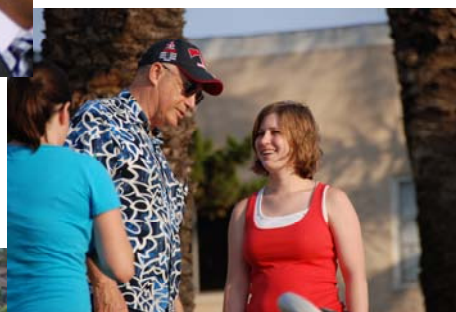


# 2010–2011 Catalog

Fall 2010 • Spring 2011 • Summer 2011

**WE DO  
BIBLE**



**Southern California Seminary**

**24 / 7**  
**/ 365**

# 2010–2011 Catalog

Fall 2010 • Spring 2011 • Summer 2011

## Southern California Seminary

**Gary F. Coombs, D.Miss.**  
President

**George W. Hare, D.Min.**  
Chancellor



SOUTHERN CALIFORNIA  
*Seminary*

**2075 East Madison Avenue, El Cajon, CA 92019-1108 • 619-201-8999 • [www.socalsem.edu](http://www.socalsem.edu)**

Accredited by the Transnational Association of Christian Colleges and Schools (TRACS), PO Box 328, Forest, VA 24551, 434-525-9539, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education.

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## Statement of Accreditation



Southern California Seminary is a member of the Transnational Association of Christian Colleges and Schools (TRACS) [PO Box 328, Forest, VA 24551; Telephone: 434.525.9539; e-mail: [info@tracs.org](mailto:info@tracs.org)] having been awarded Reaffirmed status as a Category IV institution by the TRACS Accreditation Commission on November 7, 2006; this status is effective for a period of ten (10) years.

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# President's Welcome

Dear Friend,

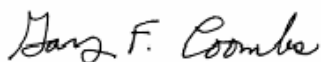
This catalog will help you make one of the most important decisions you will face: where to prepare for a life of Christian service. It will answer many questions that you may have about SCS and give you a sense of our commitment to those who want to know God and His Word. Our dedicated staff and faculty are investing their lives in students who, in turn, will do the same for others.

SCS is strategically located in sunny southern California to promote the gospel and minister both locally and internationally. The greater San Diego area is vibrant with a diversity of cultures and peoples. Lifelong relationships develop among men and women who come from many parts of the world to prepare for ministry at SCS.

Most courses use a combination of the degree-completion format within a course rotation system. The degree-completion format lets you spend fewer hours in class and more hours in study outside of class. This means you can take classes, yet remain active in ministry. Adult students really appreciate the flexibility this gives to their study time. The system of course rotation enables students to proceed through their studies while attending class only once each week. Advisors counsel our students and develop an individual degree plan so that students know exactly what courses they must take to earn their degree.

We believe God has you considering SCS for a reason and SCS is ready to prepare you for a lifetime of service for the Lord Jesus Christ.

Forever in Him,



Dr. Gary F. Coombs  
President



**Prayerfully consider  
SCS if you want to:**

**know God and His  
Word,**

**live according to  
God's Word,**

**accurately proclaim  
God's Word,**

**minister God's Word  
cross-culturally,**

**serve more effectively  
in your local church  
and community with  
God's Word.**



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# General Information

## About SoCalSem

### Mission

The Mission Statement communicates the purpose for which SCS exists. It provides the basis for decision-making and direction for activities. It is the basic guide for planning, development, evaluation, policy-making, and all other institutional functions. In short, all operations of SCS must be clearly related to the Mission Statement. The Mission Statement is not immutable but is reviewed periodically to ensure it continues to accurately state the mind of the Board with regard to SCS' reason for existing and the actual outcome of programs.

### *Southern California Seminary Mission Statement*

*To bring glory to God by assisting local churches to equip believers of various cultures and languages to live and minister biblically, based on the inerrant Word of God.*

*This equipping includes building biblical knowledge, Christian character, and ministry skills, all at modest tuition.*

### Beliefs

We take seriously the duty to rightly divide the Word of Truth (2 Tim. 2:15) and believe that it can only be fulfilled by using a *normal hermeneutic*, that is, a literal, grammatical, and historical approach to interpreting Scripture. A normal hermeneutic results in a doctrinal system that is dispensational, which in turn produces a lifestyle based on God's grace (not law) and an eschatology that is pretribulation and premillennial. Please see the SCS Statement of Faith which sets forth in detail the belief system derived from our normal hermeneutic.

### Institutional Objectives

Trustees, administrators, and faculty must acknowledge institutional objectives in writing. The institutional objectives of Southern California Seminary are to:

1. Instruct students in biblical knowledge based on the authoritative, inerrant Word of God.
2. Assist students in integrating biblical principles into the personal, social, and professional areas of life.
3. Train students to learn, communicate, and teach effectively in order to impact the world.
4. Provide students with the scholarly methods of inquiry, investigation, and critical thinking essential for defending the faith.
5. Equip students for service as servant leaders in the context of the local church.

6. Prepare students to meet the spiritual needs of the world and present them with the responsibility for meeting those needs.
7. Challenge students interested in post-secondary religious education to believe the gospel of Jesus Christ.

### Student Learning Outcomes

Student learning outcomes naturally flow from the institutional objectives of the Seminary. The learning outcomes of Southern California Seminary are:

1. Have a general knowledge and appreciation of biblical truth and principles based on the authoritative, inerrant Word of God from a literal and dispensational perspective.
2. Be able to effectively integrate biblical truth and principles into the areas of personal, social, and professional life.
3. Have the skills necessary to learn, communicate, and teach effectively to positively impact the world.
4. Be able to effectively use the practices of academic inquiry, investigation, and critical thinking that are essential for understanding and defending the Christian faith.
5. Be equipped for service as servant leaders in the context of the local church and other Christian ministries.
6. Be equipped to pursue life-long spiritual growth.
7. Have the skills and capability to meet the spiritual needs of believers and to develop a greater awareness of the responsibility for meeting those needs.
8. Understand and be able to communicate the Gospel of Jesus Christ.

### Philosophy of Education

Inasmuch as God's Word is the standard by which all things are measured, Southern California Seminary affirms the following philosophy of education.

1. The principle that all truth is God's truth will be applied appropriately in each course.
2. It is the responsibility of the instructor to encourage the student to learn, and the student must be an active and sincere participant in the educational process.
3. God requires and graciously enables each believer to learn and apply His Word as the student submits to the Holy Spirit. Therefore the instructors should expect the best from each student.
4. The Scriptures are given to completely equip the believer for every good work; therefore, it is the responsibility of the instructor to go beyond the communication of biblical truth and to apply it to the student's life.
5. The instructor takes the responsibility to encourage the student to master the foundational truths of the course.
6. In order to motivate students to learn it is the instructor's responsibility to build the need for the course material before delivering the content.
7. Since the purpose of biblical education is to glorify God and serve others, it is the responsibility of the teacher to equip students for service.
8. Christian education is intended to impact the whole person. Therefore, it is the responsibility of the teacher to encourage an ongoing spiritual growth.

### Methods of Instruction

SCS applies its philosophy of education primarily by using classroom and online instruction. Courses are scheduled on a rotating plan over a four year cycle. The same courses are taught, but the method of delivery is adjusted to provide instruction to students with a variety of needs, learning styles, and lifestyles. Student Advisors assist students in developing a plan to achieve

## General Information

their degrees without waste of time or expense. Non-English programs mirror their English counterparts as much as possible.

**Classroom Instruction.** Classroom instruction is the basic instructional method at SCS. It provides the well-known advantages of immediate response, group discussion, spontaneity, and student interaction. Students get to see Christianity at work as the instructor leads them through the material. Many students enjoy classroom instruction because of the insights of instructors.

Most on-campus courses taught at SCS use an accelerated degree-completion format made up of seven-week modules. Students must complete a homework assignment before the first session and spend more time in personal study than they are required to do under the traditional trimester plan. This gives working adults greater flexibility in scheduling their many responsibilities.

Under limited circumstances, eligible undergraduate and graduate students may take a course by means of directed study. The nature of accelerated instruction makes attendance at every session imperative for academic success. However, adult learners may experience adverse circumstances that can be overcome by taking or finishing a course via directed study. Please see Directed Study.

**Online Instruction.** SCS takes advantage of technology to present an increasing number of courses online. The online format enables students to enjoy instruction from experts not otherwise available to them. It crosses physical, political, and economic boundaries enabling SCS to reach students in much of the world. Online instruction is available 24/7 and, within limits, permits students to adjust their coursework to meet their own schedules. Finally, it enables students to develop essential online research and literacy skills in their discipline.

SCS uses Blackboard software to deliver and manage its online instruction. Blackboard develops and licenses software applications and related services to over 2200 education institutions in more than 60 countries.

### Korean Department

In 1996 SCS became aware of the desire among evangelical Koreans to pursue Bible courses for credit. To meet the need, an experienced Korean-speaking faculty was recruited and in the fall of 1997 SCS began offering its Bible programs in Korean. Korean textbooks are used and the library has a growing collection of Korean works.

### History

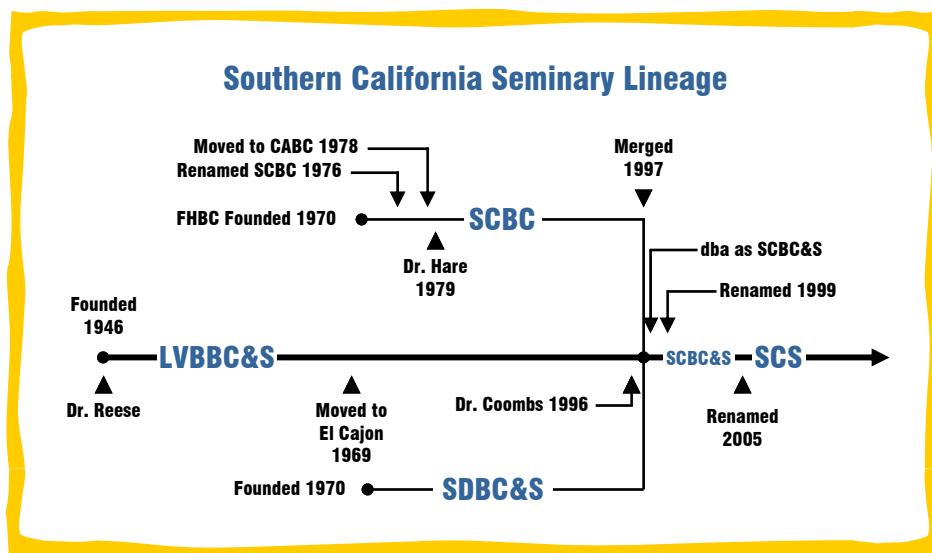
The history of SCS stands as a testimony to the providence of God, who brought together three institutions dedicated to teaching the doctrines and lifestyle of the Bible to the next generation.

**Linda Vista Baptist Bible College and Seminary.** Dr. Otto Reese, pastor of Linda Vista Baptist Church, founded Linda Vista Baptist Bible College and Seminary in 1946. The college provided a four-year course of instruction for men and women desiring a biblically based undergraduate education, while the theological seminary prepared men and women for full-time Christian service. In 1969 the college and seminary moved twenty miles from Linda Vista Baptist Church to its present site. In 1996 Dr. Reese departed to ever be with his Lord and Dr. Gary Coombs was appointed President.

**Southern California Bible College.** Fletcher Hills Bible Church of El Cajon founded Fletcher Hills Bible College as an extension ministry in 1970. The four-year college began with a class of eight students, and the first Bachelor of Arts degrees were awarded in the spring of 1973. The college was restructured in 1976 as a nonprofit corporation with the name Southern California

Bible College. In 1978 the college moved to the facilities of College Avenue Baptist Church in San Diego. Dr. George Hare was called to be president of SCBC in 1979.

**San Diego Bible College and Seminary.** San Diego Bible College and Seminary was founded in 1970. Its goal was to prepare Christians for the service of God by providing a complete education in Bible by extension using programmed-learning. Five degree programs were offered, from Associate of Arts in Bible to Doctor of Ministry.



**Southern California Seminary.** In July 1997 SCBC and SDBC&S merged with LVBBC&S to become Southern California Bible College & Seminary. The name was changed to Southern California Seminary in 2005 to reflect a broader outreach. It serves as the banner under which we do business and clearly reflects our purpose and the programs we offer. Dr. Coombs continued as President and Dr. Hare was appointed Chancellor.

**Al-Andalus Theological Seminary.** At the beginning of 2001, Southern California Seminary and ABRE (Biblical Restoration Evangelical Alliance) began to consider the possibility of establishing a branch campus in Andalusia, the region in southern Spain, because of the great potential to teach believers in Spain. After much research and preparation, the project became reality in November 2002 following approval by the accrediting agency TRACS.

In March 2006 the name was changed from School Al-Andalus to Al-Andalus Theological Seminary (Seminario Teológico Al-Andalus) to better reflect its nature and focus. In Spain, the Foundation ABRE (CIF G91031054) is the legal entity hosting this outreach program of Southern California Seminary. Al-Andalus Theological Seminary is located on Calle Santo Domingo, No. 34, 41790 Santiponce (Seville), Spain. Please visit Al-Andalus Theological Seminary at [www.seminarioandalus.com](http://www.seminarioandalus.com).

### Affiliations and Credentials

**Shadow Mountain Community Church.** Shadow Mountain Community Church, with Dr. David Jeremiah as Senior Pastor, is the home church of Southern California Seminary. However, while

## General Information

Shadow Mountain Community Church is affiliated with the Southern Baptist Convention, SCS is non-denominational.



**Transnational Association of Christian Colleges and Schools.** Accredited by the Transnational Association of Christian Colleges and Schools (TRACS), PO Box 328, Forest, VA 24551, 434-525-9539, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education.

**California Bureau for Private Postsecondary Education.** The California Bureau for Private Postsecondary Education (BPPE and formerly the Bureau for Private Postsecondary Vocational Education) is a unit of the California Department of Consumer Affairs. The BPPE ensures that private institutions of postsecondary education are conducted lawfully. Southern California Seminary satisfies all of the applicable BPPE requirements.

**California Board of Behavioral Science.** The SCS Master of Arts in Counseling Psychology and the Master of Arts in Marriage and Family Therapy programs satisfy the requirements of the California Board of Behavioral Science, Business and Professions Code, Section 4980.37, for licensure as a Marriage and Family Therapist in California. Students seeking licensure should contact the Board to get a complete listing of all requirements. Completion of either the MACP or MFT degree programs does not guarantee licensure.

**Board of Psychology.** The SCS Doctor of Psychology program is approved by the Board of Psychology and meets the requirements toward licensure. Students seeking licensure should contact the Board of Psychology to obtain a complete listing of all requirements for licensure. Completion of the Psy.D. degree program does not guarantee licensure.

**US Military Chaplains.** SCS is qualified to train eligible men and women to meet the academic requirements for service as chaplains in the U.S. Armed Forces.

**Title IV Financial Aid.** SCS is approved by the U.S. Department of Education for participation in all Title IV Student Assistance Programs.

**International Students.** SCS is authorized under federal law to enroll eligible nonimmigrant alien students.

**Veterans Training.** SCS is approved to train veterans under U.S. Code, Title 38. Veterans and dependents may be entitled to educational assistance payments from the Veterans Administration. Veterans, widows, and children of veterans who lost their lives in service, or veterans who are now disabled as a result of service should contact the nearest Veterans Administration Regional Office (1-800-827-1000). This should be done as far in advance of the enrollment date as possible for assistance in securing Veterans Administration benefits. Information regarding this program may be obtained from the V.A. Coordinator at SCS.

**Associations.** SCS is a member of the following associations:

- Council for Higher Education Accreditation (CHEA)
- Higher Education Transfer Alliance (HETA)
- Association of Christian Schools International (ACSI)
- Statewide California Electronic Library Consortium (SCELC)
- Southern California Area Theological Library Association (SCATLA)
- Christian Library Consortium (CLC)
- Online Computer Library Center (OCLC)

- National Association of Foreign Student Advisers (NAFSA)
- National Association of College and University Business Officers (NACUBO)
- Association of Business Administrators of Christian Colleges (ABACC)
- College and University Professional Association for Human Resources (CUPA-HR)
- American Association of Collegiate Registrars and Admissions Officers (AACRAO)

### **Honest Communications**

SCS strives to communicate its programs and policies honestly in all of its publications. Every effort has been made to ensure that this publication contains only clear, accurate, and current information. Readers are invited to bring errors and suggestions for improving this publication to the attention of the Vice-President for Academics. To the extent an inconsistency is found to exist between the information in this publication and the actual policy or procedure, the actual policy or procedure governs.

### **Nonbinding Communications**

No oral or written communication made by any employee of SCS, including faculty, shall be binding on SCS without the express approval of the Board of Trustees and no contract is expressed or implied by this publication or any other SCS informational publication.

### **Changes to Operations Policy**

SCS reserves the right to change at any time and without notice any aspect of its operations, including changes to personnel, programs, costs, policies, and procedures. Changes may affect faculty, staff, enrolled or prospective students, or some combination thereof, as the administration determines, and will be published as soon as practicable.

### **Polling**

SCS is constantly working to improve our operations. From time to time you will be asked to help by filling out course evaluations, student satisfaction surveys, and similar questionnaires. Your thoughts and opinions are important to us. Please take the time to thoughtfully respond.

### **ID Cards**

All students are required to have a Southern California Seminary Identification Card (ID card). ID cards are originally prepared and issued during Orientation. ID cards are non-transferable and lending of ID cards is prohibited. You must present your ID card when requested to do so by a Seminary employee.

To replace a lost, stolen, or mutilated ID card, fill out a request for a new card and submit it to the Director of Student Services. A fee applies.

### **Visit SCS!**

Southern California Seminary is most easily reached by car. From San Diego, take the I-8 freeway, exit on Greenfield Drive and turn south. Proceed about 1 mile. Then:

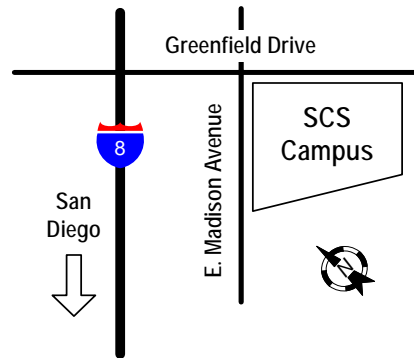
- Visitors should turn right onto Madison Avenue, then turn left into the second driveway. Follow the drive up to the parking lot on the left. Visitor spaces are marked.
- Students should cross over Madison Avenue and turn right into the first driveway on the right. Student parking is plentiful in the lower lot and along Greenfield Drive.

## General Information

Rooms on the SCS Campus are labeled according to a standard format. For example, Classroom A-201 is a code to identify Building A, 2nd Floor, Room 01.

A receptionist is located in the foyer of the Administration building and will be glad to direct you to the classrooms and to the offices of faculty and staff.

Please use the pedestrian crossing at the corner of Greenfield and Madison or the crosswalk across from Shadow Mountain Community Church when traveling on foot between the East and West Campuses.



Greater Campus

### Statement of Faith

A statement of faith is a summary of core beliefs held by the persons who affirm it. A statement of faith helps persons of like faith to identify one another. The trustees, administrators, and faculty of SCS affirm the following statement of faith while recognizing that only the Word of God is the final authority for faith and practice.

The SCS Statement of Faith has been refined from time to time, most recently in 2001 to include a statement regarding the person and work of God the Father. Dr. Otto Reese, founder of Linda Vista Bible College and Seminary, was probably its original author, at least in part.

The Board, Administration, and Faculty believe:

**Section 1—The Holy Scriptures.** We believe the Holy Scriptures of the Old and New Testaments to be the verbally inspired Word of God, the final authority for faith and life, inerrant in every matter in the original writing, infallible and God-breathed (2 Timothy 3:16–17).

**Section 2—The Godhead.** We believe in one Triune God, eternally existing in three persons—Father, Son, and Holy Spirit—co-eternal in being, co-identical in nature, co-equal in power and glory, and having the same attributes and perfections (Deuteronomy 6:4; 2 Corinthians 13:14).

**Section 3—The Person and Work of God the Father.** We believe that the Father is the first person of the one, Triune God, a self-existent spirit, unseen by men, who shares one essence with Jesus Christ and the Holy Spirit, and possesses the same attributes of omniscience, omnipotence, love, truth, holiness, righteousness, and goodness (1 Corinthians 8:6; John 5:46; 6:26; 7:28; 14:9–10; 15:9; 17:11, 25; Matthew 6:8, 32; Ephesians 3:20; James 1:17). He receives worship and is the One to whom human beings relate through Christ, having sent Jesus Christ and the Holy Spirit to the earth (John 4:23; 8:42; 14:6, 26).

We believe the Father resurrects the dead, and that heaven belongs to Him (John 5:21; 14:2; Romans 6:4). He controls the timeline for eschatological events (Acts 1:6–7). He draws the elect to Christ, having chosen them before the foundation of the world (John 6:44; Ephesians 1:3). He predestines believers to adoption as sons and preserves them in their relationship to God (John 17:11; Ephesians 1:5).

We believe the Father is to be the focal point for believers in their Christian lives and in their fellowship (Romans 6:11; 1 John 1:3). He cares for them, comforts them, hears and answers their prayers, honors believers that serve Jesus Christ, leads them, and gives them gifts (John 12:26; 15:1; 16:23; Romans 6:11; 2 Corinthians 1:3–4; 1 Thessalonians 3:11; James 1:17; 1 John 1:3).

**Section 4—The Person and Work of Christ.** We believe that the Lord Jesus Christ, eternally God, became man, without ceasing to be God, having been conceived by the Holy Spirit and born of the Virgin Mary, in order that He might reveal God and redeem sinful men (Luke 1:35; John 1:1, 2, 14).

We believe that the Lord Jesus Christ accomplished our redemption through His death on the cross as a representative, vicarious, substitutionary sacrifice; and that our justification is made sure by His literal, physical resurrection from the dead (Romans 3:24–25; Ephesians 1:7; 1 Peter 1:3–5; 2:24).

We believe that the Lord Jesus Christ ascended to heaven, and is now exalted at the right hand of God, where, as our High Priest, He fulfills the ministry of Representative, Intercessor, and Advocate (Acts 1:9–11; Romans 8:34; Hebrews 7:25; 9:24; 1 John 2:1–2).

## General Information

**Section 5—The Person and Work of the Holy Spirit.** We believe that the Holy Spirit is a person who convicts the world of sin, of righteousness, and of judgment; revealing Christ to men and enabling them to believe; and, that He is the supernatural agent in regeneration, baptizing all believers into the body of Christ, indwelling and sealing them unto the day of redemption (John 16:8–11; Romans 8:9; 1 Corinthians 12:12–14; 2 Corinthians 3:6; Ephesians 1:13–14).

We believe that He guides believers into all truth, anoints and teaches them, and that it is the privilege and duty of all the saved to be filled with the Spirit (John 16:13; Ephesians 5:18; 1 John 2:20, 27).

**Section 6—The Creation and Man.** We believe that the book of Genesis presents a historically accurate account of the origin of man, the fall of Adam and Eve, and consequently the entire human race, the worldwide flood, the call of Abraham, and the origin of God’s chosen people, Israel. Included in this is our belief that special creation of the existing universe, consisting of time, space, and matter, was accomplished in six literal, twenty-four hour days, as detailed in Genesis chapter one.

We believe that man was created in the image and likeness of God, but that when man sinned the human race fell and became alienated from God. Man, thus, is totally depraved and of himself, utterly unable to remedy his lost condition (Genesis 1:26–27; 5:2; Psalm 51; Romans 3:22–23; 5:12; Ephesians 2:1–3, 12).

**Section 7—Salvation.** We believe that salvation is the gift of God brought to man by grace and received by personal and purposeful faith in the death and resurrection of the Lord Jesus Christ, whose precious blood was shed on Calvary for the forgiveness of sins (1 Corinthians 15:1–5; Ephesians 1:7; 2:8–10; 1 Peter 1:18–19).

We believe that while the death and resurrection of Christ is sufficient provision for the salvation of all men, only those who exercise saving faith will have forgiveness of sin and receive eternal life. Those who so exercise faith are then regenerated, baptized by the Holy Spirit into Christ, and granted every spiritual blessing in Christ (Romans 6:3–4; 1 Corinthians 12:13; Ephesians 1:3–4; 2:8–9; Philippians 2:13; Titus 3:5; 1 John 2:2).

**Section 8—The Eternal Security and Assurance of Believers.** We believe that all the justified, once saved, are kept by God’s power and are thus secure in Christ forever (John 6:37–40; 10:27–30; Romans 8:1, 38; 1 Corinthians 1:4–8; 1 Peter 1:5).

We believe that it is the privilege of believers to rejoice in the assurance of their salvation through the testimony of God’s Word; which, however, clearly forbids the use of Christian liberty as an occasion to the flesh (Romans 13:13–14; Galatians 5:13; Titus 2:11–15; 1 John 5:10–13).

**Section 9—The Two Natures of the Believer.** We believe that the regenerated person retains his corrupt, sinful, depraved nature, but at the moment of salvation also becomes a partaker of the divine nature, capable of pleasing God through the ministries of the indwelling Holy Spirit (Romans 6:13; 8:12–13; Galatians 5:16–25; Ephesians 4:22–24; Colossians 3:9–10; 1 Peter 1:14–16; 1 John 3:5–9).

**Section 10—Separation.** We believe that all the saved should live in such a manner as not to bring reproach upon their Savior and Lord; and, that separation from all religious apostasy, all worldly and sinful pleasures, practices and associations is commanded by God (Romans 12:1–2, 14:13; 2 Corinthians 6:14–7:1; 2 Timothy 3:1–5; 1 John 2:15–17; 2 John 9–11).

**Section 11—Missions.** We believe that it is the obligation of the saved to witness by life and by word to the truths of Holy Scripture and to seek to proclaim the Gospel to all mankind (Matthew 28:19–20; Mark 16:15; Acts 1:8; 2 Corinthians 5:19–20).

**Section 12—The Church.** We believe that the church began on the day of Pentecost and is the one body into which all believers are baptized by the Holy Spirit. Christ is head of the church (Acts 2; 1 Corinthians 12:12–13; Ephesians 1:22).

We believe in the autonomy of the local church (Acts 13:1–4, 20:28; Romans 16:1; 1 Corinthians 3:9,16; 5:4–7,13; 1 Peter 5:1–4).

We recognize water baptism and the Lord’s Supper as scriptural ordinances. They are a means of Christian testimony for the church today (Matthew 28:19–20; Acts 2:41–42, 18:8; 1 Corinthians 11:23–26).

**Section 13—Ministry and Spiritual Gifts.** We believe that God is sovereign in the bestowing of all His gifts; that the gifts of evangelist and pastor-teacher are given to the church for the equipping of the saints today; that each believer has a spiritual gift for the purpose of ministry to others, such as the gifts of ministry, helps, leadership, administration, exhortation, giving, mercy, and teaching; that the gifts of prophecy, speaking in tongues, and the working of sign miracles ceased as the New Testament Scriptures were completed and their authority became established (Romans 12:6–8; 1 Corinthians 12:4–11; 2 Corinthians 12:12; Ephesians 4:7–12; 1 Peter 4:10).

We believe that God does hear and answer the prayer of faith, in accord with His own will, for the sick and afflicted (John 15:7; James 5:14–15; 1 John 5:14–15).

**Section 14—Dispensationalism.** We believe that the Scriptures interpreted in their natural, literal sense reveal divinely determined dispensations or rules of life which define man’s responsibilities in successive administrations of God. These dispensations are divinely ordered stewardships by which God directs man according to His purpose. Three of these—the dispensation of law, the dispensation of the grace of God, and the dispensation of the kingdom—are the subjects of detailed revelation in Scripture (John 1:17; 2 Corinthians 3:6–18; Galatians 3:13–25; Ephesians 1:10; 3:2–10; Colossians 1:24–25; Hebrews 7:19; Revelation 20:2–6).

**Section 15—The Personality of Satan.** We believe that Satan is a person, the author of sin and cause of the fall; that he is the open and declared enemy of God and man; and, that he shall be eternally punished in the lake of fire (Job 1:6–7; Isaiah 14:12–17; Matthew 4:2–11; Revelation 20:11).

**Section 16—The Rapture and Second Advent of Christ.** We believe that the “blessed hope,” is the personal, imminent, pre-tribulational rapture of the church (1 Thessalonians 1:10, 4:13–17; Titus 2:13).

We believe that after the seven-year tribulation Christ returns to the earth, with His saints, to establish His Millennial Kingdom (Isaiah 9:7; Zechariah 14:4–11; Luke 1:32; 1 Thessalonians 1:10; 4:13–18; 5:9; Revelation 3:10; 19:11–16; 20:1–6).

We believe that only then will He reign on the throne of David (Luke 1:32b).

**Section 17—The Eternal State.** We believe in the bodily resurrection of all men, the saved to eternal life, and the unsaved to judgment and everlasting punishment (Matthew 25:46; John 5:28–29; 11:25–26; Revelation 20:5–6; 22:12).

We believe that the souls of the justified are, at death, absent from the body and present with the Lord, where in conscious bliss they await the first resurrection, when soul and body are reunited

## General Information

to be glorified forever with the Lord (Luke 23:43; 2 Corinthians 5:8; Philippians 1:23; 3:32; 1 Thessalonians 4:16–17; Revelation 20:4–6).

We believe that the souls of unbelievers remain, after death, in conscious misery until the second resurrection, when with soul and body reunited they shall appear at the Great White Throne Judgment, and shall be cast into the lake of fire, not to be annihilated, but to suffer everlasting conscious punishment (Matthew 25:41–46; Mark 9:43–48; Luke 16:19–26; 2 Thessalonians 1:7–9; Jude 6–7; Revelation 20:11–15).

## Spiritual Issues

### Devotional Life

All students are encouraged to cultivate habits of devotion to God and service to others based on the Word of God. Prayer is a normal part of campus life. The staff regularly prays together. Classes regularly begin or end in prayer, or both. Faculty and staff serve locally, nationally, and internationally. Students will have many opportunities to minister and their increased understanding of God's Word will promote growth in grace and in the experiential knowledge of the Lord Jesus Christ.

### Doctrinal Liberty

Every applicant is required to read the SCS Statement of Faith during the application process and agree in writing to respect it. However, students are not required to agree with the Statement of Faith because we recognize that students are, by definition, in a process of theological formation. This policy ensures that students will be aware of our doctrinal position and that they will receive instruction conforming to it, but that they will have liberty to develop their own positions.

### Statement of Nondiscrimination

Southern California Seminary admits students of any race, color, age, gender, disability, marital status, national or ethnic origin, to all rights, privileges, programs, and activities generally accorded or made available to students at SCS. Further, SCS does not discriminate on the basis of race, color, sex, national or ethnic origin, age, or physical disability, in administration of its educational policies, admissions policies, scholarship and loan programs, and other school-administered programs. *There is neither Jew nor Greek, there is neither bond nor free, there is neither male nor female: for ye are all one in Christ Jesus* (Galatians 3:28).

### Classroom Courtesy

Although it may not seem at first to be a spiritual issue, behavior in the classroom is governed by biblical principles. Of interest here is the need to be courteous to one another (1 Peter 3:8, Gk. *philophrone*: friendly of mind; courteous). Every student has paid to receive a full class' worth of information. Faculty are paid to deliver a full class' worth of information. Courtesy is expected even when stating disagreement over some point at issue. But when someone disrupts the learning atmosphere, they are defrauding others in the classroom from receiving what is justly due. Cooperation in helping to preserve the classroom environment is appreciated.



### Academic Calendar

The Seminary presents the academic calendar in good faith expecting, if it please God, for it to come to pass. However, the Seminary reserves the right to amend academic calendars at its discretion. The Seminary will publish any changes as soon as practicable.

