



HERITAGE CHRISTIAN UNIVERSITY

ACADEMIC CATALOG

2019- 2020

UNDERGRADUATE

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HERITAGE CHRISTIAN UNIVERSITY 2019-2020 UNDERGRADUATE 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

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.

We recognize that the kingdom needs well-rounded, thoughtful leaders, so for balance and depth, we provide general instruction in the humanities—English, literature, speech, history, psychology, and philosophy. In an increasingly educated society, cultural literacy is expected, and polished communication skills are essential.

Our courses in Biblical and Theological Studies provide a foundation for lifelong spiritual growth. They demand rigorous study and careful thought, and they are always taught with practical ministry in mind. Each teacher is an active, faithful, mission-minded Christian.

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.

Retention and Graduation Rates

Retention Rates

100% of all full-time, first-time freshmen that enrolled at HCU in the Fall of 2017 returned in Fall 2018. 72.73% of all new undergraduate students (including part-time and transfer students) that enrolled at HCU in the Fall of 2017 returned in Fall 2018.

Graduation Rates

50% of all full-time, first-time freshmen that enrolled at HCU in the Fall of 2010 graduated within 6 years.

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 population of around 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 Alabama Music

Hall of Fame, the Children's Museum of the Shoals, the Kennedy-Douglas Center for the Arts, the Indian Mound and Museum, the Natchez Trace Parkway, and Pope's Tavern.

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 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

Undergraduate 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 undergraduate work and his/her good character. The form can be found within the application.
- Every applicant must submit all official transcripts from every high school, GED certificate, state-approved homeschool, college, university, military academic institution, seminary, or divinity schools 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.
- HCU requires all first-time freshmen, GED holders, high school graduates of less than five years, and applicants under the age of thirty-one to submit at least one

college readiness test score such as the ACT and/or SAT. The scores may be sent directly from the testing agency or reflect on an official high school transcript. Scores must be received by the appropriate application deadline. Applicants who have not taken a college readiness test should plan to test at least six weeks prior to the application deadline to allow sufficient time for scores to be sent to HCU. Official scores must be at least 18 on the ACT or at least 900 on the SAT. The ACT/SAT requirement is waived for transfer students who have completed 12 hours at an accredited institution with a minimum GPA of 2.5.

- When the ACT/SAT requirement is waived, applicants admitted to the AA or BA programs must take the English Placement and the Math Diagnostic Exam to determine correct placement in these courses of study.
- 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 must apply for admission to the university before being enrolled in a course. This applies to first-time freshman, 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.

Undergraduate Transfer Applicants

Heritage Christian University accepts applications for admission from students who have attended community colleges, junior colleges, other four-year institutions, and schools of preaching using the above procedures.

Quarter hours are converted to semester hours according to the following schedule:

Quarter Hours	Semester Hours
1.0	0.5
2.0	1.0
3.0	2.0
4.0	2.5
5.0	3.0

- HCU endorses the November 2000 Council for Higher Education Accreditation documents *A Statement to the Community: Transfer and the Public Interest*. The following three criteria are central to transfer decision-making: academic quality, comparability of courses, and appropriateness/applicability of courses. Responsibility for decisions regarding acceptance or non-acceptance of credits earned elsewhere lies with the Academic Dean.
- Courses deemed remedial are not eligible for transfer (i.e., course numbers beginning with zero).
- Courses with a grade lower than C- are not eligible for transfer.
- Eligible credits from institutions holding CHEA-recognized accreditation may be accepted as elective credit.
- Eligible credits from institutions holding CHEA-recognized accreditation may be accepted as *non*-elective credit on a course-by-course basis provided the transferring course is comparable upon review by the Academic Dean to the corresponding course offered by HCU.
- Based on a strong history of biblical knowledge demonstrated by transfer students, courses from institutions lacking CHEA-recognized accreditation (particularly schools of preaching) will be accepted by HCU on the following basis:
 1. Knowledge by HCU of the academic quality of the transferring institution.
 2. Courses in the area of biblical studies or closely related fields may be transferred as non-elective credit on a course-by-course basis provided the transferring course is comparable to the corresponding course by HCU.
 3. Courses in the area of biblical studies may be transferred as elective hours. A maximum of 12 elective hours can be transferred into the BA degree program.
 4. No course from an unaccredited institution can be accepted as transfer credit to cover a senior-level (400-level) course at HCU.
 5. No course from an unaccredited institution can be accepted as transfer credit to cover a general education course at HCU.
- Students transferring from unaccredited institutions must complete 12 semester hours at HCU with a GPA of 2.50 or above before any transfer of credit is awarded.

International Applicants

Heritage Christian University requires a separate application for international applicants. Please review the information under Admissions Procedures for Undergraduate 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 2.0 or higher.

- *Financial Support.* International applicants are not eligible for Federal Financial Aid, and 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 high school diploma before applying to our undergraduate programs. Based on performance and student satisfaction, HCU provides the website for the following servicer: 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.

Undergraduate Transient Students

Transient status is available to students regularly enrolled and in good standing at other colleges and universities but desire to attend Heritage Christian University under transient status. Transient students should provide an approved transient form from the college or university in which the student is presently enrolled. Transient work from a student on academic probation or conditional acceptance will not be accepted. Every student, credit and audit, will be required to upload a recent picture of himself/herself to Populi for identification and security purposes.

Dual Enrollment/Dual Credit

Heritage Christian University participates in dual enrollment/dual credit for high school sophomores, juniors, and seniors, in accordance with the rules of the Alabama State Board of Education. High school upperclassmen with at least a "B" average may enroll in university courses and receive both high school and college credit. Enrollment for dual credit requires prior written approval by the student's high school and successful application to the university. Each applicant must also complete a Dual Enrollment Authorization Form.

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. 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.

Credit by Examination

A student may receive a maximum of thirty hours through one or more of the programs listed:

- **CLEP (College Level Examination Program).** The university will accept both general and subject examination scores that meet the standards set by the American Council on Education (ACE) for granting credit (HCU code: 0805).
- **DANTES (Defense Activity for Non-Traditional Education Support).** DANTES Subject Standardized Tests are also developed and scored by ETS (Educational Testing Service) with their current fees in effect and may be administered to the students at any time of the year.
- **Credit by Demonstrated Credit.** HCU will also grant college credit through the Credit by Demonstrated Competency process. This process has also been known as Credit for Prior Learning or Prior Learning Assessment. The concept is based upon the assumption that adult learners have a number of experiences in their past during which they engaged in learning at the university level. This learning, to result in university credit, must also be retained, must not duplicate other learning (i.e., college or university courses), and must be explained and documented.
- **Challenge Tests.** When a student believes he/she already possesses mastery of the content of an HCU course, the student may elect to challenge that course for credit. The procedure is as follows:
 1. Inform the Academic Dean of your desire to challenge the course.
 2. With the Academic Dean's approval, register for the challenge test through the Registrar.

