HERITAGE CHRISTIAN UNIVERSITY

ACADEMIC CATALOG

2020–2021

GRADUATE

HERITAGE CHRISTIAN UNIVERSITY | 2020–2021 GRADUATE CATALOG 5
Statement of Nondiscrimination 5
Title IX 5
Family Educational Rights and Privacy Act (FERPA) 6
A MESSAGE FROM THE VICE PRESIDENT OF ACADEMIC AFFAIRS 8
THE UNIVERSITY 9
History 9
Mission Statement 10
Vision Statement 10
Core Values 10
Institutional Goals 11
Distinctiveness 11
Religious Character 11
Academic Recognition 12
Location 12
Campus 13
ADMISSIONS 14
Admission Procedures 14
Application Requirements 14
Admission Status 15
Enrollment Requirements 15
Graduate Transfer Credits 15
International Applicants 16
Returning HCU Students 17
Audit Students 17
CAMPUS LIFE AND STUDENT SERVICES 18
The Graduate Program Lecture Series 18
Jack P. Lewis Biblical Research Lectures 18
Graduate Research Lectures 18
Diakonos Ministry Lectures 18
Housing 19
Student Activities 19
Attire 19

Conduct 19
Students with Disabilities 19
Counseling 20
Library 20
Bookstore and Textbooks 20
Technology Requirements 20
Food Services 20
Alumni Association 20
FINANCES *22*
Payment at Registration 22
Payment Plan 22
2020–2021 Academic Year Tuition and Fees 22
Fee Schedule 23
Refund Policy 24
Student Financial Information 24
Scholarships 24
Veterans Education Benefits for Veteran Graduate Students 25
Satisfactory Academic Progress Policy 26
ACADEMIC POLICIES *28*
Academic Year 28
Grading Policies and Grade Reports 28
Course Withdrawal Policy 29
Incomplete Courses 29
Grade Point Average 30
Repeat Courses 30
Transcripts 30
Transient Status 31
Academic Probation and Suspension 31
Academic Probation or Suspension Appeal 31
Course Loads 32
Undergraduate Courses for Graduate Credit 32
Undergraduate Students Taking Graduate Courses 32
Academic Advising 32
Independent Study 32

Time Limit 33
Credit by Advanced Standing, Substitution, and Shared Credit 33
Course Attendance 34
Course Modification 34
Inclement Weather Policy 34
Residency Requirements 34
Extension Sites 34
Proctor Policy 35
Rescheduling Examinations 35
Graduation Requirements and Fees 35
GRADUATE PROGRAMS OF STUDY *37*
Master of Arts in Christian Scripture | MA 37
General Description and Purpose 37
Program Objectives 37
Planning Your Program 37
Curriculum 38
Thesis Specifications 39
Course Requirements for the Master of Arts in Christian Scripture 40
Master of Ministry | MMin 41
General Description and Purpose 41
Program Objectives 41
Planning Your Program 41
Curriculum 41
Practicum Specifications 42
Course Requirements for the Master of Ministry 43
Master of Divinity | MDiv 44
General Description and Purpose 44
Program Objectives 44
Planning Your Program 44
Curriculum 44
MDiv Concentration Requirements 44
Spiritual Formation Retreat and Requirements 45
Boundaries in Ministry Seminar 45
Practicum Specifications 45
Course Requirements for the Master of Divinity 47
NON-DEGREE CERTIFICATE PROGRAMS *48*
Resource Development Models for Small Churches Certificate Program 48
Curriculum 48
Center for Missions Training and Information (CMTI) Certificate Program 49
CMTI Information Center 49
CMTI Missions Scholarships 50
GRADUATE COURSE DESCRIPTIONS *51*

TENTATIVE GRADUATE COURSE SCHEDULE 59
UNIVERSITY FACULTY 60
EMERITUS FACULTY 61
ADJUNCT FACULTY 61
MAIL, TELEPHONE, AND EMAIL DIRECTORY 64
Executive Offices 64
Office of the President 64
Office of the Vice-President of Academic Affairs 64
Office of the Vice-President of Administration 64
Office of the Vice-President of University Advancement 65
University Departments 65
Academic Dean's Office/Office of Academic Affairs 65
Business Office 65
Cafeteria 65
Campus Security 66
Distance Learning 66
Faculty 66
Institutional Effectiveness 67
Library 67
Physical Plant 67
President's Office 67
Public Relations 68
Student Services/Enrollment Services 68
University Advancement and Donor Services 69
Telephone Extension List 70
BOARD OF DIRECTORS 71
ACADEMIC CALENDAR 2020–2021 72
Summer 2020 72
Fall 2020 72
Spring 2021 72
Summer 2021 73

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 with an interruption of 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:

Travis Harmon
PO Box HCU
Florence, AL 35630
256-766-6610

Title IX

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.

Family Educational Rights and Privacy Act (FERPA)

Heritage Christian University adheres to the Family Educational Rights and Privacy Act. The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
    - School officials with legitimate educational interest;
    - Other schools to which a student is transferring;
    - Specified officials for audit or evaluation purposes;
    - Appropriate parties in connection with financial aid to a student;
    - Organizations conducting certain studies for or on behalf of the school;
    - Accrediting organizations;
    - To comply with a judicial order or lawfully issued subpoena;
    - Appropriate officials in cases of health and safety emergencies; and
    - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information, you may call 1-800-USA-LEARN (1-800-872-5327) (voice). Individuals who use TDD may use the Federal Relay Service.

Or you may contact at the following address:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-8520

A MESSAGE FROM THE VICE PRESIDENT OF ACADEMIC AFFAIRS

When you look at the lives and work of our graduates and current students, it is humbling to see the impact that is being made on the kingdom. We are so blessed to see graduates serving and impacting their circles with the tools they've sharpened through our academic program and interaction with our campus community. The culmination of more than 50 years of kingdom impact is impossible to fully grasp, understand, or be properly grateful for. Our University vision statement envisions that congregations around the globe will be effectively living out the story of God and His mission to the world as a result of our inspiration and education of servant leaders for the church. I'm proud of the work we accomplish every day that pushes us toward that future.

How do we advance churches of Christ through our area of influence in academia? The mission statement explicitly points to how we equip servants through our undergraduate and graduate programs, as well as through continuing education. And though we may define advancement of the church in different ways and through our various lenses, the connection between the church and what we do every day in teaching and learning and academic support is clear. To use a picture from biology, it is a mutually symbiotic relationship—when we work together, we have the ability to thrive together. And we have worked well together for so many years by God's abundant grace.

There are countless ways in which our academic programs have strengthened the church, and a few should be mentioned- as part of our founding vision as a Bible college, we have been uniquely positioned as an institution with profound emphasis on direct study of the Bible as a core and foundational part of the educational experience. Our Field Education (formerly Christian Service) requirements entail the direct practice of ministry as part of our academic programs. Graduate programs include a focus on spiritual formation and maturity appropriate to the level of study. Our undergraduate Bible curriculum includes some comparative advantages to programs elsewhere, including a strong counseling component as part of the required offerings. The pathways that have been created through the generosity of donors are overwhelming in the sheer size and scope of what is accomplished in academics on an everyday basis. In addition, we make these strengths available in an affordable package to so many different types of students (young, older, on-campus, distance learning, commuter, undergraduate, graduate, synchronous, asynchronous, first-time, transfer, preacher training school graduate, etc.). And we do all of this with a premier theological library as a resource base, operating at a small size with family values and personability in our relationships.

It is with pleasure that we welcome you as a part of this rich heritage.

Advancing the church together,

Michael D. Jackson, Ed.D.

THE UNIVERSITY

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 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:

- Provide general studies courses.
- Provide degree offerings in biblical studies to give students the skills necessary to meet the needs of the church.
- Offer a quality library to assist students, faculty, and alumni in research, ministry, and personal development.
- Assist students in achieving their educational goals by making available student and educational support services.
- Operate with a systematic, broad-based research, planning, and evaluation process for the ongoing pursuit of institutional effectiveness and continuous improvement.
- 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.
- 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 offer a balanced, comprehensive, practical education that impacts the whole person. We aim to:

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

Within our rigorous academic program under the direction of experienced Christian leaders, HCU students engage in the study of Scripture, explore the roots of the faith, receive training in ministerial service, identify patterns for character formation, articulate goals, and practice knowledge in a variety of contexts within God's world. Our distinctive focus maintains real-world ministry occurs as an outpouring from God's transformation of the person: heart, mind, whole being.