#### Overview

The academic year continues year-round. It is composed of fall, spring, and summer trimesters. Each trimester is composed of two modules. Generally, 3-unit courses are designed to fit within a module (7 sessions in length) or a trimester (14 sessions in length). The actual number of weeks each module or trimester lasts may be more than the scheduled number of sessions due to interruptions by holidays or special events, but even so, a standard module course will meet seven times and a trimester course will meet fourteen times. In some cases, such as internships and one- or two-unit courses, the number of sessions may be non-standard. See the course syllabus for details. The start and stop dates of module courses do not fall precisely at the start and stop dates of every other month, but the table approximates how the academic year is set.

Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Fall Trimester				Spring Trimester				Summer Trimester			
Module 1		Module 2		Module 3		Module 4		Module 5		Module 6	

#### On-Campus Courses

On-campus course sessions are normally scheduled to meet once each week during either daytime or evening hours, Monday through Thursday, and during the daytime on Saturday. In special circumstances, courses may be scheduled on Friday. The academic calendar will specify the exact start and stop dates. Module course sessions normally last three hours but may vary depending on the program.

#### Online Courses

Online course sessions last seven days, running Monday through Sunday of each week. This is different from on-ground sessions which last a few hours on a particular day. Consequently, the start and stop dates of online courses will often be different from the start and stop dates of on-ground courses. Generally, online courses do not stop for holidays observed by the on-campus courses, but may for special events (e.g., Missions Intersession, etc.). The online course syllabus will precisely state the start and stop dates of the course, and include any interruptions. Before taking an online course, be sure you understand the effect it will have on your personal schedule versus what you may have experienced taking an on-ground course.

## General Information

### Southern California Seminary

#### Academic Calendar

September 1, 2010–August 31, 2011

#### Fall Trimester 2010

Open registration .....	Jul 6–Aug 16
Unrestricted schedule adjustment deadline .....	Aug 16
Late registration .....	Aug 17–30
Orientation .....	Aug 28
Labor Day, <i>Seminary closed</i> .....	Sep 6
Last day to petition for winter graduation .....	Sep 25
Thanksgiving, <i>Seminary closed</i> .....	Nov 25–28
Christmas, <i>Seminary closed</i> .....	Dec 23–26
New Year, <i>Seminary closed</i> .....	Dec 30–Jan 2

#### Module 1

Syllabi available .....	Aug 24
Tuesday courses .....	Sep 7–Oct 19
Wednesday courses .....	Sep 8–Oct 20
Thursday courses .....	Sep 9–Oct 21
Friday courses .....	Sep 10–Oct 22
Saturday courses .....	Sep 11–Oct 23
Monday courses .....	Sep 13–Oct 25
Online courses .....	Sep 13–Oct 31

#### Module 2

Syllabi available .....	Oct 14
Thursday courses .....	Oct 28–Dec 16
Friday courses .....	Oct 29–Dec 17
Saturday courses .....	Oct 30–Dec 18
Monday courses .....	Nov 1–Dec 13
Tuesday courses .....	Nov 2–Dec 14
Wednesday courses .....	Nov 3–Dec 15
Online courses .....	Nov 1–Dec 19

#### Spring Trimester 2011

Bible exam, <i>graduating students</i> .....	Feb 4–11
Open registration .....	Nov 1–Dec 12
Unrestricted schedule adjustment deadline .....	Dec 12
Orientation .....	Dec 4
Late registration, <i>except holidays</i> .....	Dec 6–19
Last day to petition for spring graduation .....	Jan 28
Missions Intersession .....	Jan 24–29
Spring Break, <i>Seminary open</i> .....	Apr 18–20
Spring Break, <i>Seminary closed</i> .....	Apr 21–24
Graduation Rehearsal and Banquet .....	May 13
Commencement .....	May 14

#### Module 3

Syllabi available .....	Dec 20
Monday courses .....	Jan 3–Feb 21

Tuesday courses .....	Jan 4–Feb 22
Wednesday courses .....	Jan 5–Feb 23
Thursday courses .....	Jan 6–Feb 24
Friday courses .....	Jan 7–Feb 25
Saturday courses .....	Jan 8–Feb 26
Online sessions .....	Jan 3–Feb 27

#### Module 4

Syllabi available .....	Feb 21
Monday courses .....	Mar 7–Apr 25
Tuesday courses .....	Mar 8–Apr 26
Wednesday courses .....	Mar 9–Apr 27
Thursday courses .....	Mar 10–Apr 28
Friday courses .....	Mar 11–Apr 29
Saturday courses .....	Mar 12–Apr 30
Online courses .....	Mar 7–May 1

#### Summer Trimester 2011

Open registration .....	Mar 7–Apr 17
Unrestricted schedule adjustment deadline .....	Apr 17
Late registration .....	Apr 18–May 1
Orientation .....	April 16
Memorial Day, <i>Seminary closed</i> .....	May 30
Independence Day, <i>Seminary closed</i> .....	Jul 2–4

#### Module 5

Syllabi available .....	Apr 25
Monday courses .....	May 9–Jun 27
Tuesday courses .....	May 10–Jun 21
Wednesday courses .....	May 11–Jun 22
Thursday courses .....	May 12–Jun 23
Friday courses .....	May 13–Jun 24
Saturday courses .....	May 14–Jun 25
Online courses .....	May 9–Jun 26

#### Module 6

Syllabi available .....	Jun 27
Monday courses .....	Jul 11–Aug 22
Tuesday courses .....	Jul 12–Aug 23
Wednesday courses .....	Jul 13–Aug 24
Thursday courses .....	Jul 14–Aug 25
Friday courses .....	Jul 15–Aug 26
Saturday courses .....	Jul 16–Aug 27
Online courses .....	Jul 11–Aug 28

**Southern California Seminary**

**Academic Calendar**

September 1, 2011–August 31, 2012

**Fall Trimester 2011**

Open registration ..... Jul 5–Aug 15  
 Unrestricted schedule adjustment deadline ..... Aug 15  
 Late registration ..... Aug 16–29  
 Orientation ..... Aug 27  
 Labor Day, *Seminary closed* ..... Sep 5  
 Last day to petition for winter graduation ..... Sep 30  
 Thanksgiving, *Seminary closed* ..... Nov 24–27  
 Christmas, *Seminary closed* ..... Dec 23–26  
 New Year, *Seminary closed* ..... Dec 30–Jan 2

**Module 1**

Course materials available ..... Aug 23  
 Tuesday courses ..... Sep 6–Oct 18  
 Wednesday courses ..... Sep 7–Oct 19  
 Thursday courses ..... Sep 8–Oct 20  
 Friday courses ..... Sep 9–Oct 21  
 Saturday courses ..... Sep 10–Oct 22  
 Monday courses ..... Sep 12–Oct 24  
 Online courses ..... Sep 12–Oct 30

**Module 2**

Course materials available ..... Oct 13  
 Thursday courses ..... Oct 27–Dec 15  
 Friday courses ..... Oct 28–Dec 16  
 Saturday courses ..... Oct 29–Dec 17  
 Monday courses ..... Oct 31–Dec 12  
 Tuesday courses ..... Nov 1–Dec 13  
 Wednesday courses ..... Nov 2–Dec 14  
 Online courses ..... Oct 31–Dec 18

**Spring Trimester 2012**

Bible exam, *graduating students* ..... Feb 3–10  
 Open registration ..... Nov 1–Dec 12  
 Unrestricted schedule adjustment deadline ..... Dec 12  
 Orientation ..... Dec 3  
 Late registration, *except holidays* ..... Dec 13–22  
 Last day to petition for spring graduation ..... Jan 27  
 Missions Intersession ..... Jan 23–28  
 Spring Break, *Seminary open* ..... Apr 2–4  
 Spring Break, *Seminary closed* ..... Apr 5–8  
 Graduation Rehearsal and Banquet ..... May 11  
 Commencement ..... May 12

**Module 3**

Course materials available ..... Dec 20  
 Tuesday courses ..... Jan 3–Feb 21

Wednesday courses ..... Jan 4–Feb 22  
 Thursday courses ..... Jan 5–Feb 23  
 Friday courses ..... Jan 6–Feb 24  
 Saturday courses ..... Jan 7–Feb 25  
 Monday courses ..... Jan 9–Feb 27  
 Online courses ..... Jan 9–Mar 4

**Module 4**

Course materials available ..... Feb 20  
 Monday courses ..... Mar 5–Apr 23  
 Tuesday courses ..... Mar 6–Apr 24  
 Wednesday courses ..... Mar 7–Apr 25  
 Thursday courses ..... Mar 8–Apr 26  
 Friday courses ..... Mar 9–Apr 27  
 Saturday courses ..... Mar 10–Apr 28  
 Online courses ..... Mar 5–Apr 29

**Summer Trimester 2012**

Open registration ..... Mar 5–Apr 15  
 Unrestricted schedule adjustment deadline ..... Apr 15  
 Late registration ..... Apr 16–29  
 Orientation ..... Apr 28  
 Memorial Day, *Seminary closed* ..... May 28  
 Independence Day, *Seminary closed* ..... Jul 4

**Module 5**

Course materials available ..... Apr 23  
 Monday courses ..... May 7–Jun 25  
 Tuesday courses ..... May 8–Jun 19  
 Wednesday courses ..... May 9–Jun 20  
 Thursday courses ..... May 10–Jun 21  
 Friday courses ..... May 11–Jun 22  
 Saturday courses ..... May 12–Jun 23  
 Online courses ..... May 7–Jun 24

**Module 6**

Course materials available ..... Jun 25  
 Monday courses ..... Jul 9–Aug 20  
 Tuesday courses ..... Jul 10–Aug 21  
 Wednesday courses ..... Jul 11–Aug 22  
 Thursday courses ..... Jul 12–Aug 23  
 Friday courses ..... Jul 13–Aug 24  
 Saturday courses ..... Jul 14–Aug 25  
 Online courses ..... Jul 9–Aug 26

## General Information

### Southern California Seminary

#### Academic Calendar

September 1, 2012–August 31, 2013

#### Fall Trimester 2012

Open registration .....	Jul 3–Aug 13
Unrestricted schedule adjustment deadline .....	Aug 13
Late registration .....	Aug 14–26
Orientation .....	Aug 25
Labor Day, <i>Seminary closed</i> .....	Sep 3
Last day to petition for winter graduation .....	Sep 28
Thanksgiving, <i>Seminary closed</i> .....	Nov 22–25
Christmas, <i>Seminary closed</i> .....	Dec 24–25
New Year, <i>Seminary closed</i> .....	Dec 31–Jan 1

#### Module 1

Course materials available .....	Aug 21
Tuesday courses .....	Sep 4–Oct 16
Wednesday courses .....	Sep 5–Oct 17
Thursday courses .....	Sep 6–Oct 18
Friday courses .....	Sep 7–Oct 19
Saturday courses .....	Sep 8–Oct 20
Monday courses .....	Sep 10–Oct 22
Online courses .....	Sep 10–Oct 28

#### Module 2

Course materials available .....	Oct 11
Thursday courses .....	Oct 25–Dec 13
Friday courses .....	Oct 26–Dec 14
Saturday courses .....	Oct 27–Dec 15
Monday courses .....	Oct 29–Dec 10
Tuesday courses .....	Oct 30–Dec 11
Wednesday courses .....	Oct 31–Dec 12
Online courses .....	Oct 29–Dec 16

#### Spring Trimester 2013

Bible exam, <i>graduating students</i> .....	Feb 1–8
Open registration .....	Nov 5–Dec 16
Unrestricted schedule adjustment deadline .....	Dec 16
Orientation .....	Dec 1
Late registration, <i>except holidays</i> .....	Dec 17–23
Last day to petition for spring graduation .....	Jan 25
Missions Intersession .....	Jan 28–Feb 2
Spring Break, <i>Seminary open</i> .....	Mar 25–27
Spring Break, <i>Seminary closed</i> .....	Mar 28–31
Graduation Rehearsal and Banquet .....	May 10
Commencement .....	May 11

#### Module 3

Course materials available .....	Dec 17
Monday courses .....	Jan 7–Feb 25

Tuesday courses .....	Jan 8–Feb 26
Wednesday courses .....	Jan 9–Feb 27
Thursday courses .....	Jan 10–Feb 28
Friday courses .....	Jan 11–Mar 1
Saturday courses .....	Jan 12–Mar 2
Online courses .....	Jan 7–Mar 3

#### Module 4

Course materials available .....	Feb 25
Monday courses .....	Mar 11–Apr 29
Tuesday courses .....	Mar 12–Apr 30
Wednesday courses .....	Mar 13–May 1
Thursday courses .....	Mar 14–May 2
Friday courses .....	Mar 15–May 3
Saturday courses .....	Mar 16–May 4
Online courses .....	Mar 11–May 5

#### Summer Trimester 2013

Open registration .....	Mar 4–Apr 14
Unrestricted schedule adjustment deadline .....	Apr 14
Late registration .....	Apr 15–22
Orientation .....	Apr 27
Memorial Day, <i>Seminary closed</i> .....	May 27
Independence Day, <i>Seminary closed</i> .....	Jul 4

#### Module 5

Course materials available .....	Apr 22
Monday courses .....	May 6–Jun 24
Tuesday courses .....	May 7–Jun 18
Wednesday courses .....	May 8–Jun 19
Thursday courses .....	May 9–Jun 20
Friday courses .....	May 10–Jun 21
Saturday courses .....	May 11–Jun 22
Online courses .....	May 6–Jun 23

#### Module 6

Course materials available .....	Jun 24
Monday courses .....	Jul 8–Aug 19
Tuesday courses .....	Jul 9–Aug 20
Wednesday courses .....	Jul 10–Aug 21
Thursday courses .....	Jul 11–Aug 22
Friday courses .....	Jul 12–Aug 23
Saturday courses .....	Jul 13–Aug 24
Online courses .....	Jul 8–Aug 25

Southern California Seminary

Academic Calendar

September 1, 2013–August 31, 2014

**Fall Trimester 2013**

Open registration ..... Jul 2–Aug 12  
 Unrestricted schedule adjustment deadline ..... Aug 12  
 Late registration ..... Aug 13–26  
 Orientation ..... Aug 24  
 Labor Day, *no classes, offices closed* ..... Sep 2  
 Last day to petition for winter graduation ..... Sep 27  
 Thanksgiving, *no classes, offices closed* ... Nov 28–Dec 1  
 Christmas, *no classes, offices closed* ..... Dec 24–25  
 New Year, *no classes, offices closed* ... Dec 31– Jan 1

**Module 1**

Course materials available ..... Aug 20  
 Tuesday classes ..... Sep 3–Oct 15  
 Wednesday classes ..... Sep 4–Oct 16  
 Thursday classes ..... Sep 5–Oct 17  
 Friday classes ..... Sep 6–Oct 18  
 Saturday classes ..... Sep 7–Oct 19  
 Monday classes ..... Sep 9–Oct 21

**Module 2**

Course materials available ..... Oct 10  
 Thursday classes ..... Oct 24–Dec 12  
 Friday classes ..... Oct 25–Dec 13  
 Saturday classes ..... Oct 26–Dec 14  
 Monday classes ..... Oct 28–Dec 9  
 Tuesday classes ..... Oct 29–Dec 10  
 Wednesday classes ..... Oct 30–Dec 11

**Spring Trimester 2014**

Bible exam, *graduating students (Online)* ..... Feb 7–14  
 Open registration ..... Nov 4–Dec 15  
 Unrestricted schedule adjustment deadline ..... Dec 15  
 Orientation ..... Dec 7  
 Late registration, *except holidays* ..... Dec 16–29  
 Last day to petition for spring graduation ..... Jan 31  
 Missions Intersession ..... Jan 27–Feb 1  
 Spring Break, *no classes, offices open* ..... Apr 14–16  
 Spring Break, *no classes, offices closed* ... Apr 17–20  
 Graduation Rehearsal and Banquet ..... May 9  
 Commencement ..... May 10

**Module 3**

Course materials available ..... Dec 23  
 Monday classes ..... Jan 6–Feb 24  
 Tuesday classes ..... Jan 7–Feb 25  
 Wednesday classes ..... Jan 8–Feb 26

Thursday classes ..... Jan 9–Feb 27  
 Friday classes ..... Jan 10–Feb 28  
 Saturday classes ..... Jan 11–Mar 1

**Module 4**

Course materials available ..... Feb 24  
 Monday classes ..... Mar 10–Apr 28  
 Tuesday classes ..... Mar 11–Apr 29  
 Wednesday classes ..... Mar 12–Apr 30  
 Thursday classes ..... Mar 13–May 1  
 Friday classes ..... Mar 14–May 2  
 Saturday classes ..... Mar 15–May 3

**Summer Trimester 2014**

Open registration ..... Mar 10–Apr 20  
 Unrestricted schedule adjustment deadline ..... Apr 20  
 Late registration ..... Apr 21–27  
 Orientation ..... Apr 26  
 Memorial Day, *no classes, offices closed* ..... May 26  
 Independence Day, *no classes, offices closed* Jul 4–6

**Module 5**

Course materials available ..... Apr 28  
 Monday classes ..... May 12–Jun 30  
 Tuesday classes ..... May 13–Jun 24  
 Wednesday classes ..... May 14–Jun 25  
 Thursday classes ..... May 15–Jun 26  
 Friday classes ..... May 16–Jun 27  
 Saturday classes ..... May 17–Jun 28

**Module 6**

Course materials available ..... Jun 23  
 Monday classes ..... Jul 7–Aug 18  
 Tuesday classes ..... Jul 8–Aug 19  
 Wednesday classes ..... Jul 9–Aug 20  
 Thursday classes ..... Jul 10–Aug 21  
 Friday classes ..... Jul 11–Aug 22  
 Saturday classes ..... Jul 12–Aug 23

## General Information

### Directory

Southern California Seminary  
2075 East Madison Avenue  
El Cajon, California 92019-1108

*Use area code 619 unless otherwise indicated.*

Toll-free.....	1-888-389-7244
Receptionist.....	201-8999
Email— <i>General information and assistance</i> .....	info@socalsem.edu
Generally, personal email addresses follow the format .....	firstinitiallastname@socalsem.edu
Website.....	www.socalsem.edu

#### Executive

Coombs, Dr. Gary— <i>President</i> .....	590-1752
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#### Academic

Ahn, Dr. Kukwhan— <i>Director of Korean Program, Room A-110</i> .....	201-8982
Aiken, Dianna— <i>Behavioral Science Program Coordinator, Room B-109</i> .....	201-8983
Ballesteros, Dr. Dolores— <i>Dissertation Coordinator, Room B-109-3</i> .....	201-8984
Emert, Dr. Chuck— <i>Vice-President for Academics, Room A-104</i> .....	201-8995
Ewing, Jennifer— <i>Seminary Librarian, Library</i> .....	201-8682
Fazio, James— <i>Assistant to the Vice-President of Academics, Room A-106</i> .....	201-8978
Fisher, Dr. Paul— <i>Campus Pastor, Room B-114</i> .....	201-8991
Hare, Dr. George— <i>Chancellor &amp; Dean of Graduate Biblical Studies, Room B-206</i> .....	201-8994
Lord, Dr. Barry— <i>Dean of Behavioral Science, Room B-109</i> .....	201-8985
Obst, Cheryl— <i>Registrar, Room B-101</i> .....	201-8951
Fax— <i>Registrar's Office and general use</i> .....	201-8975
Serrato, Ezekiel— <i>Dean of Undergraduate Biblical Studies, Room A-109</i> .....	201-8993

#### Campus Services

Aiken, Dianna— <i>Financial Aid Advisor, Room B-102</i> .....	201-8954
Gill, Randy— <i>Executive Vice-President, Room B-201</i> .....	201-8960
Fax— <i>Business Office</i> .....	201-8961
Martinez, Yuli— <i>Director of Financial Aid, Room, Room B-102</i> .....	201-8953
McLaughlin, Kathy— <i>Office Assistant, Room B-100</i> .....	201-8950
Mullen, Dan— <i>International Admissions and Veterans Assistance, Room B-102</i> .....	201-8974
Pecenka, Pecenska— <i>Student Accounts Officer, Room B-110</i> .....	201-8957
Fax— <i>Admissions and Student Accounts</i> .....	201-8958
Pittman, Thomas— <i>Director of Student Services, Room B-114</i> .....	201-8959

# Matriculation

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# Matriculation

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Carefully review this catalog and speak to an admissions counselor to make sure that you apply for the degree program that is right for you and that all entrance requirements are met.

## Basic Admission Requirements

Admission to The College at SCS is granted only to those applicants judged to be fully qualified. Students should contact the Admissions Office for direction on how to proceed as soon as they seriously contemplate studies at The College at SCS. SCS may admit an applicant who does not meet the criteria if other factors warrant such action. SCS does not knowingly accept applicants who are living illegally in the USA.

### The College at SCS

The following requirements are the minimum academic and character requirements for admission to The College at SCS. Additional requirements may be imposed for admission into a particular program.

1. Hold a high school diploma with not less than a 2.0 GPA, or GED, or state high school proficiency exam.
2. Have departed the last institution attended in good standing.

### The Seminary

The following requirements are the minimum academic and character requirements for admission to the Seminary. Behavioral Science programs have additional requirements.

1. Hold an acceptable baccalaureate degree from an approved college or university, normally including at least 60 units of liberal arts courses.
2. Have earned any previous degree with not less than a 3.0 GPA.
3. Have departed the last institution attended in good standing.

## Step 1

### Apply for Admission

The application packet contains essential elements that SCS must receive before an application will be acted upon. The application packet is available from the Admissions Office or online at [www.socalsem.edu](http://www.socalsem.edu).



**Apply for admission to SCS online at [www.socalsem.edu](http://www.socalsem.edu).  
Click Prospective Students > Apply Now.**

### Complete the Application

All prospective students must complete the application for the desired program and submit it with the application fee. Detailed directions are provided in each packet.

- Application for The College at Southern California Seminary
- Application for Graduate Studies: Division of Biblical Studies
- Application for Graduate and Postgraduate Studies: Division of Behavioral Science

Inactive students who were previously accepted and have not attended a class in more than one year may submit an abbreviated admission packet. Contact the Admission Office for details.

Veterans, active military, and their dependents who will use entitlements must meet with the SCS Veterans Assistance Coordinator to be sure that VA program requirements are satisfied. See Veterans Assistance for details.

### Provide Official Transcripts

Transcripts verify your academic standing at previous institutions. Some institutions charge a modest fee for providing this service, which should be sent with your request for the transcript. SCS will evaluate transcripts based on current curriculum and admission requirements.

- Undergraduate program applicants—Request your last high school and, if applicable, each postsecondary institution that you have attended since high school to send transcripts of your work directly to SCS. This includes institutions that have conferred an Associate of Arts or Associate of Science degree (AA or AS). Also submit transcripts from GED, CLEP exams and other academic work.
- Graduate program applicants—Request all institutions attended after high school to send an official academic transcript directly to SCS.
- Postgraduate program applicants—Request the conferring institution to send your master's degree transcript directly to SCS.

### Provide References

All applicants must obtain personal references from his or her pastor (or equivalent title), a professional colleague, and a personal friend, all of whom should have known the applicant for at least one year. Forms are provided in the application packet and are available at [www.socalsem.edu](http://www.socalsem.edu). Extra copies are available from the Admissions Office.

SCS will not act on an application until all required documents are received or the applicant has made special arrangements with the Admissions Office. The applicant may be able to speed the process by providing a preaddressed stamped envelope to the persons from whom you need help.

### Request Background Check

Effective with the Spring 2011 term, all applicants must be screened for criminal background. The Admissions Office will provide the address for the online vendor. The applicant will visit the approved online site, request the background check applicable to the desired academic program, and pay the fee to the vendor. The vendor will provide the results to the applicant and SCS. A criminal history does not automatically disqualify any applicant. SCS considers each applicant's criminal background on a case basis.

### Admission Status

Admission status is important because of the conditions the student must work under as he or she proceeds through the academic program. Within two weeks of receiving all required documentation, SCS will determine whether or not to accept the applicant and will send the applicant written notification of the decision. Accepted applicants are admitted with one of the following student statuses.

## Matriculation

**Full Status.** Those students who meet all conditions of admission are considered full status.

**Conditional Status.** Those students who do not meet all requirements for admission may be admitted on a conditional basis where other factors indicate the applicant is qualified. Reasons for conditional status may be the delay of the applicant's references or transcripts. These students may enter a degree program but must satisfy all requirements for admissions by the end of the first trimester of enrollment before being permitted to continue their enrollment. When the admission file is complete, the conditional status will be changed to full status and the student may register for later courses.

**Special and Ability to Benefit Status.** If a student does not currently meet the requirements for admission or does not intend to earn a degree, he/she may be admitted as a special-status student. Grades are based on the same criteria applied to a full-status student and you may later apply for full status. If the application for full status is approved, credits earned under special status will be evaluated for transfer, based on the rules for transfer credit.

Students who do not meet the current admissions criteria for high school education are eligible for admission as Ability to Benefit (ATB) Students until the GED high school equivalency is obtained. (Students must comply with the GED requirements by the time they have attempted 36 semester credit hours.) See the Admissions Officer for more details.

**Auditor Status.** Any student may take courses for no credit at reduced tuition. An auditor attends all class meetings, receives class handouts, and is encouraged to participate in class discussions, but is not required to do the course homework and may not take exams. No credit is earned for auditing a course and auditing does not affect the student's GPA or satisfy any graduation requirements.

Auditors may seek to earn credit for a modular course before its second session or for a trimester course before its third week provided all course work to that point has been done on time; the professor agrees; normal entrance requirements have been met; and normal tuition has been paid. A course taken for credit cannot be converted to an audit course, for example, to remove an undesirable grade.

**Probationary Status.** If an undergraduate student's academic record would normally prevent attendance at SCS, he/she may be admitted on academic probation. If the student's academic record shows less than a 2.0 GPA, he/she will be required to take courses to remedy the deficiency. Probationary status will be changed to full status when he/she completes 15 units of work with not less than a 2.0 GPA.

If a graduate student's academic record would normally prevent attendance at SCS, he/she may be admitted on academic probation. Probationary status will be changed to full status when the student completes 15 units of work with not less than a 3.0 GPA.

**Non-degree Status.** Students who do not intend to earn a degree from SCS may apply for Non-degree Status. From this admission status the student may apply for full admission to the Seminary and apply the units he has earned toward the degree. The rules for transfer credit will be applied to determine the acceptance of credit.

### International Student Admission

SCS admits eligible international students with F-1 visas. International applicants must do the following to apply for admission.

1. Submit a completed application with the current non-refundable application fee.

2. Provide official transcripts of all school and college work completed above the eighth grade.
3. Provide proof of sufficient financial support.
4. Submit a statement explaining the reasons for enrolling at SCS.
5. Submit required references.

All parts of an international applicant's application should be received by SCS six months before the beginning of the trimester in which the applicant wishes to begin studies. The Admissions Office will thoroughly review the application and notify the applicant of its decision.

Upon notification of acceptance, the student must deposit \$1,000 (U.S. dollars, refundable) with SCS to be applied toward the first trimester's tuition and registration. Next, the student will receive the Certificate of Eligibility for F-1 Student Status (Form I-20). Then the student should:

1. Apply for a passport from the country of origin, if not already obtained.
2. Pay the SEVIS fee and obtain a receipt.
3. Apply to the local U.S. Consulate for a nonimmigrant student visa.

SCS will not be responsible for student's medical or hospitalization expenses. If the student does not have proof of coverage at the time of registration, he or she will not be allowed to attend classes. The student may get information about health insurance from the International Admissions Office.

International students who are admitted to SCS on F-1 visas may not enroll in the AABS program.

### **Demonstrate English Language Proficiency**

All applicants and enrolled students whose primary language is not English and who desire to take courses taught in English must demonstrate English language proficiency, regardless of citizenship. Such students must complete English language assessment before registering for courses taught in English.

Applicants are exempt from English language proficiency assessment when any one of the following is true.

- Undergraduate-level student presents a Test of English as a Foreign Language (TOEFL) score of 500 or higher (173 computer based) and a satisfactory Test of Written English (TWE), each taken not more than two years prior to the date of application.
- Graduate-level student presents a Test of English as a Foreign Language (TOEFL) score of 550 or higher (213 computer based) and a satisfactory Test of Written English (TWE), each taken not more than two years prior to the date of application.
- The applicant holds an undergraduate or graduate degree from an American college or university deemed acceptable by SCS.
- The applicant will enroll in a non-English degree program only.

Applicants with a satisfactory assessment score may continue the enrollment process and take courses as soon as enrollment is completed. Applicants with an unsatisfactory assessment score are prohibited from registering for courses taught in a language other than their native language until adequate preparatory studies are successfully completed.

SCS may require language assessment as a condition for admission or continuation and reserves the right to make the final determination in such cases. Students who fail to show sufficient

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mastery of English (or other subjects) will be required to do further preparatory work until ready to continue their studies.

### Readmission

The readmission process depends on the circumstances surrounding the student's departure and the length of time during which courses were not attended. With regard to non-attendance affecting readmission, the following rules apply.

- A student will lose admission status and subjection to their governing catalog when he or she does not complete a course within any two consecutive trimesters.
- A student who has lost his or her admission status may regain it and remain under the original governing catalog by completing a course held during the third consecutive trimester.
- A student who has lost his or her admission status and continues inactive for three consecutive trimesters may regain the former admission status, but not subjection to the former governing catalog, by submitting an abbreviated application for readmission to SCS. If readmitted, the student will be subject to the catalog then current.
- A student who has lost his or her admission status and continues inactive for six consecutive trimesters will lose admission status and subjection to their governing catalog. The student may continue studies at SCS only by making application as if he or she were a new student. If readmitted, the student will be subject to the catalog then current.

### Evaluation of Coursework

**Credit by Examination.** Credits earned at institutions not approved by SCS and credits earned for prior training may be transferred based on validation by examination.

At the undergraduate level, you may submit College Level Examination Program (CLEP) examination scores to earn college credit.

**CLEP General Examinations.** Credit for successful completion of CLEP General Examinations is applied only to meet General Education requirements. A score of 500 (1986 scale) is required for the English General Examination; a score of 450 applies to all other General Examinations. CLEP examinations must be completed by the end of the fourth course at SCS.

**CLEP Subject Examinations.** Credit for successful completion of CLEP Subject Examinations may be applied to meet General Education or general lower division elective credit. Three units of credit are awarded for each subject examination passed at or above the 40<sup>th</sup> percentile. The total number of units awarded for subject exams may not exceed 18 units. Lower division General Education credit may be awarded for successful completion of the CLEP General Examinations as follows:

- English Composition—Writing, Speech, and Communication (6 units)
- Natural Science—Natural Sciences and Mathematical Systems (6 units)
- Humanities—Humanities, Literature, and Fine Arts (6 units)
- Social Science—Social and Behavioral Science (6 units)

**Credit by Transfer.** SCS may accept undergraduate credits for transfer. Students may transfer up to 33 units into the Associate of Arts program and up to 96 units into the Bachelor of Arts program. Credits must have been earned with a grade of C or higher. SCS may accept for transfer into a masters program up to 6 credits earned with a grade of B or higher at approved graduate institutions. The number of units accepted by SCS will be decided on a case basis. Calculation of the student's GPA will not include the grades for courses transferred in.

The process for evaluating transfer credits begins when the Admissions Officer receives the student's official transcripts, which must arrive before the end of the first trimester of studies. Failure to ensure timely arrival of transcripts will prevent the student from continuing at SCS.

Evaluations are based on the appropriateness of content level and credit value. Biblical and theological courses must be equivalent in quality and theological perspective and must be at least 75% parallel based on the course description. In some cases the Registrar may require you to provide the course syllabus and a catalog with the course description so an informed decision can be made. The Dean will make the final decision whether to award transfer credit.

