointment!
+Contact Alex Fields, Director of Student Affairs, for personal guidance and support.
As a community of faith, our goal is to help you break free from sin by the power of Jesus' blood and to assist
you in staying free of all besetting sins.

When the Son sets you free, you are free indeed! (John 8:36)
*The blood of Christ cleanses us from ALL sin. (*1 John 1:7)

(From the College of Athens Belief Statement) - **The Transformed Christian Life**
The supreme purpose of all believers is to be whole-hearted, risk-taking lovers of God, and to glorify Him in and with our lives. Our conduct should be blameless before the world, we should be faithful stewards of the possessions, abilities, and spiritual gifts God entrusted to us, and we should intentionally and continually seek the full measure of maturity in Jesus Christ through our active participation in the spiritual disciplines of prayer, fasting, study, worship, service, and fellowship with other Christ-followers. An abiding one-ness with the Father
through Christ is our ultimate goal. Through our relationship with Jesus, the power of God's Holy Spirit living in us, and our God-given authority in Christ over all the power of the enemy, we are able to participate in the divine nature, living as Jesus lived in this world, accomplishing even greater things than the Lord and advancing His kingdom on Earth for His glory. In joyful obedience to the Great Commission, we demonstrate the Good News with both words and actions through the power of the Holy Spirit. *1 Corinthians 10:31, Colossians 1:28, 1 Timothy 6:6-12, 1 Peter 1:14-16, Ephesians 4:1-3 & 11-14 & 5:1-2, Philippians 2:14-16. Matthew 28:19; Matthew 10:8; Luke 10:19; Ephesians 1:18-21; 2 Peter 1: 3-4, 1 John 4:17; Matthew 10:8; Ephesians 2:5; Galatians 2:20; Col 2:6; John 14:12; John 10:38; Mark 16: 17-18, Acts 1:8; Romans 15:17; 1 Corinthians 2:1-5.*

DISCIPLINARY PROBATION
Because we hold high expectations for our students as Christ-followers, the need to engage in student disciplinary action should be rare. However, if there are occasions of student conduct that warrant immediate action (i.e., illegal activities, academic dishonesty, etc.), the student will be required to meet with Dr. Marcia Wilbur, President, before the student is allowed to return to classes. Based on the nature of the misconduct, a written plan of reinstatement will be drafted by the Director of Student Affairs, approved by the Chief Academic Officer and placed in the student's file. The Director of Student Affairs will oversee the student's reinstatement to classes per the approved plan. The goal will always be to help restore the student to his or her good standing with the LORD and with the institution. In extreme cases (e.g., conduct that threatens the safety of other students and faculty, and/or persistent, willful misconduct), dismissal

from the institution may be warranted. Dismissal from the College of Athens must be approved by the College of Athens President and documented in writing.

Attendance

The classroom experience is of primary importance to our student's personal spiritual growth and preparation for ministry. Students gain much from their interactions with faculty and their peers. Full, on-time class attendance also demonstrates responsible, respectful character. Missing 25% or more of the scheduled class meeting times for any course will result in a grade of F for that course.

COMPLAINT, GRIEVANCE, & DUE PROCESS POLICY

The College of Athens Complaint, Grievance, & Due Process Policy applies to all faculty, staff, and students currently employed and/or enrolled. Situations may occur when an individual believes that the fair and consistent application of any College of Athens policy affecting him or her has not been followed appropriately. Examples of possible grievances include, but are not limited to:

- a perceived misuse of authority by someone in a position of authority or against biblical principles
- a perceived discrimination charge on the base of race, color, or gender
- a perceived inappropriate application of grading policies
- a dispute over a supervisor's judgment regarding job performance or professional competence,

etc. The following steps should be followed if sufficient evidence warrants belief in an unfair and inconsistent application according to the dictates of this policy.

Step 1. Seek the Lord in prayer asking for wisdom and guidance about how to approach the situation. Do not gossip to others about the potential offense.

Step 2. Within 7 days, speak privately to the individual involved in the concern for the purpose of seeking resolution of the situation. If the matter remains unresolved after a personal conversation, it should be brought to the attention of the College of Athens President. Or, if the nature of the situation makes speaking directly to the individual involved contraindicated, the matter must be brought immediately to the College of Athens President or other College of Athens leadership staff.

