



HERITAGE CHRISTIAN UNIVERSITY

ACADEMIC CATALOG

2019- 2020

GRADUATE

HERITAGE CHRISTIAN UNIVERSITY 2019-2020 GRADUATE CATALOG	6
Statement of Nondiscrimination	6
Title IX	7
A MESSAGE FROM THE VICE PRESIDENT OF ACADEMIC AFFAIRS	8
A MESSAGE FROM THE DIRECTOR OF THE GRADUATE PROGRAM	9
GENERAL INFORMATION	11
History	11
Mission Statement	13
Vision Statement	13
Core Values	13
Institutional Goals	13
Distinctiveness	14
Religious Character	14
Academic Recognition	15
Location	15
Campus	16
ADMISSIONS	18
Admission Procedures	18
Graduate Applicants	18
Graduate Transfer Credits	20
Enrollment in Multiple Programs	20
International Applicants	21
Former HCU Students	22
Audit Students	22
CAMPUS LIFE AND STUDENT SERVICES	23
The Graduate Program Lecture Series	23
Jack P. Lewis Biblical Research Lectures	23
Graduate Research Lectures	23
Diakonos Ministry Lectures	24

Housing	24
Student Activities	24
Attire	25
Conduct	25
Students with Disabilities	25
Academic Advising	26
Counseling	26
Library	26
Bookstore and Textbooks	26
Technology Requirements	26
Food Services	27
Alumni Association	27
<i>FINANCES</i>	28
Payment at Registration	28
Payment Plan	28
2019-2020 Academic Year Tuition and Fees	29
Refund Policy	30
Student Financial Information	30
Scholarships	30
Veterans Education Benefits for Veteran Graduate Students	31
GI Bill Assistance	31
Veteran Education Programs	31
Yellow Ribbon Program	32
Executive Order 13607 Principles of Excellence Compliance Statement	32
VA Complaint Policy	33
Satisfactory Academic Progress Policy	33
Conditions for Maintaining Satisfactory Academic Progress	33
<i>ACADEMIC POLICIES</i>	35
Academic Year	35
Grading Policies and Grade Reports	35
Course Withdrawal Policy	36
Incompletes	36
Grade Point Average	36

Repeat Courses	36
GPA Requirements and Honors for Graduation	36
Transcripts	37
Transient Status	37
Academic Probation and Suspension	37
Academic Probation or Suspension Appeal Process	38
Course Loads	38
Undergraduate Courses for Graduate Credit	38
Undergraduate Students Taking Graduate Courses	39
Advising	39
Independent Studies	39
Time Limit	39
Advanced Standing	39
Class Attendance	40
Inclement Weather Policy	41
Residency Requirements for Distance Learning	41
Proctor Policy	41
Rescheduling Examinations	42
Graduation Requirements and Fees	42
<i>PROGRAMS OF STUDY</i>	<i>44</i>
<i>MASTER OF ARTS IN CHRISTIAN SCRIPTURE (MA)</i>	<i>44</i>
General Description and Purpose	44
Program Objectives	44
Planning Your Program	45
Curriculum (36 Hours)	45
Thesis Specifications	47
<i>MASTER OF MINISTRY (MMin)</i>	<i>48</i>
General Description and Purpose	48
Program Objectives	48
Planning Your Program	49

Practicum Specifications	49
Curriculum (36 hours)	50
MASTER OF DIVINITY (MDiv)	50
General Description and Purpose	50
Program Objectives	51
Planning Your Program	51
Curriculum (75 hours)	51
Our Religious Heritage (30 Hours)	52
Contextualizing our Religious Heritage (12 Hours)	52
The Spiritual Formation of a Leader (6 Hours + 6 Spiritual Formation units + Retreat)	53
Praxis in Our Religious Heritage (27 Hours)	53
Practicum in Ministerial Leadership (6 Hours)	53
Spiritual Formation Retreat and Requirements	54
"Boundaries in Ministry" Seminar	54
Practicum Specifications	55
NON-DEGREE CERTIFICATE PROGRAMS	56
Resource Development Models for Small Churches Certificate Program	56
Curriculum	57
Center for Missions Training and Information (CMTI) Certificate Program	59
Information Center	60
Missions Scholarships	60
GRADUATE COURSE DESCRIPTIONS	61
TENTATIVE 2019-2022 GRADUATE SCHEDULE	71
Courses Offered As Needed	72
BOARD OF DIRECTORS	74
MAIL, TELEPHONE, AND EMAIL DIRECTORY	75
By Department:	75
Academic Affairs	75
Business Office	75
Cafeteria	76
Campus Security	76
Distance Learning	76
Enrollment Services	76
Faculty	76
Faculty - Adjunct	78
Institutional Effectiveness	79
Library	79
Physical Plant	79

President's Office	80
Public Relations	80
Student Affairs	80
University Advancement and Donor Services	81
Extension By Last Name	81
<i>ACADEMIC CALENDAR 2019-2020</i>	83

HERITAGE CHRISTIAN UNIVERSITY 2019-2020 GRADUATE CATALOG

Heritage Christian University is accredited by the Commission on Accreditation of the Association for Biblical Higher Education, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the US Department of Education.

Association for Biblical Higher Education

5850 T.G. Lee Blvd, Suite 130

Orlando, FL 32822

Phone: 407-207-0808

www.abhe.org

This catalog supersedes all previous issues. Any student who interrupts his or her enrollment by an absence of one year will incur the obligation of meeting changed requirements. The university reserves the right to change the requirements and regulations contained in this catalog and to determine whether a student has satisfactorily met its requirements for admission or graduation. The university reserves the right to reject any applicant for admission or graduation for any reason the university determines to be material to the applicant's qualifications for admission or graduation.

Statement of Nondiscrimination

Heritage Christian University admits qualified students of any race, age, sex, religion, disability, color, national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the university. Heritage Christian University does not discriminate on the basis of age, sex, religion, disability, race, color, national or ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and other school-administered programs. The following individual has been designated to handle inquiries regarding the non-discrimination policy:

Brad McKinnon

PO Box HCU (Campus Box 6)

Florence, AL 35630

256-766-6610

Title IX

Based upon this commitment, Heritage Christian University follows the principle of non-discrimination and operates within applicable federal and state laws. As a recipient of federal financial assistance, Heritage Christian University is required by Title IX of the Educational Amendments of 1972, as amended, not to discriminate on the basis of sex in its admission policies, treatment of students, employment practice or educational programs, except as required by religious tenets of the Churches of Christ. The following individual has been designated to handle inquiries regarding the Title IX policy:

Mechelle Thompson
PO Box HCU, Campus Box 51
Florence, AL 35630
256-766-6610

Inquiries may be sent directly to the Office for Civil Rights at the US Department of Education at <https://www2.ed.gov/about/offices/list/ocr/docs/howto.html>.

For online information on the Undergraduate and Graduate programs at HCU, visit www.hcu.edu.

A MESSAGE FROM THE VICE PRESIDENT OF ACADEMIC AFFAIRS



William R. Bagents, DMin

Thank you for choosing Heritage Christian University! We hope your time at HCU will be pleasant and productive. We want you to enjoy the adventure as you deepen your faith, add to your skills, and create new friendships.

We have no desire to be the place where you complete your education. We want to be part of the next step in your lifelong love of learning. God deserves our best, and our best can continue to improve each day that the Lord lets us serve.

Many of you come to us already heavily invested in ministry. God bless you for that! Others are just beginning the journey. You are also most welcome here. While you study at HCU, we want to encourage you to learn the joys of investing your heart in God's mission. We want you to amaze us as you let God open doors and do great things through you. We want you to succeed at the highest levels as you serve and bring glory to God.

If I may offer a word of warning—sometimes, you will feel that we're asking much of you; the academic programs are demanding. Life sometimes gets in the way of studies. Please persevere. It's not just about earning a degree; we want to help you give your best to God. We want your heart and character to be shaped by love for Jesus.

Respectfully,

Bill Bagents

A MESSAGE FROM THE DIRECTOR OF THE GRADUATE PROGRAM



Jeremy W. Barrier, PhD

A few years ago, I had the opportunity to travel with Master of Divinity graduate, Joey Barrier, and Master of Ministry graduate, Travis Harmon, to New Delhi, India for the purpose of preaching and teaching in a leadership training program under the direction of one of our Master of Ministry graduates, Vinay David. Vinay told us about a man who first heard of Christ through a radio program sometime in the 1970s. After listening to this radio program, he decided to make a two-day journey to New Delhi to meet the radio speaker, who was none other than Vinay David's uncle, Sunny David.

After spending a week with Sunny, the man decided to become a Christian; he was immersed into Christ, traveling home with his new faith. As the first Sunday came around, he rose that morning realizing that this was the day that he could worship in his new faith. There was one problem: he did not know a single song about Jesus! What was he to do? As I sat listening to him tell this story, I was struck and moved as he then went on to tell us about how he "wrote" a new song for Jesus, so that he could worship him on that first Sunday. As we all listened to him tell this story, then sing his "first song" for Jesus, we were moved to the core of our faith.

This is exactly why I am in Christian education. These are the people that I want to work with, influence, shape, and be shaped by as we labor together in ministry and in education. Having the opportunity to work with people who are serious about ministry and service to God is the type of student that I enjoy training in the mission field and in the graduate program at Heritage Christian University.

I have a passion to teach and to mold leaders of the church across the world. That passion that I take to Myanmar, India, the Philippines, Vietnam, Malaysia, Peru, and many other

places is the same passion that I am bringing to the graduate program at HCU. It is my desire to prayerfully train students of the Bible who seek to know God through studying scripture and sharing this knowledge with others through teaching.

HCU is committed to providing a rigorous academic education through our offering of the Master of Arts, the Master of Ministry, the Master of Divinity, and our certificate programs. In doing this, there are several things that we hope to pass on to our graduate students:

Appreciation for God and the Bible. The core of our program is directly related to helping students learn how to appreciate, honor, and respect God and the Bible. We firmly believe that our graduate students should learn to read the biblical texts so that they may be able to apply the teachings in their lives and share their knowledge with others.

Appreciation for the Diversity of Humanity. The core of Jesus' teaching was to love God and your neighbor. Serving and respecting our neighbor best demonstrate learning to love our neighbor.

Appreciation for Academic Quality. Each faculty member is well established in his or her academic fields of study. Students can expect a program that is demanding and enriching.

Appreciation for Real-World Application. We are committed to an education rooted in real-world ministry, and the graduate program is an extension of this vision.

Appreciation for the Mission of God. The divine commission of the church is taken seriously within the graduate program. Students are educated in ways that will develop stronger churches through each graduate's spiritual service.

HCU is pleased to welcome students who share the joy and sense of urgency for working and growing in God's kingdom. It is an exciting experience where minds are expanded, hearts are opened, and God is praised.

Sincerely,

Jeremy W. Barrier

GENERAL INFORMATION

History

Heritage Christian University traces its roots to 1871, when T.B. Larimore opened Mars Hill Academy on land inherited by his wife Esther Gresham Larimore. Located along Cox Creek near Florence, Alabama, Mars Hill Academy equipped ministers and other Christian leaders for service in the Churches of Christ. Students trained at Mars Hill established hundreds of congregations in Florence and surrounding communities in North Alabama and southern Tennessee. Initially housed in Larimore's home, the Academy closed in 1887 in order for Larimore to devote himself fully to evangelism. The 12-room house was restored in 1971 and added to the National Register of Historic Places in 1974. It was destroyed by a fire in July 2018. Among those educated by Larimore at Mars Hill were notable restoration preachers F.D. Srygley and J.C. McQuiddy.

Locally organized Christian education for the Churches of Christ resumed in 1947 when Mars Hill Bible School, an elementary and secondary school, began on the site of the old Mars Hill Academy. William Wallace Alexander, a local physician, purchased property for the school from T.B. Larimore's son, Virgil, who still resided on the land where his father had operated the original academy. Mars Hill Bible School continues to provide excellent preschool through high school education.

In November 1965, noting an extreme shortage of preachers, a number of Shoals area church leaders proposed to the Mars Hill Board of Directors the establishment of a school to help prepare men for ministry. A steering committee, functioning under the Mars Hill Board of Directors, quickly assumed responsibility for the promotion of the school, curriculum planning, and the selection of teachers. Supplementing the work of Mars Hill Bible School, the new T.B. Larimore School of Evangelists was seen as a restoration of the type of preacher training accomplished by Larimore in the late 19th century.

Opening in January 1966 with 70 students enrolled, the T.B. Larimore School of Evangelists followed the model of a non-credit Bible institute or preacher training school. After operating in the spring and fall of 1966, the school's steering committee, at the direction of the Mars Hill Board of Directors, transitioned from an administrative function to an advisory one. There is no known record of the school meeting for classes after December 1966.

The dream of providing higher education in the Shoals, designed specifically for the training of preachers, did not lay dormant for long. Before the end of 1967, plans were already underway to establish a private college in Florence, independent of Mars Hill, to prepare students for ministry. In 1968, those plans began taking shape, when Malcolm Hill agreed to leave his work as preacher for the Forest Park congregation in greater Atlanta to become the inaugural president of the newly established Southeastern Institute (College) of the Bible in Florence. Inez Alexander, widow of Dr. William Wallace Alexander, donated land for a campus near the old T.B. Larimore home and local orthopedic surgeon, Dr. G.R. Melson, serving as chair of the Businessmen's Advisory Board, began efforts to establish an endowment for the school. Founded in 1968, Southeastern classes met for the first time in January 1969. The institute would include a three-year program offering bachelor's degrees in Sacred Literature and Religious Education. No accreditation from secular or academic associations would be sought.

In October 1970, the Southeastern administration and Board of Directors was reorganized and in early 1971, Charles Coil was selected by the new board as the second president of Southeastern College of the Bible. As president, Coil was empowered to establish a program unique among the Churches of Christ—the four-year Bible college. Neither a preacher training school nor a liberal arts college, the coeducational Bible college would have a standardized academic calendar, admissions policies, and curriculum. In September 1971, Southeastern was renamed International Bible College. The new name would reflect a desire and practice to train men and women for service worldwide. In 1989, after serving eighteen years as the college's chief administrator, Charles Coil announced his resignation as president of International Bible College. He continued to serve as chancellor until his death in 1994. IBC alumnus, Dennis Jones, succeeded Coil as the institution's third president. He served from January 1, 1990, to April 6, 2017.