Not more than 15 units will be accepted from non-accredited colleges unless there is a Statement of Transfer Credit Equivalency. A maximum of 15 units may be transferred from correspondence schools and Accelerated Christian Education college courses.

Transfer credits applied to a lesser degree may not be counted again to apply to a higher degree. The passage of time is not a factor when determining the transferability of credits. Any credits that were earned outside the United States must be verified by a recognized evaluator, and the student must pay for the verification service.

### Course Substitution

SCS permits course substitution in some situations. Common ones are addressed below. Contact the Admission Office for other situations.

**Undergraduates.** Secular evolutionary science courses may not be substituted for NS-203 Scientific Models of Origins, but may qualify as an elective. A hermeneutics course may not be substituted for TH-201 Biblical Interpretation unless it was taught from a dispensational viewpoint, but it may qualify as an elective.

**Graduates.** When undergraduate courses do not qualify for advanced graduate standing or the maximum number of units has been applied, a student may be permitted to take electives in place of required courses. A hermeneutics course may not be substituted for TH-502 Bibliology/Hermeneutics unless it was taught from a dispensational viewpoint, but may qualify as an elective.

### Credit by Challenge

SCS permits credit by challenge at the undergraduate and graduate levels.

**Undergraduates.** Petition to earn credit by challenge. If the petition is approved, you must pay the normal tuition and take a comprehensive oral and/or written examination. You may not challenge a course that you have failed or withdrawn from. Upon successful challenge with a grade of C or higher, you will be given full credit for the course.

**Graduates.** Petition to earn credit by challenge. Full credit for course may be earned by completing a comprehensive oral and/or written examination with a grade of B or higher. If the petition is approved, you must pay the normal tuition.

### Advanced Standing (Graduate Bible Program)

Master's students may be eligible for up to 12 units of advanced standing in the MABS program or a maximum of 24 units of advanced standing in the M.Div. program based on courses taken at the undergraduate level. Courses for which advanced standing is sought must be equivalent in both quality and theological viewpoint to courses taught at SCS, as SCS shall determine, and

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have been earned with a grade of B (3.0) or better. There are no advanced standing provisions for those entering the MRS program.

Students who have completed biblical Greek or Hebrew at the undergraduate level may begin biblical language studies at the next level upon acceptance into the graduate Bible program. Students must have earned a grade of B (3.0) or better and have the approval of the graduate dean.

### Step 2 **Attend Orientation**

An orientation is held before the beginning of each trimester on dates listed in the Academic Calendar. Student Services will publish the time and place in time to make plans. New students and students who have not taken a course at SCS in more than 12 months must attend orientation. Admission will not be complete until orientation has been attended.

The purpose of orientation is to promote student success by introducing new students to the intellectual, cultural, social, and spiritual climate of Southern California Seminary. Only one orientation is needed and attendance is mandatory. Orientation dates are published far in advance, which gives students plenty of time to arrange their schedules. Please consult the Academic Calendar in this catalog. The goals of orientation are:

1. Introduce students to SCS personnel and campus facilities, including the library.
2. Provide students with a working knowledge of all technology used on the campus—including Blackboard software, Outlook email software, and use of the website—and their logon and passwords to access it.
3. Provide students with their academic status upon entry (or re-entry) to SCS through a summary of any transfer courses from other colleges and their beginning degree audit.
4. Explain the concepts of governing catalog, degree audits, and progress toward graduation.
5. Explain the Bible Entrance Exam and the Bible Exit Exam. The initial (entrance) assessment of Bible knowledge sets a baseline against which a second (exit) assessment is compared to assess each student's increase in biblical knowledge while at SCS. Both exams are available online and neither assessment affects the grade point average in any way.

### Step 3 **Register for Courses**

Registration is the process of enrolling in one or more upcoming courses. Students receive credit only for the courses for which they have registered. Registration is not complete until tuition and fees have been paid or special arrangements have been made with the Student Accounts Officer. Crashing a course (taking a course without having first registered) and registering for a course after it has begun are prohibited. Students are notified when a course is canceled so that they may reschedule without added cost.

#### **Registration Deadlines**

Registration periods and deadlines are stated precisely in the Academic Calendar based on the following guidelines.

- The *open registration period* normally begins nine weeks before the first day of the coming

trimester and lasts six weeks. Continuing students must register by the end of open registration. If you register after the deadline a late fee will be charged. During open registration periods students may add and drop courses online at [www.socalsem.edu](http://www.socalsem.edu).

- The *unrestricted schedule adjustment* deadline is the last day of the open registration period. Students may add or drop courses to an existing enrollment agreement without financial penalty through this date. The unrestricted schedule adjustment deadline is waived for new students when registering for the first time.
- The *late registration period* normally begins three weeks before the first day of the coming trimester and lasts two weeks. Continuing students that register during this period will be charged a late registration fee. The late registration fee is waived for new students when registering for the first time. New students must register no later than one week before the first day of the module.
- The *no-registration period* normally begins one week before the first day of the coming trimester.
- Normal registration dates are adjusted so that holidays or unusual events do not prevent an orderly registration process. Such adjustments are reflected in the Academic Calendar.



**Register for courses online at [www.socalsem.edu](http://www.socalsem.edu).  
Click **Current Students > Register for classes.****

### Registration Online

Students can register for classes online. Please visit [www.socalsem.edu](http://www.socalsem.edu) and click Apply Now.

### Course Materials

After registering to attend a course, students should get all the course materials so they will be ready for class.

**Syllabi.** Course syllabi are posted at the Seminary's Web site. At least two weeks before the start of the trimester, visit [www.socalsem.edu](http://www.socalsem.edu) and navigate to Current Students > Class Schedules and Syllabi. Select the link and follow the instructions to download syllabi for the courses. Pre-session assignments for modular courses are provided in the syllabus.

A course syllabus provides an in-depth explanation of required books, assignments, and session dates. Carefully read the syllabus. All required textbooks are listed on the syllabus. Order textbooks early so there will be time to do the pre-session assignment.

At the top of each syllabus is the contact information for the course professor. Professors are there to help students. Students with questions or concerns are free to call or send an email to the professor.

**Textbooks.** Textbook costs vary from course to course, but typically range from \$150 to \$250 each trimester. Students can buy textbooks anywhere they wish. We recommend shopping for textbooks online for best value and convenience. Make sure to order books early enough to have the pre-session assignment ready the first night. Not having course textbooks is not a valid excuse to not be ready for class.

**Course Notes.** If course notes are required, the professor will provide them. The materials fee charged to the student account for the course will cover the cost.

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### Course Schedules

Course schedules are published online and in print in time to plan for coming courses. Most course sessions are held Monday through Thursday, 4:00–7:00 p.m. and 7:00–10:00 p.m. Exceptions are made when a course has unusual needs.

### Academic Advising

Any questions about coursework should be discussed with the student's academic advisor. The dean of the student's program is available to provide advice academically, spiritually, and vocationally. First visit the Admission Officer, Thomas Pittman (619) 201-8959, then the dean of your program. The dean's signature is required on the registration form.

#### Undergraduate Biblical Studies Dean

Mr. Ezequiel Serrato (619) 201-8993 eserrato@socalsem.edu

#### Graduate Biblical Studies Dean

Dr. George Hare (619) 201-8994 ghare@socalsem.edu

#### Postgraduate Behavioral Science Dean

Dr. Barry Lord (619) 201-8985 blord@socalsem.edu

#### Online Dean

Ed Herrelko (619) 201-8996 eherrelko@socalsem.edu

It is the student's responsibility to fulfill the requirements of the degree audit. Students are advised to follow the recommended course sequence whenever possible, as courses build on each other and many courses are offered in alternating years.

### Student Enrollment Agreement

Registration includes completing an enrollment agreement which plainly states:

- The courses and educational services that SCS provides to students;
- Students' rights and responsibilities regarding the services they receive;
- Where instruction is provided;
- How to cancel the agreement;
- The SCS refund policy; and
- Students' rights if they use the installment plan.

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# Academic Information

As one may expect, there are many policies and procedures to be followed while earning a degree, no matter what institution is attended. Below are important academic policies at SCS. Students soon learn those they use most. Always feel free to ask when in doubt.

## General Academic Policies

### Classification of Students by Progression

It is common practice to classify students by the extent of their progression through their course of study. At SCS students are classified according to the following scheme.

**Undergraduate Level.** Bachelor's—Those who have been admitted by the Seminary to work toward a bachelor's degree, further classified:

Freshman.....	0-29 units
Sophomore.....	30-59 units
Junior.....	60-89 units
Senior.....	90-129 units

**Graduate Level.** Master's—Those who have completed a bachelor's degree or its equivalent and who have been admitted by the Seminary to work toward a master's degree.

**Postgraduate Level.** Doctor's—Those who have completed a master's degree and who have been admitted by the Seminary to work toward a doctor's degree.

### Governing Catalog

*Governing catalog* means the catalog in effect at the time of first enrollment that states the graduation requirements to which a student is subject. If the graduation requirements change, the student will automatically remain subject to the original governing catalog but may petition to continue studies subject to the new ones. In no case may a student revert to an earlier catalog. Students are automatically subject to other revisions such as policies, procedures, etc.

### Computer Literacy

Assignments must be typed or computer-generated unless the professor explicitly sets a different standard. Some assignments will require research on the Internet. Therefore, you will need typing and basic computer skills upon admission. A good way to acquire or improve typing and computer skills is by attending courses at a community college or adult education center or finding a tutor.

### Prerequisite Waiver

The prerequisite for a course must be completed before beginning the course.

### Unrestricted Schedule Adjustment Deadline

The deadline for making unrestricted enrollment changes to the student's program of study is stated in the Academic Calendar. No charges are incurred when adding and dropping courses before the unrestricted schedule adjustment deadline.

### Concurrent Enrollment

Concurrent enrollment exists when a student is enrolled simultaneously at SCS and another school.

### Academic Load

A normal undergraduate academic load is 12 units per trimester. A normal graduate academic load is 9 units per trimester. The normal postgraduate is 6 units per trimester. Any academic work taken concurrently with another institution is calculated in the student's trimester study load. Any student on academic probation may not take more than the normal academic load at any time.

### Program Termination

Program termination must be done correctly to prevent adverse financial and academic consequences. Students choosing to withdraw completely from the Seminary (quit the school) must notify the Registrar's Office by completing a Complete Withdrawal form. The Registrar will process the form and note the withdrawal in the student's record as of a specific date. The withdrawing student must settle his or her financial account at the time of withdrawal.

The termination procedure has added importance for international students. International students who do not properly terminate their program of study will be out of status and required to leave the US immediately. Please see the International Admission Officer for details.

### Leave of Absence

A student may petition the Registrar for permission to take a leave of absence from attending courses for a period of up to one year (365 consecutive days or 12 months, counted from the end date of the last course attended before the petition was approved) while retaining his or her admission status and governing catalog. The following rules apply.

- A leave of absence may not be extended beyond 365 days.
- A student's first leave of absence may not be taken before the completion of at least one course, and one leave of absence may not follow another without the completion of at least one course in between.
- A student whose leave of absence has expired must resume course attendance during the trimester current at the expiration date of the leave of absence or suffer loss of the benefits brought by the approved leave of absence and become subject to the SCS Admission Policy.
- If a student who holds an approved petition for leave of absence attends a course before the expiration date of the leave of absence, then the leave of absence will automatically expire on the start date of the course.

### Transfers Out

Transfer of courses to other institutions and the acceptance of degrees for further study is determined by the receiving institution and not SCS.

### Non-English Degree Programs

The AABS, BABS, MRS, MABS, and M.Div. degree programs are offered in the Korean language. The BABS is offered in Spanish at the Seville, Spain Branch Campus. The English and non-English programs are equivalent. Non-English programs are open to any student proficient in the language used, provided all other entrance requirements are met and the particular program director approves.

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Students that are enrolled in a non-English degree program may take courses taught in English that will apply to their degree, provided that they meet all English language program requirements—including the requirement to demonstrate English language proficiency—and that they consult with their academic advisor before submitting the written petition.

### Internships

**Undergraduate.** Ministry participation with a formal planning and evaluation component (e.g., PM-471 Ministry Internship) is required to graduate with the Bachelor of Arts in Biblical Studies degree.

**Graduate.** Ministry participation with a formal planning and evaluation component is required to graduate with the Master of Divinity degree. Forty hours of ministry are required for each unit of graduate credit given. Four courses meet this requirement: PM-602, PM-771, PM-772, and PM-774.

The following exemptions apply to undergraduate and graduate levels.

- U.S. military veterans who are receiving assistance under the GI Bill will substitute electives that match the emphasis. (Veterans are not approved for off-campus study.)
- Students having equivalent or greater experience than the internship requirement will substitute electives.

### International Students

SCS reports the status of international students by using the Student and Exchange Visitor Information System (SEVIS). SEVIS is an Internet-based system that maintains the same information from foreign students and exchange visitors that has always been required by law and regulation.

To maintain status as a nonimmigrant student, international students must enroll in and complete at least 12 units every semester (undergraduate level) or 9 units every semester (graduate level) during their period of study at SCS. An international student may reduce his or her course of study for only a few authorized reasons. Any other reasons, including economic and family emergencies, are not acceptable. It is very important that international students visit the International Student Advisor before dropping any course.

Other special requirements that students with F-1 visa status are subject to include the following.

- Under certain circumstances, international students may have to take courses not required by their program to stay full-time.
- Extensions of the I-20 will not be granted for poor academic work.
- Extensions of the I-20 will not be granted if the student has earned a grade F more than four times at SCS.
- International students who need to take only two courses during the next-to-last trimester must take an elective to remain full-time.
- International students may need to take courses in the summer to ensure completion of coursework by the date on the I-20. Work with the academic advisor to put together a schedule that completes the program on time.
- International students will not be admitted to the Associate of Arts in Biblical Studies degree program due to scheduling issues that may prevent full-time status.

International students must talk to the International Student Advisor before terminating studies. International students who do not properly terminate their program of study will be out of status and required to leave the U.S. immediately.

### Southern California Seminary Student Transcripts

A transcript is a complete and unabridged copy of all academic work attempted at SCS. Course and grade information contained on the transcript are released only upon written consent from the student as required by the Family Educational Rights and Privacy Act (FERPA).

**How to Obtain a Transcript.** Students can obtain a transcript of their work at SCS by submitting a Request for Transcript form to the Office of the Registrar ten days in advance of the date on which the transcript is needed. Fax requests are accepted, but transcripts will NOT be forwarded by fax. All requests must have the student's signature. A fee will be charged according to the current schedule of fees.

**Issue to Student or Send Directly.** Every transcript that is issued directly to a student is clearly so marked. Because most institutions will not accept a transcript that has been in the student's possession, we strongly recommend you request the Office of the Registrar to mail a transcript directly to the institution involved. If you elect not to follow this recommendation, you are liable for any further charges for additional transcripts. Remember to sign the request. Approximately 10 business days is needed to prepare and send a transcript.

### Degree Audit

A degree audit is a list all of the courses that a student must complete to earn a particular degree. It represents the official contract between the Seminary and the student for his or her degree program. Questions about the degree audit may be addressed to the Registrar, (619) 201-8951. Degree audits are processed according to the following rules.

- There is a specific degree audit for each degree SCS offers.
- The Registrar's Office tracks each student's progress individually toward completion of the degree by comparing the student's transcript to the degree audit. It shows how all the completed courses are being applied toward the student's degree.
- Degree audits are updated once each trimester, usually within four weeks after the end of a trimester.
- When the student petitions to graduate, the degree audit is used to determine whether the student is ready.
- Each student may request a copy of his or her degree audit at no charge once per trimester. A phone call or email to the Registrar's Office will suffice; there is no form.
- Student advisors use the degree audit to help students enroll in courses most efficiently.

**Undergraduate Bible Programs.** Students who have received a non-vocational AA or AS degree from another college and apply to the Seminary for a BABS may use the AA or AS to BABS degree audit after their AA or AS degree has been evaluated by the Admission Office and the Registrar's Office. This degree audit covers 69 units/23 courses. Undergraduates may have transfer courses from other colleges on their degree audit showing course completions toward their degree at SCS.

AABS	Associate of Arts in Biblical Studies	66 units/22courses
BABS	Bachelor of Arts in Biblical Studies	129 units/ 43 courses

## Academic Information

**Graduate Bible Programs.** Graduate Bible students may have transfer courses from other colleges on their degree audit showing course completions toward their degree at SCS.

MRS	Masters of Religious Studies	30 units/10 courses
MABS	Master of Arts in Biblical Studies	60 units/20 courses
MDIV	Master of Divinity	96 units/32 courses

**Behavioral Science Programs.** Behavioral Science students may have transfer courses from other colleges on their degree audit showing course completions toward their degree at SCS.

MACP	Master of Arts in Counseling Psychology	78 units/28 courses
MFT	Masters of Marriage and Family Therapy	78 units/28 courses
PSYD	Doctor of Psychology	72 units/24 courses

### Directed Study

Students must meet the following criteria to petition for a Directed Study.

- 3.0 GPA or higher
- Not on Academic Probation or Warning
- Have taken less than 15 percent of the degree-required courses in a directed study format

The program dean must approve the petition. Directed study is available for English and Korean language programs. All tuition and course fees for a directed study course must be satisfied before the student is registered for the course. Veteran's benefits are not available for directed study.

The program dean and the student advisor will recommend a qualified and willing professor to conduct the course. The student will receive a syllabus that states requirements equivalent to those set for classroom instruction including attendance, schedule, assignments, examinations, papers and projects. The level of work will be at the same academic level as the classroom course and the normal grading scale will be used.

### To Change Degree Programs

Students must apply to change from one degree program to another. Please see the Admissions office for the correct form.

## Course Attendance

It is necessary to establish criteria to determine whether course attendance is sufficient to meet specific course requirements, overall degree minimums, and legal and financial aid requirements. The following rules apply.

1. For on-ground courses, absence occurs when the student does not attend a session of the course. For an online course, absence occurs when the student does not submit an assignment defined by the course syllabus (such as a quiz, examination, written paper or project, discussion board post, or other academic event as defined in the course syllabus, and full participation in the discussion boards for that week) .
2. Professors will state any nonstandard attendance rules in their course syllabus.
3. A student who is absent from the first session of a module course or the first two sessions of a trimester course, whether on-ground or online, will be administratively dropped from

the course and charged the drop fee. The student may petition to remain in the class by filing a properly completed *Multi-Purpose Academic Petition Form* (a fee applies). If the petition is approved, then the student will be required to complete any exams or assignments missed and possibly extra course work. The course syllabus will determine whether or not the absence will result in a lower grade. The course continuance fee will be applied to the student's account.

4. *After the first session of a module course* (i.e., not including the first session), a student will not be penalized with dismissal from the course for having one absence from the course. If the student misses two sessions of a module course, the student will be administratively dropped from the course and charged the drop fee.  
*After the first two sessions of a trimester course* (i.e., not including the first two sessions), a student will not be penalized with dismissal from the course for having two absences from the course. If the student misses three sessions of a trimester course, the student will be administratively dropped from the course and charged the drop fee.
5. For all absences the student will be required to complete any exams or assignments missed—not doing so may result in a lower grade as described in the course syllabus, and must satisfy any course attendance policies stated by the professor in the course syllabus. Failure to complete the additional make-up work will result in the reduction of a full letter grade, according to the course syllabus. The amount of work assigned is determined by each professor for each course taught.
6. The attendance policy for courses two trimesters in length is the same as that of a trimester-length course (the trimester-length course is simply extended over two trimesters).
7. Attendance requirements for courses that are non-standard in length will be stated in the syllabus. However, absence from the first session of such courses has the same consequences as absence from the first session of a module course.
8. Attendance requirements for SCS students attending courses taught in conjunction with other institutions will conform to SCS policies.
9. A partial absence occurs when a student is not present in the classroom for a period of time that is less than the entire scheduled session excluding authorized breaks. This may occur at the beginning of the class period (tardy), anytime during the period, leaving early, or any combination. For any on-ground course, not being present in the classroom for up to 10 minutes is considered a partial absence and not being present more than 20 minutes is considered an absence. Two partial absences equal one full absence and, at the professor's discretion, may have the same consequences as an ordinary absence.
10. Absence, regardless of the reason, does not excuse a student from completing all course requirements. Professors may impose penalties for work due during an absence, provided the professor's policy is stated in the course syllabus.

### Pre-Session Assignments

Due to the accelerated modular approach to education followed at SCS, less time is spent in the classroom than at a traditional daytime program. Therefore, most classes have a pre-assignment that is due on the first night of class. Failure to do the pre-assignment will result in the student being dropped from the class.



**Pre-session assignments are so important that failure to complete one on time will result in you being dropped from the class. The pre-session assignment is stated in the course syllabus available online.**

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Students who desire to remain in the class must submit a petition for course-continuance, get the professor's approval on the petition, and pay the current fee. The pre-assignment can be found on the course syllabus. Please download the syllabus and order the textbooks sufficiently early to receive them and complete your pre-session assignment on time.

### Adding and Dropping Courses

Inherent in the operation of an institution of Christian higher education is the need to permit students to adjust course enrollment to meet circumstances unforeseen when they first enrolled for the term. This section states the processes for enrolling and withdrawing (adding and dropping) students from a course at SCS according to rules formulated to maintain orderliness and academic quality, with lawful refunds of tuition and fees when applicable. No fees will be charged against a student during the open registration period. However, fees will apply after the closing date of open registration.

#### Adding a Course

A student may add a course according to the deadlines stated in the Academic Calendar and upon approval by the program dean, instructor, and student advisor. No additional courses will be allowed after the deadline. This is to ensure students have enough time to order and receive textbooks and to complete the pre-assignment due at the first session of the class.

To add a course, the student may use either the Student Enrollment Agreement or the *Course Change Form: Add/Drop*, both available online. The add fee (nonrefundable) will be charged for adding any course after the closing date of open registration.

#### Officially Dropping a Course

*Official drop* means that the approved procedure to withdraw from a course was followed by the student. The only ways to *officially drop* a course is either in writing by using the Add/Drop Petition or by sending a letter of request to the Registrar. This applies to all courses, whether held online or on-campus, and whatever the course length. The drop fee (nonrefundable) will be charged for dropping any course after the closing date of open registration.



**Beware of *unofficially* dropping a course. It will adversely affect your grades and student account.**

#### Grades Related to Official Drops

Grades related to official drops will be assigned according to the following rules.

1. A student may officially drop a course without academic penalty before (but not on) the date of the second session of the course and no record of the original enrollment in the course will be reflected on the student's transcript.
2. A student may officially drop a course beginning the date of the second session, according to the following rules.
  - A student who officially drops a module course (7-session course, no matter how long its term) from the date of session 2 through the day before session 7 will receive the notation W, which will be reflected on the student's transcript.

- A student who officially drops a module course on or after the date of session 7 will receive the grade F, which will be reflected on the student's transcript.
- A student who officially drops a trimester course (14-session course, no matter how long its term) from the date of session 2 through the day before session 14 will receive the notation W, which will be reflected on the student's transcript.
- A student who officially drops a trimester course on or after the date of session 14 will receive the grade F, which will be reflected on the student's transcript.

### Refunds Related to Official Drops

Refunds related to official drops will be made according to the following rules.

1. SCS will refund all payments of tuition and fees made for any course it cancels.
2. The SCS refund for students who have completed 60 percent or less of the course of instruction shall be a pro rata refund.
3. SCS will make a pro rata refund of tuition and refundable fees to a student who has completed 60 percent or less of a course and who officially drops the course, but if the course is not officially dropped no refund will be due the student and the student will be charged the drop fee.
4. SCS will not refund any tuition or fees to a student who either officially or unofficially drops a course after completing more than 60 percent of the course, and if the course is not officially dropped the student will be charged the drop fee.
5. For the purposes of this policy, 60 percent of a standard course equates to the following rules. Other formats will be calculated similarly.
  - For a 7-session, 21-hour course, 60 percent is completed at the end of Session 4.
  - For a 7-session, 42-hour course, 60 percent is completed at the end of Session 4.
  - For a 14-session, 42-hour course, 60 percent is completed at the end of Session 8.



**Refunds are never due for *unofficial* drops. Be sure to follow the approved procedure to drop a course.**

### Examples of Refunds Resulting from Official Drops

**Example 1.** A student officially withdraws after completing two of seven sessions of a course for which she paid total charges of \$960. In this case, she would receive a pro rata refund for the five remaining sessions (5/7ths or 71.43% of the total sessions). So, she would receive a refund of \$685.73 ( $\$960 \times .7143 = \$685.73$ ).

**Example 2.** A student officially withdraws after completing ten of thirty-two hours of a course for which he paid total charges of \$1167, with \$27 of it being non-refundable. In this case, the \$27 would first be subtracted and then he would receive a pro rata refund for the remaining twenty-two hours of class (22/32ths or 68.75% of the total number of class hours). So, he would receive a refund of \$783.75 ( $\$1167 - \$27 = \$1140 \times .6875 = \$783.75$ ).

### Unofficially Dropping a Course

*Unofficial drop* means that the approved procedure to withdraw from a course was not followed by the student. Students are prohibited from dropping a course by:

## Academic Information

- Not attending the course;
- Communicating their desire to drop the course other than in writing by petition or letter; or
- Communicating their desire to drop the course to employees other than the Registrar (or his or her assistant).

When a student unofficially drops a course, the Registrar will apply the Student Attendance Policy to determine the date of the drop and will assign the notation UW (Unofficial Withdrawal) to the student's record, according to the Grading System Policy. Refunds are never due for unofficial drops.

### Military Withdrawal

When a student is called to active military duty, or a student who is a service member is deployed or receives orders during any portion of a course so that he or she is unable to complete the course, the student may petition for Military Withdrawal.

To petition for Military Withdrawal (MW), the student will submit the Add/Drop Petition accompanied by a letter from the student's military personnel department affirming the fact that the deployment or receipt of orders makes the student unable to continue the course. The Registrar will drop the student from the course with no negative impact on the student's GPA and will assign the grade notation MW to the student's record. The Student Accounts Officer will charge the drop fee to the student's account and apply the refund rules to determine if a refund is due.

### Emergency Withdrawal

When a student, or a member of the student's family who is under their care, suffers a medical emergency or catastrophic event during any portion of a course, the student may petition for an Emergency Withdrawal.

To petition for Emergency Withdrawal (EW), the student will submit the Add/ Drop Petition accompanied by a letter from the doctor in charge of the case affirming the medical emergency upon which the student is basing the petition. Details of the condition are not necessary, simply the doctor's affirmation that in his or her judgment, the condition will prevent the student from continuing the course. The Registrar will drop the student from the course with no negative impact on the student's GPA and will assign the grade notation EW to the student's record. The Student Accounts Officer will charge the drop fee and apply the refund rules to determine if a refund is due.

## Grading System

The SCS grading system is used to evaluate and record academic achievement. A student must be officially enrolled in a course to receive a grade for it. Professors have two weeks from the last day of class to submit grades to the Registrar.

The Registrar will issue a Final Grade Report to each student within three weeks after the end of a module (not necessarily within three weeks after the end of a particular course) by placing it in the student's on-campus mailbox or by sending it to the student's home address or email address.

Grades will be made available to students online via Blackboard as soon as the instructor posts it and via the Empower web portal on the Seminary website after the Registrar has entered the grades.

### Grade Scale

Grades are awarded according to the following policies.

**Undergraduate.** The SCS undergraduate grade scale does not have a passing grade below D-. No grade higher than A or lower than F will be assigned for undergraduate coursework. Undergraduate coursework evaluated at less than 68 percent will be assigned the grade F.

**Graduate.** The SCS graduate grade scale does not have a passing grade below C-. No grade higher than A or lower than F will be assigned for graduate coursework. Graduate coursework evaluated at less than 74 percent will be assigned the grade F.

**Postgraduate.** The SCS postgraduate grade scale does not have a passing grade below B-. No grade higher than A or lower than F will be assigned for postgraduate coursework. Postgraduate coursework evaluated at less than 83 percent will be assigned the grade F.

### Grade Table

Grade Range		Score Earned	Grade Earned	Value Earned	Quality Points Earned per Course Unit Value			
					3-Unit	2-Unit	1-Unit	
Undergraduate	Graduate	Postgraduate	95–100	A	4.0	12.0	8.0	4.0
			92–94	A-	3.7	11.1	7.4	3.7
			89–91	B+	3.3	9.9	6.6	3.3
			86–88	B	3.0	9.0	6.0	3.0
			83–85	B-	2.7	8.1	5.4	2.7
	Not Applicable	Not Applicable	80–82	C+	2.3	6.9	4.6	2.3
			77–79	C	2.0	6.0	4.0	2.0
			74–76	C-	1.7	5.1	3.4	1.7
			72–73	D+	1.3	3.9	2.6	1.3
			70–71	D	1.0	3.0	2.0	1.0
			68–69	D-	0.7	2.1	1.4	0.7
			0–67	F	0.0	0.0	0.0	0.0

### Grade Point Average

SCS uses two variations of the basic grade point average (GPA) formula to determine academic standing.

**Basic GPA Formula.** The GPA is calculated by dividing the total quality points earned at SCS by the number of units attempted at SCS. Transfer grades earned elsewhere are not used.

$$\text{GPA} = \frac{\text{Total Quality Points Earned at SCS}}{\text{Total Units Attempted at SCS}}$$

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**Term GPA Formula.** The Term GPA (TGPA) represents the GPA for coursework completed at SCS during a given module or trimester.

$$\text{TGPA} = \frac{\text{Total Quality Points Earned During the Term}}{\text{Total Units Attempted During the Term}}$$

**Cumulative GPA Formula.** The Cumulative GPA (CGPA) represents the GPA for coursework completed at SCS during all modules and trimesters.

$$\text{CGPA} = \frac{\text{Total Quality Points Earned During Tenure at SCS}}{\text{Total Units Attempted During Tenure at SCS}}$$

### Transcript Notations

The Registrar will use the following notations, as appropriate, to evaluate and permanently record the status of each student's coursework.

**Audit.** The notation AU (Audit) records when a student has attended a course as an auditor. An auditor is a student who is registered to take a course and attends without being required to complete assignments or take examinations, but is encouraged to participate in class activities and receives class handouts. No credit is earned for auditing a course and auditing does not affect the student's GPA or satisfy any graduation requirements.

An auditor may seek to earn credit for a module course before its second session or for a trimester course before its third session provided all coursework to that point has been done on time, the professor agrees, normal entrance requirements have been met, and normal tuition and fees have been paid. A course taken for credit cannot be converted to an audit course, for example, to remove an undesirable grade.

**Credit.** The notation CR (Credit) is used to record the successful completion of a course listed in the SCS Catalog as a Credit/ No Credit course. The notation CR does not affect the GPA.

**Emergency Withdrawal.** The notation EW (Emergency Withdrawal) is used when a student is unable to complete all course requirements due to disabling illness or catastrophic event that occurs during a course. The grade is assigned by the Registrar in conference with the professor. The student must petition the Registrar for Emergency Withdrawal when these circumstances arise. (See the Add/ Drop Policy.) The notation EW does not affect the GPA.

**Incomplete.** The notation I (Incomplete) is used when a student, who cannot complete course requirements for reasons other than those that qualify the student for Emergency Withdrawal or Military Withdrawal, successfully petitions for an extension. To successfully petition for an extension, the student must submit the Multi-Purpose Academic Petition, pay the fee then current, and obtain the instructor's approval. The student then has a period of 30 days after the last session of the course to complete the work. A second 30-day extension, which will start the day after the first extension expires, may be granted upon a second successful petition. Instructors are not obligated to approve any petition of extension. A student may not graduate with the notation I on the record.

**Incomplete Charged.** The notation IC (Incomplete Charged) is automatically applied by the Registrar when coursework is not completed during approved extensions. The grade IC has the same effect on the GPA as the grade F.

**In Progress.** The notation IP (In Progress) is for internal administrative use to indicate that the student is currently enrolled in the course and working toward course completion.