Step 3. For those matters that require attention by the President, the complaint form located in the Appendices should be submitted in writing within 30 days of the incident to the President. Subsequently, confidential interviews with all parties involved in the dispute will be conducted within 14 days after formal notification. The President will provide written notification to the involved parties of the resolution decision within 14 days after completion of the interviews. In the event of wrong actions, a formal, written reprimand may be placed in an employee's or student's files on record. Legal action will be pursued only as necessary and as is required by law.

Step 4. As a last resort, if any party involved in a dispute is unsatisfied with the resolution decision provided by the President, the matter may be brought to the Chairman of the Board of Trustees in writing within 14 days of the resolution decision. The Chairman of the Board of Trustees will develop a plan for resolution appropriate for the situation. Board of Trustee involvement in grievance matters should be a rare exception.

After exhausting the internal appeals process, the student is entitled to file a complaint with the State of Georgia Nonpublic Postsecondary Education Commission at: 2082 EAST EXCHANGE PLACE, SUITE 220; TUCKER, GEORGIA 30084-5305; Phone: (770) 414-3300. See: https://gnpec.georgia.gov/student-resources/complaints-against-institution/gnpec-complaint-form See https://gnpec.georgia.gov for complete information.

Students residing in another state may appeal through the Georgia SARA portal agency. The SARA portal agency in the student's state of residence will be notified of any complaint filed with the Georgia portal agency. The student's home state may assist the Georgia portal agency as needed. The complaint resolution by the Georgia portal agency is final and cannot be appealed to another state or federal agency or to NC-SARA.

If further action is needed, students may file a complaint with the Transnational Association of Christian Colleges & Schools (www.tracs.org) at: 15935 Forest Rd., Forest, VA 24551; Phone: (434) 525-9359. The Athens College of Ministry agrees to provide the Transnational Association of Christian Colleges & Schools with all documentation related to any grievance proceedings since the previous comprehensive visit.

Note: In ALL situations, report any illegal or harmful actions or any form of harassment immediately to the College of Athens Office of the President.

Note: All parties are encouraged to learn and grow in Christian maturity through the grievance process and to practice the biblical requirement of forgiveness from the heart.

CAREER & VOCATIONAL ADVISING

Career and vocational counseling are provided to all students through the core course *His Creation.* This course enables students to work toward understanding their God-given calling and to create a plan for how to accomplish it in Christ. Our Faith-in-Action courses and mentoring programs provide additional experience in exploring career pathways, and the graduation portfolio prepares students for job placements. In addition, the College of Athens does provide a Community Jobs posting page with a listing of open positions, other job sites, and resume-writing tips. Academic advisors are available to assist with resume writing and career placement as needed. These career counseling services are tailored to suit the unique needs and desires of every student, but the College cannot guarantee job placement after program completion.

PRIVACY RIGHTS & RESPONSIBILITIES

I understand that The College of Athens is bound by the Family Educational Rights and Privacy Act (FERPA) which prohibits The College of Athens from releasing any information from my education record without my written permission. Therefore, I understand that if I want The College of Athens to share information from my education record with someone else, I must provide written permission to The College of Athens. I further understand that I may revoke my permission at any time as instructed in the same procedure.

STUDENT AGE

I understand and agree that if I am younger than 18 years of age when I execute this agreement, that the agreed-upon educational services provided by The College of Athens are my choice, and I am contractually obligated to the terms stated in the College of Athens Enrollment Agreement.

CONSENT

By my signature below, I acknowledge that have read the College of Athens Enrollment Agreement and agree to abide by the terms and policies communicated therein.

SIGNATURES

Student: Date:

CoA Registrar: Date:

COLLEGE of ATHENS

Student Consent to Contact Legal Representative

The Federal Educational Rights and Privacy Act of 1974 ("FERPA") prohibits colleges from contacting parents about their college-attending children over the age of 18 without the student's consent. It is the adult student's responsibility to communicate with a parent or legal guardian regarding all matters related to their postsecondary education.

In the event that parental involvement is necessary, the student must sign and complete the form below and return it to his or her Academic Advisor who will keep the permission on file with the student's records. Please print.

Student Name: _____

Date of Birth: _____

Semester of First Enrollment (e.g. Fall 2025): _____

Name(s) of Parent or Legal Guardian: _____

Phone Number of Parent or Legal Guardian: _____

Email of Parent or Legal Guardian: _____

By my signature below, I give permission for the College of Athens to communicate with the above-named person on my behalf for the reasons indicated below: (Check all that apply.)