To help meet the need for advanced education for preachers and church leaders, a graduate program offering Master of Ministry and Master of Arts degrees was added in 2000. In January 2001, the institution changed its name to Heritage Christian University to reflect more accurately its status as offering both undergraduate and graduate degrees. In August 2001, the first graduates were awarded their master's degrees. In 2011, the university initiated a Master of Divinity program with emphasis on small church growth.

On December 15, 2017, the Board of Directors announced the selection of W. Kirk Brothers as HCU's fourth president. Dr. Brothers took office on June 1, 2018 with the presidential inauguration celebrated on August 18, 2018.

Mission Statement

Heritage Christian University exists for the advancement of Churches of Christ by equipping servants through undergraduate and graduate programs and continuing education. HCU produces effective communicators, preachers, teachers, and missionaries for real-world ministry with a focus on evangelism and a commitment to scripture.

Vision Statement

We envision that congregations all around the globe will be effectively living out the story of God and His mission to the world as a result of our efforts to inspire and educate the next generation of servant leaders for the church.

Core Values

1. God is Sovereign, Christ is Lord
2. Committed to Scripture
3. Focused on Evangelism
4. Bound by Honesty
5. Faithful and Trustworthy
6. Accountable and Continually Improving
7. Collaborative in Community
8. Eager to Listen
9. Hungry for Information, Sensitive to its Limitations
10. Rooted and Grounded in Love

Institutional Goals

To ensure a preeminent biblical education, Heritage Christian University will:

1. Provide general studies courses.
2. Provide degree offerings in biblical studies to give students the skills necessary to meet the needs of the church.
3. Offer a quality library to assist students, faculty, and alumni in research, ministry, and personal development.

4. Assist students in achieving their educational goals by making available student and educational support services.
5. Operate with a systematic, broad-based research, planning, and evaluation process for the ongoing pursuit of institutional effectiveness and continuous improvement.
6. Utilize a qualified, competent faculty, staff, and administration dedicated to carrying out the role, scope, and mission of the institution as adopted by the Board of Directors.
7. Operate with adequate physical, financial, and relational resources to accomplish the role, scope, and mission of the institution.

Distinctiveness

Heritage Christian University exists to help Christians answer God's call to ministry. We do that by offering a balanced, comprehensive, practical education that impacts the whole person. We make it our aim to:

- Challenge students academically.
- Enhance their passion for ministry.
- Strengthen their skills for service.

In addition to a rigorous academic program, HCU students are encouraged and required to apply what they learn in real-world settings. Real-world ministry is the heart of our academic program. That is the distinctive focus of Heritage Christian University.

Such learning opportunities are under the direction of experienced leaders who have exemplary records in evangelism. These experiences for students build confidence, sharpen skills, and make each class more purposeful and real.

Religious Character

All Heritage Christian University faculty accept the following statements as literally true: God exists and by His love, mercy, and grace saves all who believe, love, and obey Him; the Bible is God's Word; Jesus Christ is the Son of God; the church is the body of Christ and "the pillar and bulwark of the truth;" the mission of the church is to glorify God as it evangelizes the world.

Academic Recognition

Heritage Christian University is accredited by the Commission on Accreditation of the Association for Biblical Higher Education, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the US Department of Education.

Any formal comments or complaints should be directed to:

The Executive Director
Association for Biblical Higher Education
5850 TG Lee Blvd, Suite 130
Orlando, FL 32822
Telephone: 407-207-0808
Website: www.abhe.org

The Alabama State Department of Postsecondary Education licenses Heritage Christian University as a private university.

The United States Department of Education Register lists the university, making Heritage Christian University students eligible for grants and federal loans.

The State Approving Agency recognizes Heritage Christian University for educational benefits to veterans. Heritage Christian University is a Yellow Ribbon and Military Friendly institution.

Heritage Christian University is an SEVP Certified School authorized by the Student and Exchange Visitor Program to accept international students.

Heritage Christian University is also a member of National Council for State Authorization Reciprocity Agreements (NC-SARA) and has an agreement with the state that is not an NC-SARA affiliate: California.

Heritage Christian University is properly constituted, authorized, and operated as a non-profit organization and is officially recognized by both state and federal authorities.

Location

Heritage Christian University is located in Florence, Alabama. Lauderdale County was created on February 6, 1818. Florence was founded five weeks later and named by a

young Italian surveyor, Ferdinand Sannoner, after his favorite city at home, Florence, Italy. Florence has a population of about 40,000. The adjacent cities of Muscle Shoals, Sheffield, and Tusculumbia combine with Florence to make up a metropolitan area of approximately 200,000, known as "The Shoals." The Shoals area has many recreational facilities, tourist attractions, and cultural events. Among these are Wilson Dam, the oldest in the TVA chain, featuring the world's highest single-lift navigation lock; Ivy Green, the birthplace of Helen Keller; the Rosenbaum House, designed by Frank Lloyd Wright; and the William C. Handy home, birthplace of the famous musician and composer. Other places of interest include the Indian Mound and Museum, Natchez Trace Parkway, Pope's Tavern, Alabama Music Hall of Fame, the Children's Museum of the Shoals, and the Kennedy-Douglas Center for the Arts.

Florence is the home of the University of North Alabama, one of the oldest universities in the South. The area's recreational opportunities attract many visitors, and the Tennessee River provides excellent water sports.

In addition, there are more than thirty Churches of Christ in the city of Florence and more than seventy-five in the metropolitan area.

Campus

Heritage Christian University has a fifty-seven-acre campus in Florence, Alabama. Campus resources include:

The **Academic Building**, housing classrooms, faculty and administrative offices, an auditorium/chapel, and a cafeteria.

The **Alexander Activities Building**, housing the Overton Memorial Library, gymnasium, recording studio, and faculty offices.

The **Coil Conference Center**, with a conference room, two offices, and amenities.

Kerr Hall, a dormitory housing up to thirty-two students in four-bedroom apartments.

Married Student Apartments, a triplex at the front of campus.

Dr. John Kerr Student Center, housing a theater, recreation areas, and a kitchenette.

The **Jim McCreary Cabin** and the **Brenda McCreary Cabin**, each housing up to 18 guests in a bunkhouse arrangement.

Smith Park, an area for picnics, devotionals, and a playground for children. The **Ezell Pavilion** is in Smith Park.

Ralph C. Bishop Soccer Field and **Edith M. Rinks "Meme" Nature Trail**.

ADMISSIONS

It is essential that an applicant give evidence of good character, maturity, the ability to benefit from a university education, and be a member in good standing with the church that he/she attends and in the community. Admission to the academic program also implies a student's agreement to abide by the standards of the university regarding student life. Correspondence regarding admission should be addressed to the Director of Enrollment Services.

Heritage Christian University adheres to The Family Educational Rights and Privacy Act (FERPA) guidelines. This is a federal privacy law that gives students certain protections with regard to their education records, such as grade reports, transcripts, disciplinary records, contact and family information, and class schedules. FERPA information is available in the Registrar's Office or may be obtained with the following contact information:

Family Policy Compliance Office
US Department of Education
400 Maryland Ave SW
Washington, DC 20202-5920
1-800-USA-LEARN

Admission Procedures

Graduate Applicants

- Every applicant must complete an online application and submit a non-refundable application fee. Go to <http://www.hcu.edu/enrollment/application/> to access the application forms.
- Every applicant will be required to authorize HCU to obtain a background check. HCU will complete the application review when the background check is received.
- Every student, credit and audit, will be required to upload a recent picture of himself/herself to Populi for identification and security purposes.
- Every applicant must submit three letters of recommendation as to the applicant's ability to do graduate work and his/her good character. The form can be found within the application.
- Every applicant must submit all official transcripts from every college, university, military academic institution, seminary, or divinity school previously attended, even if the enrollment resulted in drops or withdrawals, and regardless of whether

or not a degree was completed. No transcript issued to a student will be accepted.

- Every applicant to the Master of Arts and Master of Ministry programs will submit official scores from either the Graduate Record Examinations (GRE) or official scores from the Miller Analogies Test (MAT). The examination must have been completed within the last five years. Recipient code for HCU is 0805. The examiners will supply HCU with the scores upon request by the applicant. Scores must be received by the appropriate deadline. Applicants who hold a Master's degree or higher are exempt from submitting test scores.
- Every applicant must submit a personal statement concerning the goals and plans of the applicant, along with an explanation of how graduate studies fit into this plan. This personal statement must be submitted as a component of the online application.
- Applicants with poor academic records may be accepted on a probationary basis for one semester (see Academic Probation in Academic Policies section).
- Applicants previously dismissed for behavioral problems from other institutions will be required to provide a complete written disclosure of dismissal information in order to receive enrollment consideration.
- Every applicant may be granted acceptance in one of the following categories:
 1. a regular (degree-seeking) student,
 2. a non-degree-seeking student, or
 3. a conditionally accepted student.
- A non-degree-seeking student who wishes to change his/her status in order to receive a degree must write a letter to the Graduate Committee requesting such a change and must meet all the requirements of a degree-seeking student. An applicant may be conditionally accepted if all admissions requirements have been met except the university receiving the applicant's GRE or MAT score report. If an applicant who is conditionally accepted does not complete all outstanding requirements by the end of the semester, then he/she will not be allowed to register for the following semester.
- Every applicant must apply for admission to the university before being enrolled in a course. This applies to transfer students and students seeking readmission after an absence of more than twenty-four months,
- Every applicant will be expected to have a basic level of computer literacy prior to entrance into the program. In addition, the applicant should expect to spend a considerable amount of time learning to use word processing programs, internet web-based tools, online classroom management systems, and various other

computer related programs. This is an essential part of becoming a leader and all HCU classes incorporate varying degrees of participation by means of online interaction between students and instructors.

- The university reserves the right to reject or accept any application at its discretion.

Graduate Transfer Credits

Master of Arts (MA) or Master of Ministry (MMin):

No more than 18 graduate hours completed at an accredited college or university can be accepted for transfer credit. If a student has successfully completed 15 or more graduate hours at another university with a GPA of 3.00 or better, he/she will not be required to take MN 500. Only courses that are the same as or equivalent to courses required in the HCU graduate program can be transferred. No course on which the student has made less than a "B" can be accepted for transfer credit. Decisions regarding whether courses can be accepted for transfer credit will be made by the Director of the Graduate Program.

Master of Divinity (MDiv):

Students may transfer credit from another degree program (completed or not) from an accredited college or university. However, no more than half of the total number of hours required to complete the MDiv degree may be accepted. If a student successfully completed 15 or more graduate hours at another university with a GPA of 3.00 or better, he/she will not be required to take MN 500. Only courses that are the same as or equivalent to courses required in the HCU graduate program can be transferred. No course on which the student has made less than a "B" can be accepted for transfer credit. Decisions regarding whether or not courses can be accepted for transfer credit will be made by the Director of the Graduate Program.

Enrollment in Multiple Programs

Eligible students may be either simultaneously or sequentially enrolled in two master's programs as long as each degree program has a clear integrity and meets the stated standards. In some instances, the programs may use the same resources and be overlapping. The total time required will be determined by the demands of the two

degrees combined but must conform to the stipulations on shared credit in degree programs as stated above in the Transfer Credits section.

International Applicants

Heritage Christian University requires a separate application for international applicants. Please review the information under Admissions Procedures for Graduate applicants, as the same information applies to international applicants, with the following exceptions:

- *Scholarship.* Eligible international applicants may be awarded a full tuition scholarship. Because of the limited financial aid resources available to international applicants, HCU can offer this scholarship to no more than 5 individuals from the same country each year. Applicants who are awarded the scholarship must maintain a cumulative GPA of 3.0 or higher.
- *Financial Support.* International applicants are typically not allowed to work in the US while in school. Therefore, applicants are required to submit proof of financial support and sponsorship from a Church of Christ congregation in the U.S. or pay all charges up front for two years or more. For additional information about financial support and church sponsorship, contact the Office of Financial Aid.
- *Academic Credential Evaluation.* International applicants must contact an approved academic credential evaluation company to evaluate all foreign academic credentials. The credential evaluation must verify that the applicant has a U.S. equivalent bachelor's degree before applying to our graduate programs. Based on performance and student satisfaction, HCU provides the website for the following service: World Education Services (www.wes.org). Applicants may use another approved academic credential evaluation company. Personal copies of academic credentials will not be accepted by HCU for the admissions process.
- *Proficiency in English.* Applicants must demonstrate English proficiency by taking and passing the TOEFL exam (www.toefl.org) as part of the application process. Applicants must complete a TOEFL Score Report Request Form and **use the code number 8931** when indicating Heritage Christian University as the score recipient. Applicants may not submit personal copies of TOEFL scores as official records. Applicants from a TOEFL exempt country and applicants who have earned an accredited degree from an institution of higher learning within the US or an American institution abroad, or a transfer student who completed English Composition 101 or higher with a C or better from an accredited US institution are not required to take the TOEFL. For a complete list of TOEFL exempt countries, please visit our website. Applicants must achieve at least the following scores on the TOEFL:

TOEFL iBT Score: 80, with minimum score requirement of 20 in both Reading and Writing

TOEFL Paper-delivered Testing Score: 550

- *Residential Requirements.* Single students and married students who are not accompanied by a spouse must live in campus housing. Married students accompanied by a spouse and family may live off-campus with prior written permission from both the university and the student's sponsoring congregation. Students who remain in the US during the summer are required to take a minimum of six credit hours at HCU.
- *Fundraising.* Students will not engage in fundraising without prior written approval from the Directors of Enrollment Services and University Advancement.
- *Health Insurance.* International students must secure and maintain health insurance coverage while attending HCU.

Former HCU Students

Former students not enrolled in the preceding twenty-four months must reapply for admission. Current catalog requirements will apply. Students who fail to complete catalog requirements within seven years of matriculation will also become subject to the current catalog.