Religious Character

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

Academic Recognition

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

Any formal comments or complaints should be directed to:

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

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

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

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

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

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

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

Location

Heritage Christian University is located in Florence, Alabama. Lauderdale County was created on February 6, 1818. Florence was founded five weeks later and named by a young Italian surveyor, Ferdinand Sannoner, after his favorite city at home, Florence, Italy. Florence has a population of about 40,000.

The adjacent cities of Muscle Shoals, Sheffield, and Tuscumbia combine with Florence to make up a metropolitan area of approximately 200,000, known as "The Shoals." The Shoals area has many recreational facilities, tourist attractions, and cultural events. Among these are Wilson Dam, the oldest in the TVA chain, featuring the world's highest single-lift navigation lock; Ivy Green, the birthplace of Helen Keller; the Rosenbaum House, designed by Frank Lloyd Wright; and the William C. Handy home, birthplace of the famous musician and composer. Other places of interest include the Indian Mound and

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

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

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

Campus

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

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

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

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

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

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

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

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

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

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

ADMISSIONS

It is essential that an applicant give evidence of good character, maturity, and the ability to benefit from a university education. The applicant must exhibit good character in the community and provide evidence of membership in good standing with the church of attendance. Enrollment in the academic program constitutes an agreement by the student to abide by the standards of the university regarding student life. Correspondence regarding admission should be addressed to the Director of Enrollment Services.

Admission Procedures

Application Requirements

Online Application. Every applicant must complete an online application and submit a non-refundable application fee. To access the application forms, go to www.hcu.edu/enrollment/application. First-time graduate students, transfer students, and students seeking readmission after an absence of more than twenty-four months must apply for admission to the university before enrolling in a course.

Background Check. Every applicant must authorize HCU to obtain a background check. HCU will complete the application review when the background check is received.

Recommendation Letters. Every applicant must submit three letters of recommendation addressing the applicant's character and suitability for graduate work. The Recommendation form is found within the application.

Transcripts. Every applicant must submit all official transcripts from every college, university, military academic institution, seminary, or divinity school previously attended, even if the enrollment resulted in drops or withdrawals, and regardless of whether or not a degree was completed. No transcript issued to a student will be accepted.

GRE or MAT Scores. Every applicant to the Master of Arts and Master of Ministry programs will submit official scores from either the Graduate Record Examinations (GRE) or official scores from the Miller Analogies Test (MAT). The examination must have been completed within the last five years. The recipient code for HCU is 0805. The examiners will supply HCU with the scores upon request by the applicant. Scores must be received by the appropriate deadline. Applicants who hold a master's degree or higher are exempt from submitting test scores.

Personal Statement. Every applicant must submit a personal statement highlighting the goals and plans of the applicant, along with an explanation of how graduate studies fit into this plan. The personal statement must be submitted as a component of the online application.

Written Disclosure. 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.

Admission Status

Acceptance and Rejection. The university reserves the right to reject or accept any application at its discretion.

Probation. Applicants with poor academic records may be accepted on a probationary basis for one semester.

Acceptance Status. Accepted applicants are granted acceptance in one of the following categories:

1. Degree-seeking student.
2. Non-degree-seeking student. A non-degree-seeking student may change status to degree-seeking-student only through re-application to the university.
3. Conditionally accepted student. An applicant may be conditionally accepted if all admissions requirements have been met except the university receiving the applicant's GRE or MAT score report. An applicant who is conditionally accepted but does not complete all outstanding requirements by the end of the semester will not be allowed to register for the following semester.

Enrollment Requirements

Application and Course Attendance. New students, transfer students, and students seeking readmission after an absence of more than twenty-four months must apply for admission to the university before enrolling in a course.

Computer Literacy. Every applicant must 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.

Picture for Populi. Every student must upload a recent picture to Populi for identification and security purposes.

Graduate Transfer Credits

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

No more than 18 graduate hours completed at an accredited college or university can be accepted for transfer credit. Only courses that are the same as or equivalent to courses required in the HCU graduate program can be transferred. No course on which the student has made less than a "B-" can be accepted for transfer credit. Responsibility for decisions regarding acceptance or non-acceptance of credits earned elsewhere lies with the Academic Dean.

Master of Divinity (MDiv)

Students may transfer credit from another degree program (completed or not) from an accredited college or university. However, no more than half of the total number of hours required to complete the MDiv degree may be accepted. Only courses that are the same as or equivalent to courses required in the HCU

graduate program can be transferred. No course on which the student has made less than a "B-" can be accepted for transfer credit. Responsibility for decisions regarding acceptance or non-acceptance of credits earned elsewhere lies with the Academic Dean.

International Applicants

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

Scholarship. Eligible international applicants may be awarded a full tuition scholarship. Because of the limited financial aid resources available to international applicants, HCU can offer this scholarship to no more than 5 individuals from the same country each year. Applicants who are awarded the scholarship must maintain a cumulative GPA of 3.0 or higher.

Financial Support. International applicants are typically not allowed to work in the US while in school. Therefore, applicants are required to submit proof of financial support and sponsorship from a Church of Christ congregation in the U.S. or pay all charges up front for two years or more. For additional information about financial support and church sponsorship, contact the Office of Financial Aid.

Academic Credential Evaluation. International applicants must contact an approved academic credential evaluation company to evaluate all foreign academic credentials. The credential evaluation must verify that the applicant has a U.S. equivalent bachelor's degree before applying to our graduate programs. Based on performance and student satisfaction, HCU provides the website for the following 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. International students are never permitted to fundraise.

Health Insurance. International students must secure and maintain health insurance coverage while attending HCU.

Returning HCU Students

Students not enrolled in the preceding twenty-four months must reapply for admission. Students not enrolled in the preceding twelve months must adhere to most recent catalog requirements.

Audit Students

Students auditing classes must register. Auditors must be 13 years of age unless accompanied by a parent or guardian. Students must submit full name, address, phone number, and email address to enrolled in a course as an auditor.

CAMPUS LIFE AND STUDENT SERVICES

Student life outside the classroom includes a variety of on-campus and off-campus opportunities.

The Graduate Program Lecture Series

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

Jack P. Lewis Biblical Research Lectures

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

Graduate Research Lectures

The Graduate Research Lectures features a doctoral student from the Churches of Christ for a series of presentations. The student selected for these lectures will be pursuing the PhD, ThD, DMin, or other equivalent degree, and he or she will be writing the dissertation or will have recently completed it. The student's major field of research will usually be Biblical Studies, Theology, or Ministry, though students in other disciplines that are relevant to the graduate program at HCU (e.g., Classics, History) will receive consideration. The lectures include (1) an overview of the current status of the student's primary field of interest, (2) a more specific investigation into how the student's dissertation advances this field, and (3) an informal academic biography. It is also requested of the selected lecturer to compile a bibliography of essential resources within his or her field.

Diakonos Ministry Lectures

The Diakonos Ministry Lectures recognize and honor someone who has shown devotion to serving Christ through service to others. The Diakonos Award was created in honor of those who have served and blessed humanity in tremendous ways, without regard for praise or human recognition.

Housing

On-campus housing is available for single and married students. Kerr Hall is comprised of eight four-bedroom apartments for single students and 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 related to off-campus housing.

Student Activities

While at HCU, students have opportunity for involvement in organizations and activities that promote spiritual, physical, academic, and social development.

- HCU provides programs that include speakers from around the world who share their knowledge and experience with faculty, staff, students, and guests.
- HCU provides student facilities 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.

Conduct

One of HCU's principal purposes is to provide training and discipline that will best serve the student spiritually, physically, academically, and socially. Therefore, students are challenged to do their 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 file an 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 concerns. All discussions will remain confidential.

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 students reach their goal of attaining a degree and supporting faculty research and development. OML's holdings include extensive electronic resources, including ATLA Religion Database and OverDrive.

Bookstore and Textbooks

Required textbooks will be listed in Populi and on the university website in advance of each semester and through the end of the semester. Students may purchase textbooks through Populi or through any bookseller. If needed, please seek assistance through the HCU Librarian or the Director of Distance Learning.

Technology Requirements

Students are expected to have a functioning knowledge of computer skills and usage. Students are *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. Current minimum operating requirements can be found online at https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux.

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 breakfast and lunch with 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

The following financial policies address the costs to attendance and scholarship for the current academic year. Assistance is available through the Office of Financial Aid. HCU reserves the right to increase fees and other charges without prior notice.

Payment at Registration

Payment of all tuition and fees is expected at registration. Students who make full payment on or before the first day of the semester 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 first day of the semester 25% due September 1 25% due October 1 25% due November 1
Spring Semester	25% due by the first day of the semester 25% due February 1 25% due March 1 25% due April 1
Summer Semester	50% due by the first day of the semester 25% due June 1 25% July 1

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

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

2020–2021 Academic Year Tuition and Fees

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

Tuition. Tuition is charged per credit hour each semester. Charges are assessed at the current academic tuition rate regardless of residency status or course delivery method.