3. The Academic Dean 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. The challenge test procedure assumes that the student possesses mastery of course content. The challenge test does not include instruction or access to lectures.
 6. If the challenge test is passed with a "C" or higher, credit will be given for the course.
 7. There is non-refundable tuition charged for scheduling the challenge test.
- **Advanced Placement.** Credits will be accepted for high school AP courses in which a score of 3 or higher is earned on a course-for-course basis for required courses or as elective credit (HCU code: 0805).

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.

Heritage Connect

Heritage Connect is a required experience at Heritage Christian University designed to help new undergraduate campus students make a successful transition to university life. Heritage Connect provides entering students with the information, support, and resources necessary to begin academic work at HCU successfully, including an introduction to student support services, registration, and the process of obtaining textbooks. Contact the Department of Student Affairs for more information, including cost, schedule, and format.

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:

- The Student Government Association of HCU exists to promote the welfare of the student body and of the university as a whole. It acts (1) in an advisory capacity, promoting effective communication between each student and the administration, (2) in a relational capacity, promoting constructive student-to-student interaction, and (3) in a motivational capacity, promoting student-led service to the church, community, and 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 by e-mail, office visit, telephone, or other suitable means. 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 (charged to the student's HCU account), 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 financial/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 approved for federal financial may defer payment until aid payments become available. 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 do not expect to receive federal financial aid and 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 financial aid and scholarship award amounts 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.

- Undergraduate Tuition: \$423.00 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 of maintaining academic records, the cost of the administration of the mandatory placement tests, costs to assist student support programs and related library-based activities.

- Undergraduate Registration Fee: \$45.00 per credit hour (maximum \$540 per semester)

Technology fee. The per credit hour technology fee is required of all credit students, regardless of classification (campus and online) or type of housing (on or off-campus). The technology fee is used to cover the costs of maintaining software systems designed for student engagement and Logos Bible Software for each undergraduate student.

- Undergraduate Technology Fee: \$15.00 per credit hour (maximum \$150 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

Federal Aid

Heritage Christian University administers an array of federal aid programs to eligible students. Students in need of financial assistance are encouraged to complete the necessary paperwork in a timely manner and contact the Office of Financial Aid for help or questions. Depending on need, eligible students may receive one or more types of assistance through the various programs. The Office of Financial Aid manages all financial aid support.

The following financial resources are available to Undergraduate students:

- Federal Pell Grant Program
- Federal Supplemental Educational Opportunity Grant
- Federal Work-Study Program
- Iraq and Afghanistan Service Grant
- Federal Direct Loan Program (Subsidized, Unsubsidized, PLUS)
- Veterans Educational Program
- Scholarships

All undergraduate students who will need Federal financial assistance are encouraged to complete the Free Application for Federal Student Aid (FAFSA) application early. Students are encouraged to submit his/her application online at www.fafsa.gov. HCU's school code is 015370. Students receiving and expecting to receive federal financial aid must adhere to the financial aid standards outlined in the Office of Financial Aid's Satisfactory Academic Policy. For a complete copy of this policy, please visit <http://www.hcu.edu/enrollment/financial-aid/satisfactory-academic-progress/>

Federal Grant Aid

Federal Pell Grant. The Pell Grant is a federally funded program for undergraduate students from low-income families. The amount of the award varies based on the expected family contribution (EFC) as calculated by the FAFSA. Students may only receive a Federal Pell Grant for 12 full-time semesters (or equivalent). Students can check his/her lifetime Pell Grant eligibility by logging into The National Students Loan Data System (www.nslds.ed.gov). Awards will vary based on enrollment hours (at the end of the drop/add period each term) as illustrated by the table below:

Number of Hours Enrolled Per Term	Percentage of Federal Pell Grant
12+ hours	100% of award
9-11 hours	75% of award
6-8 hours	50% of award
1-5 hours	25% of award

Federal Supplemental Educational Opportunity Grant (FSEOG). The Federal Supplemental Educational Opportunity Grant is a program for undergraduate students from low-income families. Only students who are eligible to receive the Pell Grant, have an EFC of \$0, and are enrolled at least half time (6 hours a semester) are considered for the FSEOG. Funding is very limited and not all eligible students are awarded. Award range varies each academic year.

Federal Work-Study Program (FWS). The Federal Work-Study Program provides funding for part-time jobs for undergraduate students with financial need. The intent of the program is to encourage part-time employment and reduce the amount of loan debt incurred while attending college. The program highly encourages community service work as well as provides various on-campus job opportunities. To qualify for the FWS award, a student must file the FAFSA and have sufficient financial need.

Federal Iraq and Afghanistan Service Grant. Undergraduate students may be eligible to receive the Iraq and Afghanistan Service Grant if he/she is not eligible for a Federal Pell Grant on the basis of his/her Expected Family Contribution (EFC) but meets the remaining Federal Pell Grant eligibility requirements, and:

- His/her parent or guardian was a member of the US Armed Forces and died as a result of military service performed in Iraq or Afghanistan after the events of 9/11.
- If the student was under 24 years old or enrolled in college at least part-time at the time of his/her parent's or guardian's death.

The grant award is equal to the amount of a maximum Federal Pell Grant for the award year but cannot exceed the student's cost of attendance for that award year.

Federal Direct Loan Programs

Federal student loans, unlike grants or scholarships, are borrowed funds that must be repaid. If a student borrows a federal student loan, it must be repaid, even if a student does not like his/her university experience, does not obtain a job in his/her field of study, or is facing financial hardship. The Federal Student Aid Ombudsman of the US Department of Education helps resolve disputes and other problems with federal student loans.

US Department of Education FSA Ombudsman Group
PO Box 1843

Monticello, KY 42633

Phone: 1-877-557-2575

Fax: 1-609-396-4821

(<https://studentaid.ed.gov/sa/repay-loans/disputes/prepare#how-do-i-contact>)

Types of Federal Student Loans

Federal student loans are available for undergraduate students through the William D. Ford Federal Direct Loan Program. Under this program, the US Department of Education is the lender.

Subsidized Loans. Subsidized loans are awarded to undergraduate students on the basis of financial need as determined by the FAFSA. With a subsidized loan, the federal government pays interest on the student loan during:

- At least half-time enrollment in school
- The six-month grace period after the student is no longer enrolled on at least a half-time basis.

Unsubsidized Loans. Undergraduate student borrowers may qualify for this type of loan regardless of need or income. With unsubsidized loans, the student is responsible for interest that accrues on the loan from the time the loan is disbursed until it is paid in full. Students may choose to pay the interest as it accrues while enrolled or may defer the

interest payments and allow them to accumulate (capitalize). Students who choose to pay the interest as it accumulates will ultimately repay less. If the student defers the interest, it will capitalize, which will increase the total loan cost and monthly payments.

Direct Parent PLUS Loan. Direct PLUS loans are federal loans that parents of dependent undergraduate students can use to help pay for college or career school. Just like the subsidized and unsubsidized loans, the US Department of Education is the lender. The maximum loan amount is the cost of attendance (determined by the school) minus any other financial aid received.