Audit Students

Students wishing to audit classes (attend classes without receiving credit) must register and be approved by the Academic Dean. Each audit student must be 13 years of age unless accompanied by a parent or guardian who is at least 18 years of age. Full name, address, phone number, email address, and a photo for identification and security purposes must be submitted before being enrolled in a course.

CAMPUS LIFE AND STUDENT SERVICES

This section of the catalog introduces the student to life outside the classroom. It gives an idea of what is available on campus and off campus.

The Graduate Program Lecture Series

The Graduate Program Lecture Series is presented annually free of charge, for the encouragement and enjoyment of the campus and the community. Each of the three lectures highlights various aspects of ministry and service to God that we believe to be both essential and enjoyable. HCU students have the opportunity to attend these lectures as an additional benefit to their program of study in the interest of enhancing hope and encouragement.

Jack P. Lewis Biblical Research Lectures

The Jack P. Lewis Biblical Research Lectures affords the opportunity for the graduate program at Heritage Christian University to host a distinguished scholar who has dedicated his or her life to training ministers in the context of theological schools affiliated with the Churches of Christ. The lectures are named in honor of Jack P. Lewis, an internationally recognized scholar and a pioneer in critical biblical education within Churches of Christ. Lewis taught for many decades at the Harding School of Theology in Memphis, where he provided an example of Christian scholarship to thousands of ministers. These annual lectures established in his honor aim to expose the faculty and graduate students to the variety of fields within Theological Education and connect HCU to her sister institutions around the country. The lectures typically feature (1) an overview of the current status of the scholar's primary field of research, (2) a more specific lecture in which the scholar highlights his or her own particular research within that field, and (3) an informal academic biography.

Graduate Research Lectures

The Graduate Research Lectures features a doctoral student from the Churches of Christ for a series of presentations. The student selected for these lectures will be pursuing the PhD, ThD, DMin, or other equivalent degree, and he or she will be writing the dissertation or will have recently completed it. The student's major field of research will usually be Biblical Studies, Theology, or Ministry, though students in other disciplines that are relevant to the graduate program at HCU (e.g., Classics, History) will receive

consideration. The lectures include (1) an overview of the current status of the student's primary field of interest, (2) a more specific investigation into how the student's dissertation advances this field, and (3) an informal academic biography. It is also requested of the selected lecturer to compile a bibliography of essential resources within his or her field.

Diakonos Ministry Lectures

The Diakonos Ministry Lectures recognize and honor someone who has devoted him or herself to serving Christ through service to others. The Diakonos Award was created in honor of those who have served and blessed humanity in tremendous ways, without regard for praise or human recognition. The name of the lecture comes from the Greek word "diakonos." That word is sometimes translated as "deacon" in a specific, formal sense. But it is also translated as "minister" or "servant" when it is used in reference to those who serve the cause of Christ outside any "official" position. Applicable examples are Epaphras, whom Paul commends as "our beloved fellow servant who is a faithful minister/servant of Christ on your behalf" (Colossians 1:7); and Phoebe, whom Paul praises as "our sister...who is a minister/servant of the church in Cenchrea..." (Romans 16:1).

Housing

On-campus housing is available for both single and married students. Kerr Hall is comprised of eight four-bedroom apartments for single students and there are three two-bedroom apartments for married students. Room/apartment assignments are made by the Dean of Students in consultation with the Campus Life Assistant and Enrollment Services staff. See the Resident Handbook for information regarding residency requirements, housing reservation, deposits, and general rules and regulations. The university takes no responsibility for financial, legal, or maintenance issues regarding off-campus housing.

Student Activities

While at HCU, students have the opportunity to become involved in organizations and activities that promote their spiritual, physical, academic, and social development. The following are some of the organizations, programs, facilities, and activities available to students at the university:

- HCU provides programs that include speakers from around the world who share their knowledge and experience with faculty, students, and guests.
- HCU provides student facilities, including the Dr. John Kerr Student Center, the Alexander Activities Building Gymnasium, the Ralph C. Bishop Soccer Field, the Edith M. Rinks "Meme" Nature Trail, and Smith Park to offer students opportunities for exercise, rest, and relaxation.
- The Department of Student Affairs coordinates student social activities to develop relationships with fellow students, faculty, and staff.
- The university provides opportunities for spiritual development, including regular chapel services.

Attire

As an academic institution, the university's environment is professional, yet personal. Dress is assumed to be "relaxed" business casual, especially in class, chapel, or the library. For specific guidelines, see the Student Handbook that may be obtained from the Department of Student Affairs.

Conduct

As the name implies, Heritage Christian University strives to be a Christian university. One of its principal purposes is to provide the training and discipline that will best serve the student spiritually, physically, academically, and socially. Therefore, each student is challenged to do his or her best, value personal integrity, and demonstrate Christian character.

Since the conduct of each student also reflects the public image of the university, the administration has developed rules and regulations in keeping with the purpose of the university. The Student Code of Conduct and consequences for violations, including reasons for dismissal, are detailed in the Student Handbook. A student who is disciplined or dismissed for any reason may appeal (see the Student Handbook for the university's Student Grievance Policy).

Students with Disabilities

Heritage Christian University is committed to providing reasonable accommodations for all persons with disabilities, including but not limited to alternate methods of testing and evaluation and modifications necessary for the accessibility of facilities. Any student with

a documented disability may contact the Dean of Students to discuss his or her concerns. All discussions will remain confidential.

Academic Advising

A faculty advisor guides the student in proper selection of courses. Students should take the initiative in contacting his or her faculty advisor during posted office hours. Responsibility for the achievement of a student's academic goals rests with the student, not the advisor or the university.

Counseling

Students who need personal, premarital, marital, or family counseling should contact the Dean of Students for a referral. The Dean of Students, as well as faculty members, are also available for career counseling and will take time with students to help them pursue their professional goals.

Library

The Overton Memorial Library serves Heritage Christian University. The library is an invaluable source of information helping the student reach his or her goals of attaining a degree. It also supports faculty research and development. OML's holdings include extensive electronic resources, including ATLA Religion Database.

Bookstore and Textbooks

Required textbooks will be listed in Populi and at www.hcu.edu in advance of each semester through the end of the semester. Students may secure textbooks in the manner of his or her choice. Options include purchase through Populi or purchase through the online service or bookseller of the student's choice. If needed, please seek assistance through the HCU Librarian or the Director of Distance Learning.

Technology Requirements

A student is expected to have a functioning knowledge of computer skills and usage. He or she will be *required* to have access to and use of a computer with a webcam and internet access. Free wireless internet access is available on campus.

A student's computer must have the minimum operating requirements to function properly with university programs. Minimum operating requirements can be found online at <http://help.tegrity.com/kb/what-are-the-requirements-for-creating-a-recording>.

Computer equipment owned by a student cannot be restored, renovated, or repaired by the university IT Services Department. A student must obtain these services outside of the university.

Food Services

The university maintains a cafeteria that provides a continental-style breakfast, a full lunch or a self-serve salad bar Tuesdays through Thursdays during the fall and spring semesters.

Alumni Association

The Heritage Christian University Alumni Association exists to strengthen relationships between our alumni community, current students, and the university. Every IBC/HCU graduate is an alumnus. Membership into the Alumni Association is open to all alumni who choose to pay Association dues. Along with conducting chapel once a month, the Association works to stimulate interest in the university and to keep all graduates informed of university events and opportunities. The Alumni Association President serves as Chair of the association membership and the Executive Committee. The Executive Committee is comprised of the Past President, President, Vice President, Secretary, Treasurer, and two Officers at Large. Executive Committee members are nominated and elected each year during Alumni Days.

FINANCES

This section contains basic information regarding the costs to attend Heritage Christian University and scholarship assistance available through the Office of Financial Aid. HCU reserves the right to increase fees and other charges without prior notice.

Payment at Registration

Payment of all tuition and fees is expected at registration. Students who make full payment on or before the last day of pre-registration will receive a 5% discount off tuition charges. The university accepts payment by cash, check, money order, debit card, or major credit card.

Payment Plan

Heritage Christian University offers a no interest payment plan, which extends tuition payments over a four-month period for the fall and spring semesters, and a three-month period for the summer semester. The plan is as follows:

Fall Semester

25% due by the last day of pre-registration

25% due September 1

25% due October 1

25% due November 1

Spring Semester

25% due by the last day of pre-registration

25% due February 1

25% due March 1

25% due April 1

Summer Semester

50% due by the last day of pre-registration

25% due June 1

25% July 1

Students in the following categories are required to sign up for the partial payment plan:

- Students who cannot pay all charges in full by the last day of pre-registration but can make payments on the above applicable dates.
- Students with pending scholarship awards that will not cover the entire semester's charges and who cannot pay all outstanding charges in full by the last day of pre-registration but can make payments on the above applicable dates.

2019-2020 Academic Year Tuition and Fees

Charges for attending HCU are determined by the number of credits being taken and the undergraduate/graduate program standing. Tuition and fee rates are reviewed annually by the HCU Administrative Council and are subject to change.

Tuition. Students are charged tuition per credit hour based on the number of credit hours taken each semester. Charges are assessed at the current academic tuition rate regardless of residency status. The online/distance learning tuition rate does not differ from the rate for on campus courses.

- Graduate Tuition: \$249.00 per credit hour

Registration fee. The per credit hour registration fee is required of all credit students, regardless of classification (campus and online) or type of housing (on or off-campus). Students who register for full-time status are charged a flat full-time registration fee. The number of credit hours for which the student registers each semester determines registration fees. Registration fees are used to cover the cost maintaining academic records, costs to assist student support programs and related library-based activities.

- Graduate Registration Fee: \$35 per credit hour (maximum \$315 per semester)

On-campus housing. On-campus housing is available for full-time single and married students. Room assignments are made according to the date of application. Interested students should contact the Department of Student Affairs (DSA).

- On-campus housing for single students: \$1,800 per semester (fall and spring). \$900 for summer semester.
- On-campus housing for married students: \$2,000 per semester (fall and spring). \$800 for summer semester.

On-campus Housing Reservation and Maintenance Fee. A one-time reservation fee and a one-time maintenance fee are required for resident students. Both fees should accompany the application for admission. The university retains the maintenance fee and the reservation fee is refundable within 10 days after written request by the student at the end of the contract period (e.g., withdrawal from school, move out, graduation).

- Reservation fee: \$150.00 (refundable)
- Maintenance fee: \$150.00 (non-refundable)

Refund Policy

When a student withdraws from one or more of his/her courses, he/she is due a refund on a pro rata basis. The withdrawal date is the date the Registrar records the withdrawal. The amount refunded will be according to the following schedule:

Before first day of class through the second week of class: 100%

Third week: 50%

Fourth week: 25%

After fourth week: no refund

Student Financial Information

Scholarships

A variety of scholarships provided by HCU, interested foundations and individuals are available to eligible degree-seeking students. For details concerning many of these scholarships contact the Office of Financial Aid. Recipients are chosen based on need, previous academic record, and ministerial promise. Students wishing to apply for a scholarship may print the HCU Scholarship Application from the HCU website or contact the Office of Financial Aid. HCU awards scholarships each semester. A student needing such assistance must apply each semester. The deadline for application is August 1 for fall, and December 1 for spring. Applications received after that date will be considered only as funds become available. Scholarship assistance does not apply to dormitory cost or fees. Students are responsible for his/her own financial arrangements. HCU does not assume financial responsibility for any student. Students in need of scholarship assistance are encouraged to contact the Office of Financial Aid for help or questions.

The following institutional scholarships are available to Graduate students:

- **Graduate Student Scholarship.** For the graduate student enrolled at least half-time in the graduate program. Scholarship is \$500.00 off tuition each term enrolled. Must maintain GPA of 3.00 or higher.
- **Full-Time Youth Minister Scholarship.** For the full-time Youth Minister (paid staff member position). Scholarship is one-half off tuition. Must maintain GPA of 3.00 or higher.
- **Graduate On-Campus Class Scholarship.** For the graduate student taking any class on campus. Scholarship is 25% off tuition. Must maintain GPA of 3.00 or higher.

Contact the OFA for scholarship information from foundations and individuals.

Veterans Education Benefits for Veteran Graduate Students

GI Bill Assistance

Veteran services are provided to our student veterans, dependents, and military personnel through the Office of Financial Aid (OFA). The OFA aims to facilitate veteran student success by providing support, resources, and information that meets the unique needs of veteran students. Its administrative role includes assisting with the processing of veteran benefits, processing payments from the VA, and ensuring that students understand the procedure that they will be receiving their benefits from the VA.

Veteran Education Programs

Montgomery GI Bill - Chapter 30. The Montgomery GI Bill (MGIB) program provides up to 36 months of education benefits. This benefit may be used for degree and certificate programs, flight training, apprenticeship/on-the-job training, and correspondence courses. Remedial, deficiency, and refresher courses may be approved under certain circumstances. Generally, benefits are payable for 10 years following release from active duty. This program is also commonly known as Chapter 30.

Post 9/11 GI Bill - Chapter 33: The Post 9/11 GI Bill is for individuals who served at least 90 days of aggregate duty on or after September 11, 2001. Individuals who served aggregate period of at least 36 months of active duty will receive 100% of the maximum benefits. Any individual who has served less than 36 months will receive a percentage of

the maximum benefits. An eligible veteran must have received an honorable discharge to be eligible for this program.

Montgomery GI Bill - Selected Reserve - Chapter 1606. The MGIB-SR program may be available to members of the Selected Reserve and have completed Initial Active Duty Training (tech school). The Selected Reserve includes the Army Reserve, Navy Reserve, Air Force Reserve, Marine Corps Reserve and Coast Guard Reserve, and the Army National Guard and the Air National Guard.

Montgomery GI Bill - Reserve Educational Assistance Program (REAP) - Chapter 1607. The Secretaries of each military service, Department of Defense, and Department of Homeland Security (Coast Guard) will determine eligibility and establish the program to provide educational assistance to members of the Reserves of the Armed Forces who are called to duty for 90 days or more. Members may be eligible after serving 90 consecutive days on active duty after September 11, 2001.

Survivor's and Dependent's Education Assistance Program - Chapter 35. Dependent's Education Assistance (DEA) provides education and training opportunities to eligible dependents of veterans who are permanently and totally disabled due to a service-related condition, who died while on active duty, or as a result of a service-related condition. The program offers up to 45 months of education benefits.