Registration Fee. A registration fee is charged per credit hour for all students. Students with full-time status are charged a flat full-time registration fee. Registration fees subsidize the cost of maintaining academic records, administration of the mandatory placement tests, student support programs, and library-based activities.

Technology Fee. A technology fee is charged per credit hour for all students. The technology fee supports the maintenance of software systems designed for student engagement and Logos Bible Software for each undergraduate student.

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 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).

Fee Schedule

Application Fee (Graduate)	$35.00
Application Fee (Undergraduate)	$35.00
Application Fee (International)	$25.00
Graduation Fee (Graduate)	$140.00
Graduation Fee (Undergraduate)	$125.00
On-Campus Housing (married student, fall semester)	$2000.00
On-Campus Housing (married student, spring semester)	$2000.00
On-Campus Housing (married student, summer semester)	$800.00
On-Campus Housing (single student, fall semester)	$1800.00
On-Campus Housing (single student, spring semester)	$1800.00
On-Campus Housing (single student, summer semester)	$900.00
On-Campus Housing Maintenance Fee	$150.00
On-Campus Housing Reservation Fee	$150.00
Practicum Binding Fee	$30.00
Practicum Research Continuation Fee (per semester)	$750.00
Receive Diploma in Absentia Fee	$500.00
Registration Fee (Graduate, per credit hour, $315 max)	$35.00
Registration Fee (Undergraduate, per credit hour, $540 max)	$45.00
Technology Fee (Undergraduate, per credit hour, $150 max)	$15.00
Thesis Binding Fee	$30.00
Thesis Research Continuation Fee (per semester)	$750.00

Transcript Fee (Digital Copy)	$13.50
Transcript Fee (Mailed Copy)	$22.50
Tuition (Graduate, per credit hour)	$249.00
Tuition (Undergraduate, per credit hour)	$423.00

Refund Policy

Upon withdrawal from one or more courses, a refund is due on a pro rata basis according to the schedule below. The withdrawal date is the date the student submits the completed Registration Withdrawal form to the Office of Academic Affairs.

Before First Day of Class through the Drop/Add date	100%
One Week after Drop/Add Date	50%
Two Weeks after Drop/Add Date	25%
Three Weeks after Drop/Add Date	0%

Student Financial Information

Scholarships

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

The following institutional scholarships are available to Graduate students:

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

Contact the Office of Financial Aid for scholarship information from foundations and individuals.

Veterans Education Benefits for Veteran Graduate Students

GI Bill Assistance

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

Heritage Christian University will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from VA under chapter 31 or 33.

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 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 Federal educational benefits, prevent abusive and deceptive recruiting practices that target the recipients of Federal military and veterans educational benefits, and ensure that the institution provides high-quality academic and student support services to the respective group of students. To see how HCU complies with the POE, visit www.hcu.edu/wp-content/uploads/2015/05/Executive-order- 13607.pdf.

VA Complaint Policy

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

Satisfactory Academic Progress Policy

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

Conditions for Maintaining Satisfactory Academic Progress

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

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

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

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

ACADEMIC POLICIES

The following policies have been adopted to guide decision making, provide structure and benefit, and encourage equity and integrity within the academic community. These academic policies inform the activity of and interaction between students, faculty, and staff. Changes and additions to academic policies will be communicated yearly in this catalog.

Academic Year

Heritage Christian University operates on the semester system, dividing the academic year into fall, spring, and summer semesters. In each semester, courses exist in a variety of formats including courses on campus, distance learning, and independent or directed study. Many courses meet for approximately fifteen weeks, excluding semester breaks. Others may occur in shortened formats including but not limited to one-week courses, two-week courses, or monthly meetings.

All courses are governed by the university's definition of a credit hour: one hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks for one semester, or equivalent time for intensive courses. For every course credit hour, the typical student should expect to spend at least three clock hours per week of concentrated attention on course-related work, including but not limited to time attending class, as well as out-of-class time spent reading, reviewing, organizing notes, preparing for upcoming quizzes/exams, problem solving, developing and completing projects, and other activities that enhance learning. Thus, for a three-hour course, a typical student should expect to spend at least nine hours per week dedicated to the course or a minimum of 135 total hours for an intensive course.

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 shows a Drop/Add date each semester. A withdrawal on or before the Drop/Add date will not be recorded on the student's transcript. After this date, the student may drop a course with a W (=Withdrawn). No course may be dropped the last two weeks of the semester prior to final exams. This deadline is also reflected in the academic calendar. A W does not count against the student's grade point average. A student is not withdrawn from a course unless the student provides the Office of the Registrar with a Registration Withdrawal form.

In a case of official withdrawal, the withdrawal date will be the date that the student submits the Registration Withdrawal Form to the Office of Academic Affairs. In a case of unauthorized withdrawal, faculty members will record the date of the student's last recorded academically related activity on the Registration Withdrawal Form.
Financial aid recipients are encouraged to speak with the Office of Financial Aid before withdrawing from courses as this can affect financial aid eligibility.

Incomplete Courses

Additional time for an incomplete course may be granted when a student's work is of passing quality and represents a significant portion of the requirements for a final grade but is incomplete for a good cause (as determined by the instructor).

A student may initiate a contract in order to allow the completion of a course beyond the end of the term in which the course is attempted. In order to initiate the contract, the student must (1) contact the instructor to request an incomplete and (2) complete the Instructor-Student Contract for Finishing an Incomplete Course form. Allowance for continuation of the course is at the sole discretion of the instructor. An instructor is under no obligation to grant continuation of the course. For the request to be considered, the student must deliver or email the completed contract to the Registrar's Office before the last two weeks of the semester. No course extension may be filed during the last two weeks of the semester prior to final exams. This deadline is also reflected in the academic calendar.

The incomplete procedure is as follows:

1. The student speaks with the instructor.
2. The student and instructor complete the Instructor-Student Contract for Finishing an Incomplete Course form.
3. The instructor enters zeros in Populi for every unfinished assignment.
4. The student delivers the completed form to the Registrar's Office.
5. The student's GPA is calculated with the missing assignments. The university does not use the designation "I" for an incomplete course. Rather, the grade reflects the earned score in the course

and impacts the GPA of the student. The contract will allow the student to receive an updated grade at the discretion of the instructor within the time limit dictated by the instructor.

6. An incomplete course may last up to 120 days beyond the final date of the semester in which the course is taken. The instructor will choose a period between 1 and 120 days for the completion of the work.
7. If time beyond 120 days is necessary, the student may file an Extension of the Instructor-Student Contract for Finishing an Incomplete Course form. Only at the discretion of the instructor, the student may petition for up to a one-year extension beyond final day of the ending of the original course. An extension may only be filed before the end date of the original contract. If the original contract has expired, the extension cannot be granted.
8. If the student does not adhere to the contract, no action is taken. The grade will remain in Populi as is. If the student completes the contract, the Registrar will update the course in Populi with the grade provided by the instructor. Course grades and GPA calculations are only updated at the end of a semester (i.e., after final exam week in Fall, Spring, Summer).
9. The student is subject to all university disciplinary action during the period of the contract (probation, suspension, etc.) as the GPA, Satisfactory Academic Progress (SAP), eligibility for federal aid, and continuation of university scholarship will remain impacted by the unfinished course.

Grade Point Average

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

To become a candidate for graduation, each student must maintain a cumulative GPA of 3.0 on the 4.0 scale.

Repeat Courses

Students must maintain at least a 2.50 cumulative GPA to remain in the program and a cumulative GPA of 3.00 to graduate. Students who complete the curriculum with a cumulative GPA higher than 2.50 but less than 3.00 must repeat a course or courses to reach the 3.00 required for graduation. When a student repeats a course, only the grade of the last attempt will factor in the GPA. Financial aid recipients must speak with the Office of Financial Aid before repeating courses as this can affect financial aid eligibility.

Transcripts

The Registrar maintains a permanent record attempted courses, 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 all financial obligations.

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 from the university at which the course(s) is taught and approval from the Academic Dean or Assistant Dean. A form is available in the Office of the Registrar for HCU students who desire transient status at another institution.

In order to grant credit, Official transcripts of transient work must be received by the Office of Academic Affairs. If the student is graduating, transcripts must arrive at least two weeks prior to the date of graduation.