**Military Withdrawal.** The notation MW (Military Withdrawal) indicates that the student was called to active military duty, deployed, or received orders that prevented completion of the course and was administratively withdrawn from the course. The notation MW does not affect the GPA.

**No Credit.** The notation NC (No Credit) is used to record the unsuccessful completion of a course listed in the SCS Catalog as a Credit/ No Credit course. The student must repeat this course to earn the credit. The notation NC does not affect the GPA.

**Repeat.** The notation R (Repeat) indicates that the course was repeated. The grade earned the last time the course was taken, whether or not it is the highest grade, is the grade that will be recorded on the transcript and used when computing the GPA. The notation R will show on the student's transcript for the same course taken earlier. The notation R does not affect the GPA.

**Unofficial Withdrawal.** The notation UW (Unofficial Withdrawal) indicates that the student registered for the course, attended, and left the course before the end of the term without officially dropping the course. The notation UW does not affect the GPA.

**Withdrawal.** The notation W (Withdrawal) indicates that the student officially dropped a module course after the first session, or officially dropped either a trimester or two-trimester course after the second session. The notation W does not affect the GPA.

### Contesting a Grade

Students have up to 45 days to contest a grade after its issuance. To contest a grade, the student must take the following steps.

1. Student meet with the professor to ask him or her to reconsider the grade based on the possibility that, in light of the course requirements as defined in the syllabus, a mistake may have been made, or to reconsider the grade based on other facts that the student believes to be relevant.
2. If the professor changes the grade, the professor will notify the Registrar who will forward a Grade Change Notification to the student's on-campus mailbox or home address. If the professor does not change the grade, the student may appeal the decision to the Academic Appeals Committee.
3. Student appeal the decision to the Academic Appeals Committee no later than two weeks after the professor's decision by stating the case in writing and submitting it and any supporting documentation to the Vice-President for Academics via the applicable program Dean.
4. Vice-President for Academics convene the Academic Appeals Committee no later than two weeks after receiving the student's appeal in writing.
5. Academic Appeals Committee notify all concerned of its decision no later than two weeks after convening. The judgment of the Academic Appeals Committee is final.

## Honors Program

### Dean's List

The Registrar will publish the Dean's List at the end of each trimester after the final submission of all grades for all students. The Dean's List citation will appear on the student's transcript. The Dean's List will be based on both the TGPA and CGPA. The Registrar may remove a student from the Dean's List if a professor subsequently submits a grade change that disqualifies the

## Academic Information

student from being listed. The Registrar will publish the Dean's List at appropriate times and places.

The Registrar will apply the following criteria to identify students who qualify for the Dean's List.

- Never have been charged with a violation of the Code of Conduct.
- Complete (earn) six or more units in the trimester for a letter grade as defined in the grade scale.
- Complete all courses by the scheduled course end date (with no Incompletes or extensions) in the trimester.
- Never have repeated a course at SCS.
- Never have received the grade C or lower at SCS.
- Have completed the trimester with a TGPA and CGPA of 3.700 or higher.

### Graduation With Honors

SCS acknowledges student academic performance in certain degree programs at graduation. The Registrar will apply the following criteria to identify students who qualify for graduation with honors.

#### Criteria for Undergraduate Honors

1. Available to all on-ground undergraduate degree programs.
2. Based on academic performance demonstrated by the CGPA calculated through Modules 1 + 2 + 3 or Modules 1 + 2.
3. Completion of the degree as defined by the governing catalog.
4. Approval by the program Dean and Vice-President for Academics.
5. Designations

<i>Summa cum laude</i>	3.900 to 4.000 CGPA	signified by gold cord
<i>Magna cum laude</i>	3.800 to 3.899 CGPA	signified by silver cord
<i>Cum laude</i>	3.600 to 3.799 CGPA	signified by bronze cord

#### Criteria for Graduate and Post-Graduate Honors

1. Available to the following on-ground post-baccalaureate degree programs.

<i>Master of Divinity</i>	with a minimum of 72 units
<i>Master of Arts in Counseling Psychology</i>	with a minimum of 75 units
<i>Marriage and Family Therapy</i>	with a minimum of 75 units
<i>Doctorate of Psychology</i>	with a minimum of 54 units
2. Designation

<i>Academic Distinction</i>	3.900 to 4.000 CGPA signified by purple and gold cord
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3. Based on academic performance demonstrated by the CGPA calculated through modules 1 + 2 + 3 or modules 1 + 2.
4. Completion of the degree as defined by the governing catalog.
5. Approval by the program Dean and Vice-President for Academics.
6. Full time student status (at least 9.0 units for graduate degrees or at least 6.0 units for postgraduate degrees, except when only the dissertation remains in which case 3.0 is full time) must be maintained in fifty percent of the terms in which the student is enrolled.
7. Continuous enrollment by term.

8. No repeated courses due to the grade F for any course.
9. No disciplinary action during tenure at SCS.
10. No Academic Warning or Academic Probation standing during tenure at SCS.

### Academic Progress

All students, regardless of their admission status, are subject at all times to a review of their academic progress. Students are expected to maintain a GPA of 2.0 or higher for undergraduates, 3.0 or higher for graduates, and 3.0 or higher for postgraduates to demonstrate satisfactory academic progress. Post-graduate students who are ABD (All But Dissertation) must be continually enrolled in the dissertation phase and maintain a CGPA of 3.0. Rules for TGPA do not apply to post-graduate students while ABD.

Generally, three options are available to students after all other efforts have failed to maintain the student's required academic standing.

#### Academic Warning

A student is placed on Academic Warning when one trimester grade point average (TGPA):

- Falls below 2.0 but above a 1.0 for undergraduate students
- Falls below 3.0 but above a 2.0 for graduate students
- Falls below 3.0 but above a 2.5 for post-graduate students

Students may be on Academic Warning for up to three trimesters before being dismissed.

#### Academic Probation

A student is placed on Academic Probation when their cumulative grade point average (CGPA):

- Falls below 2.0 for undergraduate students
- Falls below 3.0 for graduate students
- Falls below 3.0 for post-graduate students

The following also applies:

1. Entering students may be placed on Academic Probation based on prior academic performance.
2. Students with an approved petition for academic overload will have their petition automatically revoked if placed on academic probation.
3. Students placed on academic probation may lose eligibility for financial assistance (See the Financial Aid Director for more information.).
4. Students on Academic Probation are not eligible to take courses by Directed Study.

#### Clearing Probationary Status

**Undergraduate Level.** Undergraduate students whose CGPA is below a 2.0 but above 1.0, the probationary period is one semester during which time the student must return to good standing by raising their CGPA to 2.0 or higher by the end of the probationary semester. If a student does not raise their CGPA to the minimum, they will be subject to the dismissal policy below.

**Graduate Level.** For graduate students whose CGPA is below a 3.0 but above 2.0, the probationary period is one semester during which time the student must return to good standing by raising their CGPA to 3.0 or higher by the end of the probationary semester. If a student does not raise their CGPA to the minimum, they will be subject to the dismissal policy.

## Academic Information

**Postgraduate Level.** For postgraduate students whose CGPA is below a 3.0, the probationary period is one semester during which time the student must return to good standing by raising their CGPA to 3.0 or higher by the end of the probationary semester. If a student does not raise their CGPA to the minimum, they will be subject to the dismissal policy.

### Academic Dismissal

When students are unable to improve their academic performance and meet the conditions of their probation (described above), they will be subject to dismissal from the Seminary. Academic dismissal will take effect if any one of the following criteria exists.

- Three successive trimesters with a TGPA below 2.0 (undergraduates) or 3.0 (graduate) or 3.0 (postgraduate).
- Two successive trimesters with a CGPA below 2.0 (undergraduate) or 3.0 (graduate) or 3.0 (postgraduate).
- One trimester with a TGPA below 1.0 (undergraduate) or 2.0 (graduate) or 2.5 (postgraduate).

You may appeal academic dismissal to the Dean in writing based on extenuating circumstances. The Academic Appeals Committee, whose judgment is final, will review the case. Generally, if you are permitted to continue studies, you will be placed on academic probation.

### Academic Reinstatement

Generally, students that suffer academic dismissal will not be reinstated unless:

- The Academic Appeals Committee, whose judgment is final, is convinced that a review of the case warrants reinstatement, and
- Two trimesters have elapsed between the effective date of the dismissal and the date of application for readmission.

## Graduation

### Graduation Services

Graduation is an exciting time for the entire campus community. Watch the calendar carefully and be sure to stay in touch with the Registration Office as graduation approaches. The special season goes like this.

- Graduating students petition to graduate. The Registrar makes sure all academic requirements are covered.
- Graduates pay the graduation fee and make sure their accounts are settled.
- Graduates are fitted for their caps and gowns.
- Graduates order invitations and send them out to family and friends.
- The day before commencement, graduates rehearse the ceremony and then attend the Alumni Banquet.
- Graduates are celebrated by family, friends, faculty, and staff at the commencement ceremony. Joyous applause breaks out as the graduate “walks” and receives the hard-earned diploma.

### General Graduation Requirements

Every student must meet the following general graduation requirements to graduate.

- Complete the degree program curriculum required by the governing catalog with the applicable minimum GPA:
  - Undergraduate.....2.0 GPA
  - Graduate.....3.0 GPA
  - Postgraduate.....3.0 GPA
- Complete the applicable study requirement.
- Meet the degree-specific requirements stated in the program description of the governing catalog.
- Settle all financial obligations to SCS.
- Complete the outgoing Bible knowledge assessment (Bible Exit Exam).
- Submit a petition to graduate to the Registrar by the deadline in the Academic Calendar.
- Be approved by the SCS Board of Trustees.

### Provisional Graduation

**Undergraduate Level.** A student who has not completed all AABS or BABS graduation requirements may petition to participate (“march”) in the annual commencement exercise subject to the following restrictions.

- Students pursuing the BABS degree must have completed TH-451 Doctrinal Summary before commencement.
- No more than 6 units of coursework remain to meet the degree requirements.
- It is possible to complete all remaining degree requirements during the summer trimester that immediately follows the commencement.
- A petition for provisional graduation has been submitted to the Registrar by the deadline to petition for graduation and duly approved.
- The student has registered and paid for the remaining courses, which must be taken at SCS.

**Graduate Level.** A student who has not completed all MRS, MABS, M.Div., MFT, or MACP graduation requirements may petition to participate (“march”) in the annual commencement exercise subject to the following restrictions.

- Students pursuing the M.Div. degree must have completed RS-791 Thesis before commencement.
- No more than 6 units of coursework remain to meet the degree requirements.
- It is possible to complete all remaining degree requirements during the summer trimester that immediately follows the commencement.
- A petition for provisional graduation has been submitted to the Registrar by the deadline to petition for graduation and duly approved.
- The student has registered and paid for the remaining courses, which must be taken at SCS.

### Academic Integrity

Southern California Seminary expects its students to conduct themselves honestly in their personal and academic lives. If evidence arises of academic dishonesty, the dean of the program will investigate the matter and take appropriate action.

## Academic Information

### Offenses Against Academic Integrity

**Cheating.** Cheating is never tolerated at SCS.

**Plagiarism.** Plagiarism is knowingly and willingly treating another person's work as one's own. It includes taking another's words, sentences, ideas or outlines without giving proper credit to the source, including that of copying from other students. Plagiarism is copying or imitating the words, sentences, outlines, or ideas of another person and presenting them as the student's original work.

Plagiarism will not be tolerated at SCS. To avoid plagiarism, give credit to the original source by using footnoting or in-text citation as required by the student's program.

**Aiding or Conspiring in the Commission of Plagiarism.** Helping someone commit plagiarism is viewed as equally dishonest as plagiarism, for both parties.

**Multiple Submissions.** Multiple submissions is submitting a paper that was written by the student for another course as if it were an original paper satisfying the requirements of the present course. Attempting to submit such work is deceptive and a form of academic dishonesty. The minimum penalty is failure of the paper; test, etc. where the deception occurred.

When a student thinks previous work by him or her has some potential for expansion, improvement, or to serve as a starting point for another line of thought, the student should contact the professor and explain the situation. The professor has discretion to what extent a particular previous work may be permitted. The professor may require that a copy of the previous work be submitted with the later work.

### Penalty Guidelines for Offenses Against Academic Integrity

Upon determination by the appropriate dean that an offense against academic integrity has in fact occurred, the dean, in conjunction with the professor, will penalize the student according to the following guidelines.

- When investigation reveals that there was not a willful violation of academic integrity (the student acted ignorantly), the dean may, for the first instance of an offense against academic integrity, issue a written warning, which will become a part of the student's record. No second warning is permitted.
- For the first willful offense against academic integrity the student will suffer the minimum penalty of the grade F on the assignment, test, etc.
- A repeated willful offense may result in penalty up to and including either suspension or expulsion from the program.
- SCS reserves the right to revoke a degree if it finds that plagiarism was committed to earn it.

# Student Services

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# Student Services

Southern California Seminary provides many non-academic services to help students through their programs of study. Key services are described below.

## Student Accounts

The Student Accounts Officer (SAO) maintains student financial accounts. When registering for courses, the student must visit the SAO to get final approval. The basic rule is that the student's account must be current to proceed with studies at SCS.



**A student's account must be current to continue studies at SCS.**

### Tuition and Fees

Tuition is the cost to the student before any financial aid has been applied to the account. The student's out-of-pocket cost will depend on how much financial aid is received and what it will cost the student. The latest schedule of tuition and fees is readily available either online and from the SAO. Tuition and fees are subject to change without notice, but students will be notified as soon as practicable.

Tuition and fees (less any guaranteed scholarships, grants, or loans) are due at registration. Registration is not complete until all tuition and fees have been paid or special arrangements made. The student may pay the account in full or may finance the balance.

### Finance Plan

Under the finance plan, at registration the student must pay off any previous balance and make a down payment of at least 25% of the new balance. The unpaid balance will be financed over three months at the rate of 1.5% monthly (18% annual percentage rate) beginning 30 days after the start date of the finance period (60 days in the case of guaranteed loans). Financed balances may be paid off early without penalty.

### Payments

The SAO sends courtesy statements of student accounts each month to remind students of the status of their accounts. However, the account must be kept current whether or not a statement is received. Payment may be made by currency, check, money order, or credit card. Please do not send currency or coin through the mail.

For payment by check or money order, make them payable to SCS and send the check and statement stub to the SAO. Payment by credit card can be made either online, in person, or over the phone.

Payments for tuition and fees are applied on a first-invoiced, first-paid basis. This means that a given tuition or fee payment will be applied to pay down the oldest unpaid tuition and fee charge on the student's account, then the next oldest, and so forth. Dormitory rent payments are processed similarly against the residential balance.

### Late Payments

A late charge will be applied to the student's account when payment is received late.

### Dishonored Checks

SCS may refuse payment by personal check from anyone who has attempted payment to SCS by a check that was dishonored.

### Credit Balances

A credit balance exists when a student has paid more than is due. SCS will refund a credit balance not later than 15 business days after receiving written request, at the end of the loan period, or automatically not later than 30 days following graduation.

### Financial Hold

Students are expected to handle their finances honestly and timely. When a student does not keep his or her account current, SCS will place the account on financial hold and refuse services as deemed appropriate until the financial obligation is settled.

Transcripts, grades, and diplomas will not be issued to a student whose account is on financial hold. Students may not take final examinations until accounts are satisfactorily arranged.

Acceptance of a payment by SCS does not constitute completion of registration or guarantee services when a financial hold exists. When payment to clear a financial hold is made by personal check or credit card, the hold will not be lifted until funds are credited to SCS.

### Accounts in Default

If necessary, SCS will take appropriate further actions to settle a student's account including turning the account over to a collection agency and notifying credit bureaus of the account status.

### Active Duty Military Provisions

SCS will waive the application fee that would otherwise be charged to active duty members of the U.S. Armed Forces (Army, Navy, Marine Corps, Air Force, and Coast Guard) when applying for admission.

SCS will provide, without charge, the essential textbooks required for its courses taught to active duty members of the U.S. Armed Forces who are properly admitted and enrolled in courses taught on any U.S. military installation or vessel.

### Refund Policy

Please see Refunds Related to Official Drops, page 43.

## Financial Aid

Financial aid is available to help pay for educational expenses. It supplements what a student can afford to pay. Financial aid is available as scholarships, grants, loans, and work-study or work scholarship. The Financial Aid Office helps students access all potential sources of financial aid. Financial aid programs have special requirements that must be followed for students to remain eligible for funds.

## Student Services

### General Financial Aid Information

The following information provides a basic understanding of key financial aid requirements. Requirements may change to conform to the latest regulations. Contact the Financial Aid Office for the latest information. The following process is typical.

1. Student submits a completed Free Application for Federal Student Aid (FAFSA) no later than March 2.
2. Department of Education informs SCS Financial Aid of the outcome. Applicants can also view the results online.
3. Student, once admitted to study at SCS, enrolls in courses.
4. Financial Aid creates a Financial Aid Award letter telling the applicant the type of aid he or she is eligible to receive.
5. Student reviews the award letter and indicates which type of aid is desired. Student must turn it in to Financial Aid before the deadline listed at the top of the award letter.
6. Student fills out and submits to Financial Aid the documents that pertain to the aid desired. Financial Aid will explain the details of how to do this.
7. Financial Aid will process the application to request disbursement or application of financial aid to the student's account, depending on the form of aid.
8. If the form of financial aid that is requested is disbursed by the provider, Student Accounts will obtain the requested disbursement and notify the student when it is available.

**Financial Aid Award Letter.** The financial aid award letter is an offer of financial assistance that is generated once the student is officially admitted to SCS and the student's electronic Institutional Student Information Record (ISIR—the results of the student's FAFSA) is received. The award letter will state an estimate of the aid for which the applicant is eligible. The amount may change depending on course load.

**Free Application for Federal Student Aid.** The FAFSA is the basic form used to obtain all financial aid. Applicants may get a copy from the SCS Financial Aid Office or complete it online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The SCS school code is 033323. The FAFSA must be completed each year either online or by mail.



**GPA Verification Form.** Undergraduate California residents who apply for the Cal Grant A or Cal Grant B must submit the FAFSA and the GPA Verification Form (GPAVF) to the California Student Aid Commission no later than March 2. See the Registrar to get the student's GPA.

**File Completion.** SCS will not disburse funds to the student's account until the student's financial aid file is complete. Start early. The Financial Aid Office will help direct applicants through the process but the applicant must do the work.

**Satisfactory Academic Progress for Financial Aid Purposes.** Federal regulations require students to maintain satisfactory academic progress toward degree objectives to continue receiving financial aid. Recipient students must satisfy the following minimum standards.

- Maintain a 2.0 GPA or higher at all times.
- Complete 75 percent of the units attempted, rounded to the nearest unit.
- Units attempted must be equal to the units attempted in the previous trimester or 75 percent of the entire trimester's units for the course of study.

Satisfactory academic progress is evaluated at the end of each trimester. If the student fails to satisfy either requirement, he or she will not be making satisfactory progress and will be placed on financial aid probation for the next trimester.

Students may continue receiving financial aid while on financial aid probation, but during the trimester of probation, the student must achieve the minimum standards. If not, the student will be placed on financial aid suspension.

**Notification of Change.** Students must promptly notify the Financial Aid Office of any changes that may affect the student's eligibility to receive aid. These include changes to class load, financial status, address, withdrawal, or similar events.

**Withdrawal from SCS.** Withdrawal from SCS may directly affect the student's right to receive financial aid. Contact the Financial Aid Office before withdrawing.

**Adjustments to Aid.** Adjustments to federal and state aid can be made through the drop date of the first module. After that date, if the student drops a course that changes his or her eligibility to below half-time, eligibility for loans will be lost.

**Apply Annually.** Students must apply for financial aid each academic year. Federal and state financial aid does not automatically continue each year.



**Every male citizen of the United States and male immigrant residing in the U.S., ages 18 through 25, must register with the Selective Service.**

## Government Financial Aid Programs

Several government-based financial aid programs are available to students based on federal and state laws.

### General Federal Program Requirements

The following eligibility requirements must be met to receive federal financial aid:

1. Submit a FAFSA upon application to SCS. List SCS (school code number 033323) as the first choice to ensure that the reply is sent to SCS.
2. Demonstrate financial need. Eligibility is determined by a formula that is based on income, family size, financial ability, and number of children (or parents) now in college.
3. Establish enrollment status of at least quarter-time (half-time for federal loan programs).
4. Maintain satisfactory academic progress toward the specified degree.
5. Be current on the previous loan payments according to re-payment schedules and do not owe a repayment of Federal aid.
6. Register with the Selective Service if you are male and required by law to do so.
7. Complete all applicable forms requested by SCS Financial Aid.
8. Also, students may be required to provide evidence of U.S. citizenship, permanent residency, or another eligible noncitizen status. See the FAFSA for details.

### Grants

A grant is an outright transfer of money for student use. Grants do not have to be repaid. Financial Aid will notify students who qualify to apply for a grant. Federal grants are available based on financial need. The student does not have to repay a grant.

## Student Services

**Pell Grants.** Pell Grants range from about \$555–\$5,550 annually based on the information in the student’s FAFSA. Results will be mailed to you 4–6 weeks after applying.

**Supplemental Educational Opportunity Grant.** SEOGs are awarded according to SCS policy and range from \$100–\$500.

### Federal Loans

The William D. Ford Direct Loan Program offers low-interest loans for students and parents. The lender is the US Department of Education rather than a bank. For subsidized loans, the interest is paid by the Federal government while student is in school at least half-time, and during grace and deferment periods. For unsubsidized loans, interest is charged during all periods. Student may pay the interest only, or allow interest to accrue, until payments are due. Direct loans are available to eligible students enrolled at least half-time.

**Interest Rates.** The interest rate for Direct Subsidized Loans for undergraduates with a first disbursement date between July 1, 2010 and June 30, 2011 is 4.5 percent. Direct Subsidized Loans for graduate students and Direct Unsubsidized Loans for all students is 6.8 percent and 7.9 percent for Direct PLUS Loans.

In addition to interest, student pays a loan fee that is a percentage of the principal amount of the loan, before the student receives any loan money, so the amount the student receives will be less than the amount the student has to repay.

**Repayment.** Direct Subsidized and Unsubsidized Loans have a 6-month grace period that starts the day after the student graduates, leaves the school, or drops below half-time enrollment. Student does not have to make payments until the grace period ends.

Repayment on Direct PLUS Loans begin 60 days after the last installment of the loan for that school year is made. However, there is the option to defer payment of a Direct PLUS Loan. Visit [www.studentaid.ed.gov](http://www.studentaid.ed.gov) > Repaying Your Loans > Postponing Repayment.

**Origination Fees.** Direct loans may be subsidized or unsubsidized. The lender will deduct origination fees from the gross loan amount. Loan limits are based on dependency status and grade level.

	Dependent	Independent
Freshman	\$3,500	\$9,500
Sophomore	\$4,500	\$10,500
Junior/Senior	\$5,500	\$12,500

**Parental Loan for Undergraduate Students (Direct PLUS).** PLUS loans are available to parents with dependents in an undergraduate program. They may borrow on the student’s behalf up to the cost of attendance minus other financial aid received.

### Federal Work Study

The FWS is an employment opportunity for traditional students with financial need and with minimal eligibility for other programs. The availability of FWS depends primarily on the needs of SCS, although some community service jobs are also available. At the student’s discretion, earnings may be credited to the student’s account as work is performed and hours properly recorded.

FWS awards come from Federal and institutional contributions. Federal work study positions are eliminated when the funds are exhausted. SCS has a limited amount of federal work study funds available. The money is earned while attending SCS and it does not have to be repaid.

### State Programs

The Cal Grant is available for undergraduate students only and recipients must complete a GPA verification form available at the Financial Aid Office. Residents of California may apply for the Cal Grant A or the Cal Grant B. Up to four years of benefits may be received. Cal Grants are awarded once each year and credited each term. Eligibility status will be linked to the college of choice listed on the FAFSA. Completed FAFSA and GPAVF applications must be postmarked no later than March 2nd.

## SoCalSem Financial Aid Programs

A scholarship is financial aid supplied by someone or some organization who is interested in helping SCS students financially. A scholarship is directed to students who qualify according to the criteria for the particular scholarship of choice. A student who completes the program of study for which the scholarship was awarded does not have to repay the scholarship. Sources of scholarships include the federal government, state agencies, private foundations, and schools. SCS offers institutional scholarships to eligible students.

### Scholarship Eligibility

Applicants for scholarships must:

1. Be either accepted into or enrolled in an undergraduate degree program at SCS, and
2. Be in good financial and academic standing with SCS (at the time of initial and renewal applications).

### Institutional Scholarship Guidelines

The following general guidelines apply to the institutional scholarship programs at SCS.

- Scholarship funds will not be applied to courses which are audited or taken for personal enrichment.
- Recipients must apply yearly—continuance of a scholarship is not guaranteed.
- Scholarships will not be awarded until funds from all possible financial aid sources have been applied for and guaranteed to be credited to the student's account.
- SCS scholarships are intended to be need based.
- Applicants must meet all of the eligibility criteria for the particular scholarship desired, but doing so does not guarantee it will be awarded.
- Scholarships are applied after any applicable grants.
- As with any financial aid, the applicant must first submit the FAFSA and talk with the Financial Aid counselor.

### Church Matching Scholarship

SCS has a church-matching scholarship that applies to all degree programs except the doctoral programs. SCS will match designated Christian church gifts for SCS students up to 25 percent of the student's tuition after all other monies from state and federal grants have been applied to the account. The SCS match will not exceed \$1500 per calendar year, per student scholarship. This

## Student Services

scholarship is based upon need and depends on the availability of funds. The following criteria apply.

- All applicants must complete a FAFSA for the year in which the scholarship is desired.
- Applicants may be either undergraduate or master's level students, either full or part-time.
- A completed scholarship request form must be submitted to the financial aid office at least 6 weeks prior to the beginning of the trimester.
- Participating Christian churches must hold that Jesus Christ is the only way of salvation.
- Parachurch organizations, denominational conventions, or mission organizations may not participate.
- Church matching scholarships may only be used for current student accounts and not for past bills on student accounts, and are non-transferable.
- The participating church is responsible to determine how much it will contribute and the amount is without limit. However, SCS will only match up to 25 percent of the total tuition remaining after any grants have been applied.
- The applicant must be an active member in the church providing the scholarship gift.
- It is the responsibility of the Pastor or Board to review the appropriate paperwork, and give it to the student. Checks must be made to Southern California Seminary. Notifications on the check should read "Church Matching Gift- name of student." Checks should be sent to the Financial Aid Office, 2075 East Madison Avenue, El Cajon, CA 92019.
- Scholarship gifts given to SCS by a church for a recommended student cannot originate with the student or the student's family member due to IRS regulations.

### Spousal Scholarship

Eligible spouses of SCS students may take classes at a 50 percent discount on tuition. This scholarship applies only to the spouse taking the lesser number of credits in the program with the lesser tuition, and is applied after all other grants or scholarships have been applied. The Spousal Scholarship is applicable to all degree programs.

### Institutional Work Scholarship

The SCS Institutional Work Scholarship (IWS) provides a limited number of work scholarship opportunities that allow the eligible student to earn wages. Work scholarship wages are credited toward tuition only, not for books or fees, and may not exceed his or her financial aid budget. No payment is made directly to the student. No SCS employee benefits accrue. Recipients must work at least three hours per week for the duration of the course to which the scholarship applies. Students must apply for IWS each trimester, and positions are filled by SCS as needed. IWS is managed according to the same controls as the Federal Work Study program. Applicants for work scholarships will be notified as funds become available.

### Discounts

Southern California Seminary administers discounts when funds are available. Discounts normally apply for one year but are renewable, funds permitting. Discounts do not apply to doctoral programs and are secondary to Pell Grants, Cal Grants, and federal financial aid.

### Church Worker Discount

Southern California Seminary will discount tuition by 25 percent for students who are approved to receive the church worker discount. To be eligible, the applicant must be in one of the following three categories and meet the program requirements.

1. Serve as the pastor of a church and be employed by that church at least 30 hours per week.
2. Serve as a paid ministry worker in a church and be employed by that church at least 30 hours per week.
3. Serve as a volunteer at least 20 hours per week in a church-sanctioned ministry.

The successful applicant for the Church Worker Discount will meet all of the following requirements.

- Complete a FAFSA applicable to the academic year of the discount or otherwise prove the ability to pay for classes.
- Be enrolled at least half-time (undergraduates 6 units; graduates 3 units) and taking classes for credit.
- Notify SCS of any changes in eligibility status. Failure to notify SCS of such changes while receiving the benefit is a violation of the Student Code of Conduct and grounds for expulsion.
- Get the pastor or elder board to sign a form acknowledging that the applicant meets all criteria.
- Not be on academic probation. This requirement does not apply if the applicant is on academic probation for having a GED or California Equivalency degree.
- If the applicant takes on-campus and online courses concurrently, at least half of the coursework each trimester must be on campus.
- Provide the doctrinal statement of the participating church upon application. Only churches with doctrinal statements that are of like precious faith (but not necessarily identical) to that of SCS, as SCS shall determine, will qualify.
- Submit the application to the Financial Aid Office before the end of each registration period. First-time applicants who meet the criteria after the start of the trimester can start this program at the second module in the trimester, but only if the application is approved at least two weeks before the first class.
- Applicants cannot combine the Church Worker Discount Program with any other scholarship or discount plan offered by SCS.
- Other seminary policies apply.

### Active Duty Military Discount

SCS will discount 25 percent of the cost of tuition for active duty members of the U.S. Armed Forces (Army, Navy, Marine Corps, Air Force, and Coast Guard) who are enrolled in a Bible degree program and attending classes on campus.

### SMCC Discount

SCS offers discounted tuition for full-time employees of Shadow Mountain Community Church. Restrictions apply. Full-time employees of SMCC are invited to contact the Financial Aid Office for details.

## Veterans Assistance

SCS is approved to administer veterans' educational benefits. Veterans must comply with many regulations to use their benefits. The Veterans Assistance Coordinator advises veterans through the process of qualifying for and using benefits, but each veteran is responsible to meet the requirements of the particular entitlement program they wish to use.

## Student Services

For a description of all the available education benefits programs, please visit the Department of Veterans Affairs website: <http://www.gibill.va.gov/> . For additional assistance, you can contact the VA using this link: <http://www.gibill.va.gov/Contact/contact.htm>, or call the toll-free number 1-888-GI-BILL-1 (1-888-442-4551) to speak with a Veterans Benefits Counselor.

### Eligibility

Because eligibility criteria and benefits are different for each veteran’s educational assistance program and each veteran’s circumstances are different, veterans should contact the regional office to determine eligibility before enrolling at SCS. Disabled veterans may be entitled to additional benefits. Call (800) 827-1000 or visit the VA at:

Veterans Administration Regional Office  
8820 Rio San Diego Drive  
San Diego, CA 92108

### Certification

Veterans must be certified to receive benefits. SCS will certify to the VA Regional Office that you are a bona fide student after you:

- Apply to SCS;
- Meet all admissions requirements;
- Are accepted as a student; and
- Register for classes.

### Academic Progress

Veterans may stop receiving benefits if their GPA falls below 2.00 for two consecutive trimesters. SCS will inform the Department of Veterans Affairs, which will stop benefits unless the student shows that he or she is pursuing an appropriate objective with a reasonable chance for success.

### Liability

Failure to take the proper courses can result in an overpayment and the reduction or termination of benefits. Each veteran assumes full liability for any overpayment of benefits. Each person that receives veteran’s educational benefits must report to the Veterans Assistance Office after registration *every* trimester to continue receiving benefits.

### Required Units

Veterans enrolled in an undergraduate degree program must take the following number of units each trimester to qualify for benefits.