Yellow Ribbon Program

Heritage Christian University is a participant in the Yellow Ribbon GI Enhancement Program. Qualified veterans or his/her dependents are eligible for unlimited Yellow Ribbon institutional matching funds from the university without limitation on the number of recipients. This program is a provision of the Post 9/11 Veterans Educational Assistance Act of 2008. It allows institutions of higher learning (degree-granting institutions) in the US to voluntarily enter into an agreement with the Department of Veteran Affairs to fund tuition expenses that exceed the highest public in-state undergraduate tuition rate.

Executive Order 13607 Principles of Excellence Compliance Statement

Executive Order 13607, signed April 27, 2012 by the President of the United States, established Principles of Excellence (POE) for educational institutions serving service members, veterans, spouses, and other family members. Eight Principles of Excellence are described in the Order. Compliance with the POE is intended to ensure an institution

provides meaningful information to prospective and current military-associated students about the financial cost and quality of the institution, to assist those students in making choices about how to use his/her Federal educational benefits, prevent abusive and deceptive recruiting practices that target the recipients of Federal military and veterans educational benefits, and ensure that the institution provides high-quality academic and student support services to the respective group of students. To see how HCU complies with the POE, visit www.hcu.edu/wp-content/uploads/2015/05/Executive-order-13607.pdf.

VA Complaint Policy

Any VA complaint against HCU should be directed through the VA GI Bill feedback system by going to <http://www.benefits.va.gov.GIBILL/Feedback.asp> . The VA will then follow up through the appropriate channels to investigate the complaint and resolve it satisfactorily.

Satisfactory Academic Progress Policy

There are academic standards that must be met in order to continue receiving payments through the GI Bill® or any other educational benefit provided by the U.S. Department of Veterans Affairs. HCU requires all students using VA benefits to adhere to the same SAP standards needed to receive federal financial aid. This academic progress policy requires graduate students receiving VA benefits to uphold the following standards:

Conditions for Maintaining Satisfactory Academic Progress

- Student must maintain the following minimum cumulative GPA at the end of each semester: 3.0 or higher.
- Student must meet the following timeframe requirements at the end of each semester: successfully earn credit for 67% of all the courses attempted.
- Student must complete degree without building up more than 150% of the credits required to graduate.

Hours attempted include transferred credits, repeated courses, dropped courses, withdrawals, and incomplete courses.

Requirements of SAP are monitored at the end of each semester (fall, spring, summer). Students who do not meet SAP requirements will notified.

The standards for satisfactory academic progress are not the same as the university academic standing standards. Students should review both sets of policies. Questions about federal student aid SAP policies should be directed to the Office of Financial Aid; questions about the university's Academic Standing policies should be directed to the Office of the Registrar.

ACADEMIC POLICIES

This catalog attempts to provide accurate information. Nevertheless, the university reserves the right to change or modify the curriculum, the requirements for graduation, and the course content or description of any program of study.

Academic Year

Heritage Christian University operates on the semester system, dividing the academic year into two semesters of approximately fifteen weeks, excluding semester breaks. One semester hour is equal to fifty minutes of class time per week. HCU offers three summer sessions with the possibility of multiple courses in one or more sessions. One- or two-week summer courses meet Monday – Friday for a total of forty-five contact hours for three semester hours of credit.

Grading Policies and Grade Reports

Students will receive a grade report at the end of each semester if current with financial obligations to the university.

The Office of the Registrar maintains the grades, and they become part of the official record of the university. In reporting grades, notations of letters and their equivalents in numerical grade points (quality points) and other notations are as follows:

Grades		Quality Points
A+	98 – 100	4.00
A	95 – 97	4.00
A-	93 – 94	3.66
B+	90 – 92	3.33
B	86 – 89	3.00
B-	83 – 85	2.66
C+	79 – 82	2.30
C	74 – 78	2.00
C-	70 – 73	1.66
D+	67 – 69	1.33
D	63 – 66	1.00
D-	60 – 62	0.66
F	0 – 59	0.00

Course Withdrawal Policy

The academic calendar in this catalog shows a Drop/Add date each semester. Within the first two weeks of the semester, a student can withdraw with no record of the course being on his/her transcript. After this date, a student may drop a course with either withdraw passing (WP) or withdraw failing (WF). No courses may be dropped the last two weeks of lecture. This deadline is also reflected in the academic calendar. A WF is counted against a student's grade point average.

Incompletes

Students may request an "Incomplete" to allow extra time for completion of required work. Teachers may assign a temporary grade of "I" (Incomplete) if their respective syllabus allows submission of late work. A student has until Friday of the second week following the last regularly scheduled day of lecture to address an "Incomplete" on his/her grade report. Any "I" not addressed by the prescribed deadline will revert to the grade earned through all work that has been legitimately completed.

Grade Point Average

A scale of 4.0 is used to figure the Grade Point Average (GPA) for courses attempted (see chart under Grading Policies and Grade Reports). To calculate a GPA, divide the total number of quality points by the total number of credit hours attempted.

Repeat Courses

Students must maintain at least a 2.50 cumulative GPA to remain in the program and a cumulative GPA of 3.00 to graduate. Students who complete the curriculum with a cumulative GPA higher than 2.50 but less than 3.00 must repeat a course or courses to reach the 3.00 required for graduation. For purposes of determining his or her cumulative GPA, if a student takes a class over, only the grade of the last attempt will count. An "I" will not be counted in computing the GPA.

GPA Requirements and Honors for Graduation

To become a candidate for graduation, each student must successfully complete all hours required in the degree plan, have a cumulative GPA of 3.0 on a 4.0 scale with no

grade less than a "C" in a course counted toward degree requirements, pass a comprehensive examination no later than March 15 during the student's final year (If the student fails, the exam may be retaken), file an Application to Graduate form with fee no later than November 30 in the student's last fall semester, pay all school debts, and be under no disciplinary actions.

Transcripts

The Registrar maintains a permanent record of the courses a student has attempted, along with grades, distinctions, suspensions, dismissals, and degrees granted.

To have HCU transcripts sent, go to www.hcu.edu/student-life/ and click on the Request a Transcript link. The Registrar will release transcripts to other parties, such as other colleges, universities, or employers only when a student has met his/her financial obligation to the university. Official transcripts will be mailed directly.

Transient Status

A student who wishes to enroll temporarily at another institution to take coursework for transfer of credit back to Heritage Christian University must secure advance approval from the Director of the Graduate Program (or the equivalent) from the university at which the course(s) is taught and approval from the Director of the Graduate Program at HCU. A form is available in the Registrar's Office for HCU students who desire transient status at another institution.

Transcripts of transient work to be applied toward meeting graduation requirements must be received by the Registrar's Office within the next semester after credit is earned, and at least two weeks prior to the date of graduation.

Academic Probation and Suspension

A student whose cumulative GPA falls below 3.0 will be placed on academic probation. No more than six hours per semester will be allowed until the cumulative GPA is raised to 3.0 or higher. Also, if a student is placed on academic probation and the student fails to attain a term GPA of 3.0 or higher within the next semester, academic suspension follows. After serving one required semester (fall or spring) of academic suspension, a student may petition the Director of the Graduate Program for permission to register. The written request to register will be accompanied by an essay detailing the student's

educational and spiritual goals. If the student fails to earn a term GPA of 3.0 in the semester of his/her return, an additional suspension will follow.

Academic Probation or Suspension Appeal Process

Heritage Christian University has an established process to review all appeals related to academic probation or suspension.

If a student is unclear as to why he/she has been placed on academic probation or suspension, please contact the Director of the Graduate Program's office by phone or email.

In order to submit an appeal, a student must:

- Complete all sections of the Appeals Form (available from the Director of the Graduate Program).
- Attach required documents as defined within the Appeals Form.
- Include a typed, signed letter outlining the situation.
- Submit the appeal to the Director of the Graduate Program via mail, fax, or email.
- An unsigned application will be considered incomplete.
- An application for appeal with all appropriate documentation must be submitted no later than 30 days after the end of the academic semester. The student will be notified by email the decision of the appeal within one week of the Executive Committee of the Faculty Senate meeting to review said appeal.

Course Loads

Enrollment in nine or more semester hours is considered a full-time load. No student may take more than twelve hours without special permission from the Director of the Graduate Program. It is suggested that students who are working fulltime should take no more than six hours per semester.

Undergraduate Courses for Graduate Credit

HCU courses which are designed for undergraduate seniors (courses having a 400 prefix), can be taken for graduate credit if:

1. A particular course is needed to complete a graduate student's degree plan.

2. A new syllabus is created with graduate level requirements.
3. If permission is granted by the instructor of the course, the Vice President of Academic Affairs, and the Director of the Graduate Program.

Undergraduate Students Taking Graduate Courses

Undergraduate students who are within nine (9) hours of receiving a Bachelor's degree from a college or university with accreditation deemed satisfactory by the Graduate Committee may apply for admission, be granted conditional acceptance, and enroll in one or more graduate courses. And graduate hours completed are awarded only on the condition of the completion of the BA degree.

Advising

Initially, the Director of the Graduate Program will serve as the advisor to all new graduate students. After their first semester of enrollment, students are assigned to other graduate faculty members who will serve as their advisors.

Independent Studies

Any course taken that is not officially scheduled can be considered an independent study. No student may take more than three courses by independent study through the entire program unless permission is granted from the Director of the Graduate Program.

Time Limit

Work on the master's degree must be completed within seven years. If the student needs extra time, he/she may apply for an extension. If one is granted, additional course work may be required. If the student does not enroll for a course during a period of twelve consecutive months, he/she will be under the most recent graduate catalog when he/she re-enrolls. After two years of non-attendance, the student must re-apply for admission to the program.

Advanced Standing

Students who have taken the equivalent of a course at the undergraduate level that is required in the graduate program (at the judgment of the Director of the Graduate Program) will be allowed to do one of two things:

Option 1: When a person comes to a graduate course in which he/she has skill, experience, and knowledge, and the course would be a repetition of things he/she already knows, the student may challenge the course at the graduate level for credit. The procedure is as follows:

1. Inform the Director of the Graduate Program of your desire to challenge the course.
2. With the Director of the Graduate Program's approval, register for the challenge test through the Registrar.
3. The Director of the Graduate Program will ask the appropriate supervising instructor to prepare the comprehensive challenge test. This test will include a major essay component.
4. A time to take the challenge test will be arranged through the Registrar.
5. If the challenge test is passed at a level of "B" or higher, credit will be given for the course.
6. The challenge test procedure assumes that the student possesses mastery of the course content. The challenge test procedure *does not* include instruction or access to lectures.
7. There is a non-refundable fee for scheduling the challenge test and a per-credit-hour fee for recording the credit if the challenge is successful.

Option 2: If the student chooses not to take a challenge test, the student may substitute another course in its place in his/her degree plan. Students in the MA or MMin program are eligible for up to 6 credit hours advanced standing, while MDiv students are eligible for 12 credit hours (no more than 1/6 of the degree)

Class Attendance

The university does not grant credit for any course in which a student's class attendance falls below 80 percent. Students exceeding three absences will be dropped from the course with the designation withdrawn passing (WP) or withdraw failing (WF), depending on performance in the course at the time of the drop. Three tardies equal one absence. There are no excused or unexcused absences.

Inclement Weather Policy

Heritage Christian University makes its own independent weather closure decisions. In consultation with the Vice President of Administration, the Vice President of Academic Affairs will make the decision. Weather closure information will be communicated to students, faculty, and staff through Populi and via social media.

Residency Requirements for Distance Learning

Master of Arts and Master of Ministry: MA and MMin students are required to attend graduation exercises unless they have received exemption from the Academic Dean and the Director of the Graduate Program. (see also Graduation Requirements and Fees)

Master of Divinity: The MDiv student is expected to attend the yearly Spiritual Formation Retreat and graduation exercises unless they have received exemption from the Academic Dean and the Director of the Graduate Program. (see also Graduation Requirements and Fees)

Proctor Policy

Proctoring is a means of maintaining academic integrity and is at the discretion of the instructor. Students should refer to the course syllabus to determine specific proctor requirements for each course. Instructors may require proctoring using one or more of the following options:

Tegrity Remote Proctoring: A student using this option will take a test while Tegrity utilizes the webcam and microphone to record the duration of the exam.

Campus Proctoring: A student needing an on-campus proctor must schedule an appointment with the Faculty Secretary during regular campus business hours (8:00 am CST – 4:30 pm CST). The guidelines are as follows:

- Minimum 24-hours advance notice is required.
- Emails and/or phone calls will not be returned outside of regular campus business hours.
- Walk-ins are not permissible. Students who do not schedule an appointment will not be allowed to take an exam.

- If the Faculty Secretary is not available, other campus proctors include the Librarian, Library Assistant, and the Registrar. No other proctors, on or off campus, will be permitted. The guidelines above apply to all campus proctors.

Distance Learning Proctoring: Students will find a trusted person who administers and supervises course exams. Proctors must meet the following guidelines:

- The proctor must be 21 years of age or older.
- The proctor must not be a relative, in-law, or employee of the student to avoid conflict of interest.
- The proctor cannot be a fellow HCU student.

Suggestions for proctors include a minister, church secretary, fellow church member, or neighbor. Many public librarians are willing to serve as proctors and are already generally familiar with the process.

Rescheduling Examinations

An instructor is under no obligation to reschedule a major examination. The student must always arrange the rescheduling of examinations with the instructor.

Graduation Requirements and Fees

To graduate from a graduate program, a student must:

- Successfully complete all hours required in the degree plan.
- Have a cumulative GPA of 3.00. No course in which the student has a grade of less than "C" can be counted towards meeting course requirements for graduation.
- Pass the comprehensive graduation examination (including both written and oral components) appropriate for his/her degree program no later than March 15 during the student's final year.
- File an "Intent to Graduate" form. See below for important details and deadlines.

The candidate for graduation must submit an Application to Graduate form by November 30 before the May graduation. HCU does not have a December graduation. (For form see <http://www.hcu.edu/student-life/>)

A nonrefundable graduation fee must accompany the application (by Nov. 30). The fee covers the cost of diploma, cap and gown, and other graduation expenses.