To be considered for the Parent PLUS loan:

- Parent must be the biological, adoptive, or stepparent of a dependent undergraduate student.
- Parent must be a US citizen or eligible non-citizen (permanent resident).
- Parent must not be in default on repayment of federal aid.
- Parent must consent to and pass a credit check by the US Department of Education.
- The parent’s debt-to-income ratio, credit score, and employment status are not taken into consideration; however, adverse credit typically results in a PLUS loan denial.
- The student must meet Direct Loan Eligibility Requirements.

Direct Loan Interest Rates and Origination Fees. The interest rates and origination fees for Direct Subsidized Loans, Direct Unsubsidized Loans, and Parent PLUS loans are shown in the chart below. Origination fees are a percentage of the loan amount that is deducted from each loan disbursement. Interest rates and origination fees are subject to change.

Loan Type	Borrower Type	Interest Rate	Origination Fee
Direct Subsidized	Undergraduate	5.05%	1.062%
Direct Unsubsidized	Undergraduate	5.05%	1.062%
Direct PLUS	Parent of Student	7.60%	4.248%

Student Loan Limits

Eligibility for Federal Direct Loans will be based on cost of attendance, the estimated family contribution (EFC) as determined by FAFSA, other aid received, and the loan limits set by the US Department of Education. Students may never qualify for more than the cost of attendance for the university or the annual loan limit.

Loan Eligibility

In addition to the FAFSA, the following eligibility requirements must be met in order to qualify for a Federal Direct Student Loan:

- Half-time enrollment (at least 6 credit hours) in an eligible degree-seeking program
- Be a US citizen or eligible non-citizen
- Maintain Satisfactory Academic Progress (SAP)
- Not be in default on an educational loan or overpayment on an educational grant
- Not have Title IV student loans that exceed the annual or aggregate loan limits

Veterans Education Benefits for Veteran Undergraduate Students

GI Bill Assistance

Veteran services are provided to 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.

Students utilizing VA education benefits shall not be charged a penalty, including assessment of late fees, denial of access to classes, libraries, or other institutional facilities, or be required to borrow additional funds because of the individual's inability to meet their financial obligations due to the delayed disbursement of a payment to be provided by the Department of Veterans Affairs.

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.

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.

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 such as Pell Grant and student loans. This academic progress policy requires undergraduate students receiving federal financial aid and/or VA benefits to uphold the following standards:

Conditions for Maintaining Satisfactory Academic Progress

In order to maintain Satisfactory Academic Progress, students must successfully complete 67% of all credit hours attempted, complete a degree program in the allowable timeframe, and maintain a minimum cumulative GPA as presented in the following table:

Total Attempted Hours	Minimum Cumulative GPA
0-59	1.80
60 and above	2.00

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 not be eligible for financial aid. Minimum standards, including qualitative and quantitative measures of progress, must be achieved by the end of the semester in order to maintain financial aid eligibility.

Students are expected to read the HCU Satisfactory Academic Progress policy located on the university website. In addition, students are encouraged to pay special attention to eligibility requirements and the consequences of failure to meet satisfactory academic progress.

Financial aid 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 intensive 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.

Class Standing

For curriculum planning and membership in the SGA, students are classified according to the number of semester hours they have completed successfully, according to the following table:

Freshman	0 – 29 hours
Sophomore	30 – 64 hours
Junior	65 – 100 hours
Senior	101 – 128 hours

Students entering from other institutions will receive classification according to the number of hours needed to complete requirements for the Bachelor of Arts in Biblical Studies.

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 counts 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.

Semester Honors

At the end of each semester, the administration recognizes students with outstanding GPAs. Those with a semester GPA of at least 3.5 with no grade below "C" are placed on the Dean's List. Those with a semester GPA of 3.8 or more with no grade below "B" are placed on the President's List. Placement on either list requires at least twelve credit hours, satisfactory work in Christian Service, no incomplete work for that semester, and good standing with HCU.

Repeat Courses

Students may repeat courses in which they have received a grade of "D+" or below. Credit for a repeated course counts only once toward satisfying graduation requirements. If a student repeats a course, only the last grade will count in computing cumulative grade point average.

GPA Requirements and Honors for Graduation

To become a candidate for graduation, each student must achieve a cumulative GPA of at least 2.0 on all work attempted at HCU. Those who do considerably better are distinguished with graduation honors: those with 3.40 – 3.59 will graduate *cum laude* (with distinction); those with 3.60 – 3.84 will graduate *magna cum laude* (with great distinction); and those with 3.85 – 4.00 will graduate *summa cum laude* (with highest distinction).

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 or emailed 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 Academic Dean of the university at which the course(s) is taught and approval from the Academic Dean 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

Any semester a student's term GPA drops below 2.0, the student will be placed on academic probation for the following Fall or Spring semester. The term GPA for the following semester must rise to 2.0 or above. If it does not, the student must withdraw from the university, but may return after one semester with the approval of the Academic Dean and a term GPA of 2.0 or above.

Students should be aware that many scholarships require the student to be in good academic standing. A student who is placed on academic probation may lose his/her scholarship.

Any student on academic probation should expect to be required to receive weekly tutoring and meet with an advisor weekly. Depending upon the circumstances leading to probation, a dorm student may be required to submit to a lower curfew.

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 Academic Dean'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 Academic Dean).
- Attach required documents as defined within the Appeals Form.
- Include a typed, signed letter outlining the situation.
- Submit the appeal to the Academic Dean 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

Classification as a full-time student requires enrollment for at least twelve credit hours. Enrollment of fewer than twelve hours is considered part-time.

The normal course load is from twelve to eighteen hours. Heavy outside work schedules should not be attempted with a normal load. A student with a cumulative GPA of 2.0 or lower should take a course load commensurate with his/her ability to maintain good academic standing. The maximum load is twenty-one semester hours for students showing superior academic ability.

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, social media, and local television stations.

Residency Requirements for Distance Learning Students

There is no residency requirement for the AA or the BA. However, to successfully complete CH212 Restoration Movement, the student is required to participate in a field trip.

Students are also expected to attend graduation exercises unless they have received exemption from the Academic Dean and the Director of Distance Learning. (See Graduation Requirements and Fees)

Gulf Shores Extension Site

Credit students should apply using the policies from the Admissions section of this catalog. These policies apply for undergraduate credit students and audit students. Audit students of the extension site may earn a certificate by auditing 7 courses. Credit students of the extension campus may use those credit hours toward an undergraduate degree. No student may take more than 49% of their total credit coursework towards a degree at the extension site.

Spouses of Students

Spouses of students are encouraged to take as many courses as possible. Tuition scholarships are available to spouses of full-time degree-seeking students.

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.
- 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.

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.

Entering/Exiting Survey and Assessment Requirements

All entering undergraduate students must complete the following surveys and assessments within the first semester of attendance:

- Entering Assessment
- ABHE Entering Bible Exam
- English Placement Exam (only if SAT/ACT score is not submitted)
- Math Placement Exam (only if SAT/ACT score is not submitted)

All exiting undergraduate students must complete the following surveys and assessments prior to graduation:

- ABHE Exiting Bible Exam
- College English Proficiency Exam (must be passed)

Student Loan borrowers who have either stopped attending HCU, dropped below half-time, or have signed an Application to Graduate, must complete the Student Loan Exit Counseling survey.