Full allowance .....	12 units
Three-quarters allowance .....	9 units
One-half allowance .....	6 units

### Veteran Withdrawal/ Change of Classes

Veterans must notify the Veterans Assistance Office when they stop attending, withdraw from SCS, or add or drop a course. A veteran who does not report such changes immediately after completing the particular process involved is subject to decertification.

### Repeated Classes

Veterans may not receive benefits for repeating a course that was previously completed with a grade of A, B, C, D, or CR.

### Transcripts

All transcripts and a copy of Form DD214 or DD295 covering all periods of military service, must be on file in the Registrar's Office by the end of the first trimester of attendance. Certification for benefits for the second trimester will be withheld if transcripts have not been received.

### VA Refunds

Refunds for students receiving veteran's benefits are prorated based on the total number of units.

### Tuition Assistance

Eligible military personnel may take advantage of tuition assistance while attending SCS.

## Student Records

The Registrar is the official who is responsible for the custody of student records at Southern California Seminary. At SCS, paper records are kept in a secure, fire-proof vault and digital records are backed up off-site several times each day. Our careful handling of student records is important to the entire campus community. Other critical duties belonging to Student Records include enrollments, processing of grades, degree audits, graduation, student orientation, and transfer evaluations. Contact the Registrar at (619) 201-8951 if you have questions about these functions.

### Transcripts

Throughout their lives, students may need to supply a transcript of their academic work done at SCS. Entrance to other institutions of higher education will require it and employers often ask for a transcript during the employment screening process. Most institutions charge a modest processing fee. To order a transcript of your work done at SCS:

- Fill out a Request for Transcript form, which is available from the Registrar.
- Sign the request form.
- Pay the current fee.
- Allow 10 business days for processing.

SCS will not send transcripts that it has received to a third-party institution. For example, SCS will not forward to another school a transcript it has received from you or from a school you previously attended. You may request unofficial photocopies of transcripts held in your record.

### Family Educational and Privacy Rights Act

Aside from the obvious need to simply maintain and store student records, SCS is pleased to conform to the *Family Educational and Privacy Rights Act of 1974* (FERPA) as amended, a federal statute codified at 20 USC 1232g.

**FERPA Rights.** Basically, FERPA gives students two legal rights. Numerous regulations work out the details of these to basic points.

## Student Services

1. FERPA requires SCS to keep student records private with exceptions for specific situations such as emergencies, court orders, SCS officials who have a need to know, etc.
2. FERPA gives students the right to inspect their own records that are maintained by SCS.

**Parental Access.** Parents do not have an automatic right to see the records SCS maintains about their son or daughter, even if the child is a minor. There are, however, ways for parents to view the records.

- Ask the son or daughter for a copy of the records.
- Ask the son or daughter to complete a consent form that authorizes SCS to release the records to the parents. Obtain the form from the Registrar.
- If the parent supplies proof that the student is a dependent for tax purposes, SCS may release the records. Proof can be shown (a) by the parents providing a copy of their most recent federal income tax return, showing the student was claimed as a dependent for exemption purposes; or (b) by the student verifying dependency by submitting the aforementioned form.
- SCS may release relevant student records to parents in a health or safety emergency.
- SCS may notify parents of alcohol or drug violations by students under the age of twenty-one.

**2008 FERPA Amendments.** FERPA was amended in December 2008, effective January 2009, for the most part to clarify existing policy. As applied to SCS, some key revisions or clarifications are:

- SCS has greater discretion to make disclosures of student records in cases of health or safety emergencies.
- A student's email address may be disclosed to other students in the same class even if there is a privacy block in place.
- A privacy block on directory information continues after the student leaves SCS, unless revoked by the student.
- The records custodian (i.e., Registrar) must authenticate the identity of the person who asks for records.
- SCS must have safeguards in place that limit access to student records by school officials to only those situations where there is a legitimate educational need.
- Social security numbers and electronic identifiers that are used to access personal information must be kept confidential and may not be disclosed as directory information.
- Distance education (online) students are covered by FERPA.
- Disclosure of the outcome of a disciplinary hearing for a sex offense (i.e., a disclosure conforming to the Clery Act) must be made to the victim or alleged victim without any condition that prohibits re-disclosure, that is, the victim or alleged victim is not prevented from further revealing the information.

**Disclosure of Thesis.** A thesis or functionally similar document, however named, is an education record, but may be disclosed without the signed and dated specific written consent of the student author, provided that the student was advised in advance (typically by the course syllabus) that the thesis could be made publicly available as part of the curriculum requirements.

**Electronic Class Discussion.** Student papers turned in via electronic means (email, online, etc.) normally become education records once received by an SCS employee. However, communications and posting of written work for electronic discussion among students in class does not require the signed and dated specific written consent of the students, provided that:

- electronic postings of student work do not contain grades or comments of the professor;
- the students perform the posting rather than the professor;
- students are notified prior to or at the time of enrollment that posting of their work is a course requirement; and
- the posted work is available only to members of the class.

**Case Law.** On February 19, 2010 the U.S. Supreme Court ruled that students grading the papers of other students and even calling out the scores is not a violation of FERPA. Justice Kennedy wrote, "... grades on students' papers would not be covered under FERPA at least until the teacher has collected them and recorded them in his or her grade book."

**Annual FERPA Notification.** Students are alerted of their rights under FERPA at least annually by email message which will include a direct link to the notice at [www.socalsem.edu](http://www.socalsem.edu). The notice will include a list of directory information (the types of information that may be released to the public). Students will also find directions on how to restrict release of directory information.

### Graduation Services

Graduation is an exciting time for the entire campus community. Watch the calendar carefully and stay in touch with the Registrar, who oversees graduation preparations. The special season goes like this.

1. The Registrar communicates with all students who have met their degree requirements.
2. Students that have met degree requirements submit to the Registrar a petition to graduate by the deadline stated in the Academic Calendar. The Graduation Petition starts the approval process that authorizes conferral of the degree. It is available in the Registrar's Office and at [www.socalsem.edu](http://www.socalsem.edu). Graduates also order their caps and gowns on the graduation petition
3. The Registrar verifies that all academic requirements have been met.
4. Graduates pay the graduation fee and make sure their accounts are settled.
5. Graduates order invitations and send them out to family and friends.
6. The day before commencement, graduates rehearse the ceremony and then attend the Graduation Banquet.
7. Graduates are celebrated by family, friends, faculty, and staff at the commencement ceremony. Joyous applause breaks out as the graduate "walks" and receives the hard-earned diploma.

### Disability Support Services

Southern California Seminary offers support services to disabled students through the Disability Support Services (DSS), located in the Registrar's Office, Room B-101. Drop by or phone (619) 201-8951.

### Philosophy

We take the attitude that God has providentially crafted each human being and that what is generally considered to be a disability is a temporal condition permitted for His glory. We also take the attitude that the biblical requirement to "love one another" applies equally to all Christians. Not only so, but SCS strives to conduct all of its operations lawfully. Therefore, in accordance with Scripture, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), and state law, SCS provides to disabled students every accommodation that we reasonably can.

## Student Services

### Disclosure

Students seeking reasonable accommodations must disclose their disability by registering with DSS, which provides all of the needed forms. We recommend that students not disclose directly to faculty and staff because of student confidentiality issues. Students must submit completed forms to DSS and also provide current documentation of the disability. Documentation may include results of medical or psychological diagnostic tests or other professional evaluations that verify the existence of a disability and need for accommodations. It is the student's responsibility to cover all costs associated with obtaining the necessary documentation.

### When to Disclose

The timing of disclosure depends upon when the student will need accommodations. Generally, there are five instances where it may be important to consider disclosure.

1. When applying to SCS—student would disclose at this time if he or she needs accommodations during the application process.
2. Before course enrollment—if student anticipates that he or she will need accommodations to complete classes, it would be important to disclose not later than eight weeks before the trimester begins. Remember, it is best to disclose a disability before student has trouble in a course due to lack of accommodations.
3. During the course of study—student would disclose at this point if he or she discovers that accommodations are needed while taking classes.
4. After being diagnosed—student may want to disclose if a disability is acquired during the course of study and needs accommodations to successfully complete the program.
5. Never—student may choose not to disclose his or her disability if no accommodations are needed, or if he or she has decided to accommodate the need personally.

### Disability Registration Process

Starting the registration process is the first move towards receiving disability services of any kind from DSS. Following these steps will help to ensure that registration is completed in a timely manner.

1. Complete form Application for Disability Services.
2. Complete form Consent to Release Student Information.
3. Submit all documentation. DSS, in consultation with other parties as needed, will review the documentation and notify the applicant of eligibility status (usually via email).
4. Schedule an appointment with student's DSS service provider to discuss services and accommodations. This meeting is required for accommodations or services to begin.
5. Meet with the DSS service provider to:
  - Discuss functional limitations and restrictions;
  - Discuss the academic services and accommodations for which student is eligible;
  - Complete and sign an accommodations agreement; and
  - Review DSS procedures for receiving accommodations or services.

### Fraudulent Application for Disability Services

The DSS is responsible to protect SCS from fraudulent applications for disability services. Any applicant who provides false oral or written information, or forges, deliberately misrepresents, alters or modifies documentation used to determine eligibility for disability services violates the SCS Student Code of Conduct and will be reported in accordance with established procedure. Violators may suffer penalty up to and including expulsion from SCS, and be subject to civil or criminal proceedings as government authorities determine.

# Campus Community

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# Campus Community

Campus community is a product of the campus life of each student and employee. Campus life begins with a genuine relationship with the Lord Jesus Christ, who is the Way, the Truth, and the Life.

## Walk with God

### Devotional Life

All students are encouraged to cultivate habits of devotion to God and service to others based on the Word of God. Prayer is a normal part of campus life. The staff regularly prays together. Classes regularly begin or end in prayer, or both. Faculty and staff serve locally, nationally, and internationally.

You will have many opportunities to minister and your increased understanding of God's Word will promote your growth in grace and experiential knowledge of the Lord Jesus Christ. Please take advantage of the opportunities before you.



### Church Attendance

Students are expected to be an active part of a local church, attending regularly and taking part in Christian service. If you are unfamiliar with the San Diego area and are seeking a church, please contact Student Services or feel free to talk to your professors, staff, or fellow students.

Shadow Mountain Community Church, located opposite the seminary on the east side of Greenfield Drive, is the home church of SCS. SMCC will be pleased for you to attend and participate in its activities while you attend SCS. However, you are not required to attend the SCS home church.

### Multicultural Campus

The SCS student body is culturally diverse. We welcome and seek to enroll students from a wide variety of ethnic and cultural backgrounds so that the student body truly reflects the spiritual unity of the family of God (Galatians 3:28). When culture (the ways of man) and Scripture (the ways of God) conflict, SCS will subject culture to the authority of the Word of God.

## Campus Services

Whether the concern is housing, mail, parking, or any of the routine non-academic functions students depend on SCS to provide, they are probably a part of campus services. Here are some things students need to know.

### Mail Delivery

Each student is assigned a mail box to receive their mail. Student mail boxes are located in SCS Building B, Administration. Mail is delivered each weekday and can be picked up during seminary business hours. The correct mailing address for residential students is shown below. In

the example, the student's room number is 203 and it is located in Building D, the South Dormitory.

Student Name  
2075 East Madison Avenue D-203  
El Cajon, CA 92019-1108

**Parking**

Except for vehicles legally authorized to be parked in spaces marked for the handicapped, vehicle parking for students is restricted to the large parking lot on the lower elevation. The basic parking rule is, *No student parking on the hill*. Handicapped parking is provided on the higher elevation in the Visitor Parking lot and next to Building D, South Dormitory. Parking permits are not required.

Vehicles parked in fire lanes, loading zones, or handicap spaces are automatically and without warning subject to towing at the owner's expense. The paved drive encircling the Administration building is a fire lane. Parking regulations are enforced 24 hours a day, every day.

First offense ..... Warning  
Second offense..... A fine is assessed  
Third offense.....Subject to towing at owner's expense

**Child Care**

SCS does not provide personnel or facilities for the care of the children of students. Students must provide off-campus child care for children while attending classes at SCS.

**Food Services**

Students are invited to eat at the San Diego Christian College Cafeteria when it is open and students may take advantage of the SDCC meal plan. Please check with cafeteria personnel to verify dates of non-operation. The cafeteria is located near the Library. Beverages and snacks are available at the Solid Rock Café, located between the SDCC Cafeteria and the Library, and at the SDCC Bookstore.

If a student is suffering an emergency snack-attack during SCS business hours, a modest assortment of snacks can be bought from the Seminary Canteen in SCS Building B, Administration. A soda machine is located just outside of the entrance to the South Dormitory.

**Bookstore**

You are invited to shop at the SDCC Bookstore near the cafeteria for general purchases, such as greeting cards, paper, pens, and similar items, but you must buy your textbooks online. SDCC does not stock SCS textbooks.

**Medical Insurance**

SCS does not require health insurance of its domestic students, but does requires it of international students. SCS does not provide group options and does not subsidize student medical coverage. Information about suitable medical insurance is available to all members of the student body.

**Office and Classroom Access**

No student is allowed in any office or classroom after business hours unless he or she is conducting official Seminary business or explicitly authorized by a Seminary official.

## ***Campus Community***

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### **Ministry Opportunities**

Students interested in securing a position with a local church or ministry should contact the Director of Student Affairs. Additionally, jobs and opportunities for students are occasionally posted on the bulletin board across from the student mailboxes.

## **Student Forum**

Student Forum is the venue where students can meet to have their voices heard. The Forum convenes once each trimester, corresponding to the Student Orientation schedule.

### **Student Representation**

Each fall, attendees at the Student Forum select five student government representatives. There are five positions in the student government and as a group they are referred to as the Student Council. One Student Council member is selected annually by vote of the Student Council to be the Student Council President. The student representatives also act as the action committee for any proposals sent by the Seminary Administrative Council to the Student Forum for action.

The Director of Student Services is the staff representative to the Student Forum. Any proposals or concerns developed by the student body are presented to the Seminary Administrative Council through the Director of Student Services.

### **Student Input**

SCS has an open-door policy regarding student concerns. If, after investigation and due consideration, a student concludes that a policy is contrary to Scripture, inequitable, or may otherwise be improved, the student may present the matter in writing and with recommendations to the Student Forum. Students should continue to abide by current policy until the issue is resolved.

### **Community Input**

Members of the community, such as a pastor or family members of a student are welcome to discuss school policies with school officials or to make suggestions that would improve operations at SCS. Suggestions will be taken seriously. Student Forum acts as the sponsor of such persons and provides the venue for their input into Seminary processes.

### **Student Involvement**

The graduate programs at SCS are operated within a degree-completion format to meet the needs of adult students, many of whom are married and raising children while working full or part time. As a result, some student activities appropriate to a traditional format—formal student government, for example—is not conducted. However, SCS seeks student volunteers to serve on administrative and academic committees. Contact the Director of Student Services, the Registrar, or your academic advisor.

## **Seminary Library**

SCS shares library facilities with San Diego Christian College. The Seminary Library is located on the East Campus behind the SMCC Worship Center. Parking is severely restricted on the East Campus, so you may have to park on Greenfield Drive or on the West Campus and walk to the library. Please use either the pedestrian crossing at the corner of Greenfield and Madison or the pedestrian crossing midway along Greenfield in front of Shadow Mountain Community Church

when crossing Greenfield Drive on foot. For a complete description of the library's holdings, services, staff, and to access its online collections, go to: <http://sdcc.edu/library>.

### Staff

Library staff welcome and encourage any questions students may have about using the library. For assistance searching the online Library Catalog or the Library's Research Databases, locating materials, or with any other research or reference need, visit the Library, email the library ([library@sdcc.edu](mailto:library@sdcc.edu)), or call (619) 201-8747. The library has four professional librarians, well-qualified paraprofessional staff, and many able student assistants. The Seminary Librarian, Jennifer Ewing, MLIS, may be contacted at (619) 201-8682, or by email: [jewing@socalsem.edu](mailto:jewing@socalsem.edu).

### Library Hours

The library provides service more than 70 hours a week during the fall and spring trimesters and roughly 40 hours a week during the summer. Hours are posted at the library entrance, website and under the Library tab on Blackboard. Holiday, summer, and finals week hours will be posted. During the fall and spring trimesters, the library hours are:

Monday–Thursday .....	7:30 a.m. – 10:30 p.m.
Friday .....	7:30 a.m. – 5:00 p.m.
Saturday .....	11:00 a.m. – 4:00 p.m.
Sunday .....	Closed

### Holdings

With over 164,000 items, including books, e-books, audio books and journals, CD-ROMs, music CDs, sheet music, videos, and DVDs, the Library provides a number of resources in a variety of formats. The Library Catalog accesses the library's holdings by author, title, subject, keyword, and phrase. Students can remotely search the catalog through the Library Catalog link under the Find Books menu on the library home page. Library materials are loaned for a 3-week period, but students can renew items once through their accounts (My Library Info in the Library Catalog) or by contacting the library.

### Cayot Room

The Library's Cayot Room houses the periodical print collection with over 360 print titles, current (179 current subscriptions) and back issues, covering many disciplines. The library subscribes to over 80 Research Databases (under the Find Articles menu on the library home page). These selected databases are available from any Internet accessible computer and include indexing and full-text to magazines, journals, newspapers, e-reference, music, streaming video, and similar pieces. Also available are 3,260 e-books. Help using the databases is available under Search Guides > Database Guides. Student usernames and passwords are needed to access these databases.

Students can borrow books or obtain photocopies of periodical articles from other libraries when the Seminary Library does not own the title. This service is available for students, faculty and staff. Obtains forms at <http://sdcc.edu/library> > Services > Interlibrary Loan.

### Computer and Printer Access

The Library's 31 computers have Internet and email access, Microsoft Office Suite 2007 and other software programs. The Theology Room computer has Logos Scholar's Library, BibleWorks8, and e-Sword. You must have a SCS network account username and password to

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use the computers. A student ID (which is linked to your network account and is also your library card) is required to copy or print (BW \$.06/page; Color \$.25/page). Wireless internet access and electrical outlets are available in the library and the adjacent Solid Rock Café.

### Academic Resources

By its nature the education process sometimes requires consideration of alternate points of view, an understanding of views believed false, or honest inquiry into subjects incompletely understood. Therefore, the requirement or recommendation that students use a publication as part of their course of study does not constitute endorsement of its content by SCS. Likewise, the presence of a publication in the Library or other SCS-controlled place does not constitute endorsement by SCS of its content.

## Computer and Network Use Policy

Southern California Seminary is pleased to provide a robust information technology system to our students. Students are responsible to use the system responsibly. The student's Seminary electronic mail is the official college-to-student means of communication. Consequently, all students are expected to read their SCS email on a regular basis.

**Computer Literacy.** SCS encourages its students to be proficient in computer based word processing skills and familiar with Internet research methods upon admission. SCS requires that all assignments be typed or computer-generated unless other arrangements have been made previously with the professor. Students who need further training in this area should contact local adult education programs and community colleges for courses. Computers are available at no charge for student use in the Seminary library computer lab, but a charge is made for printing.

**Prohibited Network Activity.** The following and similar activities are prohibited. Violators may lose their network account and be subject to Seminary and civil proceedings.

- Use of network or any file-sharing software or devices that share, transmit, or receive copyrighted materials.
- Operation of programs or devices that may transmit viruses, worms, etc., to other computers on the network.
- Operation of programs or devices, products, services, that may adversely affect performance of the network resulting in reduced quality of service for other users.
- Operation of any business or service (profit or nonprofit) via the network.
- Any activity that is illegal or against the letter and spirit of a Christian lifestyle.

**Technology and Internet Use Agreement.** Every student is required to sign a Computer and Network Acceptable Use Policy before an account will be provided. Failure to abide by the terms of the policy, may result in loss or restriction of Seminary-provided technology privileges.

**Links to External Web Sites Disclaimer.** The SCS Web site may contain links to other sites on the Internet that are owned and operated by parties not under the control of SCS. Links are provided for convenience only and are not intended as a warranty or endorsement of any type regarding the products, services, or information offered on linked sites. Any use made of the products, services, or content found through any external Web site is the user's responsibility. SCS and its employees shall not be held responsible or liable in any way for such use. You have great resources at hand to help you make wise decisions, whether before an event or afterward. Southern California Seminary is pleased to accept you as you are and where you are in

your journey with Christ—and help you go forward. To this end, our entire faculty and staff stand ready to give you good counsel. The best place to start depends on your situation, but is likely to be one of the following: spiritual, career, academic, or ministry.

### Counsel

Southern California Seminary stands ready to provide a broad spectrum of advice to all of our students. We all need it.

#### Spiritual Advisement

Dr. Paul Fisher, SCS Campus Pastor, is a very experienced pastor and counselor. He will be happy to meet with you and help in any way he can. Contact Dr. Fisher, Room B-114, (619) 201-8991.

Many of our faculty and staff have studied the Word of God and walked with God for decades. Their counsel is always available. Our home church, Shadow Mountain Community Church, has a wealth of services available, as do the many local churches in the area. You are not alone in your situation. Ask for a time to meet and see if they can be of help.



He that listens to  
counsel is wise.

*Proverbs 12:15b*

#### Academic Advisement

*Academic advisement* refers to the academic counsel students receive from time to time while they work through their degree programs. There are efficient ways and inefficient ways to complete your degree. Inefficient means wasted time and money—and maybe a lot of frustration. Efficient means the shortest time possible and the least expense in the process. Academic advisement is necessary for you to pursue your degree efficiently. Academic advisement is free of charge to all students.

**Degree Audit.** At the core of academic advisement is the degree audit. The degree audit shows the requirements of your degree program and any previous academic course transfers that may apply to it. The degree audit serves as a checklist of the courses necessary to achieve a particular degree. Each term, the Registrar provides to each student and the Program Dean an updated degree audit. The degree audit shows the only way to achieve your degree. Degree audits are established by the Academic Department and administered by the Registrar.

**Student Advisor.** The Admissions Officer also serves as the Student Advisor. The Student Advisor knows the course progression for each degree and what trimesters or modules courses will be offered. By working with the Student Advisor, you will know which courses to take and when so that you will pursue your degree efficiently.

**Academic Advisor.** The Program Dean for your degree program serves as your Academic Advisor in cooperation with the Student Advisor and Registrar. When the Registrar finds a problem with a student's course enrollment form that cannot be resolved based on established policy, the Program Dean will be called on to resolve it. Your Program Dean will ensure that the courses you have chosen will support your educational and career goals.

**Student Responsibilities.** Although SCS provides academic advisement, you have the primary responsibility for planning your academic program and meeting its graduation requirements. SCS does not force students to follow the degree audit path, but if you do not you will almost certainly encounter unnecessary delays pursuing your degree. In the long run you will be happier

## **Campus Community**

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to have followed the degree audit. Some things you can do to pursue your degree efficiently include:

- Keep current with curricular requirements through materials available from the Seminary and your advisors;
- Keep informed of academic deadlines and changes in academic policies;
- Schedule and attend advising appointments during each registration period and at other times as needed;
- Prepare appropriate plans of study; and
- Diligently attend classes, satisfy class objectives, and complete assignments.

### **Career Advisement**

Closely aligned with academic advisement is career advisement. The two work together because the purpose of academic advisement is to help you get the training that will help you in your career. The purpose of career advisement at SCS is to direct students toward developing and achieving their educational, career, and life goals. To accomplish this mission, advisors assist students in exploring career interests, values, and goals to ensure appropriate course selection and educational program planning.

At SCS, a basic premise for successful career advisement is the need for a collaborative advisor-advisee relationship where students participate in the decision-making process and advisors serve as facilitators. You may think that with just two major fields of study offered—Bible and Behavioral Science—career advisement at SCS would not be necessary, but there are many different life goals a student can pursue within either of those two broad disciplines.

If you find yourself unsure which way to go or are doubting your chosen direction, contact your academic advisor. Your academic advisor will either have the information you need or know where to get it.

## **Community Engagement**

Knowledge is a gift to be applied to life and exercised daily. Southern California Seminary is pleased that many of our faculty and staff are actively and regularly engaged in community service. Jesus came to serve and we want to be like Him. Perhaps you, too, want to become engaged in community service in some way and could use some help getting there. If you do, contact Thomas Pittman, Director of Student Services.

## **Student Housing**

There are two dormitories located on campus, the North Dormitory (Building C) and the South Dormitory (Building D). The two dormitories are not identical. The most important differences are that the North Dormitory has central toilet, shower, and lavatory facilities, but is air conditioned. In contrast, each residence in the South Dormitory has its own toilet, shower, and lavatory, and a second storage closet, but the building is not air conditioned. Rooms are rented out on a first-come, first-served basis.

### **Resident Parking**

Residents are subject to the same parking rules as non-residents.

### Guests

Non-residents, whether they are SCS students or not, are not allowed in the dormitories between midnight and 7:00 a.m.

### General Dormitory Rules

SCS is happy to work with you to make dormitory life as pleasant as possible. The nature of dormitory life imposes some restrictions, however. In addition to the restrictions stated in the rental agreement, students are obligated to obey the following rules.

1. Campus gates are locked each night at midnight. During holidays and spring break, the campus gates will be closed at 11:00 p.m. to enhance security.
2. Guests, no matter what their sex or relationship to the resident, are permitted in dormitory rooms only with the door wide open.
3. Any device or object with an open flame is prohibited, such as, but not limited to, burning incense or candles.
4. Tape, tacks, wallpaper, contact paper, or nails are not to be used on the walls or furniture. A special putty adhesive is available from the SDCC Bookstore for hanging things on the walls or doors.
5. Individual room improvements must be requested and cleared through Student Services before any work is attempted. Room improvements in lieu of rent payment are prohibited.
6. Damage to furnishings, equipment, facilities, or to the building, itself should be reported to Student Accounts Office.
7. Removal of batteries or dismantling of smoke detectors is prohibited and is in direct violation of Fire Code 1001.5.1. Tampering with smoke detectors is a major safety violation that may result in disciplinary action.
8. Moving to an unoccupied room without getting permission is prohibited. Contact Student Accounts if you desire to move to another room. The Seminary is not obligated to honor requests for a new room assignment.
9. All water-filled furniture (for example, waterbeds) are prohibited in dorm rooms.
10. Maintenance staff may occasionally need to make necessary repairs in a student's residence. In such instances, a staff member will accompany maintenance staff or outside vendors into the dorm or room when appropriate.
11. No pets of any kind are allowed in the dormitories.
12. Violation of these rules may result in fines, eviction, or criminal charges.

### Check-In

Contact the Student Accounts Officer to check in to one of the dormitories.

### Furnishings

Each dormitory room is furnished with a bed, desk, chair, dresser, window blinds, built-in closet, and overhead lighting. Students are expected to have the same inventory of furnishings in their rooms when they leave as when they arrive. Furnishings are not to be moved to or from other rooms without permission from Student Services. SCS does not provide linens, blankets, pillows, towels, wastebaskets, telephones, or computers.

All dormitory rooms are equipped with high-speed internet access. Residents may contract directly from Cox Communications to obtain cable and landline telephone service, but the costs of all such services are the responsibility of the resident. SCS is not involved in hooking up or canceling service in any room. Residents will need to furnish their own telephones.

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### Lounge

The South Dormitory has a modest lounge on the top floor. *Special care should be taken by every student to keep the lounges sanitary, clean and neat.* SCS is not responsible for items left in the lounge.

### Guests

Residents are prohibited from having overnight guests of either sex or of any relation. Overnight is defined as between the hours of midnight and 7:00 a.m. Guests may eat at the SDCC cafeteria. Residents are responsible to ensure that guests abide by all Seminary policies and regulations during their visits.

### Quiet

Dormitory living is especially restrictive with regard to noise. Residents are expected to use headsets if they like to listen to loud music, radio, or television. The playing of musical instruments is prohibited.

### Lock Out

Unintentionally locking oneself out of the dorm room, while seemingly a minor matter, imposes an extraordinary burden on the Seminary. For resident safety, the master key to the dormitory is not readily available to any but a select few Seminary personnel who may not be available when a student is locked out. Consequently, students are cautioned to be very careful not to lock themselves out of their rooms. A lockout fee will be charged according to the current schedule of fees each time any Seminary staff is called upon to open a room due to locking oneself out.



**Avoid the lockout fee! And the hassle! Keep your key with you.**

### Electrical Appliances

Electrical power capacity is limited in the dormitories, so the number of electrical devices permitted is restricted. This is both a practical and a fire safety restriction.

Burners, hot plates, and any cooking device with an open flame are not permitted in residence rooms. Cooking, other than what can be cooked by microwave, is not permitted in the residence rooms.

Coffee makers and hot pots (but not hot plates) are allowed inside residence rooms. Dormitory kitchens and other designated areas are available for students to use small kitchen appliances such as rice cookers and George Foreman grills. Small refrigerators are acceptable in student rooms and may be leased through Student Services.

Fire code regulations prohibit the use of extension cords in any resident room. However, power strips may be used instead of extension cords. Due to the intense heat they generate, halogen lights are not permitted in any room.

### Storage

Other than closets associated with the rooms, storage facilities are not available on campus and students are encouraged to bring only those things that are absolutely necessary.

### Laundry Facilities

Laundry facilities are provided in the North Dormitory and can be reached from interior and exterior doors. Ironing boards are available in each resident hall. You must provide your own iron. Report any problems with the laundry facilities to Student Accounts.

### Seminary's Access for Inspection and Emergency

Agents of SCS may enter dormitory rooms in the event of an emergency (including inspection for damage following earthquake, fire, or severe weather) or to make repairs or improvements, supply agreed services, ensure the room is empty during fire drills, and conduct an initial move-out inspection requested by Resident. Except in cases of emergency, Resident's abandonment of the premises, or court order, SCS will give Resident reasonable notice of intent to enter and will enter only during regular business hours of Monday through Friday from 8:00 a.m. to 5:00 p.m. and Saturday from 9:00 a.m. to 1:00 p.m. The notice will include the purpose, date, and approximate time of entry.

### Extended Absences by Resident

Residents must notify SCS Student Accounts in the event that he or she will be away from the premises for 14 consecutive days or more. During such absence, SCS may enter the premises at times reasonably necessary to maintain the property and inspect for damage and needed repairs.

### Weapons

The possession or storage of any weapon on the premises is prohibited. The term weapon includes but is not limited to: gun, rifle, pistol, bow, dynamite cartridge, bomb, grenade, mine, bowie knife, dirk, dagger, sword, num-chucks, sling shot, leaded cane, switchblade knife, black jack, metallic knuckles, stun gun, and knife with a blade five or more inches in length. It also includes chemicals such as "mace," "pepper spray" or tear-gas (if used in an illegal manner).

### Smoking

SCS is a smoke-free facility. Smoking is prohibited on all SCS premises.

### Theft Prevention

Theft of student or Seminary property is grounds for immediate dismissal and potential criminal prosecution. Students should take reasonable precautions against the possibility of theft of personal belongings. The following guidelines may help.

- Keep your room locked.
- Keep money on your person or in the bank.
- Engrave your initials on all items of value. Keep a record of all serial numbers of valuables.
- Mark clothing so it can be easily identified.

If you become a victim of theft, contact Student Services as soon as possible. You should be prepared to give a detailed description of the item stolen and any other information that could prove helpful.

SCS is not responsible for stolen money or items but will do what it reasonably can to recover missing items. SCS does not offer personal or supplemental insurance for such items. It is highly recommended that you consider obtaining renter's insurance.

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### Check-Out Procedures

Contact the Student Accounts Officer to check out of a dormitory room. Students are required to vacate their rooms according to check-out procedures which are available from the Student Accounts Officer. They include cleaning the room, returning key(s) and paying for any damages. There is a fee to replace a lost key. A charge will be added to your bill if the room is not cleaned and a charge when proper checkout procedures are not followed. It is your responsibility to properly check out of your room no matter why you leave.