Graduation Fees:

Graduate candidates	\$140
To receive diploma in absentia (with Dean's permission)	\$500
Applications received after Nov. 30 up until Dec. 31 <u>ADD</u>	\$ 50

No applications are accepted after Dec. 31

Students failing to meet graduation requirements must submit another application and pay the fee(s) again the following year.

PROGRAMS OF STUDY

The graduate program at HCU offers three graduate theological degrees designed to prepare students for more effective Christian service and ministry. The Master of Arts in Christian Scripture is designed to train students in general theological studies. The Master of Ministry is oriented primarily toward ministerial leadership. The Master of Divinity is a comprehensive degree that thoroughly trains qualified individuals for Christian ministerial leadership in a congregational setting.

We strongly encourage students to take Greek as his/her first biblical language, though Hebrew courses are available for those who do not need to take Greek.

MASTER OF ARTS IN CHRISTIAN SCRIPTURE (MA)

General Description and Purpose

The Master of Arts in Christian Scripture enables students to read and interpret biblical texts in their original languages. Our Christian faculty trains students to engage scripture responsibly and interact thoughtfully with biblical scholarship, resulting not only in a deeper appreciation for the Bible, but also in spiritual growth and increased ability to communicate the gospel effectively. Moreover, those wishing to continue their graduate education beyond the MA will receive excellent preparation from the program.

Program Objectives

The Master of Arts in Christian Scripture enables graduates to:

1. *Demonstrate a critical approach to scripture.* This objective reflects our commitment to genuine comprehension of scripture rather than propagating traditional understandings and dogmas. We teach our students to engage high-quality scholarly resources and explore new ways of interpreting the text of scripture.
2. *Read New Testament Greek and/or biblical Hebrew.* Reading scripture in its original languages has proven fundamental to a renewed appreciation for God's revelation to man, as opposed to a reliance on traditional interpretation. The student of Greek and Hebrew can better understand biblical passages and more easily utilize standard scholarly resources.

3. *Appreciate the theology of scripture.* Viewing scripture theologically entails seeing the whole of scripture as a revelation of God to humanity and relating the individual books or passages to this overall conception of scripture. It is opposed to viewing scripture through the lens of proof-texting. This degree trains students to understand scripture theologically and to teach the theology of scripture to God's people as a vital component of their task as Christian ministers.
4. *Conduct independent biblical research.* The MA trains students to read with comprehension in both scripture (in one or more languages) and biblical scholarship of the highest level with the goal of enabling students to ask appropriate questions of scripture and find the answers. Graduates will not necessarily be in a position to contribute to the field of academic biblical scholarship (the goal of a doctoral degree), but they will be able to interact critically with scripture and scholarship, rejecting or accepting proposed interpretations based on their own research.

Planning Your Program

After a student has been accepted into the program, a plan will be developed that meets his or her situation in life. In particular, the process of formulating a thesis will be initiated no later than the beginning of a student's second semester. It is in the student's best interest to be thinking about the thesis early in the program. In addition, the graduate faculty recognizes that the scope of the program extends beyond graduation from the program; therefore, the thesis needs to be developed within the context of the student's social location within a Christian community. This is important because one's study is intended to have a direct and/or specific outcome within one's Christian ministry. In addition to the curriculum, the student will be required to pass a comprehensive exam.

Curriculum (36 Hours)

Each student will be required to complete a total of 36 hours for the Master of Arts in Christian Scripture, as follows. All requirements must be completed for graduation.

1. **Introduction to Graduate Studies (3 hours).** Every student will take this course within the first nine hours of graduate studies (see exceptions under Graduate Transfer of Credits). This class introduces the student to HCU, the embodiment of the Mission Statement, and what is expected from students in the graduate degree programs.
2. **Language Studies (12 hours).** A foundational aspect of the critical approach to scripture encouraged by the MA is knowledge of the original language(s) of the

Hebrew Bible and/or New Testament. The program does not require previous knowledge of these languages, but at least 12 hours of coursework will focus on mastering one or more of these languages. Students with no previous language training will choose one of the biblical languages (Greek or Hebrew) and take two elementary courses and two advanced reading courses, all focusing on building the student's proficiency in the selected language. These courses are:

NT501 Greek 1
NT502 Greek 2
NT601 Greek 3
NT602 Greek 4 or
OT56X Hebrew 1
OT57X Hebrew 2
OT58X Hebrew 3
OT59X Hebrew 4

Students who already have an elementary knowledge of Greek or Hebrew (equivalent to one full year of study) upon matriculation have several options for fulfilling their 12-hour language requirement:

- Take four advanced courses in the language previously studied.
 - Take four courses (two elementary, two advanced) in the biblical language not previously studied
 - Take two advanced courses in the language previously studied and use the other two required language courses to acquire an elementary knowledge of another relevant language (e.g., one of the biblical languages, Latin or Coptic).
3. **Introductions to the Hebrew Bible and New Testament (6 hours).** Every student will take both OT611 Introduction to the Old Testament and NT612 Introduction to the New Testament. These courses must be taken during the first 18 hours of the program.
 4. **Biblical Text Courses (6 hours).** Every student is required to take two courses on the biblical text. OT511 Old Testament Textual Studies and NT512 New Testament Textual Studies may each be taken multiple times. Students are not required to take both courses but may choose two OT text courses or two NT text courses.

5. **Theology (3 hours).** Every student will take a theology course, choosing from HBI501 History of Theology, NTTH52X Theology of the New Testament, or OTTH57X Theology of the Hebrew Bible.
6. **Thesis (6 hours).** As a student progresses in his or her course work, he/she will be able to embark upon a major writing project that will demonstrate the student's competency in the area of Christian Scripture. The student will be assigned to a professor who will guide him or her through this process. Additional specifics are offered below.

Thesis Specifications

In the Master of Arts, students will engage in rigorous academic research working from relevant primary and secondary sources that address specific issues or concerns in the field of biblical studies. In particular, the study will be specific to the student's major area. The results of this research will be presented to the faculty as the student's thesis.

While engaging in the thesis, the student will be under the supervision of his/her major professor, who will prepare a syllabus for the project in accordance with graduate school policies. The thesis can be taken any semester as an Independent Study by students who have successfully completed a minimum of 18 hours of graduate work in the program. The thesis is usually completed within the last two semesters of the student's program. The thesis should include:

1. An introduction that includes definition terms, description of the problem/issue/question to be dealt with, relevance/importance, and the methodology and limitations of the present study.
2. A review of the literature and/or the present state of the problem.
3. A section describing the project and/or detailing the results of the present study.
4. A conclusion that includes an analysis and application of the results, a description of their usefulness, and suggested directions for further research.

This paper will be no shorter than 30 pages and no longer than 100. The individual instructor may provide more specific guidelines. Students are encouraged to focus upon quality rather than quantity.

The student's major professor and at least one other graduate faculty member read the completed thesis; the major professor assigns the final grade. The thesis concludes with an oral defense open to all faculty and administration, but the student's major professor is in charge. If the student is not on campus, a conference call may be required. The

thesis will be bound and placed in the Overton Memorial Library. The graduation fee covers the cost of this service. For an extra fee, a copy can be bound for the student.

While a student is registered for the thesis, an extension may be given if it is necessary for the student to continue research beyond the semester in which he/she initially enrolls in the course. When the thesis is carried over to the subsequent semester, the student will be charged the regular tuition price and registration fee for that new semester. A student may receive an extension for the thesis as often as needed. However, if at the end of the seventh year of study the student has not completed the thesis, a grade of "F" will be assigned. At this juncture, if a student desires, he/she can submit a formal letter, and at the discretion of the Graduate Committee, the student may be allowed to continue.

MASTER OF MINISTRY (MMin)

General Description and Purpose

The Master of Ministry program seeks to enhance the service and leadership of persons who are engaged in biblical ministry. Faculty members facilitate understanding of Christian ministry based on the example of Jesus Christ and comprehensive biblical teachings. Students explore ministry from a holistic perspective with special attention to their individual ministry contexts. Within this program, students will have the option of selecting a major and minor area in which to focus his/her attention. Students can choose from the following concentrations:

- Ministerial Counseling (CN)
- Homiletics/Ministerial Care (MN)
- History of the Biblical Interpretation and Theology (HBI and TH)
- Biblical Studies (BI)

Program Objectives

The Master of Ministry enables students to:

1. Identify the biblical foundation for authentic ministry
2. Formulate a life-long process for spiritual maturity
3. Assess various ministry specializations through critical consideration of context, content, and processes

4. Practice ministry competently in real-world settings
5. Acquire scholarship that provides a foundation for ongoing studies such as the MDiv degree.

Planning Your Program

After a student has been accepted into the program, he/she will develop a plan that meets his/her situation in life and aligns with this catalog. In particular, a major area and a minor area of academic emphasis will be chosen.

Additionally, the student will also choose whether to complete the program through coursework alone (36 hours) vs. through coursework plus three to six hours of practicum for a total of 36 hours. If the student prefers to complete a practicum, it is best to choose the subject area early within the program. The subject area of the practicum will need to fit the student's ministry context. The student's academic advisor can be of help with this choice.

Practicum Specifications

- The goal of the practicum is to give students experience in a supervised program of the church.
- Approximately 40 hours of ministry, effort, and assessment (not including travel time) will be required for each hour of credit.
- An annotated bibliography of the best works in the field in which the practicum is based.
- Simple guidelines of how to duplicate the practicum in another place by another student.
- The student must provide evidence of the completed practicum. This evidence will include items such as:
 - A letter from the mentor in the field verifying that the work has been completed.
 - In some cases, an on-sight visit by a representative of the university may be necessary.
 - A folder with a sample of any forms, advertisements, or other documentation involved with the practicum along with a DVD or website (if applicable) of pertinent aspects of the project involved (mission trip, VBS, curriculum, archaeological dig, etc.)

Curriculum (36 hours)

Each student will be required to complete a total of 36 hours for the Master of Ministry. This is composed of four major divisions: General Course Requirements, a Major area, a Minor area, and Electives. All four divisions must be completed for graduation.

1. **General Course Requirements (6 hours).** Every student will take MN500 Introduction to Graduate Studies (3 hours) and one Biblical Studies course (i.e., courses that begin with the prefix NT or OT). Every student will take MN500 within the first 9 hours of graduate studies. This class introduces the student to HCU, the embodiment of the Mission Statement, and what is expected from students in the graduate degree programs.
2. **Major Area (12 hours).** Every student will choose a major area in:
 - a. Biblical Studies
 - b. History of Biblical Interpretation and Theology
 - c. Homiletics/Ministerial Care
 - d. Ministerial Counseling
3. **Minor Area (6 hours).** Every student will choose a minor concentration in:
 - a. Biblical Studies
 - b. History of Biblical Interpretation and Theology
 - c. Homiletics/Ministerial Care
 - d. Ministerial Counseling
4. **Electives (12 hours).** Every student is free to take elective classes, choosing from any of the courses offered through the graduate program at HCU.

MASTER OF DIVINITY (MDiv)

General Description and Purpose

The Master of Divinity is a comprehensive degree that thoroughly trains qualified individuals for Christian ministerial leadership in a congregational setting. Also, the MDiv is the first theological degree required for admission to the Doctor of Ministry degree, and the recommended degree for preparation for admission into advanced research-based theological degrees such as the Master of Theology, the Doctor of Theology, or the Doctor of Philosophy. Additionally, the MDiv is the required degree for service as a chaplain in the United States Armed Forces.

In most cases, the student's primary area of study will determine the language requirements for the program. For instance, students who select New Testament and Early Christian Literature as their primary area will be required to know Greek but not Hebrew. Such students will use the Greek Bible in classes with NT prefix and the English Bible in classes with an OT prefix. Students selecting Old Testament/Hebrew Bible and Early Judaism as their primary area will be required to know Hebrew.

Program Objectives

The student will:

1. Develop an appreciation for the Christian heritage associated with the American Restoration Movement.
2. Interpret the Bible both critically and theologically for the benefit of the church.
3. Develop holistic spiritual disciplines.
4. Evaluate people and their personal circumstances and provide appropriate pastoral care or referral.
5. Know how to plan ministries and employ programs that serve the church.

Planning Your Program

Each student needs to work closely with his/her advisor to develop a realistic plan for completion of the program. There is a recommended schedule that the student may follow that leads to graduation within a three-year period. However, if a student is not able to take classes on a full-time basis, a suitable schedule can be arranged between the student and his/her advisor.

Curriculum (75 hours)

Each student will be required to complete a total of 75 hours for the Master of Divinity. This is composed of four major divisions. All four divisions must be completed for graduation.

Our Religious Heritage (30 Hours)

Our Religious Roots 1: Tools (9 Hours)

NT501 Greek 1
NT502 Greek 2
NT602 Greek 3 or
OT501 Hebrew 1
OT502 Hebrew 2
OT58X Hebrew 3

Our Religious Roots 2: Texts (12 Hours)

OT611 Introduction to the Old Testament
NT612 Introduction to the New Testament

OT 511 Old Testament Textual Studies 1 or
OT512 Old Testament Textual Studies 2

NT511 New Testament Textual Studies 1 or
NT512 New Testament Textual Studies 2

Our Religious Roots 3: History (9 Hours)

HBI501 History of Theology
NTTH52X Theology of the New Testament
OTTH57X Theology of the Hebrew Bible

Contextualizing our Religious Heritage (12 Hours)

HBINT551 Methods of Biblical Interpretation
MN60X Seminar in Small Church/Limited Resource Ministry
NTTH532 The Moral Vision and Ethics of the New Testament

Choose 1:

NT66X Early Christian Missiology
OT51X Limited Resource Dynamics in Ancient Israel

The Spiritual Formation of a Leader (6 Hours + 6 Spiritual Formation units + Retreat)

MN500 Introduction to Graduate Studies
MNT532 Spiritual Formation of the Minister
Boundaries in Ministry Seminar
Spiritual Formation Retreat
Spiritual Formation Program (6 semester units)

Praxis in Our Religious Heritage (27 Hours)

Ministering within Our Religious Heritage (12 Hours)

Choose 2:

CN502 Solution-Focused Counseling
CN511 Seminar in Conflict Resolution
CN602 Special Issues in Ministerial Counseling
CNMN501 The Ministry of Counseling

Choose 2:

MN502 Biblical Preaching
MN511 Congregational Health and Ministry
MN522 Family Life Ministry
MN61X Directed Studies in Homiletics/Ministerial Care

Electives (9 hours) or

Focused Ministry within Our Religious Heritage (Choose 1 area; 9 hours):

- Youth and Family Ministerial Care
- New Testament/Early Christian Literature in Ministry
- Old Testament and the Literature of Ancient Israel/Early Judaism in Ministry
- Theology and the History of Biblical Interpretation
- Greek
- Hebrew

Practicum in Ministerial Leadership (6 Hours)

MN68X Practicum in Ministry
MN69X Practicum in Ministry

Spiritual Formation Retreat and Requirements

Although not part of the curriculum of classroom instruction as offered through the MDiv degree, the importance of Christian leaders being developed into spiritual and godly leaders is essential for effective ministry. With this in mind, in addition to the curriculum, MDiv students will be prepared to enter a serious engagement with their relationship to God as a primary part of their formation as a leader in a Christian community. Within the first calendar year of enrollment in the MDiv degree, students are required to attend a retreat and become part of a spiritual formation group.