Field Education

The Field Education Program seeks to achieve the following objectives:

- Help students learn to reflect on their ministries and to interpret those ministries through the lens of Scripture and theological observations.
- Encourage students to practice new ministry responsibilities that enhance their skills and competencies needed to complete important ministry functions.
- Integrate academic learning, ministry practice, and personal awareness in a holistic approach to ministry training.

The Field Education Program offers extensive supervised experience in ministry and missions settings combined with academic resources and personal reflection.

To graduate, a student must complete the Field Education requirements, consisting of Field Education units and Mission Practicum units. See the Field Education Handbook for additional details.

Graduation Requirements and Fees

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:

Undergraduate candidates	\$125
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 again the following year.

Graduate Level 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. Graduate hours completed are awarded only on the condition of the completion of the BA degree.

UNDERGRADUATE PROGRAMS OF STUDY

The following section provides information on Heritage Christian University's degree programs: The Associate of Arts in Biblical Studies and the Bachelor of Arts in Biblical Studies.

Associate of Arts in Biblical Studies (AA)

The objectives of the Associate of Arts program are more limited in scope. The Associate of Arts degree is designed to be transferrable to the Bachelor of Arts program at Heritage Christian University.

General Education Program Objectives

The student will:

- Think logically and critically.
- Develop awareness of strong values.
- Appreciate diversity.
- Communicate effectively.
- Demonstrate the ability to locate and utilize information.
- Engage in life-long learning.
- Demonstrate responsible citizenship.

The divisions of Biblical and Theological Studies and Professional Studies are closely allied. They embrace the study and application of the Bible and Christian beliefs in daily life and ministry.

Biblical and Theological Studies and Professional Studies Program Objectives

The student will:

- Acquire comprehensive knowledge of the Bible.
- Value the person and work of Jesus Christ.
- Apply knowledge in diverse ministry settings.

Degree Requirements

- The student must have completed 66 semester hours with a cumulative GPA of
- 2.00 or above.
- At least 18 of the 66 hours must have been completed at HCU. Of the 18 hours, 6 must be in the division of Biblical and Theological Studies.
- The student must have satisfied all requirements for Christian service.
- No student may graduate while under disciplinary probation or is not in good standing with the university.
- The student must participate in graduation exercises unless waived by the Academic Dean.
- No one may participate in the graduation exercises until all course requirements are satisfied and all tuition/fees are paid.

Course Requirements for AA in Biblical Studies

General Education – 36 Hours:

Take these 11 courses (offered every year):

EG101	English Composition A
EG102	English Composition B
EG201	World Literature A
EG202	World Literature B
FI102	Personal Finance
HY101	World History A
HY102	World History B
MH202	Survey of Mathematics
PH201	Ethics
PS201	Psychology
PY201	Physical Science

Take 1 of these 2 courses (offered every other year):

HY201	US History to 1877
HY211	US History since 1877

Biblical and Theological Studies – 15 Hours:

Choose 6 hours from the NT courses offered
Choose 6 hours from the OT courses offered
Choose 3 hours from the TH courses offered

Professional Studies – 12 Hours:

Choose 3 hours from the CH or HY courses offered
Choose 9 hours from the CN or MN courses offered

Field Education – 3 Hours:

Choose 3 hours from MN152, MN160, MN250, or MN260

Bachelor of Arts in Biblical Studies

The Bachelor of Arts in Biblical Studies notifies the world at large that the graduate has successfully completed the work that prepares a person for effective evangelistic ministry. Bachelor of Arts graduates have a doctrinal, historical, and systematic perspective of Christianity and its worldwide mission. They apply a comprehensive knowledge of the Bible to their personal lives. They reason critically and logically, communicate effectively, and connect scholarly excellence with spiritual growth.

Objectives and Requirements for the Bachelor of Arts in Biblical Studies

HCU divides undergraduate course offerings into three areas of study: General Education, Biblical and Theological Studies, and Professional Studies.

The division of General Education offers courses that are general in content and aim at producing well-rounded students. This component of the curriculum seeks to broaden and deepen the educational foundation of each student.

General Education Program Objectives

The student will:

- Think logically and critically.
- Develop awareness of strong values.
- Appreciate diversity.
- Communicate effectively.
- Demonstrate the ability to locate and utilize information.
- Engage in life-long learning.
- Demonstrate responsible citizenship.

The divisions of Biblical and Theological Studies and Professional Studies are closely allied. They embrace the study and application of the Bible and Christian beliefs in daily life and ministry.

Biblical and Theological Studies and Professional Studies Program Objectives

The student will:

- Recall general Bible content.
- Employ the basic elements of biblical interpretation.
- Articulate the multifaceted role of the minister.
- Demonstrate skill at diverse ministry responsibilities.
- Appreciate the historic theological traditions of Christianity.

- Display commitment to the mission of the Christian church.

Degree Requirements

- The student must have completed 128 semester hours with a cumulative GPA of 2.00 or above.
- At least 33 of the 128 hours must have been completed at HCU. Of the 33 hours, 12 must be in the division of Biblical and Theological Studies.
- The student must have passed the College English Proficiency Exam (CEPE). No limit is placed on the number of times students can repeat the test, but it must be passed before graduation.
- The student must complete the ABHE Bible Exam. This test is administered in the first year of enrollment and again in the senior year.
- The student must have satisfied all requirements of Field Education.
- No student may graduate while under disciplinary probation or if not in good standing with the university.
- The student must participate in graduation exercises unless waived by the Academic Dean.
- No one may participate in graduation exercises until all course requirements are satisfied and all tuition and fees are paid.

Course Requirements for BA in Biblical Studies

General Education – 36 Hours:

Take these 11 courses (offered every year):

EG101	English Composition A
EG102	English Composition B
EG201	World Literature A
EG202	World Literature B
FI102	Personal Finance
HY101	World History A
HY102	World History B
MH202	Survey of Mathematics
PH201	Ethics
PS201	Psychology
PY201	Physical Science

Take 1 of these 2 courses (offered every other year):

HY201	US History to 1877
HY211	US History Since 1877

Biblical and Theological Studies – 39 Hours:

Take 13 of these 15 courses (offered every other year):

NT102	New Testament Letters and Apocalypse
NT201	The Gospels
NT202	Acts
NT332	Revelation
NT342	Romans
NT422	Critical Introduction to the New Testament
NTOT322	Biblical Interpretation
OT101	The Story of Israel
OT201	Israel's Prophets and Poets
OT301	Torah
OT351	Ezekiel
OT421	Critical Introduction to the Old Testament
TH102	Theology of Scripture
TH301	Introduction to Christian Theology
TH411	Current Religious Teachings

Professional Studies – 33 Hours:

Take these 4 courses (offered every year):

BL301	Elementary Greek A
BL302	Elementary Greek B
CH201	Church History
CH212	Restoration Movement