Academic Probation and Suspension

A student whose cumulative GPA falls below 3.0 will be placed on academic probation. If a student is placed on academic probation and the student fails to attain a term GPA of 3.0 or higher within the next semester, academic suspension follows. After serving one required semester of academic suspension, a student may petition the Academic Dean for permission to register through the Return from Academic Suspension form. If the student fails to earn a term GPA of 3.0 in any semester where the cumulative GPA is less than 3.0, an additional suspension will follow. Probation and suspension occur only in the fall and spring semesters. Students on academic suspension may take summer courses prior to the semester of their suspension. If the summer courses raise the cumulative GPA above a 3.0 before the suspension begins in the fall semester and the student submits the Return from Academic Suspension form, the Academic Dean will consider revoking the fall semester suspension. See also, Incompletes section of the catalog for impact of incomplete courses on GPA, SAP, probation, and suspension.

Academic Probation or Suspension Appeal

If a student is unclear about the reason for academic probation or suspension, please contact the Office of Academic Affairs office.

In order to submit an appeal, a student must:

- Complete the Petition for Exception to Policy form
- Attach required documents as defined within the Petition for Exception to Policy form.
- Include a typed, signed letter outlining the situation.
- Submit the appeal to the Office of Academic Affairs.
- An unsigned form will be considered incomplete.
- The appeal with all appropriate documentation must be submitted no later than 30 days after the end of the academic semester.

The Executive Committee of the Faculty Senate will review the appeal.

Course Loads

Enrollment in nine or more semester hours is a full-time load. No student may take more than twelve hours without permission from the Academic Dean. Students with full-time jobs full-time are not encouraged to take more than six hours per semester.

Undergraduate Courses for Graduate Credit

Students may appeal to take 300 and 400 level undergraduate courses for graduate credit. After inquiring from the instructor of the course for permission to take the course for graduate credit, the student must complete the Undergraduate Course for Graduate Credit form. The Vice President of Academic Affairs and the course instructor will review the appeal. If granted, the instructor will create a syllabus offering an academic experience with rigor equivalent to courses in the graduate program.

Undergraduate Students Taking Graduate Courses

Undergraduate students who have senior standing, a minimum 2.75 grade point average, and are enrolled in a Bachelor's degree program from a college or university with accreditation deemed satisfactory by the Vice President for Academic Affairs may be granted permission to enroll in one or more graduate courses (maximum of twelve credit hours). In order to enroll, students must apply for admission and be granted conditional acceptance (MAT/GRE are required no later than the end of the first semester). Students are required to pay all applicable tuition and fees for the graduate and undergraduate program.

The student must obtain permission from the academic advisor, the instructor of the course, and the Vice President of Academic Affairs by completing the Undergraduate Request for Graduate Course form.

Graduate hours completed are awarded only on the condition of the completion of the bachelor's degree.

Academic Advising

A faculty advisor guides the student in proper selection of courses. Before the registration period, a hold preventing registration will appear on the student's account. Students should take the initiative in contacting the faculty advisor. After discussing academic progress, the advisor may lift the registration hold. Responsibility for the achievement of a student's academic goals rests with the student, not the advisor or the university.

Independent Study

An independent study is a course in a topic of special interest directed by a faculty member. Students desiring an independent study should first inquire of a faculty member with expertise in the field regarding interest, availability, and scope. The independent study must require a rigorous academic experience equivalent to or exceeding that of courses regularly offered in the program. The student must complete the Independent Study Request form in order to arrange an independent study. The request must be reviewed and approved by the Vice President of Academic Affairs, the faculty member directing the independent study, and the student's academic advisor.

Time Limit

Work on the master's degree must be completed within seven years. A student may request an extension through submission of the Extension of Time Request form. If one is granted, the student must meet the requirements of the current catalog. A student who does not enroll for a course during a period of twelve consecutive months will be under the most recent graduate catalog upon reenrollment. After two years of non-attendance, the student must reapply for admission to the program.

Credit by Advanced Standing, Substitution, and Shared Credit

Advanced Standing. Students in the MDiv program are eligible for up to 18 hours of advanced standing. Students in the MA program are eligible for up to 6 hours of advanced standing. Students may request advanced standing based on undergraduate coursework through submission of the Credit by Advanced Standing or Substitution form. If the Academic Dean deems the undergraduate course as equivalent in content to one of the courses available for advanced standing, the grade earned for the course is no lower than a B-, the undergraduate course is an upper-level course, and the undergraduate course was taken less than 5 years ago, the student may receive credit. Additional coursework or examination by faculty (oral or written) may be required. Credit is awarded at the sole discretion of the Academic Dean in consultation with appropriate faculty members, when necessary. When advanced standing is awarded, GPA is not impacted, and no grade is associated with the course. Qualified MDiv students may request advanced standing for up to 18 hours from NT 501, NT 502, OT 501, OT 502, MDiv electives, and any HCU course that is cross listed between the undergraduate and graduate program. Qualified MA students may request advanced standing for up to 6 hours from any HCU course that is cross listed between the undergraduate and graduate program. Please note: The awarding of advanced standing is based on a variety of factors. The student's written request, which must be attached to the Advanced Standing or Substitution form, is particularly important. When planning course scheduling, students must not assume advanced standing will be awarded as each request is evaluated individually.

Substitution. Students in the MA, MMin, or MDiv program who have previously taken a course at the undergraduate level similar in content to a course in the degree plan may request a substitution course. The student must request the substitution through submission of the Credit by Advanced Standing or Substitution form. If the request is approved, the Academic Dean will identify the course or courses that may be used as a substitution for the course previously taken. Courses are granted for substitution only in exceptional circumstances. Students in the MA or MMin program may complete up to 6 credit hours by substitution. MDiv students may complete up to 12 credit hours by substitution but may only complete up to 18 hours through a combination of substitution and advanced standing.

Shared Credit. Students may enroll simultaneously or sequentially in more than one graduate degree as long as each degree has a clear integrity. Shared credits may not exceed 1/2 of the degree receiving those credits. Shared credit is one form of encouraging lifelong learning. HCU students who intend to share credit between multiple graduate degree programs must apply for admission to each program. Students who desire shared credit between a graduate program at HCU and a graduate program at another institution must submit all transcripts of coursework from the other institution(s).

Course Attendance

The University has no formal attendance policy for students; however, regular and consistent attendance is essential to the learning process and the aims of education. Students are expected to attend all scheduled class meetings. In each course syllabus, faculty members will inform students of course attendance expectations in writing at the beginning of the term, specifying whether final grades are affected by absences. In order to assist compliance with Title IV regulations, faculty members will report student course engagement to the Academic Dean at intervals determined by the Office of Academic Affairs. In a case of official withdrawal, the withdrawal date will be the date that the student submits the Registration Withdrawal Form to the Office of Academic Affairs. In a case of unauthorized withdrawal, faculty members will record the date of the student's last recorded academically related activity on the Registration Withdrawal Form.

Course Modification

Any course that is required for an HCU degree (AA, BA, MA, MMin, MDiv) and appears on a semester course schedule will be offered, except under extenuating circumstances. Any course with low enrollment that is not a degree requirement may be cancelled at the discretion of the Academic Dean. The Academic Dean, in consultation with the course instructor, may restructure the delivery method or meeting times of the course before or during the drop/add period.

Inclement Weather Policy

The Vice President of Academic Affairs, in consultation with the Vice President of Administration, will make decisions regarding closure. The university will communicate weather closure information to students, faculty, and staff through Populi, and social media.

Residency Requirements

MA and MMin students are required to attend graduation exercises (see, Graduation Requirements and Fees).

MDiv students are required to attend the Spiritual Formation Retreat and graduation exercises (see also, Graduation Requirements and Fees).

Extension Sites

No student may take more than 49% of their total credit coursework towards a degree at an extension site.

Proctor Policy

Proctoring is a means of maintaining academic integrity and is required 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:

*Campus Proctoring***.** A student requiring an on-campus proctor must schedule an appointment with the Associate Registrar. The Associate Registrar will secure a proctor and testing location. A minimum 48-hour advance notice is required, but scheduling should occur as early as possible. Available proctors and testing areas are often limited.

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 or employee of the student to avoid conflict of interest.
- The proctor cannot be an 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.

*Remote Proctoring***.** Instructors may allow use of remote proctoring at go.proctoru.com. There is a fee associated with this option which must be paid per exam by the student.

Rescheduling Examinations

An instructor is under no obligation to reschedule a major examination. The student must always initiate the rescheduling of examinations by contacting the course instructor.