During an annual retreat, MDiv students will learn to incorporate their academic growth in conjunction with their spiritual and personal formation. Students will complete a spiritual formation journal (digital or hardcopy) and maintain a relationship with a mentor throughout the year, designated by the student and the Director of the Graduate Program. In addition to the retreat, the community involvement, and the relationship with the Director of the Graduate Program, students will develop spiritual disciplines and learn to engage spiritual concerns that affect their personal and family lives.

Attending four days of chapel or watching online will reinforce this growth process and is mandatory for all MDiv students each semester. These chapel sessions will be tailored for MDiv students with specific requirements relating to their spiritual growth as leaders. As a part of this development, journals and personal advising by the Director of the Graduate Program will be an important part of their development as a leader. All MDiv students must complete a total of 6 units (six semesters) within the Spiritual Formation Program. Transfer students reduce the total Spiritual Formation units based on the total number of transfer credits (i.e., 12 transfer credits equal one Spiritual Formation unit requirement).

“Boundaries in Ministry” Seminar

Because issues about setting boundaries quickly become apparent as the minister enters the realm of ministry, the seminar focuses on the minister’s personal, spiritual, professional, and ministerial development. The most prevalent pressures are appropriate relationships, family, and finances. This is a seminar offered annually at the beginning of the Spiritual Formation Retreat.

Practicum Specifications

In the MDiv program, students will develop a holistic ministry plan that specifically addresses the needs of a Christian community or communities while basing the program upon the student's rigorous academic research. The student will implement relevant primary and secondary sources, case studies, etc., that address specific issues or concerns in the field of ministry and Christian service. In particular, the study will be specific to the student's primary area and will be developed with his/her profession in mind. The results of this research will be presented to the faculty as the student's practicum.

While engaging in the practicum, the student will be under the supervision of his/her major professor, who will prepare a syllabus for the project in accordance with graduate school policies. The practicum can be taken any semester as an Independent Study by students who have successfully completed a minimum of 18 hours of graduate work in the program. The practicum, different from a thesis, renders the best results if begun during the second or third semester of study and completed within the last two semesters of the student's program. This will allow the student more time for application and implementation of various stratagems, studies, and surveys.

The practicum should include:

1. An introduction that includes definition of terms, description of the problem/issue/question to be dealt with, relevance/importance, and methodology and limitations of the present study.
2. A review of the literature and/or the present state of the problem.
3. A section describing the project and/or detailing the results of the present study.
4. A conclusion that includes analysis and application of the results, description of their usefulness, and suggested directions for further research.

This paper will be no shorter than 30 pages and no longer than 100. The individual instructor may provide more specific guidelines. Students are encouraged to focus upon quality rather than quantity.

The instructor and at least one other graduate faculty member read a completed draft of the practicum; the instructor assigns the final grade. A public presentation of the results of the practicum, open to all faculty and administration, concludes the practicum. If the student is not on campus, an alternative method for a public presentation will be developed in order for the student to present his/her results.

This practicum will be bound and placed in the Overton Memorial Library. The graduation fee covers the cost of this service. For an extra fee, a copy can be bound for the student.

The MDiv practicum is considered two independent courses that are part of one major project. Therefore, the student is encouraged to sign up for the practicum (3 hours of course work) as early as possible within the program, so he/she can begin working on his/her project early. The student should sign up for the second half of the practicum within the last two semesters before graduation in order to bring the project to completion. While a student is registered for the practicum, an extension may be given if it is necessary for the student to continue research beyond the semester in which he/she initially enrolls in the course. When the practicum is carried over to the subsequent semester, the student will be charged the regular tuition price and registration fee for that new semester. A student may receive an extension for the practicum as often as needed.

If at the end of the seventh year of study the student has not completed the practicum, a grade of "F" will be assigned. At this juncture, if a student desires, he/she can submit a formal letter requesting an extension, including reasons, and at the discretion of the Graduate Committee, the student may be allowed to continue.

NON-DEGREE CERTIFICATE PROGRAMS

Resource Development Models for Small Churches Certificate Program

HCU currently offers a non-degree audit certificate in Resource Development Models for Small Churches. Students completing this certificate program are specifically equipped to work within small churches while producing literature through their practicums that is available via the Overton Memorial Library. The certificate program is outlined below.

The certificate in small church growth models is offered by HCU to persons who fit into two basic categories: 1.) Those working on the MDiv degree who want to equip themselves for specialized ministry in a global context, namely working within church missions with new or emerging churches and 2) those who do not desire to complete any of the degree programs offered by HCU at the graduate level, yet still have the desire to equip themselves for theological studies and ministerial leadership to help

small churches. Small churches are defined as congregations of 120 members or less without significant ambitions to exceed this number.

The need for a program with such high specificity is due to the fact that anthropological studies and US Census statistics have demonstrated that small towns/communities usually have a lower cost of living, different organizational dynamics, a stronger sense of community and geological identity. Such specific ministry details are rarely addressed in most graduate theological schools due to a general focus upon urban areas and various forms of urban ministry. With this in mind, students at HCU have this certificate option for further training in ministry.

It is also a point of interest that looking at church growth at a global level is a completely different idea than looking at large churches/mega-churches in the US. Defining church growth models on large churches in the US is largely unproductive and not useful in determining how to grow the church in most places in the world where limited resources are standard. Such was also the case for growing churches in the first century. It is our conviction that not only were small churches a reality of the first century due to circumstance, but implicitly, better biblical models can be derived in the 21st century through the application of these models.

For instance, most mission models for church plantings in foreign cultures assume that there will be supporting and overseeing congregations that have an immense level of depth in resources (i.e., finances, human support, and spiritual support and maturity), all of which were not available to the first Christian missionaries, who nevertheless succeeded. Their success was not dependent upon miraculous deliverance by God or the Spirit, but God intended for Christians to be able to emulate first century models applicable to the 21st century. In this case, small church growth concerns become primary, rather than circumstantial, for modeling purposes in the 21st century.

Curriculum

Biblical Studies for Small Churches (9 audit hours)

NT612 Introduction to the New Testament

NT66X Limited Resource Dynamics in the New Testament

OT51X Limited Resource Dynamics in Ancient Israel

History of Biblical Interpretation and Theology (3 audit hours)

Choose one:

HBI501 History of Theology

NTTH52X Theology of the New Testament

OTTH57X Theology of the Hebrew Bible

Limited Resource/Small Groups Dynamics (6 audit hours)

Choose two:

CN512 Seminar in Conflict Resolution

CNMN501 The Ministry of Counseling

MN511 Congregational Health and Ministry

Limited Resource Ministry Field Work (3 audit hours)

MN60X Seminar in Small Church/Limited Resource Ministry

Seminars Relevant to Small Churches (offered through the continuing education program)

Legal Concerns Associated with Church Growth

The Mission and Role of the Small Church

Resource Development for Small or Emerging Churches

Models for Growing New and Emerging Churches

Requirements:

1. Certificate candidates are required to attend/audit all five areas, usually spanning a two-year timeframe.
2. All courses must be audited at HCU.
3. Students must declare their intent to complete the certificate program. This is important due to the nature of some of the courses. For instance, HBI501 History of Theology is not a subject unique to small church ministry. However, the content and course requirements may be tailored toward the certificate program. Such a subject is very important for an individual being able to lead effectively in a limited resource environment.
4. Students in the certificate program will complete courses on a "Pass" or "Fail" basis, but do not receive university credit. If a student desires university credit,

he/she must apply and be accepted to HCU through the Enrollment Services department.

5. For more information, contact Dr. Jeremy Barrier, Director of the Graduate Program.

Center for Missions Training and Information (CMTI) Certificate Program

The Center for Missions Training and Information is an entity that was developed in order to train and equip Heritage students (and those within the church community) for effective missions. This is done through the use of seminars and forums. There are two seminars and one forum each semester. The seminars cover the curriculum that was developed by the World Evangelism School of Missions (WESM). WESM is a part of the World Evangelism Missions ministry, directed and operated by Wayne and Janet Barrier and family and overseen by the Double Springs Church of Christ. The curriculum is covered within a two-year period and follows this basic pattern.

Year 1

Fall

1. Biblical Motivation/The Missionary and Family Preparation
2. World Religions and Cultures/Missionary Field Assessment and Selection

Spring

1. Missionary Sponsor Relationships and Reporting/Finance, Fundraising, and Financial Management
2. Logistics and Foreign Travel/Mission Field Relationships

Year 2

Fall

1. The Biblical Pattern for Mission-work/Evangelistic Program Development
2. Teaching and Preaching in the Mission Field/Training Local Workers

Spring

1. Mass Media Methods/Follow-up Evangelism
2. Comprehensive Mission Plan Development

Students must attend all at least six of the eight seminars and at least two of the four forums and to have completed two mission trips to receive a certificate of completion.

Information Center

The CMTI is also collecting information regarding mission activities (past and/or present) across the world. This information will be accessible online or by visiting the CMTI on the campus of HCU. Missions information collected by the CMTI will be a resource that will help churches and individuals better select mission field targets.

Missions Scholarships

The CMTI helps to evaluate, select, train and mentor foreign students at HCU. The CMTI also recommends foreign students for scholarships.

GRADUATE COURSE DESCRIPTIONS

This section contains information on specific courses. The information includes course numbers, course titles, number of credit hours per course (indicated in parentheses after each course name), and a brief description of the content and aim of each course.

Course numbers consist of a two- or three-letter prefix and a three-digit number. The first digit of the number shows the class level: 5 – beginning graduate work; 6 – advanced graduate work. The second digit distinguishes courses within the same letter prefix. The third digit shows in which semester the course is offered: 0 – fall and spring, 1 – fall only, 2 – spring only, X – on demand.

The arrangement of courses in this listing is alphabetically by letter prefix, then number. The letter prefixes have the following meanings:

CN – Counseling

CS – Christian Service

HBI – History of Biblical Interpretation

MN – Ministry

NT – New Testament

OT – Old Testament

TH – Theology

CN502 Solution-Focused Counseling (3) explores, analyzes and applies contemporary solution-oriented counseling to today's real-world issues. Emphasis is placed on the acquisition and development of skills that encourage prescription, amplification, and maintenance of positive change in client lives. Special attention is given to student demonstration of solution-focused language, questions, and interventions for real-world settings.

CN511 Seminar in Conflict Resolution (3) acquaints students with the vast literature of conflict resolution with particular application to the local church setting. Emphasis is placed on identifying the types and sources of interpersonal conflict, understanding the dynamics of such conflict, and the counseling skills helpful in fostering resolution. Attention is given to anger management, mediation, and problem solving.

CN602 Special Issues in Ministerial Counseling (3) will examine and strengthen the understanding and skills needed to help those with unique needs. Topics include grief and loss, eating disorders, compulsive spending, alcohol/drug dependency, spousal/parental abuse, homosexuality, and identifying mental illness. Special attention is given to knowing when and how to refer clients who need more skilled help.

CN60X Counseling Independent Study (3) With the permission of the Director of the Graduate Program, and under the direction of the teacher, the student will complete an assigned set of requirements uniquely designed to meet his/her needs in this area.

CN68X Practicum in Counseling (3) involves reading, research, and analysis, but also emphasizes applying theory to practice through a project, which has, as its purpose, helped the church grow spiritually and/or numerically. The results of the project must be put into writing in an acceptable form. The class will take the form of an independent study with the teacher serving as advisor, director, and evaluator of the student's work. Students will be required to have 12 hours of graduate courses completed prior to registering for this course. This is a Pass/Fail course until practicum is completed. The final grade will be recorded under CN69X.

CNMN501 The Ministry of Counseling (3) explores the unique place of counseling within the context of ministry with the local church, including discussion of opportunities, pitfalls, strengths, and limitations of counseling as an aspect of local ministry. Special attention is given to training other Christians as personal counselors and to helping the church foster an atmosphere of healing.

HBI501 History of Theology (3) surveys historical Christian doctrine from the second century to the contemporary era. Theological development is studied in light of its historical and cultural background to aid students in understanding how the divine commission of the church has been expressed in theology in history.

HBI60X History of Biblical Interpretation Independent Study (3) With the permission of the Director of the Graduate Program, and under the direction of the teacher, the student will complete an assigned set of requirements uniquely designed to meet his/her needs in this area. This course cannot be substituted for a required course.

HBINT551 Methods of Biblical Interpretation (3) explores the basis, history, methods, and art of biblical interpretation. Grammatical-historical exegesis, biblical criticism, interpretation of narrative, and hermeneutics as twenty-first century application receive particular emphasis.

HBIOT50X Interpreting the Old Testament (3) investigates hermeneutical issues arising from close study of the Hebrew Bible. Some of the issues that may be covered in this class include historical-critical exegesis of various OT books, text and canon of the OT, Christian appropriation of Jewish scripture, and NT interpretation of the OT.