### Personal Safety

Southern California Seminary is committed to providing a safe environment in which to live, work, and learn. The Seminary is pleased to obey laws that seek the same objective, chiefly among them the *Crime Awareness and Campus Security Act of 1990*, now known as the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* (or Clery Act); the *Safe and Drug-Free Schools and Communities Act* of 1986 as amended; and the *Campus Sex Crimes Prevention Act of 2000*.

Campus safety starts with personal safety—you being safe in what you do. When each of us takes responsibility for our personal safety, the entire campus community becomes safer. Here is important information for your personal safety. We thank God for the safety record the Seminary enjoys. Faculty, staff, and students work together to make the campus a safe place to study and live. Your part is important.

### To Report a Crime or Perceived Danger

All members of the campus community are strongly encouraged to immediately report criminal activity or suspicious persons. Contact:

- El Cajon Police Department ..... 9-1-1 (emergencies only)
- Campus Security ..... (619) 672-0661 (emergency and non-emergencies)



**If using the Seminary phone system, dial 9, then 9-1-1 for emergencies.**

Prompt reporting will assure timely Crime Alert Bulletins on-campus and timely disclosure of crime statistics. Report any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around dormitories. You may also report a crime to the following Designated Campus Authorities.

- Admissions Officer ..... 201-8959
- Enrollment Manager/Registrar ..... 201-8951
- Dean of Graduate Biblical Studies ..... 201-8994
- Student Accounts Officer ..... 201-8957
- Dean of Undergraduate Biblical Studies ..... 201-8993

### Voluntary Confidential Reporting

If you are the victim of a crime and do not wish to pursue action through Southern California Seminary or the criminal justice system, you may file a confidential report with a Designated

Campus Official. With your permission, the DSO will report the details of the incident without revealing your identity. The purpose of filing a confidential report is to keep the matter confidential while taking steps to ensure the future safety of the campus community. The information helps the Seminary maintain accurate records of the number of incidents involving students on campus, determine where there is a pattern of crime with regard to location, method, or assailant, and alert the campus community of potential danger. Statistics derived from confidential reports are included in the Crime Report.

### Campus Pastor

The Campus Pastor, when acting as such, is not considered to be a Designated Campus Official for purposes of crime reporting and is not required to report crimes for inclusion in the annual crime report. However, the Campus Pastor is encouraged to inform counselees of the procedure to voluntarily and anonymously report a crime for inclusion in the Crime Report.

### Campus Law Enforcement

Campus Security personnel and Seminary employees have authority to ask persons for identification and to determine whether individuals have lawful business at Southern California Seminary. Security personnel have authority to issue parking tickets and initiate vehicle towing, the costs of which are billed to financial accounts of students, faculty, and staff. Security personnel and Seminary employees do not possess arrest power. Criminal incidents are referred to local law enforcement agencies.

Campus Security is headed full-time by a former San Diego police officer who maintains a professional working relationship with El Cajon Police and Fire Departments, San Diego County Sheriff, and California Highway Patrol.

### Security and Access

The campus is patrolled continually by Campus Security. During business hours, the Seminary is open to students, parents, employees, contractors, guests, and invitees. During non business hours access to Seminary buildings is by key, if issued, or by admittance via Campus Security. Emergencies may require changes to normal access schedules.

Access to dormitories is available during normal business and classroom hours, but restricted otherwise. Individual dormitory rooms are secured by the occupant. Some facilities, such as the Library, may have hours that vary at different times of the year according to schedules set by the responsible department.

The Seminary continually surveys the campus for potential safety and security issues such as landscaping, locks, alarms, lighting, and communications. Pressing issues are dealt with immediately, while routine issues are raised at the monthly Safety Committee Meeting. Please contact the Business Office if you know of a facility safety issue, (619) 201-8960.

### Crime Alert Bulletin (Timely Warning)

When a situation arises, either on or off campus, that in the judgment of the Campus Security Officer constitutes an ongoing or continuing threat to the campus community, the CSO issues a Crime Alert Bulletin.

**Crime Alert Bulletin Content.** The following items are included in the Crime Alert Bulletin, subject to availability and reasonable accuracy of information.

1. Description of the incident (type of crime, time and date, location, etc.)

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2. Physical description and name of the offender
3. Drawing or photograph of the offender
4. Any connection to previously reported incidents
5. Description of victim and injuries (if relevant)
6. Date and time the bulletin was issued
7. Contact information
8. Any other information that would promote campus safety as it relates to the incident

**Crime Alert Bulletin Distribution.** The Campus Security Officer has discretion to distribute crime alert bulletins by means appropriate to the circumstances prompting the bulletin. Typically, at a minimum the bulletin will be issued to students, faculty, and staff via email. Other means of distribution include electronic signage, the SCS web site, mailbox flyers, and postings at prominent locations on campus including the entrances to classrooms and dormitories.

### Alcoholic Beverages

The possession, sale, manufacture, distribution, or use of alcoholic beverages by anyone, either on campus or at any Seminary-sponsored activity, is prohibited. Violators are subject to Seminary disciplinary action up to and including expulsion or termination of employment and referral for prosecution and, to the extent applicable, criminal prosecution, fine and imprisonment.

### Illegal Drugs

The possession, sale, manufacture, distribution, or use of illegal drugs by anyone either on campus or at any Seminary-sponsored activity is prohibited. Violators are subject to Seminary disciplinary action up to and including expulsion or termination of employment and referral for prosecution and, to the extent applicable, criminal prosecution, fine and imprisonment. A violation of any law regarding alcohol and substance abuse is also a violation of the Seminary's policy and will be treated as a separate disciplinary matter by the Seminary.

### San Diego Area Drug and Alcohol Rehabilitation Programs and Addiction Treatment Centers

SCS provides resources on campus for students who desire to seek help with drug or alcohol abuse. Additionally, the following resources are available throughout the greater San Diego metropolitan region. Please contact the Campus Pastor for more information.

- Addiction Information and Treatment
- Alcohol Abuse Information
- Alternative Medicine
- Clinics and Medical Centers
- Counseling and Crisis Intervention
- Drug Abuse Information
- Drug and Alcohol Detection and Testing
- Drug or Alcohol Treatment Programs
- Homecare Providers
- Hospitals
- Mental Health Clinics
- Mental Health Practitioners
- Psychologists
- Rehabilitation Centers and Services

### Harassment

SCS is committed to providing a campus environment that honors the Lord Jesus Christ. Such environment is not merely free of unlawful harassment, but never approaches the borderline between legal and illegal. Christ-honoring behavior not simply avoids creating a hostile campus, it promotes a peaceful one. Harassment is particularly unbecoming of Christians, is indicative of failure to conduct one's behavior by means of the ministry of the Spirit of God, and is prohibited at SCS. However, it is necessary for SCS to warn you of the consequences related to harassment.

**Harassment Defined.** Generally, harassment is any behavior that is directed toward a particular person (or persons), is unwelcome and severe or pervasive, and violates criminal law, or civil rights law, or SCS policy on harassment, or that unreasonably interferes with the target person's employment, academic pursuits, or participation in SCS-sponsored activities.

**Harassment Prohibited.** SCS policy prohibits sexual harassment and harassment based on pregnancy, childbirth or related medical conditions, race, religious creed, color, gender, national origin or ancestry, physical or mental disability, medical condition, marital status, age, sexual orientation, or any other basis protected by federal, state, or local law or ordinance or regulation. In short, all such harassment is unlawful and dishonors our Lord.

The SCS anti-harassment policy applies to, and prohibits unlawful harassment by, all students. It also prohibits harassment based on the perception that anyone has any of those characteristics, or is associated with a person who has or is perceived as having any of those characteristics.

Prohibited unlawful harassment includes, but is not limited to, the following behaviors:

- Verbal conduct such as epithets, derogatory jokes or comments, slurs or unwanted sexual advances, invitations, or comments;
- Visual displays such as derogatory and sexually-oriented posters, photography, cartoons, drawings, or gestures;
- Physical conduct including assault, unwanted touching, intentionally blocking normal movement or interfering with work because of sex, race, or any other protected basis; and
- Retaliation for reporting or threatening to report harassment.

If you believe that you have been unlawfully harassed, notify the Campus Pastor or any other Seminary employee, including the President, Vice-President for Academics, or the Executive Vice President as soon as possible after the incident. A written complaint is preferred but not required. You will be asked to provide details of the incident or incidents, names of individuals involved, and names of any witnesses. All harassment complaints will be referred to the Executive Vice President who will immediately undertake an effective, thorough, and objective investigation of the harassment allegations.

If SCS determines that unlawful harassment has occurred, effective remedial action will be taken in accordance with the circumstances involved. Any student determined by SCS to have committed unlawful harassment will be subject to appropriate disciplinary action, up to, and including expulsion. An SCS representative will advise all parties concerned of the results of the investigation. The Seminary will not retaliate against you for filing a complaint and will not tolerate or permit retaliation by employees or fellow students.

**Hazing.** Hazing is any act that injures, degrades, harasses, or disgraces any person. Students found guilty of hazing are subject to non-academic discipline up to and including expulsion. A criminal conviction for hazing or aiding and abetting others in the commission of hazing will result in expulsion from SCS.

## Campus Community

### Sexual Assault Prevention and Response

Southern California Seminary is committed to providing a safe and secure campus environment that is free from sexual assault. SCS educates the student community about sexual assaults and date rape primarily through the Student Handbook. Counseling is available from the Campus Pastor and referral services are identified online via the Seminary web site. The Seminary strongly urges the victim of a sex offense to:

1. Get to a safe place;
2. Call the Police by dialing 9-1-1;
3. If you are not sure what to do, call RAINN (Rape, Abuse and Incest National Network at 1-800-656-HOPE). The advocate will provide you with options and you will not have to give your name;
4. If you are not sure about reporting the attack, but you might want to later, you are encouraged to immediately file a police report in order to obtain a medical evidentiary examination. You always maintain the right to change your mind and not to pursue a criminal complaint; and
5. Do not eat, drink, wash, shower, go to the bathroom, or otherwise clean up.

Filing a police report will:

- Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;
- Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later; and
- Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

If you do not wish to file a police report, you are still encouraged to seek professional medical advice. It is important not to forget the possibility of sexually transmitted diseases and/or pregnancy. Note that all health care providers are legally required to report to the police all cases of suspected sexual or physical assault.

### Notice of Sex Offender Registration Information

The *Clery Act* requires participants in Title IV student financial aid programs, such as SCS, to advise the public where to access information concerning registered sex offenders. Additionally, the *Campus Sex Crimes Prevention Act of 2000* mandates that institutions of higher education alert faculty, staff, and students where they can obtain information concerning registered sex offenders that may frequent the campus. Please visit <http://www.meganslaw.ca.gov/>.

Registry information provided shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees and volunteers, or otherwise for the protection of the public in general and children in particular.

### The Clery Act, CSCPA, and FERPA

The *Clery Act* does not require confidential reporting of crimes. Generally, personally identifiable information is precluded from disclosure. However, such information may be released in an emergency situation.

Further, the federal *Campus Sex Crimes Prevention Act of 2000* amends the *Family Educational Rights and Privacy Act of 1974* to clarify that nothing in the *CSCPA* prohibits an educational institution from disclosing information provided to the institution concerning registered sex offenders.

## Student Health Services

There are numerous hospitals and health clinics in the greater San Diego area, including the East County region where SCS is located. First aid is available on campus for minor conditions.

### First Aid

One first aid kit is located in SCS Building B, Administration, on the shelf beneath the staff mailboxes. A second first aid kit is located in SCS Building A, Education, in the copy room cupboard on the right-hand side.

### More Serious Needs

For more serious needs, these two facilities are among the nearest and most capable.

#### East County Urgent Care

1.5 road miles from campus  
1625 East Main Street  
El Cajon, CA 92021  
(619) 442-9896  
Mon.-Fri. 8 a.m. - 6 p.m.; Sat./Sun. 9 a.m. - 3 p.m.

#### Grossmont Hospital

8 road miles from campus  
5555 Grossmont Center Drive  
La Mesa, CA 91941  
(619) 465-0711 (Information)  
(619) 740-6000 (Emergency)

## Life-Threatening Illnesses

Southern California Seminary holds that students with life-threatening illnesses (including, but not limited to cancer, HIV or AIDS, heart disease and multiple sclerosis, etc.) should continue to study for as long as their condition allows them to do so in a safe and satisfactory manner.

We believe that a supportive and caring campus environment is an important factor in maintaining quality of life for a student with a life-threatening illness. We ask all our students to be sensitive to the needs of fellow students facing such an illness.

Upon request, SCS will provide reasonable accommodation to students with a life-threatening illness to enable them to continue to study.

Through continuing education and communication we will attempt to create an honest, compassionate, and informed campus environment in which anyone with a life-threatening illness will feel free to come forward in the knowledge that he or she will be met with respect, understanding, and care.

A student with a life-threatening illness is under no obligation to disclose the condition to SCS. If a student chooses to discuss a life-threatening illness, any such conversation will be strictly confidential and will not be disclosed to others without the student's permission (except as required by law). Unauthorized disclosure by employees of confidential information relating to health status will lead to disciplinary action, up to and including dismissal.

## Student Responsibilities During an Emergency

You are responsible to clearly follow the directions of faculty and staff in charge during an emergency, including the procedures for the orderly evacuation of buildings and assembly at the designated assembly points. You should not leave the assembly point until permission has been

## Campus Community

granted. Do not re-enter buildings, including dormitories, until official notification has been provided that it is safe to do so. If you have special skills that might be useful during an emergency response, identify yourself to a faculty or response team member immediately following the roll call at the assembly point.

### Emergency Evacuation and Routes

Maps showing evacuation routes have been posted in all Seminary buildings and classrooms. Faculty members will provide specific directions regarding evacuation routes and will meet with you at the assembly point.

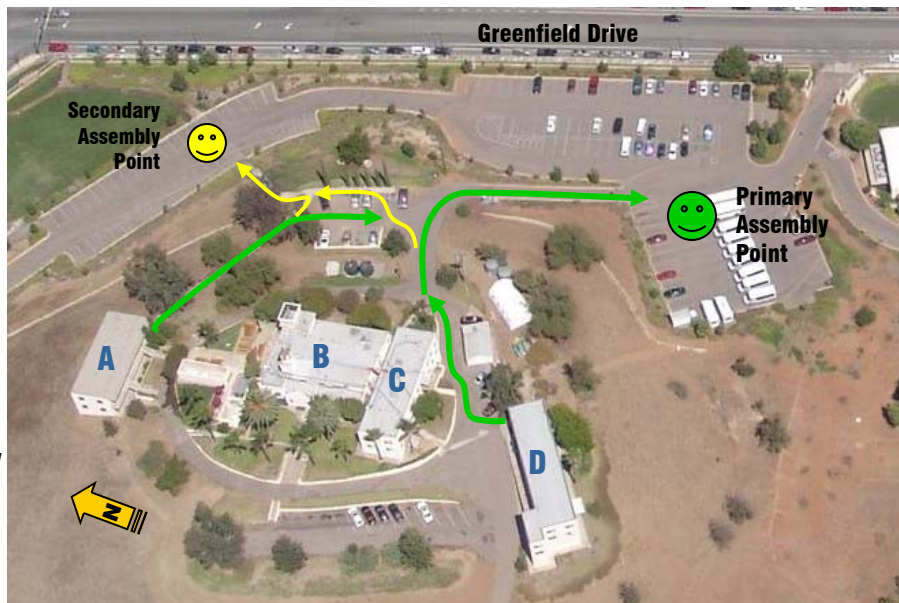
**Be Prepared.** Know at least two exits from the building and be familiar with the evacuation route specified on the evacuation diagrams in your building or classroom.

**Students with Disabilities Needing Assistance.** Identify yourself to your instructor in each class at the beginning of the trimester and indicate the nature of the assistance you need so arrangements can be made to assist you with evacuation if an emergency occurs. Fellow students are asked to assist disabled students in their class or elsewhere during building evacuations.

**Assembly Points.** The Primary Assembly Point is the lower parking lot at the foot of the west drive. The Primary Assembly Point is preferred because it is likely that any disabled students can better negotiate the drive than the steps leading to the secondary assembly point. The Secondary Assembly Point is the north parking lot.

**Alternate Route.** Any emergency can produce unexpected conditions. If the primary evacuation route is not available, faculty will use their discretion to determine the best alternative route to achieve safety for all, with the Secondary Assembly Point being the first option to consider.

- Building A**  
Education  
Classrooms  
A-201  
A-202  
A-203  
A-204
- Building B**  
Administration
- Building C**  
North Dormitory
- Building D**  
South Dormitory  
Classrooms  
D-101  
D-102



### Emergency Evacuation Routes

### Student Conduct

Southern California Seminary is dedicated to training men and women who genuinely desire to live a Christ-honoring life. Being a student in good standing is the norm, that is, a student who is not under sanction such as Academic Warning, Academic Probation or disciplinary or academic integrity probation, suspension, or expulsion.

Although an understanding of what is unacceptable behavior is necessary for diagnostic purposes (see Paul do the same thing in Galatians 5:19–21), ultimately, loving behavior cannot be produced by following a list of do's and don'ts no matter how long or thoughtfully it is composed. Acceptable Christian behavior results from reliance on the Spirit of God to produce spiritual fruit in the believer (Galatians 5:22–23).

#### Basis of Student Conduct

The SCS Basis of Student Conduct states the means for achieving the kind of lifestyle expected of trustees, administrators, faculty, and students. Traditionally, a code of conduct is used to enforce behavior by publishing a list of rules with consequences. The Seminary has stated the Basis of Student Conduct in a way that reflects the grace of God. It is included in official publications. Southern California Seminary affirms that:

- Each Christian is to be Christlike in attitude and action. This is neither automatic nor instantaneous, but a growth process. This Christlikeness does not come by observing certain outward expectations, but comes from within as the indwelling Spirit of God energizes the believer submitted to God (Romans 12:1–2; Philippians 2:12–13). As believers walk in fellowship with the Lord, being controlled and enabled by the Holy Spirit, they are changed to be more and more like Him (2 Corinthians 3:18; Philippians 2:12–13, 1 John 1:4–7).
- Believers are to glorify God in their bodies and are to live holy lives (1 Corinthians 6:19–20; 1 Peter 1:13–16). Love toward God is evidenced by love for those without Christ (note Paul's example in 2 Corinthians 5:14 and Acts 18:5) and by love for fellow believers (1 John 3:16; 4:7–8).
- Living by God's grace, believers are to avoid even the appearance (every form) of wrongdoing (1 Thessalonians 5:22). Believers are called to freedom, but this is not to be an opportunity for the works of the flesh (Galatians 5:13).
- Individuals who, after spiritual instruction (Galatians 6:1), continue to dishonor the Lord by persisting in un-Christlike behavior or unruly conduct may, after due process, be dismissed from SCS (1 Thessalonians 5:14).

#### Representative Misconduct

Disciplinary regulations at SCS give students general notice of prohibited conduct but should be read broadly. They are not designed to define misconduct in exhaustive terms. Consequently, the following kinds of misconduct do not comprise an exhaustive list, but are representative of misconduct that violates the Code and supplies sufficient grounds for discipline.

Misconduct not listed here, including conduct prohibited elsewhere in this SCS Catalog, may also result in discipline. Discipline includes but is not limited to removal, suspension, or expulsion.

1. Academic dishonesty, such as cheating, plagiarism, or knowingly furnishing false information to the Seminary.
2. Forgery, alteration or misuse of Seminary documents, records, or identification.
3. Obstruction or disruption of instructional, counseling, administrative, or other authorized

## Campus Community

- Seminary activities.
4. Assault or battery, abuse or any threat of force or violence or hazing directed toward any person on Seminary owned property, or Seminary sponsored or supervised functions, or conduct which threatens or endangers the health or safety of any person.
  5. Theft of or willful damage to Seminary property or theft of or willful damage to property of a member of the Seminary community, such as visitors, students, or employees of the Seminary on Seminary property or at an authorized Seminary activity.
  6. Unauthorized entry onto or use of Seminary facilities.
  7. Violation of Seminary rules or regulations including Seminary policies concerning student organization, use of Seminary facilities, or the time, place, and manner of student expression.
  8. Willful failure to comply with directions of Seminary officials, including faculty and staff action in the performance of their duties.
  9. Use, possession, or distribution of alcoholic beverages, narcotics, or controlled substances on campus (except as expressly permitted by law) or presence on Seminary property or at a Seminary authorized event while under the influence thereof.
  10. Disorderly, lewd, indecent, obscene or sexually immoral conduct, expression, or language on Seminary owned or controlled property or at Seminary sponsored or supervised functions.
  11. Verbal abuse in any way that causes defamation or character assassination.
  12. Possession or use of any item used to threaten bodily harm to any person on Seminary property or at a Seminary function.
  13. Misrepresentation of oneself or an organization to be an agent of the Seminary.
  14. Conduct that is in violation of federal, state, or local laws or ordinances while on Seminary premises or at Seminary sponsored activities.
  15. Abuse of computer facilities or use of computers for anything other than authorized course related work.
  16. Failure to return school properties such as projectors, screens, books, teaching materials and any such things that had been loaned for the purpose of teaching or other use after receiving three notices of such failure to return such items.
  17. Students in the MACP and MFT programs are expected to comply with all of the ethical standards of the California Association of Marriage and Family Therapists and the California Board of Behavior Sciences.
  18. Intentionally initiating or causing to be initiated any false report, warning, or threat of fire, explosion, or other emergency on Seminary premises or at Seminary-sponsored activities.
  19. Intentionally or recklessly misusing or damaging fire safety or other safety equipment.
  20. Violating the Drug-Free Campus Policy.
  21. Violating the Sexual Harassment Policy.

### Jurisdiction

The SCS Code of Student Conduct applies to all students from the time they accept admission to SCS through the date of their graduation. This includes, but is not limited to:

- New students at Orientation;
- Persons not currently enrolled but who are still seeking a degree from SCS;
- Any person enrolled in a course offered by SCS; and
- Any graduated student if SCS determines that his or her degree or receipt of credit may have involved misconduct while he or she was working toward the degree (degree revocation may be invoked).

### Non-Academic Discipline

Attendance at SCS is a privilege, not a right. Consequently, enrollment at SCS does not guarantee continuance. SCS has established behavioral guidelines that are consistent with its overall purpose and philosophy as established by the Board of Trustees. Infractions of school policy, either on or off campus, may result in penalties and jeopardize your enrollment at SCS. All non-academic discipline is handled by the Vice President of Student Services and will involve the appropriate Dean.

#### Penalties

The Vice President of Student Services is responsible to adjudicate non-academic disciplinary cases within the Seminary. When a student is found guilty of an infraction, the Vice President will impose a penalty deemed appropriate to the offense and in the best interests of both the student and the campus community. The Vice President's decision is final in cases resulting in an oral or written reprimand. Students may appeal other penalties.

**Oral Reprimand.** An oral reprimand is the least severe penalty that may be imposed for behavioral infractions. A record of an oral reprimand is placed in the student's file and removed upon graduation or transfer if no further disciplinary action is taken.

**Written Reprimand.** A letter of reprimand is a final warning that any further behavioral problems will result in more severe penalty. A letter of reprimand will state the nature of the problem, the warning given, and a description of the next disciplinary step. A letter of reprimand becomes a permanent part of the student's record.

**Official Letter of Reprimand.** In some cases, the Vice President of Student Services may issue an official letter of reprimand. This disciplinary letter is an official warning that any further behavior problems may result in dismissal. The letter states the nature of the problem, previous disciplinary action, and a description of the next disciplinary step. A copy is kept in the student's file.

**Scholarship Forfeiture.** Institutional scholarships may be canceled or reduced.

**Suspension.** The Vice President of Student Services may suspend a student from access to the campus for a specified period; from attending classes for one to three days; or from attending the next trimester.

**Dismissal.** Dismissal is the most severe discipline SCS will administer to a student. All dismissal decisions are reviewed by the Administrative Council. Dismissal will include one or more of the following penalties.

- Total loss of academic credit for all courses taken during the trimester current at the time the cause for dismissal occurred, regardless of when the offense occurred during the trimester.
- Prohibition from campus for a minimum full trimester to an indefinite amount of time, unless specific permission is granted by the Administration.
- The imposition of prerequisites that must be met before readmission will be considered.
- Loss of any institutional scholarship.
- Possible loss of other financial aid.
- If necessary, enforced departure from the campus within 24 hours.

Regardless of the time in the trimester, a dismissal is a total loss of academic credit for that trimester. Dismissed students will receive prorated refund of tuition. Students who are dismissed

## Campus Community

from the Seminary must leave within 24 hours and may not return to the campus until authorized to do so by the Administration. The Administration will work with the student to ensure that they fully understand the implications of dismissal.

- Students who have been dismissed for bad conduct may reapply after six months through normal admissions procedures, providing they have met prerequisites that may have been imposed at the time of dismissal.
- Those who have been dismissed for academic reasons may apply for readmission after two trimesters. However, readmission is still subject to administrative review.
- The Administration has the right and responsibility to exercise the means of discipline deemed appropriate according to individual cases.

SCS will refund tuition to dismissed students according to the tuition refund policy current at the time of dismissal. SCS is not obligated to readmit a dismissed student. However, a dismissed student may apply for readmission by following normal admission procedures after two complete trimesters have elapsed from the effective date of dismissal. Dismissed students must have complied with any prerequisites imposed at the time of dismissal to be considered for readmission.

Cases of dismissal are automatically reviewed by the SCS Administrative Council. This task is not a part of the appeal process, but an internal process designed to ensure consistency in the application of policy and to determine if there are new lessons to learn from the cases.

### Appeals of Non-academic Discipline

Students may appeal disciplinary action other than an oral or written reprimand. Appeals must be received by the Vice President of Student Services within two business days of the imposition of the penalty at issue. The Vice President will convene the Discipline Appeals Committee (DAC) within one workday to hear the appeal. The following guidelines apply.

1. The DAC will be composed of three faculty members, excluding the applicable Dean, and two currently enrolled students.
2. The DAC will provide the student written notice of the time and place of the hearing.
3. The Dean will present the charges and the rationale behind the penalty.
4. The student will present his or her case and answer any questions asked by the DAC.
5. The DAC will deliberate in executive session to determine if the imposed discipline is fair and consistent with stated policies.
6. The DAC will recommend a course of action to the President whose decision will be final.

## Student Grievance

A *grievance* is a just or supposed basis for complaint arising out of any alleged unauthorized or unjustified act or decision made by a member of the SCS community that in any way adversely affects the status, rights, or privileges of a student. An aggrieved student may complain to the administration to correct the problem. The burden of proof is on the individual who submits a complaint. The grievance process is *not* the correct means for appealing disciplinary actions.

### Step 1—Informal Action

Seek resolution first through direct, informal communication with the responsible person (Matthew 8:15). Discussion between those involved is encouraged at all stages, but is essential in the early stages of resolution. If the complaint cannot be resolved informally, formal action may be taken.

### Step 2—Formal Action

The following procedure is used to resolve a formal complaint.

1. State the grievance in writing (write a complaint) within 60 days of the alleged event and submit the complaint to the Vice President of Student Services. No special form is needed, but the complaint must include:
  - The date you submit the complaint;
  - A description of the grievance that includes all relevant information such as date(s) when the problem was evident, evidence substantiating the grievance, and witnesses; and
  - A proposed resolution, that is, what you want to happen to resolve the grievance.
2. The Student Services Vice President has two working days from the date of receipt to forward the grievance to the administrator who will serve as mediator to resolve the matter. Care will be taken to ensure that the mediator has the expertise necessary to resolve the grievance.
3. The mediator has two working days from the date of receipt to:
  - Send to the student an acknowledgement that briefly summarizes the grievance and informs the student that a resolution will be sent within ten working days, and
  - Forward to the President a copy of the grievance and acknowledgement.
4. The mediator has ten working days from the date of receipt to:
  - Investigate the alleged basis for the complaint;
  - Investigate previous efforts taken to resolve the grievance;
  - Investigate any contingencies and take such action that may help resolve the grievance;
  - Send to the aggrieved student a *formal response* (a statement describing what was or will be done to resolve the grievance); and
  - Forward to the President a copy of the formal response.
5. If the student is satisfied with the formal response, the grievance is resolved.
6. If the student is not satisfied with the formal response, a request for a hearing may be made to the Grievance Committee, which:
  - Shall be given a copy of the case to date;
  - Shall schedule a hearing date and time within seven working days of the request and notify all concerned (but not necessarily invite them to attend);
  - May invite the student and any witnesses to attend the hearing—the student does not have a right to attend;
  - Shall conduct the hearing as informally as possible, while reviewing and evaluating the case;
  - Shall keep its deliberations confidential; and
  - Shall, by majority vote, recommend to the President a course of action to finally resolve the grievance.
7. The President will issue a decision, which shall be final, in writing to the student within three working days of the hearing.

Any student who thinks his or her complaint was not handled appropriately may contact SCS' accrediting agency, TRACS, in writing via email at [info@tracs.org](mailto:info@tracs.org) or by mail at Transnational Association of Christian Colleges and Schools, P.O. Box 328, Forest, Virginia 24551.



# Academic Programs

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# Academic Programs

## Degrees in Biblical Studies

Degrees in the discipline of biblical studies are offered on the undergraduate and graduate levels, some of which may be completed either on-campus or online. The College at Southern California Seminary offers the AABS and BABS degrees while all of the other biblical studies degrees are offered by the Seminary.

Degree	Ground	Online	Units
Associate of Arts in Biblical Studies (AABS)	Yes	Yes	66
Bachelor of Arts in Biblical Studies (BABS)	Yes	Yes	129
Master of Religious Studies (MRS)	Yes	Yes	30
Master of Arts in Biblical Studies (MABS)	Yes	Yes	60
Master of Divinity (MDIV)	Yes	No	96

## Associate of Arts in Biblical Studies

### Purpose

The curriculum leading to the Associate of Arts in Biblical Studies (AABS) degree is a 66-unit course of instruction designed to give students a basic biblical and theological foundation in preparation for a wide variety of Christian ministries. By taking 12 units each trimester, the program can be completed in about two years. The AABS degree is not available to international students in the Korean and Spanish languages.

### Program Goals

The purpose of the AABS program is achieved by enabling students to:

1. Demonstrate a general knowledge of the Bible;
2. Demonstrate a basic understanding of language arts, humanities, and social sciences within the Christian worldview;
3. Present an increasing likeness to Christ as manifested in love for God, love for others, and the fruit of the Spirit; and
4. Become more involved in a local church, global missions, and/or other ministries with which they are associated.

### AABS Degree Program Graduation Requirements

Each candidate for the AABS degree must meet the general graduation requirements (page 50) and:

1. Complete 66 units of undergraduate level courses including a minimum of 33 units of Bible and theology, and 24 units of general education.
2. Complete at least 33 units within the AABS program at SCS.
3. Complete the program curriculum with not less than a 2.0 GPA.
4. Submit a petition to graduate to the Registrar by the deadline in the Academic Calendar.
5. Settle all financial obligations to SCS.
6. Be recommended for the AABS degree by the faculty based on demonstrated moral integrity.

### Curriculum Distribution

#### Biblical Studies

ED-311	Inductive Bible Study	3	
TH-207	Spiritual Disciplines	3	6 units

#### Bible

BI-206	Pentateuch	3	
BI-217	Old Testament Historical Books	3	
BI-218	Old Testament Poetical Books	3	
BI-219	Old Testament Prophetical Books	3	
BI-318	Gospels and Acts	3	
BI-319	Pauline Epistles	3	
BI-320	General Epistles and Revelation	3	
BI-345	Analysis of Romans	3	24 units

#### Theology

TH-203	Biblical Interpretation	3	
TH-204	Doctrine of the Bible	3	
TH-205	Dispensationalism	3	9 units

#### General Education: Communication Skills

ED-100	College Skills	3	
EN-101	English Composition I	3	
EN-102	English Composition II	3	
PM-101	Communication Skills	3	12 units

#### General Education: Humanities

PH-101	Introduction to Philosophy	3	
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#### General Education: Natural Sciences

NS-203	Scientific Models of Origin	3	
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#### General Education: Social Sciences

HI-104	Church History I	3	
HI-105	Church History II	3	12 units

<b>Elective</b>		<b>3</b>	<b>3 units</b>
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**AABS Total**                      66 units

## Bachelor of Arts in Biblical Studies

### Purpose

The curriculum leading to the Bachelor of Arts in Biblical Studies (BABS) degree is a 129-unit course of instruction designed to develop Christian character, a sound knowledge of the English Bible, and the skills appropriate for ministry in a local church, mission field, or other Christian ministry. By taking 12 units each trimester, the program can be completed in four years.