Graduation Requirements and Fees

To graduate from a graduate program, a student must:

- Successfully complete the approved curriculum required in each degree plan (36 hours for the MA and MMin, and 75 hours for the MDiv).
- Have a cumulative GPA of 3.00. No course with a grade of less than C- will count toward degree requirements.
- Pass a series of three comprehensive examinations, each lasting two hours. The examinations will be given no later than March 15 during the student's final semester. In order to take the exams, the student must register for TH707 Comprehensive Exams in the last or next to last semester of the degree. If the student fails, the exams may be retaken.
    - MMin students will take (1) a written exam covering the major area of study, (2) a written exam covering the minor area of study, and (3) an oral exam with the three members of the comprehensive exam committee. MMin major and minor areas include: Biblical Studies, Ministerial Counseling, Homiletics and Ministerial Care, and History of Biblical Interpretation and Theology.
    - MA students will take (1) a written exam in Biblical Studies, (2) a language exam (Greek or Hebrew), and (3) an oral exam in the form of a Thesis defense.

        - MDiv students will take (1) a written exam in an area stemming from course work, (2) a second written exam in an area stemming from course work, and (3) an oral exam in the form of a Practicum defense. MDiv areas include: Language (Greek or Hebrew), Biblical Studies, Ministerial Counseling, Ministerial Care and Homiletics, and Spiritual Formation.
        - More information about comprehensive exams will be provided to the student in the required course TH707 Comprehensive Exams.
- File an Intent to Receive Degree form before the date set by the University.
- Pay the $140 graduation fee.
- Settle all University debts.
- Be free and clear from any disciplinary action by the University.
- Attend the graduation ceremony. If graduating in absentia (with Academic Dean's permission), the candidate for graduation will be subject to an additional $500 fee.

The candidate for graduation must submit the Intent to Receive Degree form by January 31. Graduation occurs yearly in May. The nonrefundable graduation fee must accompany the form. The fee covers the cost of diploma, cap and gown, and other graduation expenses.

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

GRADUATE PROGRAMS OF STUDY

The graduate program at HCU offers three theological degrees designed to prepare students for more effective Christian service and ministry, the Master of Arts in Christian Scripture (MA), the Master of Ministry (MMin), and the Master of Divinity (MDiv).

Master of Arts in Christian Scripture | MA

General Description and Purpose

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

Program Objectives

The Master of Arts in Christian Scripture enables graduates to:

1. *Demonstrate a critical approach to scripture.* This objective reflects our commitment to genuine comprehension of scripture rather than propagating traditional understandings and dogmas. Students are taught to engage high-quality, scholarly resources and explore new ways of interpreting scripture.
2. *Read New Testament Greek and/or biblical Hebrew.* Reading scripture in its original languages has proven fundamental to a renewed appreciation for God's revelation to man, as opposed to a reliance on traditional interpretation. The student of Greek and Hebrew can better understand biblical passages and more easily utilize standard scholarly resources.
3. *Appreciate the theology of scripture.* Viewing scripture theologically entails seeing the whole of scripture as a revelation of God to humanity and relating the individual books or passages to this overall conception of scripture. This degree trains students to teach the theology of scripture to God's people as a vital component of their task as ministers.
4. *Conduct independent biblical research.* The MA trains students to read with comprehension in scripture (in one or more languages) and biblical scholarship of the highest level. Graduates will learn to interact critically with scripture and scholarship.

Planning Your Program

The MA is typically completed in 2 years for full-time students or 4 years for part-time students. The process of formulating a thesis will be initiated after the completion of 18 hours of the program. The thesis will be developed within the context of the student's social location within a Christian community. The course of study is intended to have a direct and specific outcome within the student's ministry. In addition to the 36 credit hours, the student will be required to pass three comprehensive exams (see Graduation Requirements or TH707 Comprehensive Exams in Course Descriptions).

Curriculum

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

Area 1: Information Literacy (3 hours). Every student will take MN500 Introduction to Graduate Studies within the first nine hours of graduate studies. This class introduces the student to HCU staff, faculty, and resources, program policies and expectations, and the craft of research.

Area 2: Language (12 hours). A foundational aspect of the critical approach to scripture encouraged by the MA is knowledge of the original language(s) of the Hebrew Bible and/or New Testament. The program does not require previous knowledge of these languages, but at least 12 hours of coursework will focus on mastering one or more of these languages. Students with no previous language training will choose one of the biblical languages (Greek or Hebrew), take two elementary courses, and two advanced reading courses, all focusing on building the student's proficiency in the selected language. These courses are:

NT501 Greek 1		OT501 Hebrew 1
NT502 Greek 2	OR	OT502 Hebrew 2
NT601 Greek 3		OT601 Hebrew 3
NT602 Greek 4		OT602 Hebrew 4

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

- Take four advanced courses in the language previously studied.
- Take four courses (two elementary, two advanced) in the biblical language not previously studied.
- Take two advanced courses in the language previously studied and use the other two required language courses to acquire an elementary knowledge of another relevant language (e.g., one of the biblical languages, Latin or Coptic).

Area 3: Introduction to the Bible (6 hours). Every student will take both OT611 Introduction to the Old Testament and NT612 Introduction to the New Testament.

Area 4: Theology (3 hours). Every student will take a theology course, TH611 Scripture and Theology or an approved TH course.

Area 5: Biblical Text (6 hours). Every student is required to take two courses on the biblical text. OT512 Old Testament Textual Studies and NT511 New Testament Textual Studies may each be taken multiple times. Students are not required to take both courses but may choose two OT text courses or two NT text courses.

Area 6: Independent Biblical Research (6 hours). Near the end of course work, the student will embark upon a major writing project that will demonstrate the student's competency in the area of Christian Scripture (TH700 Thesis). The student will be assigned to a professor for guidance through the process.

Area 7: Comprehensive Exams (0 hours). All MA students will take 3 comprehensive exams in TH707: (1) a written exam in Biblical Studies, (2) a language exam (Greek or Hebrew), and (3) an oral exam in the form of a Thesis defense.

Thesis Specifications

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

While engaging in the thesis, the student will be under the supervision of a professor who will prepare a syllabus for the project in accordance with the graduate program policies. Students who have successfully completed a minimum of 18 hours of graduate work in the program may register for the thesis if granted approval by the academic advisor. The thesis is usually completed in the last semester or last two semesters of the student's program.

The thesis should include:

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

This paper will be no shorter than 30 pages and no longer than 100. The individual instructor may provide more specific guidelines.

After the student's completed thesis is read, the major professor, in consultation with two other readers (graduate faculty members), will assign the final grade. The thesis concludes with an oral defense open to all faculty and administration. If the student is not on campus, a Zoom meeting is required. The student is responsible for setting up all technology needs with the Registrar's Office when the thesis defense is initially scheduled.

The student will provide two copies of the thesis that will be bound and placed in the Overton Memorial Library. For a fee, additional copies can be bound for the student.

Initially, the student will register for TH700 Thesis (6-hours). Students must complete the Designation or Change of Thesis Committee form during the drop/add period in order to remain in the course.

If the thesis is not completed in one semester, the student will register for TH701 Thesis Research (0-hours) in subsequent semesters until the thesis is complete. TH701 entails a fee each semester (see Fee Schedule).

TH700 is a Pass/Fail course that will remain IP (in progress) on the student's transcript until the thesis is complete and as long as the student remains enrolled in TH701 Thesis Research during subsequent

semesters. If a student does not remain enrolled in TH701 Thesis Research in subsequent semesters, a grade of F will be assigned for TH700.

Course Requirements for the Master of Arts in Christian Scripture

*Area I: Information Literacy	3 hrs*	*Area V: Biblical Text	6 hrs*
MN500 Introduction to Graduate Studies		OT512 Old Testament Textual Studies	
		NT511 New Testament Textual Studies	
*Area II: Language	12 hrs*[1]		OR
NT501 Greek 1	OR OT501 Hebrew 1	OT512 Old Testament Textual Studies	
NT502 Greek 2	OR OT502 Hebrew 2	OT512 Old Testament Textual Studies	
NT601 Greek 3	OR OT601 Hebrew 3	OR	
NT602 Greek 4	OR OT602 Hebrew 4	NT511 New Testament Textual Studies	
		NT511 New Testament Textual Studies	
*Area III: Introduction to the Bible	6 hrs*		
OT611 Introduction to the Old Testament		*Area VI: Independent Biblical Research	6 hrs*	
NT612 Introduction to the New Testament		TH700 Thesis	
*Area IV: Theology	3 hrs from*	*Area VII: Comprehensive Exams	0 hrs*	
TH611 Scripture and Theology		TH707 Comprehensive Exams	

[1] The language requirement is met through a sequence of 4 courses in one language. For exceptions, see "Language Studies" above.