MN500 Introduction to Graduate Studies (3) is designed to introduce the basic tools of theological research and to promote the basic writing skills necessary for the presentation of scholarly research. Students are required to take this course within the first 9 hours of their degree program.

MN501 The Ministry of Counseling (3) - See CNMN501 The Ministry of Counseling.

MN502 Biblical Preaching (3) In focusing on the art and process of developing effective sermons from unique and neglected parts of scripture, the aim of this course is to help preachers improve in their ability to move their hearers from an accurate understanding of the text to its application and importance today. Emphasis will be given to identifying key themes and communicating their relevance to others.

MN50X Biblical Leadership (3) explores examples of effective and ineffective leadership from both the Old and New Testaments with attention to their intersection with current leadership models and theories. The course also examines biblical principles that apply to leadership development, performance, and assessment.

MN511 Congregational Health and Ministry (3) discusses the history and background of the church growth movement and exposes students to church growth literature. Emphasis will be placed on the biblical principles of church growth, and practical methods of implementing those principles. The seminar will include discussion of the assessment of the "church growth-atmosphere and potential" of a congregation.

MN521 The Ministry of Preaching (3) Affirming the vital importance of preaching to the health and life of the church is the central goal of this course. The theology of preaching must be translated into the nuts and bolts of relevant, effective communication. Emphasis will be placed on helping the student stay fresh and in the "real world" in sharing God's truth. One unit of this class will be "Preaching from the Gospels," a practical exercise that seeks to heighten the student's ability to move effectively from text to sermon.

MN522 Family Life Ministry (3) documents and explores the role of the church in building strong families. From leadership styles and program offerings to Bible class curriculum and sermon content, the course investigates what makes a church effectively pro-family. Every aspect of church work can be an aspect of family life ministry.

MN60X Seminar in Small Church/Limited Resource Ministry (3) involves the combined teaching of one of HCU's faculty with an experienced minister/evangelist who has been highly engaged in a rural setting. The course will be an intersection of ministerial experience and practice combined with research and experiences in micro-urban ministry.

MN61X Directed Studies in Homiletics/Ministerial Care (3) is designed to deal with specific issues in ministry. The content may vary from year to year.

MN62X Ministry Independent Study (3) With the permission of the Director of the Graduate Program, and under the direction of a teacher, the student will complete an assigned set of requirements uniquely designed to meet his/her needs in this area.

MN68X Practicum in Ministry (3) involves reading, research, and analysis, but also emphasizes applying theory to practice through a project, which has as its purpose helping the church grow spiritually and/or numerically. The results of the project must be put into writing in an acceptable form. The class will take the form of an independent study with the teacher serving as advisor, director, and evaluator of the student's work. Students are required to have 12 hours of graduate courses completed prior to

registering for this course. This is a Pass/Fail course until practicum is completed. The final grade will be recorded under MN69X.

MNTH532 Spiritual Formation of the Minister (3) is a study of Christian spirituality and spiritual formation. Topics include the history of Christian spirituality, Christian devotional and spiritual classics, spiritual disciplines (e.g., prayer and fasting), spiritual formation, and spiritual development in church history.

NT501 Greek 1 (3) equips students to be able to read basic Koine Greek texts. Upon the completion of the course, the students should have a basic grasp of the Greek language and grammar, acquisition of vocabulary, utilization of various parts of speech, the verb, and the ability to read and translate basic Greek narrative texts.

NT502 Greek 2 (3) is a continuation of NT501. In this course, the students will complete a basic overview of Greek grammar, morphology, syntax, and begin reading basic Greek texts.

NT50X New Testament Backgrounds (3) is a survey of the first century Greco- Roman world through a careful reading and study of several ancient historical, legal, and religious texts. The student will acquire a basic knowledge of the political, social, and religious history of this period and discover how such knowledge can help in understanding and interpreting certain passages in the Bible, particularly in the New Testament.

NT511 New Testament Textual Studies (3) entails a close reading of the Greek text of selected passages of the NT, with a focus on grammar, textual criticism, hermeneutical issues, and theology.

NT551 Methods of Biblical Interpretation (3) see HBINT551.

NT601 Greek 3 (3) This course will improve the student's command of Greek through reading a variety of Greek literature and reviewing the elements of morphology and syntax.

NT602 Greek 4 (3) This course will improve the student's command of Greek through reading a variety of Greek literature, especially non-biblical Greek, and reviewing the elements of morphology and syntax.

NT60X Reading Coptic for Beginners (3) equips students to be able to read basic Sahidic Coptic texts. Upon the completion of the course, the students should have a basic grasp of the Coptic language and grammar, acquisition of vocabulary, utilization of various parts of speech, the verb, and the ability to read and translate basic Coptic narrative texts.

NT612 Introduction to the New Testament (3) presents a general introduction to the New Testament with special attention being given to presenting a historiographical narrative to explain the origins of Christianity. Special attention is also devoted to processing critical concepts in conjunction with reading these texts from a theological perspective (i.e. reading texts from a faith-based perspective).

NT62X Coptic Readings (3) The purpose of this course is to read Sahidic Coptic texts, specifically texts from the Bible, early Christian literature, and other Coptic texts that are related to early Christianity. Emphasis is given to reading and expansion of vocabulary.

NT63X Reading Latin for Beginners (3) equips students to be able to read basic ecclesiastical Latin texts. Upon the completion of the course, the students should have a basic grasp of the Latin language and grammar, acquisition of vocabulary, utilization of various parts of speech, the verb, and the ability to read and translate basic Latin texts.

NT65X Ecclesiastical Latin Readings (3) The purpose of this course is to read Latin texts, specifically texts from the Bible, early Christian literature, and other Latin texts that are related to early Christianity. Emphasis is given to reading and expansion of vocabulary.

NT66X Early Christian Missiology (3) is an in-depth study of micro-urban churches as can be studied within the New Testament and other early Christian sources.

NT67X New Testament Independent Study (3) With the permission of the Director of the Graduate Program, and under the direction of the teacher, the student will complete an assigned set of requirements uniquely designed to meet his/her needs in this area. This course cannot be substituted for a required course.

NT68X Thesis/Guided Research in the New Testament (3) Under the guidance of the teacher, the student will undertake an independent research project, requiring considerable research, reading, and analysis, and culminating in a comprehensive well-written paper. The project should contribute in some way to the development of the student as a scholar and to the growth of the church. Students are required to have 18

hours of graduate courses completed prior to registering for this course. This is a Pass/Fail course until thesis is completed. The final grade will be recorded under NT69X.

NTOT56X Directed Studies in Early Judaism/Early Christianity (3) is designed to acknowledge the high level of overlap that exists between early Judaism and early Christianity. In particular, this class is designed for the teacher to be able to lead focused studies in the field of early Judaism/Christianity. Close reading and analysis of primary texts with a high awareness of relevant secondary literature will be emphasized as the teacher covers various subjects. Examples of material to be covered are 1) Exodus in both the Hebrew Bible and the Septuagint; 2) Jewish/Christian Apocalyptic Literature (1 Enoch, Revelation, Shepherd of Hermas, etc.); 3) First century Jewish writings (Philo, Pauline epistles, Josephus, wisdom of Solomon); 4) Early Christian novel writings (gospels, Acts, the Protoevangelium of James, the Apocryphal Acts of the Apostles); and 5) the Canon of scripture.

NTTH52X Theology of the New Testament (3) examines the theological framework of the New Testament. Issues related to the “theologies” of the NT as well as a “canonical theology” will be discussed. In addition, critical reading of texts from a theological perspective is also addressed.

NTTH542 The Moral Vision and Ethics of the New Testament (3) focuses on ethics in the Old and New Testament documents and major interpretations of biblical ethics in Christian theology. Emphasis is given to methodology in constructing a Judeo-Christian ethical system that is biblically-based and apropos for Christian ministry in today’s world.

OT501 Hebrew 1 (3) is to equip students to be able to read basic Hebrew texts. Upon the completion of the course, the students should have a basic grasp of the Hebrew language and grammar, acquisition of vocabulary, utilization of various parts of speech, the verb, and the ability to read and translate basic Hebrew narrative texts.

OT502 Hebrew 2 (3) is a continuation of OT 501. In this course, the students will complete a basic overview of Hebrew grammar, morphology, syntax, and begin reading basic Hebrew texts.

OT512 Old Testament Textual Studies (3) This course covers selected texts or themes from the Old Testament or investigates issues relevant to the study of the Old Testament text.

OT51X Limited Resources Dynamics in Ancient Israel (3) This course is a survey of ancient Israel with the intention of using “micropolitan dynamics” as an interpretive lens. In particular, texts that provide insight into the less urban dynamics will be analyzed thoroughly.

OT52X The Septuagint (3) This course will focus on the origins of the earliest biblical translation, along with its reception in both Judaism and Christianity. The use of the Septuagint in New Testament research will form a significant component of the course. Readings in Greek will include excerpts from the Letter of Aristeas, Aristobulus, Philo, Josephus, the New Testament, Origen, the Septuagint, and other Greek versions.

OT53X Directed Studies in Ancient Near East (3) This is a study of the history, culture, religion, languages, and/or texts of the ancient Near East. The topics explored will vary from semester to semester. Topics may include close readings of primary texts in English translation (e.g., The Epic of Gilgamesh, Near Eastern Law Collections), ancient languages (e.g., Akkadian, Aramaic, Ugaritic), archaeology, the Bible in its Eastern context, or studies of specific peoples and/or social institutions in Mesopotamia, Syria, Egypt or Israel from 3000 to 3300 BCE.

OT54X Dead Sea Scrolls (3) This course will introduce students to the Dead Sea Scrolls, with attention to the scholarly debates regarding the nature of the community inhabiting Qumran, and the nature of the scrolls themselves. The course will integrate other information regarding first century Judaism, in order to construct a schema of the Jewish background to the New Testament. The importance of the scrolls for the textual criticism of the Old Testament will also be explored. Extensive readings of English translations of the scrolls will be required.

OT55X Post-Biblical Jewish Literature (3) This course will introduce the student to the Apocrypha, Pseudepigrapha, the Septuagint, the Dead Sea Scrolls, the writings of Philo and Josephus, and Rabbinic Literature, situating each in its historical context and providing basic tools for research. Extensive readings from these writings in English translation will be required.

OT601 Hebrew 3 (3) This course will improve the student’s command of Hebrew through reading select passages of Hebrew literature and reviewing the elements of morphology and syntax.

OT602 Hebrew 4 (3) This course will improve the student's command of Hebrew through reading select passages of Hebrew literature, including non-biblical Hebrew (e.g., Dead Sea Scrolls, Mishnah), and reviewing the elements of morphology and syntax.

OT60X Old Testament Independent Study (3) With the permission of the Director of the Graduate Program, and under the direction of the teacher, the student will complete an assigned set of requirements uniquely designed to meet his/her needs in this area. This course cannot be substituted for a required course.

OT611 Introduction to the Old Testament (3) This course introduces the student to the modern study of the Hebrew Bible. Major points of emphasis will include the textual and canonical history of the biblical documents and the redaction of the various books, especially those forming the Pentateuch, the Deuteronomistic History, and the prophetic literature. We will constantly examine how critical scholarship benefits an understanding of the Bible as the word of God.

OT68X Thesis/Guided Research in the Old Testament (3) Under the guidance of the teacher of the course, the student will undertake an independent research project, requiring considerable research, reading, and analysis, and culminating in a comprehensive well-written paper. The project should contribute in some way to the development of the student as a scholar and to the growth of the church. Students are required to have 18 hours of graduate courses completed prior to registering for this course. This is a Pass/Fail course until thesis is completed. The final grade will be recorded under OT69X.

OTTH57X Theology of the Hebrew Bible (3) This class examines the theological framework of the Hebrew Bible. Issues pertaining to whether or not there is a theology(ies) in the Old Testament are addressed. In addition, critical reading of texts from theological perspective is also addressed.

TH51X Theology of the Canon (3) examines the theology of the Christian faith such as the doctrine of the inspiration and authority of the Bible, God, Christ, the Holy Spirit, humans, sin, atonement, salvation, the church, worship, and the last things. After reviewing theological method, each doctrine is studied in relation to the biblical text, Christian theology in general and significant historical developments in Christian theology to aid a student as a communicator of the gospel in real world application of the Christian faith in ministry.

TH532 Spiritual Formation of the Minister (3) see MNTH532 Spiritual Formation of the Minister.

TH60X Theology Independent Study (3) With the permission of the Director of the Graduate Program, and under the direction of the teacher, the student will complete an assigned set of requirements uniquely designed to meet his/her needs in this area. This course cannot be substituted for a required course.

TH68X Guided Research in Theology (3) Under the guidance of the teacher of the course, the student will undertake an independent research project, requiring considerable research, reading, and analysis, culminating in a comprehensive well written paper. The project should contribute, in some way, to the development of the student as a scholar and to the growth of the church. Students are required to have 18 hours of graduate courses completed prior to registering for this course. This is a Pass/Fail course until thesis is completed. The final grade will be recorded under TH69X.