### Program Goals

The purpose of the BABS program is achieved by enabling students to:

1. Explain and summarize the Bible, including a comprehensive understanding of the major books.
2. Defend a theological position based on a grammatical-historical hermeneutic and apply it to contemporary issues.
3. Present an increasing likeness to Christ as manifested in love for God, love for others, and the fruit of the Spirit.

## Academic Programs

- Become more involved in a local church, global missions, and/or other ministries with which they are associated by means of leadership and communication skills, evangelism, and Christian service.

### Graduation Requirements

Each candidate for the BABS degree must meet the general graduation requirements (page 50) and:

- Complete 129 units of undergraduate level courses.
- Complete at least 33 units at SCS.

### Curriculum Distribution

#### Biblical Studies

ED-311	Inductive Bible Study	3	
TH-207	Spiritual Disciplines	3	
MI-101	World Christian Movement	3	9 units

#### Bible

BI-206	Pentateuch	3	
BI-217	Old Testament Historical Books	3	
BI-218	Old Testament Poetical Books	3	
BI-219	Old Testament Prophetical Books	3	
BI-318	Gospels and Acts	3	
BI-319	Pauline Epistles	3	
BI-320	General Epistles and Revelation	3	
BI-345	Analysis of Romans	3	
BI-349	Inductive of Ephesians	3	27 units

#### Theology

TH-203	Biblical Interpretation	3	
TH-204	Doctrine of the Bible	3	
TH-205	Dispensationalism	3	
TH-311	Theology I: God and Angels	3	
TH-312	Theology II: Man, Sin, and Salvation	3	
TH-313	Theology III: Christ and the Holy Spirit	3	
TH-314	Theology IV: The Church and Last Things	3	
TH-451	Doctrinal Summary	3	24 units

#### General Education: Communication Skills

ED-100	College Skills	3	
EN-101	English Composition I	3	
EN-102	English Composition II	3	
PM-101	Communication Skills	3	
ED-401	Principles of Teaching	3	

#### General Education: Humanities

PH-101	Introduction to Philosophy	3	
AP-201	Apologetics	3	
MU-201	Music in Worship	3	
AP-403	World Religions	3	

#### General Education: Mathematics/ Sciences

MA-120	Mathematics for General Education	3	
NS-203	Scientific Models of Origin	3	

### General Education: Social Sciences

HI-104	Church History I	3	
HI-105	Church History II	3	
PY-101	General Psychology	3	
SO-203	Cultural Anthropology	3	45 units

### Ministry Skills

BC-321	Conflict Resolution	3	
CE-103	Spiritual Leadership	3	
PM-471	Ministry Internship	3	
PM-401	Personal Evangelism	3	12 units

### Electives

Any course may be taken. The Greek language series is optional.

Elective	(Optional language series: BL-301 Elementary Greek I)	3	
Elective	(Optional language series: BL-302 Elementary Greek II)	3	
Elective	(Optional language series: BL-401 Intermediate Greek I)	3	
Elective	(Optional language series: BL-402 Intermediate Greek II)	3	12 units

**BABS Total**                      129 units

## Master of Religious Studies

The Master of Religious Studies program offers the student the opportunity to select a customized set of courses that will enhance the student's ministry goals. By taking 9-12 units each trimester, the program can be completed in about one year. It is especially popular with students in the Master of Arts in Counseling Psychology program.

Students intending to earn a higher Bible degree are urged to follow the curriculum of the ultimate degree program to prevent scheduling conflicts later in their studies.

### Purpose

The curriculum leading to the MRS degree is a 30-unit course of instruction designed to prepare students for:

- Vocational and avocational Christian ministries that are enhanced by graduate-level Bible studies not requiring Greek or Hebrew exegesis; or
- Future studies in the SCS Master of Arts in Biblical Studies or similar program.

### Student Program Goals

Upon successful completion of the Master of Religious Studies program the student will be able to:

1. Apply inductive methodology to analyze and explain the purpose and theme of any book of the Bible;
2. Apply a grammatical-historical hermeneutic to derive and defend a biblical doctrinal position; and
3. Apply knowledge gained from Bible study to the issues of life and in ministry to others for the glory of God.

## Academic Programs

### Graduation Requirements

Each candidate for the MRS degree must meet the general graduation requirements (page 50) and:

1. Complete 30 units of graduate-level courses not taken on the undergraduate level. Any course may be chosen from the Graduate Bible Division offerings, but *continuing students are urged to follow the recommended curriculum to prevent scheduling conflicts later on.*
2. Complete not less than 24 units within the MRS program at SCS, allowing 6 units of transfer units.

### Curriculum Options

#### Option 1: Custom Curriculum

Students can custom design a program of biblical, theological, and practical ministry courses to meet their ministry and personal need.

Electives (10 3-unit courses) **MRS Option 1 Total** 30 units

#### Option 2: Stair-Step Curriculum

Students can earn an MRS degree by taking ten courses on the way to completing a Master of Arts in Biblical Studies or the Master of Divinity.

PM-511	Spiritual Disciplines	3
NT-506	Gospels and Acts	3
CE-509	Servant Leadership	3
NT-509	Pauline Epistles	3
TH-612	Theology II: Anthropology, Hamartiology, Soteriology	3
CE-508	Inductive Bible Study (or CE-511 Principles of Stewardship for Greek emphasis)	3
TH-507	Crucial Issues in Ministry	3
Elective	(3 courses at 3 units each)	9
<b>MRS Option 2 Total</b>		30 units

#### Option 3: New Testament Language Emphasis

Students can earn an MRS degree by taking seven required courses plus three electives in an area of emphasis.

PM-511	Spiritual Disciplines	3
NT-506	Gospels and Acts	3
CE-509	Servant Leadership	3
NT-509	Pauline Epistles	3
TH-612	Theology II: Anthropology, Hamartiology, Soteriology	3
TH-507	Crucial Issues in Ministry	3
BL-501	Elementary Greek I	3
BL-502	Elementary Greek II	3
BL-601	Intermediate Greek I	3
BL-602	Intermediate Greek II	3
<b>MRS Option 3 Total</b>		30 units

### Master of Arts in Biblical Studies

The Master of Arts in Biblical Studies program provides graduate-level biblical and theological instruction that is most useful for persons who seek to generally elevate their biblical and theological understanding, satisfy mission board requirements, or enhance their ministries within a local church or parachurch organization. By taking 9-12 units each trimester, the program can be completed in about two years.

#### Purpose

The curriculum leading to the MABS degree is a two-year, 60-unit course of instruction designed to prepare students for:

- Vocational and non-vocational Christian ministries that are enhanced by graduate-level Bible exposition and communication skills not requiring Greek or Hebrew exegesis; and/or
- Future studies in the SCS Master of Divinity, or similar, program.

#### Student Program Goals

Upon successful completion of the Master of Arts in Biblical Studies program the student will be able to:

1. Apply inductive methodology to analyze and explain the purpose and theme of any book of the Bible.
2. Apply a grammatical-historical hermeneutic to derive and defend a biblical doctrinal position.
3. Apply knowledge gained from Bible study to the issues of life and in ministry to others for the glory of God.

#### Graduation Requirements

Each candidate for the degree Master of Arts in Biblical Studies must meet the general graduation requirements (page 50) and:

1. Complete 60 units of graduate level courses (30 units beyond the MRS degree or equivalent) not taken on the undergraduate level at SCS.
2. Complete not less than 24 units at SCS.

#### Curriculum Distribution

##### Biblical and Theology

OT-505	Old Testament History I (trimester)	3	
OT-507	Old Testament History II (trimester)	3	
NT-506	Gospels and Acts (trimester)	3	
NT-509	Pauline Epistles (trimester)	3	
NT-510	General Epistles (trimester)	3	
NT-601	Analysis of Romans	3	
TH-503	Bibliology/Hermeneutics	3	
TH-507	Crucial Issues in Ministry	3	
TH-508	Issues in Dispensationalism	3	
TH-611	Theology I: Theology Proper and Angelology	3	
TH-612	Theology II: Anthropology, Hamartiology, Soteriology	3	
CE-508	Inductive Bible Study (or BL-602 Intermediate Greek II for NT Language emphasis)	3	36 units

## Academic Programs

### Practical Ministry and Electives

CE-506	Teaching Dynamics	3	
RS-501	Theological Research	3	
PM-511	Spiritual Disciplines	3	
CE-509	Servant Leadership	3	
MI-605	World Christian Movement	3	
Elective	(Optional language elective: BL-501 Elementary Greek I)	3	
Elective	(Optional language elective: BL-502 Elementary Greek II)	3	
Elective	(Optional language elective: BL-601 Intermediate Greek I)	3	24 units

**MABS Total** 60 units

## Master of Divinity

The Master of Divinity degree is recognized as the entry-level degree for vocational Christian ministries that communicate the Word of God. The curriculum includes studies in Hebrew and Greek. Generally, graduates serve in leadership positions in the pastorate, missions, social work, youth ministry, evangelism, Christian education, and chaplaincy. The degree can be completed in about three to four years by taking 9-12 units each trimester.

### Purpose

The curriculum leading to the M. Div. degree is a 96-unit course of instruction designed to prepare students for:

- Vocational Christian ministries that normally require graduate-level Bible exposition and communication skills, especially preaching and teaching ministries; or
- Doing research in biblical and theological disciplines using the original languages of the Bible, including preparation for entry into doctoral Bible, ministry, and theology programs.

### Student Program Goals

Upon successful completion of the Master of Divinity program the student will be able to:

1. Apply inductive methodology to analyze and explain the purpose and theme of any book of the Bible.
2. Apply a grammatical-historical hermeneutic to derive and defend a biblical doctrinal position.
3. Apply knowledge gained from Bible study to the issues of life and in ministry to others for the glory of God.
4. Apply the language skills necessary to accurately exegete the Hebrew and Greek texts of the Bible. (Applies only to Bible Language students and courses).

### Graduation Requirements

Each candidate for the M.Div. degree must meet the general graduation requirements (page 50) and:

1. Complete 96 units of graduate-level courses (36 units beyond the MABS degree or equivalent). Students who have completed the MRS or MABS at SCS may have to complete more than a total of 96 units for the M.Div. degree if the courses completed for the MRS or MABS are not part of the M.Div. curriculum.

2. Complete not less than 33 units at SCS.
3. Complete PM-602 Pastoral Ministry, PM-771 Ministry Internship (120 hours of supervised ministry) or PM-774 Field Project I (280 hours of paid internship). Note: The GI Bill does not pay for internships.
4. Complete RS-791 Thesis Writing.
5. Complete thesis and defend it.

### Curriculum Distribution

#### Bible and Theology

OT-505	Old Testament History I (trimester)	3	
OT-507	Old Testament History II (trimester)	3	
NT-506	Gospels and Acts (trimester)	3	
NT-509	Pauline Epistles (trimester)	3	
NT-510	General Epistles (trimester)	3	
NT-601	Analysis of Romans	3	
NT-660	Analysis of Revelation	3	
TH-503	Bibliology/Hermeneutics	3	
TH-507	Crucial Issues in Ministry	3	
TH-508	Issues in Dispensationalism	3	
TH-611	Theology I: Theology Proper and Angelology	3	
TH-612	Theology II: Anthropology, Hamartiology, and Soteriology	3	
TH-613	Theology III: Christology and Pneumatology	3	
TH-614	Theology IV: Ecclesiology and Eschatology	3	42 units

#### Biblical Languages

BL-501	Elementary Greek I (trimester)	3	
BL-502	Elementary Greek II (trimester)	3	
BL-601	Intermediate Greek I (trimester)	3	
BL-602	Intermediate Greek II (trimester)	3	
BL-551	Elementary Hebrew I (trimester)	3	
BL-552	Elementary Hebrew II (trimester)	3	18 units

#### Practical Ministry

BC-508	Crisis Counseling	3	
BC-510	Fundamentals of Pastoral Counseling	3	
CE-506	Teaching Dynamics	3	
CE-509	Servant Leadership	3	
CE-511	Principles of Stewardship	3	
MI-605	World Christian Movement	3	
PM-501	Personal Evangelism	3	
PM-511	Spiritual Disciplines	3	
PM-602	Pastoral Ministry or PM-771 Ministry Internship or PM-774 Field Project I	3	
PM-704	Homiletics (trimester)	3	30 units

#### Research and Thesis

RS-501	Theological Research	3	
RS-791	Thesis Writing (two trimesters)	3	6 units

**MDIV Total**                      96 units

## ***Academic Programs***

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### **Welcome! From the Dean of Behavioral Science**

It is my privilege to introduce you to a biblically based educational program that features convenient schedules and classes taught by doctoral level and licensed professionals who are committed to the integration of the Scripture with the science of psychology.

Southern California Seminary provides a trusted biblical foundation for the study of psychology and Marriage and Family Therapy. Education and training in preparation for practice as a Christian mental health clinician is based on the invariable truth of God's Word and the existing body of knowledge and skills in the science of psychology.

The required theology courses, the study of psychology, the study of Marriage and Family Therapy, and the emphasis on developing clinical skills will prepare you for a God-honoring professional career or ministry.

The Division of Behavioral Science offers graduate level instruction in professional marriage, family, and child counseling. Students who successfully complete the curriculum earn the Master of Arts in Marriage and Family Therapy degree.

The Doctor of Psychology program places a major emphasis on the development of clinical skills. Our goal is to teach students how to translate classroom information into an effective clinical application. Those students who wish to enter the Doctor of Psychology program may complete the MA-MFT degree; however additional prerequisite course work will need to be completed prior to entering the doctoral program. The MACP degree would allow a student to directly enter the Doctoral program provided the student met all program requirements. The MACP program is designed to prepare students to either enter the Doctor of Psychology program or to enter professions which require counseling skills in nonprofit organizations or ministry.

Adult students especially appreciate the flexibility that this program provides. The yearly entry system enables a group of students to proceed together through their academic program from start to finish.

Completing the program of study for the MA-MFT degree is designed to prepare you academically for professional practice and California state licensure as a Marriage and Family Therapist. The dynamic nature of the program promotes personal, emotional, and spiritual maturity.

Thank you for considering Southern California Seminary as a place to equip you for a lifetime of service to God by caring for the special needs of others.

Sincerely,

Barry Lord, Psy.D.  
Dean of Behavioral Science

### Degrees in Behavioral Science

Degrees in the discipline of behavioral science are offered on the graduate and postgraduate levels, all of which must be completed on-campus. All of the behavioral science degrees are offered by the Seminary.

Degree	Ground	Online	Units
Master of Arts in Counseling Psychology (MACP)	Yes	No	78
Master of Arts in Marriage and Family Therapy (MAMFT)	Yes	No	78
Doctor of Psychology (PSYD)	Yes	No	72

### Master of Arts in Marriage and Family Therapy

The MA-MFT program uses group dynamics to develop a learning environment that facilitates cooperative study and group presentations. Group cohesion, student cooperation, and mutual support replace competition. Lecture is minimized and interaction among participants and instructor is encouraged. A group is formed when at least fifteen students have enrolled. Each group progresses through the program in a specific sequence while attending courses usually held once each week from 4:00-10:00 p.m.

Eighteen units of biblical foundation studies are included in the MA-MFT program so the Bible can be used effectively during counseling. MA-MFT students may earn the Master of Religious Studies (MRS) degree by taking an additional 12 units of courses from the Bible Department.

The MA-MFT program meets all of the applicable requirements established by the California Board of Behavioral Sciences. Graduates may apply to sit for the written Marriage and Family Therapist (MFT) license examinations after completing coursework, practicum and internship requirements. Although SCS has no control over the outcome of examinations, the MA-MFT program is designed to enable capable and motivated students to qualify for the MFT license.

The California Board of Behavioral Sciences may require a change in the content of the MA-MFT curriculum that would cause a student to complete a different number of credits than stated in the student's governing catalog.

#### Purpose

The curriculum leading to the MA-MFT degree is a 30-month, 78-unit course of instruction designed to prepare students for:

- Vocational church, private, or institutional marriage, family, and child counseling practice; and/or
- The California Board of Behavioral Science Examiners' written examinations leading to the Marriage and Family Therapist license. Extracurricular requirements apply.

#### Student Learning Outcomes (Program Goals)

Upon successful completion of the MA-MFT program the student will be able to:

1. Prepare to meet the six domains of the MFT Core Competencies.
  - (a) Admission to treatment
  - (b) Clinical Assessment and diagnosis
  - (c) Treatment planning and case management
  - (d) Therapeutic interventions

## Academic Programs

- (e) Legal issues, ethics and standards
- (f) Research and program evaluation
- 2. Apply a variety of effective psychotherapeutic techniques and modalities that may be utilized to improve, restore, or maintain healthy individual, couple and family relationships.
- 3. Be familiar with non-discrimination policies and cross cultural mores and values, including the wide range of racial and ethnic backgrounds common among California's population.
- 4. Demonstrate values such as integrity, sensitivity, flexibility, insight, compassion and Christian ethical standards of conduct throughout the academic process.
- 5. Bring glory to God by becoming a biblically based Christian marriage and family therapist who will serve the community by utilizing psychotherapeutic techniques, assessment, diagnosis, prognosis, and treatment of premarital, couple, family and child relationships.

### Admission Requirements

In addition to the general admission requirements, applicants for admission into the MA-MFT program must meet the following requirements.

1. Possess a bachelor's degree acceptable to SCS that was earned with a minimum 3.0 GPA.
2. Complete 6 units of undergraduate coursework that includes:
  - (a) Introduction to Psychology, or its equivalent, and
  - (b) Abnormal Psychology that emphasizes use of the current DSM.
3. Undergo specified psychological testing at personal expense.
4. Submit a brief autobiography.
5. Be interviewed by the Dean.

If a student does not meet the coursework requirement, admittance may be granted as a Special Status student. MA-MFT courses may then be taken but any unfulfilled admission requirements must be fulfilled before graduation.

### Best Practice Seminar

The California Board of Behavioral Sciences emphasizes Law and Ethics. SCS offers the "Best Practice" seminar yearly to address this important subject. The seminar is mandatory for all students in the MA-MFT program and strongly recommended for all Psy.D. students.

### Prerequisites to Begin as a Trainee in Practicum

Before starting clinical practice, students must complete the first year of prescribed study (19 units) (CO-502, CO-608, CO-508, CO-517, CO-503, CO-504). This includes 20 hours of individual therapy and 20 sessions of group therapy during their first year as outlined in CO-619 Counseling Process. Students must also have obtained liability insurance that covers the student, their counseling site and the school. This can be obtained at a minimal cost via the Seminary.

### Evaluation of Progress

MFT students will meet with the program dean to evaluate progress toward meeting MFT core competencies at four points during the program. These sessions serve as opportunities for students and advisors to discuss progress and evaluate individual needs to strengthen overall progress toward successful achievement in the program. The content for the discussion would be:

- Domain 1 Admission to Treatment
- Domain 2 Clinical Assessment and Diagnosis
- Domain 3 Treatment Planning and Case Management
- Domain 4 Therapeutic Interventions



## Academic Programs

### Master of Arts in Counseling Psychology

The MACP program uses group dynamics to develop a learning environment that facilitates cooperative study and group presentations. Group cohesion, student cooperation, and mutual support replace competition. Lecture is minimized and interaction among participants and instructor is encouraged. A group is formed when at least fifteen students have enrolled. Each group progresses through the course of instruction in a specific sequence while attending courses usually held once each week from 4:00-10:00 p.m.

Eighteen units of biblical foundation studies are included in the MACP program so the Bible can be used effectively during counseling. MACP students may earn the Master of Religious Studies (MRS) degree by taking an additional 12 units of graduate biblical studies.

MACP graduates may not apply to sit for the Marriage and Family Therapist (MFT) license written examinations if they graduate after July 1, 2012. The MACP will, however, serve as a temporary prerequisite for those students wanting to enter the Doctor of Psychology program.

#### Purpose

The curriculum leading to the MACP degree is a 30-month, 78-unit course of instruction designed to prepare students for: Vocational church, private, or institutional marriage, family, and child counseling practice. This degree is a prerequisite for entering the Doctor of Psychology program. After July 1, 2012, the MACP program will no longer be approved for licensure as a MFT with the BBS.

#### Student Learning Outcomes (Program Goals)

Upon successful completion of the MACP program the student will be able to:

1. Apply a variety of effective psychotherapeutic techniques and modalities that may be utilized to improve, restore, or maintain healthy individual, couple and family relationships.
2. Be familiar with non-discrimination policies and cross cultural mores and values, including the wide range of racial and ethnic backgrounds common among California's population.
3. Demonstrate values such as integrity, sensitivity, flexibility, insight, compassion and Christian ethical standards of conduct throughout the academic process.
4. Bring glory to God by becoming biblically based Christian marriage and family therapists who will serve the community by utilizing psychotherapeutic techniques, assessment, diagnosis, prognosis, and treatment of premarital, couple, family and child relationships.

#### Admission Requirements

Admission is granted only to those applicants judged to be fully qualified. Students should contact the Admissions Office for direction on how to proceed as soon as they seriously contemplate studies at SCS.

The Vice President of Student Services may admit an applicant who does not meet the criteria if other factors warrant such action. The Vice President's judgment is final. SCS does not accept applicants who are living illegally in the USA.

Applicants for admission into the MACP program must meet the following requirements.

1. Possess a bachelor's degree acceptable to SCS that was earned with a minimum 3.0 GPA.
2. Complete 6 units of undergraduate coursework that includes:
  - (a) Introduction to Psychology, or its equivalent, and
  - (b) Abnormal Psychology that emphasizes use of the current DSM.

3. Undergo specified psychological testing at personal expense.
4. Submit a brief autobiography.
5. Be interviewed by the Dean.

If a student does not meet the coursework requirement, admittance may be granted as a Special Status student. MACP courses may then be taken, but any unfulfilled admission requirements must be fulfilled before graduation.

### Best Practices Seminar

One content area that is a major emphasis by the licensing board (California Board of Behavioral Sciences) is Law and Ethics. SCS offers the “Best Practice” seminar yearly that addresses this important discipline. The seminar is mandatory for all students in the MA-MFT, MACP programs and is strongly recommended for all Doctor of Psychology students.

### Prerequisites to Begin as a Trainee in Practicum

Before beginning any clinical practice, students must complete their first year of prescribed study (19 units) (CO-502, CO-608, CO-508, CO-516, CO-503, CO-504). This includes 20 hours of individual therapy and 20 sessions of group therapy as outlined in CO-619 counseling process during their first year. Students must also have obtained liability insurance that covers the student, their counseling site and the school. This can be done at a minimal cost via the school. Contact the program coordinator for more details.

### Graduation Requirements

Each candidate for the MACP degree must meet the general graduation requirements (page 50) and:

1. Complete 60 total units of graduate level courses with a minimum GPA of 3.0.
2. Complete an additional pre-requisite 18 units of master’s level biblical foundation courses. These courses may be taken prior to or concurrently with MACP studies.
3. Be recommended for the MACP degree by the faculty based on demonstrated moral integrity.
4. Graduates must have passed a comprehensive exam with an 80%, administered to them by the school in order to graduate.

### Curriculum Distribution

#### Masters of Arts in Counseling Psychology Core

CO-501	Counseling Theory I	3
CO-505	Human Growth and Development	3
CO-506	Counseling Techniques	3
CO-507	Crisis Intervention	3
CO-508	Psychopathology	3
CO-509	Premarital and Marital Counseling	3
CO-515	Counseling Theory II	3
CO-516	Law and Professional Ethics in Counseling	3
CO-611	Cross-cultural Mores and Values	3
CO-612	Approaches to the Treatment of Children	3
CO-608	Research and Program Evaluations	3
CO-621	Testing and Assessment Techniques in MFT Clinical Practice	3
CO-618	Group Counseling	3

## Academic Programs

CO-619	Counseling Process (1 unit)	1	
CO-774	Psychopharmacology	3	43 units
<b>Counseling Practicum</b>			
CO-771	Counseling Practicum I	3	
CO-772	Counseling Practicum II	3	
CO-773	Counseling Practicum III	3	9 units
<b>Specific Training for Licensure Preparation</b>			
The Board of Behavioral Science requires specific additional academic training for those applying for licensure as a marriage and family therapist. MACP graduates must complete all academic course work and the degree must be conferred prior to June 30, 2012 in order to qualify to sit for licensure with the California Board of Behavioral Sciences.			
CO-613	Ethics of Sexual Care and Human Sexuality	1	
CO-614	Alcohol and Substance Abuse	3	
CO-615	Child, Spousal, and Partner Abuse	2	
CO-620	Dependent Adult and Elder Care	2	8 units
<b>Biblical Foundations</b>			
BC-501	Theological Foundations of Counseling	3	
CE-508	Inductive Bible Study	3	
PM-511	Spiritual Disciplines	3	
TH-503	Bibliology/Hermeneutics	3	
TH-507	Crucial Issues in Ministry	3	
TH-612	Theology II: Anthropology, Hamartiology, Soteriology	3	18 units
<b>MACP Total</b>			78 units

## Doctor of Psychology

### Purpose

The Doctor of Psychology program provides students with a biblically based training program, designed to equip them for ministry opportunities in the local church, private practice counseling, or service in organizational and institutional settings. This unique integration of psychology and theology will prepare students to impact individuals, families, and communities with counseling skills encompassed in a genuine spiritual environment. The program will also prepare the student for the California Board of Psychology licensure exam.

### Student Learning Outcomes (Program Goals)

Upon successful completion of the Doctor of Psychology program the student will be able to:

1. Apply accepted psychological research, testing and advanced practices to mental health related issues.
2. Integrate in-depth biblical and theological knowledge to the professional practice of counseling psychology.
3. Demonstrate values such as integrity and ethical standards of conduct throughout the academic process.
4. Integrate academia to the profession of clinical psychology in whatever area of choice or expertise the student may choose.
5. Bring glory to God by training and equipping Christians with Bible knowledge and clinical skills to impact lives and influence the mental health profession.

### Program Overview

Education and training in preparation for practice as a Christian psychologist is based on the invariable truth of God's Word and the existing body of knowledge and skills in the science of psychology. The Doctor of Psychology builds upon the educational foundation obtained during prior graduate studies.

The program is comprised of 54 core units taken over nearly a four-year period, with a prerequisite of 18 units of specified master's level biblical foundation courses. These courses include Theological Foundations of Counseling, Spiritual Disciplines, Bibliology/Hermeneutics, Crucial Issues in Ministry, Inductive Bible Study, and Anthropology, Hamartiology, Soteriology.

Applicants who have not completed the prerequisite theology courses at Southern California Seminary are encouraged to take these courses concurrently with their doctoral courses. Students are required to complete individual and group therapy to enhance stable, mature, and emotionally healthy professionals. Students have five years from their first enrollment in PY-901 to complete their dissertation. Continuous enrollment in the dissertation sequence must be maintained once started.

### Admission Requirements

The profession of counseling psychology requires individual and interpersonal competencies in addition to academic preparation. Personal, spiritual, and emotional maturity is taken into consideration in assessing qualification for admissions.

1. Applicants are required to have a master's degree in the field of counseling psychology or clinical social work. The master's degree must meet the California Board of Behavioral Sciences requirements for Marriage and Family Therapy licensure. The master's degree must be from an accredited college or university with a grade point average of 3.0 or higher.
2. Official transcripts from the college or university that awarded the baccalaureate degree and all official transcripts of post-baccalaureate studies.
3. An evaluation of the Minnesota Multi-phasic Personality Inventory, taken within the last two years. Obtain information regarding test schedules and fees by calling (619) 201-8983.
4. A three-page personal essay addressing reasons for pursuing graduate studies in psychology and brief statement about clinical experiences and counseling philosophy.
5. Submit a brief autobiography with special attention to your spiritual journey.
6. Submit three reference forms: one from the applicant's pastor, one from a professional that is familiar with the applicant's clinical experience, and the third from a personal friend who has known the applicant for at least a year. The forms are in the application package.
7. Complete a personal interview with the Dean of Behavioral Sciences and selected Southern California Seminary staff.
8. Submit the completed application and accompanying forms. A nonrefundable application fee must be sent to Southern California Seminary with the application.

### Graduation Requirements

Each candidate for the PSYD degree must meet the general graduation requirements (page 50) and:

1. Complete 54 units of advanced psychology courses, biblical integration, dissertation, and internship requirements with a minimum 3.0 GPA.
2. Complete the prerequisite 18 units of master's level biblical foundation courses. These courses may be taken prior to or concurrently with the doctoral studies.

## Academic Programs

3. Complete and demonstrate mastery of research in a specific clinical psychology topic. The capstone requirements in the Psy.D. program include the dissertation and its oral defense before the doctoral committee and other invited clinicians and professionals.
4. Complete 500 pre-doctoral trainee hours prior to graduation. Students may complete a maximum of 1500 hours prior to graduation. Students in training must work at an approved site under certified supervisors.
5. If recommended by department faculty, successfully complete RS-502, Graduate Research and Writing in APA style.
6. Be recommended by the faculty based on demonstrated moral integrity.

### Curriculum Distribution

#### Advanced Psychology Core

PY-801	Psychodiagnostics and Assessment	3	
PY-803	Advanced Therapeutic Interventions	3	
PY-807	Advanced Psychological Testing	3	
PY-809	Advanced Physiological Psychology	3	
PY-811	Psychosocial Basis of Behavior	3	
PY-813	Advanced Legal and Professional Practices	3	
PY-815	Crises response and intervention techniques	3	
PY-817	Principles and Practices in Case Supervision	3	24 units

#### Biblical Integration

PY-781	Systems of Integration and Intervention		3 units
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#### Research and Dissertation

PY-805	Dissertation Research and Statistical Methodology I	3	
PY-905	Dissertation Research and Statistical Methodology II	3	
PY-901	Dissertation Project I (trimester)	3	
PY-902	Dissertation Project II (trimester)	3	
PY-903	Dissertation Project III (trimester)	3	15 units

#### Doctoral Internship

The Board of Psychology will accept up to 1,500 pre-doctoral hours toward licensure as a psychologist. The remaining 1,500 hours would be gained after earning the Doctor of Psychology degree. SCS requires a minimum of 500 hours for graduation.

PY-911	Doctoral Internship I	3	
PY-912	Doctoral Internship II	3	
PY-913	Doctoral Internship III	3	
PY-914	Doctoral Internship IV	3	12 units

Applicants who have not completed the prerequisite biblical foundation courses at Southern California Seminary are encouraged to take the following courses concurrently with their doctoral courses.

#### Biblical Foundations

BC-501	Theological Foundations of Counseling	3	
CE-508	Inductive Bible Study	3	
PM-511	Spiritual Disciplines	3	
TH-503	Bibliology/Hermeneutics	3	
TH-507	Crucial Issues in Ministry	3	
TH-612	Theology II: Anthropology, Hamartiology, Soteriology	3	18 units

**PSYD Total** 72 units

### Licensure Requirements

The Board of Psychology requires specific additional academic training for those applying for licensure as a psychologist. These courses are incorporated in the Division of Behavioral Sciences curriculum as educational requirements for the Master's of Arts in Counseling Psychology (MACP) and Master of Arts in Marriage and Family Therapy degrees.