Take 7 of these 9 courses (offered every other year):

CN301	Fundamentals of Counseling
CN302	Marriage and Family Counseling
CN401	Theories of Counseling
HY302	History of American Preaching
MN102	Practical Evangelism
MN112	Homiletics
MN311	Advanced Preaching
MN322	Preparation for Missions
MN401	Ministry in the Local Church

Field Education – 8 Hours:

Take these 8 courses (offered every semester):

MN152	Field Education 1: Fundamentals of Song Leading (1 hour)
MN250	Field Education 2 (1 hour)
MN350	Field Education 3 (1 hour)

MN450	Field Education 4 (1 hour)
MN160	Missions Practicum 1 (1 hour)
MN260	Missions Practicum 2 (1 hour)
MN360	Missions Practicum 3 (1 hour)
MN460	Missions Practicum 4 (1 hour)

Electives – 12 hours

or

Concentrations – 12 hours: Choose 1 of the 2 options below instead of electives

Students who enter HCU without any previous university credit may choose a concentration in Preaching Ministry or Family Life Ministry in place of the 12-hour elective requirement. The 12 hours for the concentration must be taken in addition to the 33 hours of professional studies (e.g., CN302 may not be used to fulfill a Family Life Ministry requirement and a Professional Studies requirement).

1. Preaching Ministry Concentration– 12 Hours

Choose 4 of these 6 courses:

CN41X	Crisis Counseling
HY302	History of American Preaching
MN311	Advanced Preaching
MN42X	Preaching Scripture
MN49X	Guided Research in Ministry
MN Elective	(3 hours)

2. Family Life Ministry Concentration– 12 Hours

Choose 4 of these 6 courses:

CN302	Marriage and Family Counseling
CN401	Theories of Counseling
MN31X	Fundamentals of Youth Ministry
MN312	Nurturing Families and Teenagers
MN49X	Guided Research in Ministry
PS31X	Human Development

Total Hours for Course Requirements for BA in Biblical Studies: 128 Hours

UNDERGRADUATE 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-letter prefix and a three-digit number. The first digit of the number shows the class level: 1 – freshman, 2 – sophomore, 3 – junior, 4 – senior. (The 500 and 600s are graduate courses.) 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 by letter prefix and number. The letter prefixes have the following meanings:

BL – Biblical Literature
CH – Church History
CM – Communications
CN – Counseling
CS – Christian Service
EG – English
FI – Finance
HY – History

MH – Mathematics
MN – Ministry
NT – New Testament
OT – Old Testament
PH – Philosophy
PS – Psychology
PY – Physical Science
TH – Theology

BL20X Elementary Hebrew A (3) is a study of biblical Hebrew and gives attention to noun and verb forms, vocabulary, and basic syntax.

BL21X Elementary Hebrew B (3) is a continuation of the study of biblical Hebrew and gives attention to noun and verb forms, vocabulary, and basic syntax. Prerequisite: BL20X Elementary Hebrew A.

BL301 Elementary Greek A (3) is a beginning study of the language involving verb forms, vocabulary, and basic syntax. This course gives attention to the place of Greek in biblical studies.

BL302 Elementary Greek B (3) is a continuation of the beginning study of the language involving verb forms, vocabulary, and basic syntax. This course also gives attention to the place of Greek in biblical studies. Prerequisite: BL301 Elementary Greek A.

BL31X Hebrew Readings (3) involves Hebrew readings from selected Old Testament passages and enables the student to read extended passages. Prerequisites: BL20X Elementary Hebrew A and BL21X Elementary Hebrew B, or equivalent.

BL40X Greek Readings A (3) incorporates the reading of selected sections of the Greek New Testament for vocabulary building and familiarity. This course increases the ability to read extended passages. After a comprehensive review of fundamental grammar, students will begin a study of advanced noun syntax. Prerequisites: BL301 Elementary Greek A and BL302 Elementary Greek B, or equivalent.

BL41X Greek Readings B (3) involves the reading of additional New Testament texts with emphasis on vocabulary building and advanced verbal syntax. Prerequisites: BL301 Elementary Greek A and BL302 Elementary Greek B, or equivalent.

BL42X Hebrew Seminar (3) employs selected readings from the Hebrew Old Testament and is intended to keep language skills active. Prerequisite: BL31X Hebrew Readings or equivalent.

BL43X Greek Seminar (3) covers selected readings from the Greek New Testament and is intended to keep language skills active. Prerequisite: BL40X Greek Readings A or equivalent.

BL49X Guided Research in Biblical Languages (3) is a research project guided by a faculty advisor, resulting in a paper written on a subject assigned in the student's area of emphasis. Prerequisite: a GPA of 3.00 or better in the preceding semester and approval of the Academic Dean and the instructor.

CH201 Church History (3) is a century-by-century study of church history from AD 33 to AD 1800. This course increases the student's understanding of the major problems in

the church, the departure from the divine pattern, and the attempts to reform it. HYTH41X History of Doctrine may be substituted for this required course.

CH20X History of the Bible (3) demonstrates that the scriptures were inspired by God, written by men, formed into the present canon, preserved through time, and translated into modern languages.

CH212 Restoration Movement (3) is the study of the part of church history from 1669 to 1906 known as the Restoration Movement. This was a period when various attempts were made to restore the church to the original New Testament pattern in worship, government, and practice.

CH30X Alabama Restoration History (3) explores the unique personalities, challenges, and victories associated with the segment of church history known as the Restoration Movement within the state of Alabama. The planting and growth of churches of Christ and of schools associated with churches of Christ is given emphasis, as is the uniqueness of the "back to the Bible" plea.

CM49X Guided Research in Communication (3) is a research project guided by a faculty advisor, resulting in a paper written on a subject assigned in the student's area of emphasis. Prerequisite: a GPA of 3.00 or better in the preceding semester and approval of the Academic Dean and the instructor.

CN30X Premarital Counseling (3) presents the biblical basis and practical methodology for the development of a program of premarital counseling using appropriate resources. Areas covered in the course include status of marriage, spouse selection, available resources, and special problems in premarital counseling. Prerequisites: PS201 Psychology and CN301 Fundamentals of Counseling, or equivalent.

CN301 Fundamentals of Counseling (3) is an introduction to counseling and the counseling process. This course is designed to equip helpers for the practical situations they encounter.

CN302 Marriage and Family Counseling (3) helps the student understand the biblical foundations of marriage. It discusses male and female roles, problems that arise in marriage, and suggests methods for dealing with these problems. Prerequisites: PS201 Psychology and CN301 Fundamentals of Counseling, or equivalent.

CN401 Theories of Counseling (3) is a study of the historical antecedents, philosophical underpinnings, major proponents, key terminology, and specialized techniques of the major theories of counseling. Each theory is evaluated from psychological, practical, and biblical perspectives. Prerequisites: PS201 Psychology and CN301 Fundamentals of Counseling, or equivalent.