Master of Ministry | MMin

General Description and Purpose

The Master of Ministry program seeks to enhance the service and leadership of persons who are engaged in biblical ministry. Faculty members facilitate understanding of Christian ministry based on the example of Jesus Christ and biblical teachings. Students will choose a major and minor from the following concentrations:

- Ministerial Counseling (CN)
- Homiletics and Ministerial Care (MN)
- History of Biblical Interpretation and Theology (HBI and TH)
- Biblical Studies (NT and OT)

Program Objectives

The Master of Ministry enables students to:

1. Identify the biblical foundation for authentic ministry
2. Formulate a life-long process for spiritual maturity
3. Assess various ministry specializations through critical consideration of context, content, and processes
4. Practice ministry competently in real-world settings
5. Acquire scholarship that provides a foundation for ongoing studies such as the MDiv degree.

Planning Your Program

The MMin is a 36-hour program that students may complete through 36-hours of coursework or 30-hours of coursework and a 6-hour practicum.

Curriculum

Each student is required to complete a total of 36 hours for the Master of Ministry. The degree is composed of six major divisions: Information Literacy, Biblical Studies, Major area, Minor area, Electives, and Comprehensive Exams.

Area 1: Information Literacy (3 hours). Every student will take MN500 Introduction to Graduate Studies within the first 9 hours of graduate studies.

Area 2: Biblical Studies (3 hours). Every student will take one Biblical Studies course (i.e., courses that begin with the prefix NT or OT).

Area 3: Major Area (12 hours). Every student will choose a major area:

a. Biblical Studies
b. History of Biblical Interpretation and Theology
c. Homiletics and Ministerial Care
d. Ministerial Counseling

Area 4: Minor Area (6 hours). Every student will choose a minor concentration:

a. Biblical Studies
b. History of Biblical Interpretation and Theology
c. Homiletics and Ministerial Care
d. Ministerial Counseling

Area 5: Electives (12 hours). Student may choose electives from any of the courses offered through the graduate program at HCU.

Area 6: Comprehensive Exams (0 hours). MMin students will take three comprehensive exams (TH707): (1) the Major Area Written Exam, (2) the Minor Area Written Exam, and (3) an Oral Exam with the three members of the comprehensive exam committee.

Practicum Specifications

Students may develop a holistic ministry plan specifically addressing the needs of a Christian community or communities. If chosen, the 6-hour practicum will replace two elective courses in the program. The student will engage in rigorous academic research by implementing relevant primary and secondary sources, case studies, etc. that address specific issues or concerns in the field of ministry and Christian service. The study will be specific to the student's major area and will be developed with the profession in mind. The student will present the results of the research to the faculty.

The student will be under the supervision of a major professor, who will prepare a syllabus for the project in accordance with graduate school policies. Students who have successfully completed a minimum of 18 hours of graduate work in the program may register for the practicum; however, the practicum is usually completed in the last semester or last two semesters of the student's program.

The practicum should include:

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

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

The instructor/committee chair and at least two other graduate faculty members read a completed draft of the practicum; the instructor/committee chair assigns the final grade. A defense of the results of the practicum, open to all faculty and administration, concludes the practicum. If the student is not on campus, an alternative method for a public defense will be developed (typically a Zoom meeting) in order for the student to present the results. The student is responsible for setting up all technology needs with the Registrar's Office when the practicum defense is initially scheduled.

The student will provide two copies of the practicum that will be bound and placed in the Overton Memorial Library. For a fee, additional copies can be bound for the student.

For the practicum, the student will initially register for MN700 Practicum (6-hours). Students must complete the Designation or Change of Practicum Committee form during the drop/add period order to remain in the course.

If the practicum is not completed in one semester (two semesters are typical for a practicum), the student will register for MN701 Practicum Research (0-hours) in subsequent semesters until the practicum is complete. MN701 entails a fee each semester (see fee schedule).

MN700 is a Pass/Fail course that will remain IP on the student transcript until the thesis is complete and as long as the student remains enrolled in MN701 Practicum Research during subsequent semesters. If a student does not remain enrolled in MN701 Practicum Research in subsequent semesters, a grade of F will be assigned for MN700.

Course Requirements for the Master of Ministry

*Area I: Information Literacy	3 hrs*	*Area IV: Minor Area	6 hrs*
MN 500 Introduction to Graduate Studies	Minor Course 1
	Minor Course 2
*Area II: Biblical Studies	3 hrs*	
Course with NT or OT prefix	*Area V: Electives	12 hrs*
	Elective 1
*Area III: Major Area	12 hrs*	Elective 2
Major Course 1	Elective 3
Major Course 2	Elective 4
Major Course 3	
Major Course 4	*Area VI: Comprehensive Exams	0 hrs*
	TH707 Comprehensive Exams

Master of Divinity | MDiv

General Description and Purpose

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

Program Objectives

The student will:

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

Planning Your Program

Each student will work closely with the advisor to develop a realistic plan for completion of the program. A student may complete the program within a three-year period. However, if a student takes courses on a part-time basis, a suitable schedule must be arranged with the advisor. In addition to credit courses, the student must pass three comprehensive exams in the required course TH707 Comprehensive Exams (see, Graduation Requirements and TH707 in Course Descriptions) and complete 7 units of Spiritual Formation.

Curriculum

Each student will be required to complete a total of 75 hours in five major divisions for the Master of Divinity plus a series of three comprehensive exams.

MDiv Concentration Requirements

Instead of electives, MDiv students may complete a concentration in one of 6 areas of *Focused Ministry Within Our Religious Heritage*:

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

Spiritual Formation Retreat and Requirements

The development of spiritual and godly traits and disciplines is essential for effective ministry. With this in mind, MDiv students will be prepared to enter a serious engagement with their relationship to God as a primary part of their formation as a leader in a Christian community. Within the first calendar year of enrollment in the MDiv degree, students are required to attend a retreat and become part of a spiritual formation group.

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

Attending four days of chapel or watching online will reinforce this growth process and is mandatory for all MDiv students each semester. These chapel sessions will be tailored for MDiv students with specific requirements relating to their spiritual growth as leaders. As a part of this development, journals and personal advising by the Professor of the MDiv Spiritual Formation course will be an important part of their development as a leader. All MDiv students must complete a total of 7 units (six semesters) within the Spiritual Formation Program. Transfer students may reduce the total number of MDiv Spiritual Formation course units (up to 4 units) with appropriate MN transfer hours.

Boundaries in Ministry Seminar

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

Practicum Specifications

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

While engaging in the practicum, the student will be under the supervision of a major professor who will prepare a syllabus for the project in accordance with graduate school policies. Students who have successfully completed a minimum of 18 hours of graduate work in the program may register for the practicum; however, the practicum is usually completed in the last semester or last two semesters of the student's program.

The practicum should include:

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

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

The committee chair and at least two other graduate faculty members read a completed draft of the practicum. The committee chair assigns the final grade in discussion with the other two committee members. A defense of the results of the practicum, open to all faculty and administration, concludes the practicum. If the student is not on campus, an alternative method for a public defense will be developed in order for the student to present results. The student is responsible for setting up all technology needs with the Office of the Registrar when the practicum defense is initially scheduled.

Two copies of the practicum will be bound and placed in the Overton Memorial Library (see fee schedule). For a fee, additional copies can be bound for the student.

For the practicum, the student will initially register for MN700 Practicum (6-hours). Students must complete the Designation or Change of Practicum Committee form during the drop/add period in order to remain in the course.

If the practicum is not completed in one semester (two semesters are typical for a practicum), the student will register for MN701 Practicum Research (0-hours) in subsequent semesters until the practicum is complete. MN701 entails a fee each semester (see fee schedule).

MN700 is a Pass/Fail course that will remain IP on the student transcript until the thesis is complete and as long as the student remains enrolled in MN701 Practicum Research during subsequent semesters. If a student does not remain enrolled in MN701 Practicum Research in subsequent semesters, a grade of F will be assigned for MN700.