TENTATIVE 2019-2022 GRADUATE SCHEDULE

Fall 2019	Spring 2020
CN511 Seminar in Conflict Resolution	CN602 Special Issues in Ministerial Counseling
HBI501 History of Theology	MN500 Introduction to Graduate Studies
MN500 Introduction to Graduate Studies	MN522 Family Life Ministry
MN521 The Ministry of Preaching	NT502 Greek 2
NT501 Greek 1	NT602 Greek 4
NT511 New Testament Textual Studies	NT612 Introduction to the New Testament
NT601 Greek 3	OT502 Hebrew 2
OT501 Hebrew 1	OT512 Old Testament Textual Studies
OT611 Introduction to the Old Testament	
Summer 2020	
NT66X Early Christian Missiology	
Fall 2020	Spring 2021
HBINT551 Methods of Biblical Interpretation	CN502 Solution-Focused Counseling
MN500 Introduction to Graduate Studies	MN500 Introduction to Graduate Studies
CNMN501 The Ministry of Counseling	MN502 Biblical Preaching
MN511 Congregational Health and Ministry	NT502 Greek 2
NT501 Greek 1	NT602 Greek 4
NT601 Greek 3	NTTH542 Moral Vision and Ethics of the New Testament
OT601 Hebrew 3	OT512 Old Testament Textual Studies
	OT602 Hebrew 4
Summer 2021	
MN60X Seminar in Small Church/Limited Resource Ministry	
OTTH57X Theology of the Hebrew Bible	
Elective(s)	

Fall 2021	Spring 2022
CN511 Seminar in Conflict Resolution	CN602 Special Issues in Ministerial Counseling
MN500 Introduction to Graduate Studies	MN500 Introduction to Graduate Studies
MN511 Ministry of Preaching	MN522 Family Life Ministry
NT501 Greek 1	MNTH532 Spiritual Formation of the Minister
NT511 New Testament Textual Studies	NT502 Greek 2
NT601 Greek 3	NT602 Greek 4
OT611 Introduction to the Old Testament	NT612 Introduction to the New Testament
OT501 Hebrew 1	OT502 Hebrew 2
	OT512 Old Testament Textual Studies
Summer 2022	
OT51X Limited Resource Dynamics in Ancient Israel	
NTTH52X Theology of the New Testament	

Courses Offered As Needed

CN60X Counseling Independent Study
 CN68X Practicum in Counseling
 HBI60X History of Biblical Interpretation Independent Study
 HBIOT50X Interpreting the Old Testament
 MN50X Biblical Leadership
 MN60X Seminar in Small Church/Limited Resource Ministry
 MN61X Directed Studies in Homiletics/Ministerial Care
 MN62X Ministry Independent Study
 MN68X Practicum in Ministry
 NT50X New Testament Backgrounds
 NT60X Reading Coptic for Beginners
 NT62X Coptic Readings
 NT63X Reading Latin for Beginners
 NT65X Ecclesiastical Latin Readings
 NT66X Early Christian Missiology
 NT67X New Testament Independent Study

NT68X Thesis/Guided Research in the New Testament
NT/OT56X Directed Studies in Early Judaism/Early Christianity
NT/TH52X Theology of the New Testament
OT51X Limited Resources Dynamics in Ancient Israel
OT52X The Septuagint
OT53X Directed Studies in Ancient Near East
OT54X Dead Sea Scrolls
OT55X Post-Biblical Jewish Literature
OT60X Old Testament Independent Study
OT68X Thesis/Guided Research in the Old Testament
OT/TH57X Theology of Hebrew Bible
TH51X Theology of the Canon
TH60X Theology Independent Study
TH68X Thesis/Guided Research in Theology

BOARD OF DIRECTORS

Wayne Barrier	Florence, AL
Roger Copeland	Florence, AL
Dr. Betty Hamblen	Wichita, KS
Dr. Stephen Heffington	Columbia, TN
T.J. Hughes	Lawrenceburg, TN
Dale Jenkins	Spring Hill, TN
Dr. John Kerr	Hamilton, AL
Dale Kirkland	Madison, AL
Carole Medley	Florence, AL
Alan Laguna	Metairie, LA
John Lawson	Florence, AL
Debbie May	Florence, AL
Jim McCreary	Amory, MS
Mark Miller	Lawrenceburg, TN
Boyd Pate	Winfield, AL
Don Posey	Double Springs, AL
Jerry Self	Brilliant, AL
Robert Shappley	Corinth, MS
Dennis Stephen	College Grove, TN

MAIL, TELEPHONE, AND EMAIL DIRECTORY

Heritage Christian University
PO Box HCU (mailing address)
3625 Helton Drive (shipping address)
Florence, AL 35630
256-766-6610 or toll-free 1-800-367-3565
Fax: 256-767-7887
www.hcu.edu

By Department:

Academic Affairs

Vice President of Academic Affairs/Academic Dean
Dr. Bill Bagents (x. 308) bbagents@hcu.edu

Director of the Graduate Program
Dr. Jeremy Barrier (x. 314) jbarrier@hcu.edu

Associate Vice President of Academic Affairs/Registrar
Dr. Michael Jackson (x. 325) mjackson@hcu.edu

Faculty Secretary/Assistant Registrar
Whitney Burgess (x. 320) wburgess@hcu.edu

Business Office

Vice President for Administration
Pat Moon (x. 334) pmoon@hcu.edu

Business Office Manager
Tricia Bretherick (x. 306) tbretherick@hcu.edu

Business Office Clerk
Dianne Tays (x. 302) dtays@hcu.edu

Cafeteria

Cafeteria Manager

Brandy Erickson (x. 330) berickson@hcu.edu

Campus Security

Director of Campus Security

Travis Harmon (x. 316) tharmon@hcu.edu

Distance Learning

Director of Distance Learning

Autumn Richardson (x. 313) arichardson@hcu.edu

Enrollment Services

Director of Enrollment Services

Jim Collins (x. 304) jcollins@hcu.edu

Admissions Counselor

Todd Johnston (x. 330) tjohnston@hcu.edu

Associate Director of Financial Aid

Mechelle Thompson (x. 303) mthompson@hcu.edu Fax: 256-716-8021

Administrative Assistant

Ashley Peery (x. 301) apeery@hcu.edu Fax: 256-716-8020

Faculty

Dr. Bill Bagents (x. 308) bbagents@hcu.edu

B.S., Auburn University, 1978; M.A., Amridge University, 1980; M.Ed., Auburn University, 1982; M.Div., Amridge University, 1992; D.Min., 1996.

Dr. Jeremy Barrier (x. 314) jbarrier@hcu.edu

B.S., Freed-Hardeman University, 2000; M.A. Freed-Hardeman University, 2002; Ph.D., Brite Divinity School, 2008.

Dr. Kirk Brothers (x. 322) kbrothers@hcu.edu

B.A., Lipscomb University, 1987; M.A., Freed-Hardeman University, 1999;
M.Div., Lipscomb University, 2004; Ph.D., Southern Baptist Theological
Seminary, 2010.

Jamie Cox (x. 326) jcox@hcu.edu

B.A., Freed-Hardeman University, 1985; M.LS, University of Southern Mississippi,
1990.

Nathan Daily (x. 319) ndaily@hcu.edu

B.A., Freed-Hardeman University, 1999; M.A., Harding School of Theology,
2004; M.Div., Harding School of Theology, 2004; M.A., Brandeis University,
2006.

Dr. Ed Gallagher (x. 318) egallagher@hcu.edu

B.A., Freed-Hardeman University, 2001; M.A., 2002; M.Phil., Hebrew Union
College, 2006; Ph.D., 2010.

Travis Harmon (x.316) tharmon@hcu.edu

B.A., Heritage Christian University, 1998; M.Min., 2015.

Dr. Michael Jackson (x. 325) mjackson@hcu.edu

B.A., Heritage Christian University, 2004; M.A., Freed Hardeman University,
2007; Ed.D., Union University, 2017.

C. Wayne Kilpatrick (x. 327) wkilpatrick@hcu.edu

B.A., Heritage Christian University, 1974; M.A.R, Harding School of Theology,
1981.

Brad McKinnon (x. 305) bmckinnon@hcu.edu

B.A., University of Memphis, 1995; M.Min., Freed-Hardeman University, 2000;
M.A., University of North Alabama, 2012.

Dr. Rosemary Snodgrass (x. 329) rsnodgrass@hcu.edu

B.A., Lipscomb University, 1974; M.A., University of Alabama, 1976; Ed.D., 1990.

Faculty - Adjunct

Dr. Larry Adams lwadams1@una.edu
B.S., University of North Alabama, 1989; D.A. Middle Tennessee State University, 2002.

Dr. Laura Bagents lsbagents@comcast.net
B.S., Auburn University, 1982; M.A.Ed., University of North Alabama, 1993; Ed.S., 1999; Ed.D., University of Alabama, 2008.

Janet Barrier janetbarrier@gmail.com
B.S., University of Tennessee, 1972; M.A., University of North Alabama, 1985.

Joey Barrier joeybarrier@gmail.com
B.A., Athens State University, 1999; B.A., Heritage Christian University, 2007; M.Div., 2014.

Dr. Ted Burlison tburlison@hcu.edu
A.A., Freed-Hardeman University, 1982; B.A., Lipscomb University, 1990; M.Min., Freed-Hardeman University, 1993; M.Div., Lipscomb University, 2000; D.Min., Harding School of Theology, 2005.

Arvy Dupuy adupuy@scope310.com
B.S., Athens State University, 1987; M.S., Amridge University, 2002; M.A., 2007.

Jeanne Foust jfoust@hcu.edu
B.S., University of Alabama, 1992; M.A., 1993.

Dr. Matt Gargis mattgargis@bellsouth.net
B.M., University of North Alabama, 1994; M.Ed., 1999; Ph.D., University of Alabama, 2013.

Justin Guin jguin@hcu.edu
B.A., Heritage Christian University, 2006; M.A., Freed-Hardeman University, 2009; M.Div., Freed-Hardeman University, 2014.

Dr. Nathan Guy nguy@harding.edu
B.A., Freed-Hardeman University, 2001; M.A., Harding School of Theology, 2004; M.Phil., University of Oxford, 2006; Ph.D., University of Cambridge, 2017.

Matt Heupel mheupel120272@gmail.com
B.S., University of North Alabama, 2000; M.A., Freed-Hardeman University,
2004.

Mark Newton mnewton@hcu.edu
B.A., Heritage Christian University, 1998; M.S., Amridge Univeristy, 2004.

Don Snodgrass snod@aol.com
B.S., Lipscomb University, 1980; M.S.E, University of Alabama at Huntsville,
2000; M.Min., Heritage Christian University, 2016.

Dr. Steve Williams joelstephenwilliams@comcast.net
B.S., Harding University, 1972; M.Th., Harding School of Theology, 1976; Ph.D.,
Baylor University, 1987; D.Min., Amridge University, 2014.

Institutional Effectiveness

Associate Vice President of Academic Affairs
Dr. Michael Jackson (x. 325) mjackson@hcu.edu

Library

Director of Library Services
Jamie Cox (x. 326) jcox@hcu.edu

Library Media and Information Literacy Specialist
Brad McKinnon (x.305) bmckinnon@hcu.edu

Physical Plant

Vice President for Administration
Pat Moon (x. 334) pmoon@hcu.edu

Maintenance
Wayne Birdyshaw

Housekeeping
Cheryl Birdyshaw

President's Office

President

Dr. Kirk Brothers (x. 322) kbrothers@hcu.edu

Executive Assistant to the President

Jan Wright (x. 322) jwright@hcu.edu

Public Relations

Director of Public Relations

Brittany McGuire (x. 323) bm McGuire@hcu.edu

Public Relations Assistant

Katelan Creasy (x.335) kcreasy@hcu.edu

Director of Web Communications and IT

Justin Connolly (x. 300) jconnolly@hcu.edu

Hospitality and Special Events Coordinator

Janet Moon (x. 309) jmoon@hcu.edu

Communications Clerk

Kitty Hackney (x. 100) khackney@hcu.edu

Student Affairs

Dean of Students

Travis Harmon (x. 316) tharmon@hcu.edu

Dean of Men

Dr. Ed Gallagher (x. 318) egallagher@hcu.edu

Dean of Women

Dr. Rosemary Snodgrass (x. 329) rsnodgrass@hcu.edu

University Advancement and Donor Services

Vice President of University Advancement
Philip Goad (x. 310) pgoad@hcu.edu

Donor Services Supervisor
Melanie Irions (x. 312) mirions@hcu.edu

Donor Services Assistant
Barbara Dillon (x. 311) bdillon@hcu.edu

Advancement and Enrollment Representative
Robin Dunaway rdunaway@hcu.edu

Extension By Last Name

Bagents, Dr. Bill	x. 308
Barrier, Dr. Jeremy	x. 314
Bretherick, Tricia	x. 306
Brothers, Dr. Kirk	x. 322
Burgess, Whitney	x. 320
Collins, Jim	x. 304
Connolly, Justin	x. 300
Cox, Jamie	x. 326
Creasy, Katelan	x. 335
Daily, Nathan	x. 319
Dillon, Barbara	x. 311
Erickson, Brandy	x. 330
Gallagher, Dr. Ed	x. 318
Goad, Philip	x. 310
Hackney, Kitty	x. 100
Harmon, Travis	x. 316
Irions, Melanie	x. 312
Jackson, Dr. Michael	x. 325
Johnston, Todd	x. 330
Kilpatrick, C. Wayne	x. 327
McGuire, Brittany	x. 323
McKinnon, Brad	x. 305
Moon, Janet	x. 309
Moon, Pat	x. 334

Peery, Ashley	x. 301
Richardson, Autumn	x. 313
Snodgrass, Dr. Rosemary	x. 329
Tays, Dianne	x. 302
Thompson, Mechelle	x. 303
Wright, Jan	x. 322

ACADEMIC CALENDAR 2019-2020

Summer 2019:

May 6	Classes Begin
May 17	Last Day for Drop/Add
June 10-14	Mid-Term Week
July 1-5	Summer Break
July 12	Last Day to Drop a Course
July 26	Last Day of Lecture
July 29-31	Final Exams
July 31	End of Term

Fall 2019:

August 12	Classes Begin
August 23	Last Day for Drop/Add
September 2	Labor Day Holiday
Sep 30-Oct 4	Mid-Term Week
October 21-25	Fall Break
November 11	Veteran's Day Holiday
November 22	Last Day to Drop a Course
November 25-29	Thanksgiving Holidays
December 6	Last Day of Lecture
December 9-11	Final Exams
December 11	End of Term

Spring 2020:

January 13	Classes Begin
January 20	Martin Luther King Jr. Holiday
January 24	Last Day for Drop/Add
March 2-6	Mid-Term Week
March 23-27	Spring Break
April 17	Last Day to Drop a Course
May 1	Last Day of Lecture
May 4-6	Final Exams
May 6	End of Term
May 9	Graduation

Summer 2020:

May 11	Classes Begin
--------	---------------

May 22	Last Day for Drop/Add
June 8-12	Mid-Term Week
June 29 – July 3	Summer Break
July 10	Last Day to Drop a Course
July 24	Last Day of Lecture
July 27-29	Final Exams
July 29	End of Term