CN41X Crisis Counseling (3) focuses on helping the student translate theory into practical guidelines that should increase his/her effectiveness in relating to those experiencing crisis in their lives. Topics include death and dying, terminal illness, depression, suicide, loss of employment, marital and family breakup, and family abuse. Prerequisites: PS201 Psychology and CN301 Fundamentals of Counseling, or equivalent.

CN49X Guided Research in Counseling (3) is a research project guided by a faculty advisor, resulting in a paper written on a subject assigned in the student's area of emphasis. Prerequisite: a GPA of 3.00 or better in the preceding semester and approval of the Academic Dean and the instructor.

EG090 Basic Principles of English (0) is a non-credit course that emphasizes basic grammar, spelling, vocabulary, and mechanical skills in spoken and written English. It is the prerequisite to EG101 English Composition A if a student does not pass a basic English test or have the minimum English score on his/her ACT or SAT (contact Admissions for minimum scores). Grading is S (satisfactory) or U (unsatisfactory). This course counts as 3 semester hours in determining hour load.

EG101 English Composition A (3) is a study of expository and persuasive writing, with an emphasis on writing the essay. Prerequisite: Must pass a basic English test, EG090 Basic Principles of English, or has the minimum English score on his/her ACT or SAT. (Contact Admissions for minimum scores.)

EG102 English Composition B (3) is a study of composition and style that emphasizes logical thinking, research writing, and writing across the curriculum. Prerequisite: EG101 English Composition A.

EG201 World Literature A (3) covers selected readings from world masterpieces. This course develops understanding and imagination and integrates what is read with one's world of practical experience. Prerequisite: EG101 English Composition A.

EG202 World Literature B (3) also covers selected readings from world masterpieces. This course develops understanding and imagination and integrates what is read with one's world of practical experience. Prerequisite: EG101 English Composition A and EG102 English Composition B.

FI102 Personal Finance (3) is an examination of personal and family financial management concepts and topics within various income levels and stages in the life cycle. The course will consider analysis of personal financial decisions, evaluation of costs and benefits of decisions, rights and responsibilities as consumers, and application to financial situations encountered in life.

HY101 World History A (3) helps the student understand the development and nature of civilization from the earliest records of humanity up to AD 1500.

HY102 World History B (3) increases the student's appreciation of worldwide cultural traditions from the Renaissance to the present.

HY201 US History to 1877 (3) surveys American history from pre-colonial times through the Civil War and the end of Reconstruction in 1877.

HY211 US History Since 1877 (3) explores institutions, politics, culture, and society in America from Reconstruction to the present.

HY302 History of American Preaching (3) is an examination and analysis of preaching throughout American history. The course focuses on content and delivery in various historical and cultural contexts, as well as contemporary applications.

HY49X Guided Research in History (3) is a research project guided by a faculty advisor, resulting in a paper written on a subject assigned in the student's area of emphasis. Prerequisite: a GPA of 3.00 or higher in the preceding semester and approval of the Academic Dean and the instructor.

HYNT30X New Testament Backgrounds (3) involves readings in selected documents illustrative of the first-century political, social, and religious settings, and demonstrates how these documents are used for the interpretation of the New Testament.

HYOT31X Old Testament Backgrounds (3) involves readings in ancient historical, legal, and religious texts and demonstrates how these documents relate to the history of Israel and the interpretation of the Old Testament.

HYNTOT10X Bible Geography and Archaeology (3) is a study of the cartography and topography of the biblical world. It surveys archaeological discoveries and their relationship to Bible study.

MH090 Fundamentals of Mathematics (0) is a non-credit course in the basics of mathematics and the beginning of Algebra. It is a prerequisite to MH202 Survey of Mathematics if a student does not pass the basic Math placement test or does not have the minimum score on his/her ACT or SAT. (Contact Admissions for minimum score.)

MH202 Survey of Mathematics (3) is a terminal course in mathematics for students requiring no specialized mathematical skills. It is a study of math as a tool and a way of thought. This course is designed to promote deductive reasoning skills and an overview understanding of the algebra of real numbers, elementary number theory, algebra, geometry, and elementary statistics, to real life applications. The course involves the essential operations of math emphasizing the development of proficiency in computational skills, problem solving, logic, and their application to technology and business. Prerequisite: Pass math diagnostic exam, MH 090 Fundamentals of

Mathematics, or have the minimum score on his/her ACT or SAT. (Contact Admissions for minimum score.)

MN102 Practical Evangelism (3) surveys the biblical, theological, and historical foundations of evangelism. The course explores contemporary strategies, methodologies, movements, and trends with a focus on practical application.

MN112 Homiletics (3) is an introductory course in the study and practice of the preparation and delivery of biblical presentations (sermons and/or Bible classes) with emphasis on effective communication.

MN152 Field Education 1: Fundamentals of Song Leading (1) explores the importance of and the skills necessary for effective congregational song leading. The course seeks to teach basic song leading competency.

MN160 Missions Practicum 1 (1) combines academic study and a field missionary experience under approved supervision. Practical mission work in cross-cultural settings is particularly encouraged.

MN20X Mission of the Local Church (3) is a study of how the local congregation glorifies God through worship, edification, benevolence, and evangelism.

MN21X Expository Preaching (3) gives the student experience in applying exegetical and homiletic principles in the preparation of expository sermons. Prerequisite: MN112 Homiletics.

MN250 Field Education 2 (1) integrates academic learning with practical work in ministry. The course is designed to offer the student extensive supervised experience in a specific field of ministry combined with academic resources and personal reflection.

MN260 Missions Practicum 2 (1) combines academic study and a field missionary experience under approved supervision. Practical mission work in cross-cultural settings is particularly encouraged.

MN301 Nurturing Families and Teenagers (3) deals with understanding the youth culture and the needs of families and teens in crisis. Family ministry is given special attention as part of a balanced youth ministry.

MN31X Fundamentals of Youth Ministry (3) is a practical study, which presents biblical approaches to youth ministry as applied to organizational structures, student leadership, recruiting and training volunteers, monthly and yearly planning programs, publicity, budgeting, and fund raising. The topic "youth ministry in small churches" receives special attention.

MN322 Preparation for Missions (3) gives practical help in preparing prospective missionaries for mission work. The course considers developing personal qualifications, examining appropriate motivations, choosing a field, preparing families, obtaining a sponsor, raising funds, developing mission-minded congregations, answering objections, and understanding culture shock.

MN33X Marriage and the Home (3) is a study of the biblical view of marriage. It explores common problems and suggests guidelines for building a successful home.

MN342 Advanced Preaching (3) is a study of the functional elements of preaching, including explanation, application, and argument. It also includes a brief history of preaching and a study of significant preachers and their sermons. There is an emphasis on polishing the student's content and performance levels. Prerequisite: MN112 Homiletics.

MN350 Field Education 3 (1) integrates academic learning with practical work in ministry. The course is designed to offer the student extensive supervised experience in a specific field of ministry combined with academic resources and personal reflection.

MN360 Missions Practicum 3 (1) combines academic study and a field missionary experience under approved supervision. Practical mission work in cross-cultural settings is particularly encouraged.