□ Admissions

□ Course selection and registration

□ Learning Accommodations

□ Grades & Academic Progress

□ Financial Aid & Student Billing

□ Other (please specify) _____

I understand that I may revoke this permission at any time in writing to my CoA Academic Advisor.

_____ _____

Student Signature Date

Projected Course Schedule 2024– 2027

Please see below for the projected terms when specific CoA courses will be offered. Note that all courses can be subject to cancellation in the event of low enrollment. The current course offerings for the upcoming semester can be found on collegeofathens.edu.

	Summer 2024	Fall 2024	Spring 2025
Core Program	Great Commission: Evangelism	Prayer & Spiritual Direction Old Testament Survey	Foundations of Faith New Testament Survey
Prayer Leadership	Effective Prayer Ministry Tools	Biblical Foundations Prayer Ministry	The Practice of Prayer
Gen Ed	Computer skills	Psychology Beginning Spanish	Literature Intermediate Spanish
FIA/Personal Develop	FIA	FIA	FIA
Biblical Studies	Bilingual IBS	The Book of Romans	The Psalms
Christian Education	The Art & Science of Teaching	Curriculum, Instruction, & Assessment	Media & Technology
Christian Studies		Spiritual Warfare Victory in Christ Servant Leadership & Change	God's Design for Sexual Wholeness Inductive Bible Study
Business & Leadership	Administration & Finance	Characteristics of an Effective Leader	Christian Entrepreneurship
Intercultural Studies		World Religions & Cross-Cultural Min	Perspectives on the World Christian Movement
Generational Min.		Family Ministry	Discipleship in Cont. Youth Culture
Care & Counseling		Biblical Foundations Prayer Ministry	The Practice of Prayer
Worship Arts		Biblical Foundations for Worship	Effective Worship Leadership
Biblical Language		New Testament Greek I	New Testament Greek II

	Summer 2025	Fall 2025	Spring 2026
Core Program		Prayer & Spiritual Direction Great Commission: Discipleship	Great Commission: Evangelism His Creation: Identity in Christ
Prayer Leadership	Effective Prayer Ministry Tools	Biblical Foundations Prayer Ministry	The Practice of Prayer
Gen Ed	Art History	Science: Growing Food & Faith Mathematics for Ministry Old Testament Hebrew I	English Composition Psychology Old Testament Hebrew II
FIA/Personal Develop	FIA	Christian Ethics FIA	FIA
Biblical Studies	Walking with Jesus—The Gospels	The Prophets	The Book of Genesis
Christian Education	Reading Instruction	An Introduction to Christian Education	Christian Philosophy of Education
Christian Studies	Apologetics	Systematic Theology	Inductive Bible Study The Ministry of Teaching
Busi ness & Leadership	Project Management	The Dynamics of Leadership	Team Leadership I

Intercultural Studies		Church Planting Strategies	Theology of Missions
Generational Ministry		Leading Children's & Teen Ministry	The Ministry of Teaching
Care & Counseling			Spiritual Disciplines & Personal Sp. Growth
Worship Arts	Psalms Hymns Spiritual Praise	Adv. Vocal Performance Choral and Orchestral Conducting	Adv. Instrumental Performance Choral and Orchestral Conducting
Biblical Language		Old Testament Hebrew I	Old Testament Hebrew II

	Sum 2026	**Fall 2026**	**Spr. 2027**
Core Program		Prayer & Spiritual Direction Old Testament Survey	Foundations of Faith New Testament Survey
Prayer Leadership	Effective Prayer Ministry Tools	Biblical Foundations Prayer Ministry	The Practice of Prayer
Gen Ed	Human Growth & Development	Christian Philosophy Greek I	Literature Greek II
FIA/Personal Develop	FIA	FIA	FIA
Biblical Studies		The Book of Acts The Book of Revelation	God, the Father
Christian Studies		Spiritual Warfare & Victory in Christ (SS) Christian Philosophy	Apologetics God's Design for Sexual Wholeness
Christian Education	Identification & Education of Exceptional Children	Curriculum, Instruction, & Assessment	The Art & Science of Teaching
Business & Leadership	Team Leadership II	Effective Leadership Communication	The Process of Transformational Leadership
Intercultural Studies		Christian Entrepreneurship	
Generational Ministry		Leading Teen Ministry	Leading Children's Ministry
Care & Counseling		Addictions Counseling	Marriage & Family Counseling
Worship Arts			
Biblical Language		New Testament Greek I	New Testament Greek II