Course Requirements for the Master of Divinity

Information Literacy | 3 hrs	Contextualizing Our Religious Heritage | 12 hrs from
MN500 Introduction to Graduate Studies	HBINT551 Methods of Biblical Interpretation
	MN606 Sem. Sm. Church/Limited Resource Min.
Our Religious Heritage | 27 hrs	NTTH542 The Moral Vision and Ethics of the NT
Our Religious Roots 1: Tools | 12 hrs from	NT664 Early Christian Missiology
NT501 Greek 1 OR OT501 Hebrew 1	OT516 Lim. Resource Dynamics in Ancient Israel
NT502 Greek 2 OR OT502 Hebrew 2	
NT601 Greek 3 OR OT601 Hebrew 3	**Praxis in Our Religious Heritage | 30 hrs**
NT602 Greek 4 OR OT602 Hebrew 4	*Ministering in Our Religious Heritage | 6 hrs from*
Our Religious Roots 2: Texts | 12 hrs from	CN502 Solution-Focused Counseling
OT611 Introduction to the Old Testament	CN511 Seminar in Conflict Resolution
NT612 Introduction to the New Testament	CN602 Special Issues in Ministerial Counseling
OT 512 Old Testament Textual Studies	CNMN501 The Ministry of Counseling
NT511 New Testament Textual Studies	*Ministering in Our Religious Heritage 2 | 6 hrs from*
Our Religious Roots 3: Theology & History | 3 hrs	MN502 Biblical Preaching
TH611 Scripture and Theology	MN511 Congregational Health and Ministry
	MN522 Family Life Ministry
Spiritual Formation of a Leader | 3 hrs + 7 units	MN531 Biblical Leadership
MNTH532 Spiritual Development of the Minister	MN521 Ministry of Preaching
MN888 Spiritual Formation Retreat	*Electives | 12 hrs*
MN889 Spiritual Formation for MDiv Students	Elective 1
MN889 Spiritual Formation for MDiv Students	Elective 2
MN889 Spiritual Formation for MDiv Students	Elective 3
MN889 Spiritual Formation for MDiv Students	Elective 4
MN889 Spiritual Formation for MDiv Students	*Practicum in Ministerial Leadership | 6 hrs*
MN889 Spiritual Formation for MDiv Students	MN700 Practicum
	Comprehensive Exams | 0 hrs
	TH707 Comprehensive Exams

NON-DEGREE CERTIFICATE PROGRAMS

Resource Development Models for Small Churches Certificate Program

HCU currently offers a non-degree audit certificate in Resource Development Models for Small Churches. MDiv students who opt to complete this certificate program are specifically equipped to work within small churches. Small churches are defined as congregations of 120 members or less without significant ambitions to exceed this number. The certificate program is outlined below.

The certificate is offered to: 1.) those working on the MDiv who want to be equipped for specialized ministry in a global context, namely working within church missions with new or emerging churches and 2) non-degree students who have the desire to be equipped for theological studies and ministerial leadership to help small churches.

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

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

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

Curriculum

Biblical Studies for Small Churches (9 audit hours)
NT612 Introduction to the New Testament
NT66X Early Christian Missiology
OT611 Introduction to the Old Testament
History of Biblical Interpretation and Theology (3 audit hours)
TH611 Scripture and Theology
Limited Resource/Small Groups Dynamics (6 audit hours from)

CN512 Seminar in Conflict Resolution
CNMN501 The Ministry of Counseling
MN511 Congregational Health and Ministry
Limited Resource Ministry Field Work (3 audit hours from)
MN60X Seminar in Small Church/Limited Resource Ministry
OT51X Limited Resource Dynamics in Ancient Israel

Requirements:

1. Certificate candidates are required to attend/audit all four areas.
2. All courses must be audited at HCU.
3. Students must declare their intent to complete the certificate program.
4. Students in the certificate program will complete courses on a "Pass" or "Fail" basis, but do not receive university credit. If a student desires university credit, application must be made through the Enrollment Services department.

Center for Missions Training and Information (CMTI) Certificate Program

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

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

Year 1: Fall Semester
Biblical Motivation/The Missionary and Family Preparation
World Religions and Cultures/Missionary Field Assessment and Selection
Year 1: Spring Semester
Missionary Sponsor Relationships and Reporting: Finance, Fundraising, and Financial Management
Logistics and Foreign Travel/Mission Field Relationships
Year 2: Fall Semester
The Biblical Pattern for Mission-work/Evangelistic Program Development
Teaching and Preaching in the Mission Field/Training Local Workers
Year 2: Spring Semester
Mass Media Methods/Follow-up Evangelism
Comprehensive Mission Plan Development

CMTI Information Center

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

CMTI Missions Scholarships

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

GRADUATE COURSE DESCRIPTIONS

Courses are listed alphabetically according to subject prefix and number. Course numbers consist of a subject code of two to four letters and a course number. The first digit of the course number indicates the level of the course. Additional digits are supplied by programs for their own curriculum structuring needs.

Number	Level
0XX	Pre-College Course
1XX	Freshman Level Course
2XX	Sophomore Level Course
3XX	Junior Level Course
4XX	Senior Level Course
5XX	Graduate Level Course
6XX	Graduate Level Course
7XX	Graduate Level Course

Prefix	Field
BIO	Biology
CH	Church History
CM	Communications
CN	Counseling
EG	English
FI	Finance
GK	Greek
HB	Hebrew
HBI	History of Biblical Interpretation
HY	History
IL	Information Literacy
MH	Mathematics
MN	Ministry
MU	Music
NT	New Testament
OT	Old Testament
PH	Philosophy
PS	Psychology
PY	Physical Science
SF	Spiritual Formation
TH	Theology

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

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

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

CN60X Counseling Independent Study (3) allows the motivated student to explore a topic of special interest under the close supervision of a faculty member. Requires permission of the Academic Dean and the course instructor.

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

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

HBI60X History of Biblical Interpretation Independent Study (3) allows the motivated student to explore a topic of special interest under the close supervision of a faculty member. Requires permission of the Academic Dean and the course instructor.

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

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

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

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

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

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

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

MN531 Biblical Leadership (3) explores examples of effective and ineffective leadership from both the Old and New Testaments with attention to their intersection with current leadership models and theories. The course also examines biblical principles that apply to leadership development, performance, and assessment.

MN606 Seminar in Small Church/Limited Resource Ministry (3) involves the combined teaching of one of HCU's faculty with an experienced minister/evangelist who has been highly engaged in a rural setting. The course will be an intersection of ministerial experience and practice combined with research and experiences in micro-urban ministry.

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

MN62X Ministry Independent Study (3) allows the motivated student to explore a topic of special interest under the close supervision of a faculty member. Requires permission of the Academic Dean and the course instructor.

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

MN700 Practicum (6) Under the guidance of an HCU faculty member with expertise or competence in the chosen field, the student will undertake an independent project. The project requires reading, research, and analysis, but also emphasizes applying theory to practice through a project, which has as its purpose helping the church grow spiritually and/or numerically. The results of the project must be put into writing

in an acceptable form. The class will take the form of an independent study with the teacher serving as advisor, director, and evaluator of the student's work. Students are required to have 18 hours of graduate courses completed prior to registering for this course. Students must complete the Designation or Change of Practicum Committee form in order to register for the practicum. In subsequent semesters, students must register for MN701 Practicum Research until the practicum is complete. This is a Pass/Fail course that will remain IP on the student transcript until the thesis is complete and as long as the student remains enrolled in MN701 Practicum Research during subsequent semesters. If a student does not remain enrolled in MN701 Practicum Research in subsequent semesters, a grade of F will be assigned for MN700.

MN701 Practicum Research (0) is continuous registration for MN700 Practicum. Students must register for MN701 Practicum Research each Fall and Spring semester until the practicum is complete. This 0-hour course incurs a continuation fee each semester. For those who have registered for MN700 in a previous semester and have not yet received a pass or fail for that course, failure to register for MN701 Practicum Research before the end of the add/drop period will result in withdrawal from the university and a grade of F for MN700. If a student is withdrawn and seeks re-enrollment or re-admittance to the university, registration in MN700 Practicum is required during the first semester of return. Students must complete the Proposed Plan of Research form in order to register for MN701 Practicum Research. This is a Pass/Fail course that does not affect student GPA. Students enrolled in MN701 will be considered as enrolled at least half-time for in-school deferment purposes.

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

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

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

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

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

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

NT608 Reading Coptic for Beginners (3) equips students to be able to read basic Sahidic Coptic texts. Upon the completion of the course, the students should have a basic grasp of the Coptic language and grammar, acquisition of vocabulary, utilization of various parts of speech, the verb, and the ability to read and translate basic Coptic narrative texts.

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

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

NT633 Readings in Christian Greek Literature (1) is a reading of select Greek texts that were important in early Christianity. Students may repeat for university credit.

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

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

NT664 Early Christian Missiology (3) is an in-depth study of micro-urban churches as can be studied within the New Testament and other early Christian sources.

NT67X New Testament Independent Study (3) allows the motivated student to explore a topic of special interest under the close supervision of a faculty member. Requires permission of the Academic Dean and the course instructor.

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

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

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

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

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

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

OT516 Limited Resources Dynamics in Ancient Israel (3) is a survey of ancient Israel with the intention of using "micropolitan dynamics" as an interpretive lens. In particular, texts that provide insight into the less urban dynamics will be analyzed thoroughly.