MN401 Ministry in the Local Church (3) is an overview of the practical work of the ministry. It provides help with plans and information needed for the ministry. It gives special attention to personal characteristics, program development, morale improvement, personnel management, and family life.

MN41X Timothy-Titus Program (3 – 6) permits qualified students to receive three credit hours (six credit hours, if overseas) for summer work with a congregation or on the mission field. The student must have a qualified field advisor, agree on a description of the job, and make a report (verbal and written) to the Director of Christian Service at the end of the summer. This program is for full-time workers only and is an important part of HCU's in-the-field, in-service training. Students on academic or disciplinary probation are not eligible.

MN42X Preaching Scripture (3) emphasizes the movement from text to sermon by considering traditional themes of Christian theology and strategies for how these themes may be incorporated into the sermon.

MN450 Field Education 4 (1) integrates academic learning with practical work in ministry. The course is designed to offer the student extensive supervised experience in a specific field of ministry combined with academic resources and personal reflection.

MN460 Missions Practicum 4 (1) combines academic study and a field missionary experience under approved supervision. Practical mission work in cross-cultural settings is particularly encouraged.

MN48X Independent Study in Ministry (3) is a study of a faculty member's choosing to fulfill a special-case need when another ministry course is not available.

MN49X Guided Research in Ministry (3) is a research project guided by a faculty advisor, resulting in a paper written on a subject assigned in the student's area of emphasis. Prerequisite: a GPA of 3.00 or better in the preceding semester and approval of the Academic Dean and the instructor.

MNNT24X Church Leadership (3) presents a biblical view of church leadership followed by a study of the various skills church leaders need and the challenges or problems they face.

NT102 New Testament Letters and Apocalypse (3) introduces the circumstances of the New Testament books from Acts through Revelation, including the biblical history, geography, and God's unfolding plan of redemption. The goal of the course is to shape attitudes, provide motivation and purpose, and create a grasp of Christian truth for effective evangelism.

NT201 The Gospels (3) is a study of the gospels' backgrounds and message about Jesus Christ. The course looks at each gospel separately and collectively in a synoptic arrangement.

NT202 Acts (3) is a study of the book of Acts with historical, devotional, practical, doctrinal, and evangelistic applications.

NT20X General Epistles (3) examines the settings, purposes, messages, uniqueness, theology, and ministry applications of the general epistles: James; 1 and 2 Peter; 1, 2, 3 John; Jude.

NT22X Prison Epistles (3) is an analysis of Colossians, Ephesians, Philippians, and Philemon as to their purpose, emphasis, and application.

NT24X – see MNNT24X Church Leadership

NT30X – see HYNT30X New Testament Backgrounds

NT31X Galatians (3) is an exegetical study of Paul's epistle to the churches of Galatia and its application to the Christian life.

NT32X Timothy and Titus (3) emphasizes such topics as sound doctrine, public worship, church officers, false teachers, and qualifications of evangelists.

NT332 Revelation (3) focuses on the genre, occasion, content, theology, and history of interpretation of the book of Revelation. Lectures and assignments will emphasize understanding the book in a first century social, political, and religious setting. Throughout the course, the book's significance for ministry and life in modern communities of faith will be highlighted. This course is based on the book of Revelation in English translation and assumes junior or senior standing.

NT342 Romans (3) is an analysis of Paul's letter to the church at Rome, providing a logical summary of the scheme of redemption.

NT41X Corinthians (3) is an analysis of 1 and 2 Corinthians, giving special attention to the problems of the early church and their relevance to modern times.

NT422 Critical Introduction to the New Testament (3) presents a general introduction to the New Testament with a special introduction to each book. Attention is given to origin, historical background, occasion, purpose, date, and authorship. Canonicity and textual criticism of each book will also be considered.

NT42X Thessalonians (3) is a study of Paul's letters to the Thessalonians and the inner workings of the New Testament church. Paul's letters to the Thessalonians emphasize problems within the church, church discipline, and eschatology.

NT44X Hebrews (3) is a study of the historical, practical, and doctrinal themes in Hebrews.

NT49X Guided Research in New Testament (3) is a research project guided by a faculty advisor, resulting in a paper written on a subject assigned in the student's area of emphasis. Prerequisite: a GPA of 3.00 or higher in the preceding semester and approval of the Academic Dean and the instructor.

NTOT322 Biblical Interpretation (3) examines the variety of genres found within biblical literature, the diverse methods employed by biblical interpreters, and the standard tools used by scholars in the interpretation of biblical texts. Attention will be given to the changes and developments in interpretive practices from ancient times through the present. Students will dialogue regarding the goals and presuppositions of various methods and theorists and will actively engage in the interpretation process by closely reading, discussing, researching, and writing about selected biblical texts. This course is based on biblical literature in English translation and assumes junior or senior standing.

NTTH49X Guided Research in New Testament (3) is a research project guided by a faculty advisor, resulting in a paper written on a subject assigned in the student's area of

emphasis. Prerequisite: a GPA of 3.00 or higher in the preceding semester and approval of the Academic Dean and the instructor.

OT101 The Story of Israel (3) seeks to introduce students to the collection of books known as the Old Testament or Hebrew Bible. The course will introduce students to the people, places, events, themes, theology, and ancient Near Eastern context of the narrative portions of Old Testament literature. The course will cover the books of Genesis-Esther. Students will consider the didactic nature of the books which function as scripture in ancient Israel as well as in the Christian church.

OT201 Israel's Prophets and Poets (3) seeks to introduce students to the collection of books known as the Old Testament or Hebrew Bible. The course will introduce students to the people, places, events, themes, theology, and ancient Near Eastern context of the poetic and prophetic portions of Old Testament literature. The course will cover the books of Job-Malachi. Students will consider the didactic nature of the books which function as scripture in ancient Israel as well as in the Christian church.

OT20X Job (3) is an exegetical study with an emphasis on the subjects of faith, human suffering, and divine providence.

OT301 Torah (3) seeks to introduce students to the first five books of the Bible, commonly called the Torah, and the five books of Moses, or the Pentateuch. The course will focus on the content, theology, ancient Near Eastern context, and history of interpretation of the five books. Students will be introduced to a variety of modern and postmodern reading strategies, will consider the benefits of both synchronic and diachronic analysis of the books, and will begin to address the historical and theological issues raised when reading the books as ancient literature and as modern religious texts. OT301 is based on Genesis-Deuteronomy in English translation.

OT30X Minor Prophets (3) is a study of the twelve minor prophets in their historical and religious context.

OT32X Proverbs, Ecclesiastes, Song of Songs (3) is a study of the principles of life taught in Proverbs, Ecclesiastes, and Song of Songs, with emphasis on modern-day application.

OT33X Psalms (3) is an exegetical study of the Psalms and their literary types.

OT34X Isaiah and Jeremiah (3) is a study of Isaiah and Jeremiah in their historical and religious context.

OT351 Ezekiel (3) introduces students to the content, theology, and history of interpretation of the biblical book of Ezekiel. Special attention will be given to examining issues related to the interpretation of Israel's prophetic literature as well as the concepts

of priesthood, temple, and holiness. Students will also consider the continuing significance and authority of the book for modern communities of faith.