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

OT53X Directed Studies in Ancient Near East (3) is a study of the history, culture, religion, languages, and/or texts of the ancient Near East. The topics explored will vary from semester to semester. Topics may include close readings of primary texts in English translation (e.g., The Epic of Gilgamesh, Near Eastern Law Collections), ancient languages (e.g., Akkadian, Aramaic, Ugaritic), archaeology, the Bible in its Eastern context, or studies of specific peoples and/or social institutions in Mesopotamia, Syria, Egypt or Israel from 3000 to 330 BCE.

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

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

OT60X Old Testament Independent Study (3) allows the motivated student to explore a topic of special interest under the close supervision of a faculty member. Requires permission of the Academic Dean and the course instructor.

OT611 Introduction to the Old Testament (3) introduces the student to the modern study of the Hebrew Bible. Major points of emphasis will include the textual and canonical history of the biblical documents and the redaction of the various books, especially those forming the Pentateuch, the Deuteronomistic

History, and the prophetic literature. The class will constantly examine how critical scholarship benefits an understanding of the Bible as the word of God.

OT621 Hebrew 3 (3) improves the student's command of Hebrew through reading select passages of Hebrew literature and reviewing the elements of morphology and syntax.

OT647 Hebrew 4 (3) improves the student's command of Hebrew through reading select passages of Hebrew literature, including non-biblical Hebrew (e.g., Dead Sea Scrolls, Mishnah), and reviewing the elements of morphology and syntax.

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

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

TH60X Theology Independent Study (3) allows the motivated student to explore a topic of special interest under the close supervision of a faculty member. Requires permission of the Academic Dean and the course instructor.

TH611 Scripture and Theology (3) covers a variety of subjects at the intersection of scripture and theology.

TH700 Thesis (6) is an independent research project under the guidance of an HCU faculty member with expertise or competence in the chosen field. The student will undertake a project requiring considerable research, reading, and analysis, and culminating in a comprehensive well-written paper. The project should contribute in some way to the development of the student as a scholar and to the growth of the church. Students are required to have 18 hours of graduate courses completed prior to registering for this course. Students must complete the Designation or Change of Thesis Committee form in order to register for the thesis. In subsequent semesters, students must register for TH701 Thesis Research until the thesis is complete. This is a Pass/Fail course that will remain IP on the student transcript until the thesis is complete and as long as the student remains enrolled in TH701 Thesis Research during subsequent semesters. If a student does not remain enrolled in TH701 Thesis Research in subsequent semesters, a grade of F will be assigned for TH700.

TH701 Thesis Research (0) is continuous registration for TH700 Thesis. Students must register for TH701 Thesis Research each Fall and Spring semester until the thesis is complete. This 0-hour course incurs a continuation fee each semester. For those who have registered for TH700 in a previous semester and have not yet received a pass or fail for that course, failure to register for TH701 Thesis Research before the end of the add/drop period will result in withdrawal from the university and a grade of F for TH700. If a student is withdrawn and seeks re-enrollment or re-admittance to the university, registration in TH700 Thesis is required during the first semester of return. Students must complete the Proposed Plan of Research form in order to register for

TH701 Thesis Research. This is a Pass/Fail course that does not affect student GPA. Students enrolled in TH701 will be considered as enrolled at least half-time for in-school deferment purposes.

TH707 Comprehensive Exams (0) is a required series of three comprehensive exams for students in the MMin, MA, and MDiv degree programs. The exams assess the ability of the student to write and speak with precision about the overall content and application of the graduate coursework and, when applicable, the capstone project. TH 707 must be taken by all graduate students in either the penultimate or ultimate semester of the degree.

TENTATIVE GRADUATE COURSE SCHEDULE

Fall Odd Years	Fall Even Years
CN511 Seminar in Conflict Resolution	MN500 Introduction to Graduate Studies
MN500 Introduction to Graduate Studies	CNMN501 Ministry of Counseling
MN521 The Ministry of Preaching	MN511 Congregational Health and Ministry
NT501 Greek 1	MN531 Biblical Leadership
NT511 New Testament Textual Studies	NT501 Greek 1
NT601 Greek 3	NT 511 New Testament Textual Studies
NT633 Readings in Christian Greek Literature	NT601 Greek 3
OT501 Hebrew 1	NT633 Readings in Christian Greek Literature
OT611 Introduction to the Old Testament	OT601 Hebrew 3
SF888 Spiritual Formation Retreat	SF888 Spiritual Formation Retreat
SF889 Spiritual Formation MDiv	SF889 Spiritual Formation MDiv
TH700 Thesis	TH611 Scripture and Theology
TH701 Thesis Research	TH700 Thesis
TH707 Comprehensive Exams	TH701 Thesis Research
MN700 Practicum	MN700 Practicum
MN701 Practicum Research	MN701 Practicum Research
	TH707 Comprehensive Exams
Spring Even Years	Spring Odd Years
CN602 Spec. Issues in Ministerial Counseling	CN502 Solution-Focused Counseling
MN500 Introduction to Graduate Studies	HBINT 551 Methods of Biblical Interpretation
MN522 Family Life Ministry	MN500 Introduction to Graduate Studies
NT502 Greek 2	MN502 Biblical Preaching
NT602 Greek 4	MNTH552 Spiritual Development of the Minister
NT612 Introduction to the New Testament	NT502 Greek 2
NTTH542 Moral Vision and Ethics of the NT	NT602 Greek 4
NT633 Readings in Christian Greek Literature	NT633 Readings in Christian Greek Literature
OT502 Hebrew 2	OT512 Old Testament Textual Studies
OT512 Old Testament Textual Studies	OT647 Hebrew 4
SF889 Spiritual Formation M.Div.	SF889 Spiritual Formation MDiv
TH700 Thesis	TH700 Thesis
TH701 Thesis Research	TH701 Thesis Research
TH707 Comprehensive Exams	TH707 Comprehensive Exams
MN700 Practicum	MN700 Practicum
MN701 Practicum Research	MN701 Practicum Research
Summer Even Years	Summer Odd Years
NT664 Early Christian Missiology or OT516 Lim. Res. Dynamics in Ancient Israel	MN606 Sem. Small Church/Lim. Resource Min.

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Butler, Briana	x. 312
Churchwell, Brandy	x. 330
Collins, Jim	x. 304
Connolly, Justin	x. 300
Cox, Jamie	x. 326
Creasy, Katelan	x. 335
Daily, Nathan	x. 319
Dillon, Barbara	x. 311
Erickson, Brandy	x. 330
Gallagher, Dr. Ed	x. 318
Goad, Philip	x. 310
Hackney, Kitty	x. 322
Harmon, Travis	x. 316
Harrison, Rebecca	x. 301
Jackson, Dr. Michael	x. 325
Kilpatrick, C. Wayne	x. 327
McGuire, Brittany	x. 323
McKinnon, Brad	x. 305
Moon, Janet	x. 309
Moon, Pat	x. 334
Patterson, Courtney	x. 330
Richardson, Autumn	x. 313
Snodgrass, Dr. Rosemary	x. 329
Tatom, Monte	x. 325
Tays, Dianne	x. 302
Thompson, Mechelle	x. 303

BOARD OF DIRECTORS

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ACADEMIC CALENDAR 2020–2021

Summer 2020

May 11	Classes Begin
May 22	Last Day for Drop/Add
June 15–19	Mid-Term Week
July 2–6	Summer Break
July 17	Last Day to Drop a Course Last Day to File an Extension Contract for an Incomplete Course
July 31	Last Day of Lecture
August 3–5	Final Exams
August 5	End of Term

Fall 2020

August 10	Classes Begin
August 21	Last Day for Drop/Add
September 7	Labor Day Holiday
September 28–October 2	Mid-Term Week
October 19–23	Fall Break
November 11	Veteran's Day Holiday
November 20	Last Day to Drop a Course Last Day to File an Extension Contract for an Incomplete Course
November 23–27	Thanksgiving Holidays
December 4	Last Day of Lecture
December 7–9	Final Exams
December 9	End of Term

Spring 2021

January 11	Classes Begin
January 18	Martin Luther King Jr. Holiday
January 22	Last Day for Drop/Add
February 28	Last day to File Intent to Graduate
March 1–5	Mid-Term Week
March 15	Last day to Complete Comprehensive Exams for Spring Graduation
March 22–26	Spring Break
April 16	Last Day to Drop a Course Last Day to File an Extension Contract for an Incomplete Course
April 30	Last Day of Lecture
May 3–5	Final Exams
May 5	End of Term
May 8	Graduation

Summer 2021

May 10	Classes Begin
May 21	Last Day for Drop/Add
June 7–11	Mid-Term Week
July 1–6	Summer Break
July 9	Last Day to Drop a Course Last Day to File an Extension Contract for an Incomplete Course
July 23	Last Day of Lecture
July 26–28	Final Exams
July 28	End of Term