OT35X Historical Books of the Old Testament (3) is a study of the historical books of the Old Testament (Joshua-Esther), emphasizing the rise and fall of the Jewish nation and the Jews' relationship with God.

OT36X Genesis (3) will focus on the content, ancient Near Eastern context, theology, and history of the interpretation of Genesis by reading select texts from the book. Students will be introduced to a variety of modern and postmodern reading strategies, will consider the benefits of both synchronic and diachronic analysis of the book, and will begin to address the historical and theological issues raised when reading the book of Genesis as ancient literature and as a modern religious text.

OT421 Critical Introduction to the Old Testament (3) introduces the student to the dominant critical theories pertaining to the Old Testament literature as scholars have articulated them over the past two centuries. Attention is especially given to hypotheses regarding the origin of the Pentateuch. Each book will be discussed in terms of its background and nature. Matters of canon and textual criticism will also receive treatment.

OT49X Guided Research in Old Testament (3) is a research project guided by a faculty advisor, resulting in a paper written on a subject assigned in the student's area of emphasis. Prerequisite: a GPA of 3.00 or higher in the preceding semester and approval of the Academic Dean and the instructor.

PH201 Ethics (3) is a study of ethical theory: What things are good? What kind of person ought one be? What ought one to do? This course surveys various topics in personal and social ethics.

PH49X Guided Research in Philosophy (3) is a research project guided by a faculty advisor, resulting in a paper written on a subject assigned in the student's area of emphasis. Prerequisite: a GPA of 3.00 or higher in the preceding semester and approval of the Academic Dean and the instructor.

PS201 Psychology (3) is an introduction to the scope and methods of psychology, including personality development, behavior, and personality theory.

PS31X Human Development (3) is a study of the physiological and psychological changes in people from the cradle to the grave and how these changes relate to religious development.

PY201 Physical Science (3) provides non-technical students with an introduction to the basic principles of chemistry, physics, and other sciences that assist them in developing a scientific way of looking at physical reality.

TH102 Theology of Scripture (3) considers the Christian doctrine of scripture. Students will examine the varied perspectives within the historic theological traditions of Christianity regarding the authority, inspiration, and interpretation of scripture. The course will consider the interplay between interpreter, interpreting community, and divine word as well as the function of scripture within the life of the church.

TH301 Introduction to Christian Theology (3) is an introduction to the major themes of Christian theology examining both their doctrinal definitions and implications for everyday faith. The historical development of major Christian theology will be considered in light of classical theories along with alternative theories all with an eye to what the Bible teaches.

TH30X Christian Worldview (3) explores the uniqueness of a biblical worldview. It includes analysis of the principles of proper reasoning. It entails a study of the role language plays in logic, of the different types of syllogisms, of sentential logic, and of the application of proper reasoning to the study of the Bible and to a life based on biblical principles. The student will develop the use of categorical and hypothetical syllogisms and become able to recognize correct from fallacious reasoning.

TH411 Current Religious Teachings (3) is designed as an introduction to the world's major living faiths. Both western and eastern religions will be examined along with the Catholic church and major protestant denominations with attention paid to origins, founder(s), historical development, sacred text(s), and central tenets. Focus will be given to biblical responses to these faith systems.

UNDERGRADUATE COURSE OFFERINGS SCHEDULE

Every Fall:

BL301	Elementary Greek A
CH201	Church History
CN301	Fundamentals of Counseling
EG090	Basic Principles of English
EG101	English Composition A
EG201	World Literature A
HY101	World History A
MH090	Fundamentals of Mathematics
MN160	Mission Practicum 1
MN250	Field Education 2
MN260	Mission Practicum 2
MN350	Field Education 3
MN360	Mission Practicum 3
MN450	Field Education 4
MN460	Mission Practicum 4
PH201	Ethics
PS201	Psychology
PY201	Physical Science

Every Spring:

BL302	Elementary Greek B
CH212	Restoration Movement
EG090	Basic Principles of English
EG102	English Composition B
EG202	World Literature B
FI102	Personal Finance
HY102	World History B
MH090	Fundamentals of Mathematics
MH202	Survey of Mathematics
MN152	Field Education 1: Fundamentals of Song Leading
MN160	Mission Practicum 1
MN250	Field Education 2
MN260	Mission Practicum 2
MN350	Field Education 3
MN360	Mission Practicum 3
MN450	Field Education 4
MN460	Mission Practicum 4

Every Even Fall:

HY201	US History to 1877
MN301	Nurturing Families and Teens
MN311	Advanced Preaching
OT101	Story of Israel
OT301	Torah
TH301	Introduction to Christian Theology

Every Odd Fall:

HY211	US History since 1877
MN401	Ministry in the Local Church
NT201	The Gospels
OT201	Israel's Prophets and Poets
OT351	Ezekiel
OT421	Critical Introduction to the OT
TH411	Current Religious Teachings

Every Even Spring:

CN302	Marriage and Family Counseling
MN102	Practical Evangelism
MN112	Homiletics
NT202	Acts
NT332	Revelation
NT422	Critical Introduction to the New Testament

Every Odd Spring:

CN401	Theories of Counseling
HY302	History of American Preaching
MN322	Preparation for Missions
NT102	New Testament Letters and Apocalypse
NTOT322	Biblical Interpretation
NT342	Romans
TH102	Theology of Scripture

Courses Offered On Demand:

BL20X	Hebrew A
BL21X	Hebrew B
BL31X	Hebrew Readings

BL40X	Greek Readings A
BL41X	Greek Readings B
BL42X	Hebrew Seminar
BL43X	Greek Seminar
CH20X	History of the Bible
CH30X	Alabama Restoration History
CN30X	Premarital Counseling
CN41X	Crisis Counseling
CN49X	Guided Research in Counseling
HYNTOT10X	Bible Geography and Archaeology
HYNT30X	NT Backgrounds
HYOT31X	OT Backgrounds
HYTH41X	History of Doctrine
HY49X	Guided Research in History
MN20X	Mission of the Local Church
MN21X	Expository Preaching
MNNT24X	Church Leadership
MN33X	Marriage and the Home
MN41X	Timothy-Titus Program
MN42X	Preaching Scripture
MN48X	Independent Study
MN49X	Guided Research in Ministry
NT20X	General Epistles
NT22X	Prison Epistles
NT31X	Galatians
NT32X	Timothy and Titus
NT41X	Corinthians
NT42X	Thessalonians
NT44X	Hebrews
NT49X	Guided Research in the New Testament
OT20X	Job
OT30X	Minor Prophets
OT32X	Proverbs, Ecclesiastes, Song of Songs
OT33X	Psalms
OT34X	Isaiah and Jeremiah
OT35X	Historical Books of the Old Testament
OT36X	Genesis
OT49X	Guided Research in the Old Testament
TH30X	Christian Worldview
TH31X	Fundamentals of Christian Religion
TH49X	Guided Research in Theology

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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