Doctoral students who have not completed the following requirements are advised to enroll in these courses concurrently with their doctoral studies if they desire to apply for licensure.

#### Specific Training for Licensure Preparation

CO-613	Ethics of Sexual Care and Human Sexuality	1	
CO-614	Alcohol and Substance Abuse	3	
CO-615	Child, Spousal, and Partner Abuse	2	
CO-620	Dependent Adult and Elder Care and Aging	2	8 units
<b>Licensure Total</b>			8 units

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**WE DO  
BIBLE**

# Course Descriptions

<b>Apologetics</b> .....	<b>112</b>
<b>Biblical Counseling</b> .....	<b>112</b>
<b>Bible</b> .....	<b>113</b>
<b>Biblical Languages</b> .....	<b>115</b>
<b>Christian Education</b> .....	<b>116</b>
<b>Counseling Psychology</b> .....	<b>117</b>
<b>Education</b> .....	<b>120</b>
<b>English</b> .....	<b>120</b>
<b>History</b> .....	<b>120</b>
<b>Korean</b> .....	<b>121</b>
<b>Mathematics</b> .....	<b>121</b>
<b>Missions</b> .....	<b>121</b>
<b>Music</b> .....	<b>122</b>
<b>Natural Science</b> .....	<b>122</b>
<b>New Testament</b> .....	<b>122</b>
<b>Old Testament</b> .....	<b>123</b>
<b>Philosophy</b> .....	<b>123</b>
<b>Practical Ministry</b> .....	<b>123</b>
<b>Psychology</b> .....	<b>125</b>
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# Course Descriptions

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The courses for all academic programs are listed below in alpha-numeric order. Unless otherwise noted, courses are modular and worth 3 units. To identify an online course, add the lower case letter “o” to the alpha-numeric code.

For undergraduate students, it is recommended that lower division courses (100-200 series) be taken during the first two years of study and upper division courses (300-400 series) during the third and fourth years.

## Apologetics

### **AP-201 Apologetics**

A defense of the salient facts of Christianity and alleged contradictions in the biblical text.

### **AP-403 World Religions**

A study of the belief systems of Buddhism, Hinduism, Islam, Judaism, and secularism. The doctrines of each religion are analyzed in light of the absolute truth of the Scriptures. Strategies to establish a Christian witness to the uniqueness of Christ are developed.

### **AP-412 Survey of the Cults**

A survey of the history and doctrines of Mormonism, Jehovah’s Witnesses, Christian Science, and New Age together with a biblical response.

### **AP-505 Apologetics**

A defense of the salient facts of Christianity and alleged contradictions in the biblical text. Apologetics equips students to give persuasive reasons for the hope and faith that is within them (1 Peter 3:15). This course provides an overview of Christian apologetics. Topics include various apologetic strategies in defending the faith and making it plausible to others.

## Biblical Counseling

### **BC-301 Marriage and Family**

A study preparing the student to provide basic counseling for married couples, including understanding and meeting the God-given emotional needs of one’s spouse.

### **BC-321 Conflict Resolution**

An interactive study equipping the student with the tools for recognizing, understanding, and dealing with interpersonal and group conflict.

### **BC-403 Crisis Counseling**

The student gains an understanding of the anatomy of crisis and learns to apply biblical principles. Attention is focused on the crises of depression, spousal abuse, suicide, death, divorce, and adolescence.

### **BC-501 Theological Foundations of Counseling**

An intense interactive study equipping the student with an understanding of the nature of man, how psychological problems develop, and strategies for counseling. Topics include the theological foundations of biblical counseling: the work of the Holy Spirit, the human counselor, the meaning of life, the hope of change, the need for prayer, the benefits of discipline, forgiveness and reconciliation, masculinity and femininity, the process of biblical counseling, and the practice of biblical counseling in the church. Emphasis is placed on the use of the Scriptures in counseling based on their sufficiency.

### **BC-504 Marriage and Family Counseling**

An interactive study equipping the student with the skills to provide sound biblical counsel to married couples. Emphasis is placed on developing a biblical understanding of marriage, speaking the five love languages, reconciling differences, and parenting issues.

### **BC-508 Crisis Counseling**

An interactive study equipping the student with the skills of crisis intervention. Emphasis is placed on crisis counseling from a biblical perspective, applying biblical principles, understanding the process of crisis intervention including the crises of depression, spousal abuse, suicide, death, divorce, ministering to children in crisis, adolescence, using Scripture and prayer, and confidentiality and privileged communications.

### **BC-510 Fundamentals of Pastoral Counseling**

An interactive study equipping the student with the skills to provide biblical counsel to those in need. The course will help students formalize their philosophy of counseling (listening, bringing about change, choosing goals, etc.) and will address common themes of problems seen in pastoral counseling. The course provides guidelines for counseling families, individuals, youth, singles, seniors, and those in crisis.

### **BC-515 Conflict Resolution**

This course is a study of the dynamics of leadership as it relates to conflict in the church. Topics include the root causes of conflict, a Biblical view of conflict, types of church conflict, personal attacks, power plays, fight or flight responses, ministering to problem people, personal responses to situations of conflict, and how conflict can easily develop within the fellowship of Christ. Students will create a personal plan for dealing with conflict in ministry.

## **Bible**

### **BI-206 Pentateuch**

A study of the first five books of the Old Testament (Genesis, Exodus, Leviticus, Numbers, Deuteronomy) with an emphasis on God's redemptive plan, creation, fall, flood, nations, key persons, and dealings with the children of Israel.

### **BI-217 Old Testament Historical Books**

A study of the Historical Books of the Old Testament (Joshua—Esther). Emphasis is on God's activities and intervention into the affairs of mankind, as well as on how heroes of faith impacted their culture.

## Course Descriptions

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### **BI-218 Old Testament Poetical Books**

A study of the Poetical Books of the Old Testament (Job—Song of Solomon). Emphasis is on Old Testament wisdom and worship literature.

### **BI-219 Old Testament Prophetical Books**

A study of the Major and Minor Prophetical Books of the Old Testament (Isaiah—Malachi). Emphasis is on messianic prophecies and how heroes of faith impacted their culture.

### **BI-318 Gospels and Acts**

An overview of the life of Jesus Christ on earth, with special attention to the cultural background, distinctive purposes, practices, devotional life, miracles, and teachings of our Lord's public ministry. A review of the birth and growth of the early church and its missionary outreach as found in the book of Acts will be addressed.

### **BI-319 Pauline Epistles**

A study of the Epistles of Paul emphasizing exegetical and expositional analysis of 1 and 2 Corinthians, Galatians, Ephesians, Philippians, Colossians, 1 and 2 Thessalonians, 1 and 2 Timothy, Titus, and Philemon. Emphasis is placed on proper application to life and ministry. (Romans will be studied separately.)

### **BI-320 General Epistles and Revelation**

A study of the General Epistles emphasizing exegetical and expositional analysis of Hebrews, James, 1 and 2 Peter, 1, 2, and 3 John, Jude, and Revelation. Emphasis is placed on proper application to life and ministry.

### **BI-327 Analysis of Daniel**

An analysis of Daniel, emphasizing the character development and the eschatological themes of the Gentile nations and the seventy weeks of Daniel. Included is a discussion of specific prophecies that deal with the Greek empire after Alexander. Attention is given to the literary structure, biblical theology, and application to modern-day culture.

### **BI-345 Analysis of Romans**

A study of Paul's Epistle to the Romans with an emphasis on the great theological themes of the sinfulness of man, justification by faith, and sanctification through the Holy Spirit. Emphasis is given to the dispensational aspects of Israel and the Church in chapters nine through eleven.

### **BI-349 Inductive Study of Ephesians**

An application of inductive Bible study methods and tools to discover the truths of Ephesians such as its theme, broad outline, and studies of specific words. *Prerequisites: Inductive Bible Study and Biblical Interpretation OR Intermediate Greek I (prerequisite does not apply to the Korean program).*

### Biblical Languages

#### **BL-301, 302 Elementary Greek I, II**

A study of the basic elements of *Koine* Greek, including vocabulary, accentuation, and syntax. The student learns to read simple passages in the Greek New Testament. *Trimester.*

#### **BL-351, 352 Elementary Hebrew I, II**

A study of basic phonology, morphology, and syntax of biblical Hebrew. Selected passages from the Hebrew Old Testament will be read and translated. *Trimester.*

#### **BL-401, 402 Intermediate Greek I, II**

The student continues the study of *Koine* Greek, including additional vocabulary, review and amplification of grammar, syntax, translation, and diagramming. During the second trimester the student is introduced to the principles of exegesis, which are applied to selected parts of the Greek New Testament. Prerequisite: BL-301 and 302, or equivalent. *Trimester.*

#### **BL-451, 452 Intermediate Hebrew I, II**

The student continues the study of biblical Hebrew, including additional vocabulary and an emphasis on syntax and translation. Prerequisites: BL-351 and 352, or equivalent. *Trimester.*

#### **BL-501 Elementary Greek I**

A systematic study of the basic elements of *Koine* Greek, including introduction to the Greek language, review of English grammar, New Testament Greek vocabulary, and Greek grammar. The student learns to translate simple passages in the Greek New Testament. In addition, the student is introduced to the elementary principles of diagramming and syntax. *Trimester.*

#### **BL-502 Elementary Greek II**

A systematic study of the basic elements of *Koine* Greek, including introduction to the Greek language, review of English grammar, New Testament Greek vocabulary, and Greek grammar. The student learns to translate simple passages in the Greek New Testament. In addition, the student is introduced to the elementary principles of diagramming and syntax. *Trimester.*

#### **BL-551 Elementary Hebrew I**

A systematic study of the basic grammatical elements of biblical Hebrew, including introduction to the Hebrew language, pronunciation, practice in writing, review of English grammar, vocabulary, and full investigation and application of the Hebrew verb system. The student learns to translate selected passages in the Hebrew Old Testament. *Trimester.*

#### **BL-552 Elementary Hebrew II**

A systematic study of the basic grammatical elements of biblical Hebrew, including introduction to the Hebrew language, pronunciation, practice in writing, review of English grammar, vocabulary, and full investigation and application of the Hebrew verb system. The student learns to translate selected passages in the Hebrew Old Testament. *Trimester.*

#### **BL-601 Intermediate Greek I**

The student continues the study of *Koine* Greek, including additional vocabulary, review and amplification of grammar, syntax, translation, and diagramming. During the second trimester the

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student is introduced to the principles of exegesis, which are applied to selected parts of the Greek New Testament. *Trimester.*

### **BL-602 Intermediate Greek II**

The student continues the study of *Koine* Greek, including additional vocabulary, review and amplification of grammar, syntax, translation, and diagramming. During the second trimester the student is introduced to the principles of exegesis, which are applied to selected parts of the Greek New Testament. *Trimester.*

### **BL-651 Intermediate Hebrew I**

The student continues the study of biblical Hebrew, including additional vocabulary, review and amplification of grammar, syntax, and translation. During the second trimester the student is introduced to the principles of exegesis, which are applied to selected parts of the Hebrew Old Testament. *Trimester.*

### **BL-652 Intermediate Hebrew II**

The student continues the study of biblical Hebrew, including additional vocabulary, review and amplification of grammar, syntax, and translation. During the second trimester the student is introduced to the principles of exegesis, which are applied to selected parts of the Hebrew Old Testament. *Trimester.*

### **BL-701 New Testament Exegesis I**

Further development of exegetical skills learned in BL-601 and BL-602. *Trimester.*

### **BL-702 New Testament Exegesis II**

Further development of exegetical skills learned in BL-601 and BL-602. *Trimester.*

### **BL-752 Old Testament Exegesis II**

An introduction to the philosophy, preparation, and praxis of Old Testament exegesis. *Trimester.*

## Christian Education

### **CE-305 Administration of Christian Education**

A study of the broad scope of Christian education in the local church to determine effective administration using volunteer personnel.

### **CE-307 Principles of Stewardship**

This course explores biblical texts related to the personal use of money and possessions with the outcome of leading students to develop a biblical world view of money that translates into a way of life. Attention will be placed on practical implementation of biblical financial principles in the students' life development and vocation. Topics to be covered: materialism & spirituality, honesty, giving, counsel, saving, investing, debt, credit, work and eternity.

### **CE-506 Teaching Dynamics**

A transformative application of dynamic teaching methodologies where the student will learn how to teach with life-changing impact and effectively communicate biblical truth through active learning, communication, emotion, motivation, and real-life assignments.

### **CE-508 Inductive Bible Study**

A practical examination of study methodologies, including the use of the library and Bible study tools. The student learns how to use the inductive procedure in studying Bible books and theology in a study of 1 Timothy. *Not applicable to M.Div. program.*

### **CE-509 Servant Leadership**

A study of the principles of servant leadership discovered from the biblical text. Students develop a personal plan to apply biblical principles and requirements for leadership in ministry. This study includes the principles of spiritual leadership discovered from the biblical text. Students develop a personal plan to apply biblical principles and requirements for leadership in ministry. A self-evaluation of the student's current role and leadership style are completed.

### **CE-511 Principles of Stewardship**

This course is an exploration of biblical texts related to the personal use of money and possessions with the outcome of leading students to develop a biblical world view of money that translates into a way of life. Attention will be placed on practical implementation of biblical financial principles in the students' life development and vocation. Topics to be covered: materialism and spirituality, honesty, giving, counsel, saving, investing, debt, credit, work and eternity.

## **Counseling Psychology**

### **CO-501 Counseling Theory I**

This is a comprehensive view of the various counseling theories in use today. The course utilizes both text and practical application through a series of questions in the student guide. The course not only exposes the student to the various theories of counseling, but enables the student to think through the role of the therapist, in terms of client interaction. Emphasis is placed on learning tools of counseling which are currently in use and applying them in simulated cases.

### **CO-505 Human Growth and Development**

The life span from conception through dying and death including physical, mental, social, and moral development is profoundly important in understanding why people behave the way they do. Foundational work in developmental theories and the relationship to family and church life are considered. This study provides an understanding of the development of the cognitive, affective, moral, and spiritual factors of the human pilgrimage.

### **CO-506 Counseling Techniques**

A study of and practice in various skills and methods that are effective in biblical counseling, including group counseling.

### **CO-507 Crisis Intervention**

A course designed to acquaint the student with the nature and dynamics of crisis situations. Emphasis is placed upon intervention principles and procedures in the context of situational crises including means of assessment, detection, and intervention for spousal/partner abuse. A study of effective ministry to individuals who have experienced or will experience crises of various kinds in their personal lives is pursued.

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### **CO-508 Psychopathology**

A study in understanding and treatment of specialized disorders which includes, but is not limited to, stress and adjustment disorders, anxiety disorders, mood disorders, somatoform and dissociative disorders, eating disorders, personality disorders, substance abuse disorders, sexual variants, schizophrenia and cognitive disorders.

### **CO-509 Premarital and Marital Counseling**

A course designed to review the essential elements in effective premarital and marital counseling. An understanding of the spiritual, personal, relational, and emotional dynamics in marriage is foundational to thorough preparation and successful intervention.

### **CO-515 Counseling Theory II**

This course is designed to teach various perspectives of family structures, functions, and social systems, including analysis and evaluation of intimacy and communication, along with methods of intervention and therapy for emotional and dysfunctional problems.

### **CO-516 Law and Professional Ethics in Counseling**

This course is designed to teach California law and professional ethics for marriage, family, and child counselors. Also included are statutory, regulatory, and case laws which relate to counseling practice; therapeutic, clinical, and practical considerations; family law; legal patterns and trends; counselor/client privilege; confidentiality; and the practitioner's sense of self, values, and behaviors.

### **CO-611 Cross-cultural Mores and Values**

This course is an examination of cross-cultural mores and values of a wide range of racial and ethnic groups including Blacks, Hispanics, Asians and Native Americans.

### **CO-612 Approaches to the Treatment of Children**

This course is a study of a variety of procedures and concerns, specific to counseling children and adolescents.

### **CO-613 Ethics of Sexual Care and Human Sexuality**

This course is a study of ethical, cultural, social, and biological relationships of sexuality and an assessment of the techniques for treatment of sexual dysfunction. *1 unit.*

### **CO-614 Alcohol and Substance Abuse**

Students will analyze the various types of addiction, treatment, and recovery techniques that are used in standard practice, and identify intervention techniques that are used with the subculture of those involved in substance abuse. Topics include the addiction process, effects on the family, and phases of treatment.

### **CO-615 Child, Spousal/Partner Abuse**

This course is a survey of laws regulations as well as accepted practices in the area of child, spousal/partner abuse assessment, intervention, and reporting. *2 units.*

### **CO-616 Professional and Personal Communication**

Students will develop an effective protocol for evaluating both verbal and nonverbal communication, especially in regard to family and cultural settings. Intervention and training to modify ineffective, abusive, and destructive communication is emphasized.

### **CO-617 Psychological Testing and Application**

Students will learn the procedures of evaluating behavior (interests, academic, aptitude, psychological, and relationships) by means of objective and projective techniques. Students demonstrate how to interpret test results and write an evaluation in a professional manner.

### **CO-618 Group Counseling**

This is a course in understanding the theories, practice, and psychodynamics of group counseling. Students will demonstrate a competence in the practice of group counseling.

### **CO-619 Counseling Process**

Students will complete twenty sessions of group counseling and twenty sessions of individual personal counseling. Students may choose group counseling with their program cohorts or any other approved group or setting. Students may choose their own therapist for their individual counseling requirement. *1 unit; Credit/No-credit; 3 trimesters.*

### **CO-620 Dependent Adult, Elder Care, and Aging**

This course emphasizes the social and personal requirements of senior citizens and dependent adults who need some assistance with daily activities and health care, and who desire and deserve to live and age with dignity. Students will review legal concerns designed to protect dependent adults and elderly. It's an important distinction, that the design of personal living, services, activities, employee training, and health care delivery truly be consumer-centered. *2 units.*

### **CO-771, 772, and 773 Counseling Practicum I, II, and III**

This is the capstone project for the MACP program. Students will participate in a supervised practicum in applied psychotherapy techniques, assessment, diagnosis, prognosis, and treatment of premarital, family and child counseling, including experience in low-income and multicultural mental health settings. Students spend a minimum of 75 hours per practicum course (225 hours total) in face-to-face experience within the scope of the practice of marriage and family therapy. Students are required to discuss counseling cases with instructors in a supervised setting and to demonstrate competency in the counseling situations. Students who complete at least 50 hours in CO-771 and CO-772 will receive credit and may continue on to CO-773 which must be repeated until the 225 mandatory hours are completed. *Credit/No-Credit Trimester*

### **CO-774 Psychopharmacology**

This course is a study of current therapy using pharmacology. It also covers psychotropic medications and the theories behind their uses. This course helps students understand how and why medications are prescribed in the medical community.

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### Education

#### **ED-100 Critical Thinking and Writing**

A developmental course covering study skills, time management, memorizing techniques, critical thinking, note taking, test taking, writing skills, and Web research. A developmental course covering methods of research, critical thinking, note taking, test taking, writing skills, and Web research

#### **ED-311 Inductive Bible Study**

A practical examination of study methodologies, including the use of the library, internet, and Bible study tools. The student learns how to use the inductive procedure in studying Bible books and theology in a study of 1 Peter. *BL-601 substitutes for ED-311.*

#### **ED-401 Principles of Teaching**

A transformative application of learning dynamics including the keys to lifelong learning, high expectations, relevant application, mind-easy retention, and student needs, equipping principles, and activated volition.

### English

#### **EN-101 English Composition I**

An introduction to the writing process through narrative, expository, and persuasive forms of writing. Fundamentals of English grammar, rhetoric and composition and their application in effective written communication. This course focuses on the process of writing, from the pre-writing to the first drafts to publication-ready final drafts. Emphasis is placed on writing skills needed for academic success.

#### **EN-102 English Composition II**

A further development of clear writing and argumentation. Elements of literary analysis and rigorous research are explored, concluding in producing a research paper. Critical thinking skills are emphasized.

### History

#### **HI-104 Church History I**

A survey of Christianity from Pentecost until the Reformation. Analysis of doctrinal and institutional development of the Church and its impact on theological thinking today.

#### **HI-105 Church History II**

A survey of Christianity from the Reformation (1517) to the present. Analysis of radical and reform movements through Christianity and the influence of the modern church on secular movements.

### **HI-108 History of Music I**

A study of music in the Bible. The evolution of music from Israel until the XV century. *Seville campus only.*

### **HI-109 History of Music II**

A study of congregational music from the time of Luther until our days. *Seville campus only.*

## **Korean**

### **KN-101 Korean Composition I**

An introduction to the writing process through narrative, expository, and persuasive forms of writing. Fundamentals of English grammar, rhetoric and composition and their application in effective written communication. This course focuses on the process of writing, from the pre-writing to the first drafts to publication-ready final drafts. Emphasis is placed on writing skills needed for academic success. Only open for students enrolled in the Korean language Bible program.

### **KN-102 Korean Composition II**

A further development of clear writing and argumentation. Elements of literary analysis and rigorous research are explored, concluding in producing a research paper. Critical thinking skills are emphasized. Only open to students enrolled in the Korean language Bible program.

## **Mathematics**

### **MA-120 Mathematics for General Education**

Topics from logic, modern algebra, set theory, probability, statistics and computer math, designed to give students a brief introduction to the structure of mathematical theories and their application.

## **Missions**

### **MI-101 World Christian Movement**

An analysis of the development, spread, and social impact of Christianity as a worldwide religious and social movement. Special attention is given to the role and impact of the church on cultures of third-world countries and on traditionally non-Christian cultures. Cross-cultural and strategic dimensions of missions and evangelism are discussed.

### **MI-605 World Christian Movement**

An analysis of the development, spread, and social impact of Christianity as a worldwide religious and social movement. Special attention is given to the role and impact of the church on cultures of two-thirds world countries and on traditionally non-Christian cultures. Cross-cultural and strategic dimensions of missions and evangelism are discussed.

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### Music

#### **MU-201 Music in Worship**

A study of the impact of music in worship with an emphasis on authentic biblical worship and the fundamentals of church music theory including leading corporate worship.

### Natural Science

#### **NS-203 Scientific Models of Origins**

A study of the scientific evidences related to origins from astronomy, physics, geology, chemistry, mathematics, and biology. Intelligent design and naturalistic evolution are critically analyzed.

### New Testament

#### **NT-506 Gospels and Acts**

An introduction to the unique portraits of Jesus Christ and the apostles is presented in this analysis of the five historical books of the New Testament (Matthew—Acts). This course will include an introduction to key features of the interpretation of each Bible book, including literary form, historical backgrounds, composition, authorship and distinctives of each book. Includes application and assessment of the insights for the contemporary church. *Trimester.*

#### **NT-509 Pauline Epistles**

A textual study of the Pauline Epistles, seeking to understand the plan, origin, purpose and content of each letter within their broader historical and cultural contexts. Attention will be given to clarify the theological message of each epistle in light of its historical circumstances, with the goal of sound application to the church and the individual. *Trimester.*

#### **NT-510 General Epistles**

A textual study of the General Epistles, seeking to understand the plan, origin, purpose and content of each letter within their broader historical and cultural contexts. Attention will be given to clarify the theological message of each epistle in light of its historical circumstances, with the goal of sound application to the church and the individual. *Trimester.*

#### **NT-601 Analysis of Romans**

An analysis of the Epistle to the Romans noting the historical situation, date and argument of the book, with emphasis on significant theological issues. Special emphases are given to the dispensational aspects of Israel and the church in chapters nine through eleven.

#### **NT-660 Analysis of Revelation**

An analysis of the book of Revelation noting the historical situation, date and argument of the book, with emphasis on the connection to the book of Daniel.

### Old Testament

#### **OT-505 Old Testament History I**

A study of the cultural background and theological implications of the Pentateuch and Historical Books of the Old Testament (Genesis—Esther). Emphasis is on the Pentateuch and God’s providential dealing with his people, Israel, as well as how heroes of faith impacted their culture. *Trimester.*

#### **OT-507 Old Testament History II**

A study of the cultural background and theological implications of the Poetical and Prophetical Books of the Old Testament (Job—Malachi). Emphasis is on the messages of the prophets and their impact on Israel’s history and faith. *Trimester.*

### Philosophy

#### **PH-101 Introduction to Philosophy**

An analysis of the foundations of philosophical thought. The emphasis will be on the main branches of philosophy: metaphysics, epistemology, and ethics in light of Christian thought.

### Practical Ministry

#### **PM-101 Communication Skills**

A study of the fundamentals of oral communication. The use of notes and outlines, theme development, audience rapport, posture, gestures, and voice modulation are emphasized. The student demonstrates the use of voice in storytelling, readings, talks, and recitations. The importance of the proper public reading of Scripture is stressed.

#### **PM-201 Biblical Discipleship**

A study and application of the principles and practices of personal incarnational ministry to individuals and small groups. *Elective.*

#### **PM-301 Biblical Preaching**

A practical course designed to help the student understand the principles and practice of preparing a message and its delivery. Research, organization, and file procedures enable the student to prepare for various speaking opportunities in Christian service. *Elective.*

#### **PM-311 Practical Skills for Pastors**

A study of the skills needed in pastoral leadership emphasizing team leadership principles, relational skills, and group dynamics. This study includes principles of pastoral leadership, diagnosing church growth, a principles for casting vision. *Elective.*

#### **PM-401 Personal Evangelism**

A study of the theological basis for evangelism and a biblical methodology of application to local church ministry. Those aspects of the doctrine of salvation that bear upon the practice of evangelism are emphasized and the importance of discipleship as it relates to evangelism is

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stressed. This also includes skills for mobilizing the church for evangelism in a postmodern culture.

### **PM-471 Ministry Internship**

A supervised, directed ministry experience for students in their specific area of interest and skill. This includes practical training in the local church, mission field, or school, working in the areas of counseling, teaching, church leadership, and evangelism. This course is taken during the senior year of studies. *Trimester.*

### **PM-501 Personal Evangelism**

An introduction to the oral presentation of the gospel to the individual, including personal spiritual preparation for the task. Biblical foundations and demands for evangelism provide the basis of study. This includes the biblical basis of evangelism, a brief history of evangelism, and various aspects of a perennial program of evangelism in the local assembly of believers. Particular emphasis is given to discipleship and church growth.

### **PM-511 Spiritual Disciplines**

A transformative study and practice of the spiritual disciplines that have been practiced by God's people since biblical times to promote Christian growth including Bible intake, journaling, prayer, worship, evangelism, serving, stewardship, fasting, silence and solitude..

### **PM-602 Pastoral Ministry**

A study of the pastor and the ministry. The course includes a study of the pastor's personal life, study, and pastoral duties, including presiding over the ordinances, weddings, funerals, and church services. This course is designed to assist those called into shepherding ministries to become strong, effective leaders. Competent ministerial leadership requires knowledge of the church and the community in which it is located. It facilitates relating with a diverse population, and a spiritual life that is alive and flourishing. Students examine the many facets of effective pastoral leadership to enhance personal leadership competency. *Optional for PM-771 and 772.*

### **PM-701 Homiletics I**

A study and practice of sermon preparation and delivery to effectively communicate the Word of God. Expository preaching and the delivery of the sermon are studied. Attention is given to the use of illustrations and their application in preaching. Students will prepare messages, preach them in class, and evaluate each sermon preached. Topics include sermon preparation process, the sermon delivery process, the teaching process, and the use of technology in preaching and teaching. *Trimester.*

### **PM-704 Homiletics II**

An advanced study and practice of sermon preparation and delivery to effectively communicate the Word of God. Attention is given to the relationship of exegesis, the exegetical outline, and the homiletical outline to the task of expository preaching. Students will prepare sermons, preach them in class, and evaluate sermons preached. *Trimester.*

### **PM-771, 772 Ministry Internship I, II**

Supervised, directed ministry experience for students in their specific areas of interest and skill. This includes practical training in the local church, cross-cultural mission field, or school, working in the areas of counseling, teaching, church leadership, and evangelism. This course is taken during the last year of studies and may be repeated. *Credit/No-Credit. Trimester.*

### **PM-774, 776 and 778 Unlimited Partnership Field Project I, II and III**

This clinical field project integrates practical learning experiences from the Unlimited Partnership Project with academic experiences of the student's degree program. This includes practical training in an approved local church working in the areas of counseling, teaching, church leadership, and/or evangelism. This course provides accountability, structure, and availability from a seminary professor working with the student in the context of their local church ministry assignment. A year-long contract is required. *Credit/No-Credit. Trimester. Only 3 of the 9 units will count toward a degree program. Visit the Admissions Office for further details.*

## **Psychology**

### **PY-101 General Psychology**

A general introduction to the broad field of psychology, covering topics such as perception, learning, personality, psychopathology, counseling, psychological and developmental psychology. An emphasis on application of specific interpersonal skills required to build and maintain relationships. This course includes integration of a biblical perspective of these topics.

### **PY-405 Abnormal Psychology**

This course reviews the history and gives an introduction to the therapeutic theories of psychopathology as well as an overview of psychological concepts. Primary disorders such as mood disorders and other psychotic disorders will be explored from the American Psychiatric Association's DSM-IV. *Pre-requisite for MFT and MACP degrees. Not offered in BABS program.*

### **PY-781 Systems of Integration and Intervention**

This course prepares the student to formulate a biblical approach to and understanding of counseling theory and technique based on a Christian philosophy of life and practice. The student learns the skill of knowing how and when to integrate Bible truth into the counseling process.

### **PY-801 Psychodiagnostics and Assessment**

This course emphasizes specific assessment of differential diagnosis of various pathological syndromes. The course focuses on observational data and clinical interviews to measure cognitive and personality functioning. It examines social psychology, symptomology, prognosis, treatment recommendation in professional psychological reports, and case conceptualization.

### **PY-803 Advanced Therapeutic Interventions**

The student develops enhanced clinical skill drawing upon contemporary challenges and review of clinical theory. This course encompasses current intervention techniques employed by practitioners of different models. The content prepares students to conduct treatment of clients within the borderline spectrum, affective disorders, substance abuse, anxiety and stress disorders, eating disorders, developmental disabilities, personality disorders, and neuropsychological conditions.

### **PY-805 Dissertation Research and Statistical Methodology I**

The objective of this course is to prepare the student for the dissertation project by selecting an appropriate topic, developing a review of the literature, forming meaningful research questions,

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selecting a researchable group, describing a data collection methodology, and analyzing journals and dissertations on that topic in the area of psychology and mental health services. Students will spend two three-hour sessions in the library to learn the library research process including how to select databases, search and locate information, and evaluate results. Students will write a comprehensive outline of Chapter 1 and a preliminary review of the literature for Chapter 2 of their dissertation. Students will complete chapters 1-8 in their text, emphasizing strategies for organizing their material according to APA guidelines. In addition, students will practice using research strategies in statistics. This course covers quantitative and qualitative methods, statistical confounds, data retrieval options, and data analysis. An assessment of student writing skills will be administered at the beginning of the class to determine if any student should enroll in RS-502, Graduate Research and Writing in APA Style.

### **PY-807    Advanced Psychological Testing**

This course emphasizes the administration, evaluation, interpretation, and reporting of objective and projective psychological testing. Tests include the MMPI, MBPI, Wechsler Intelligence Tests, Taylor Johnson, Rorschach Inkblot, and others.

### **PY-809    Advanced Physiological Psychology**

The student examines the relationship between organic processes and various aspects of human behavior. This course focuses on reviewing major research findings in physiological psychology, neuropsychology, and related disciplines. Specific topics include the understanding of perceptual processes of behavior, memory, and learning.

### **PY-811    Psychosocial Basis of Behavior**

This course offers an understanding of how society and multicultural forces influence behavior and prognosis. The student examines the individual's perception of and reaction to other people and social influences. Topics such as attitude formation, prejudice and discrimination, conformity, obedience, cooperation, and conflict reduction are explored.

### **PY-813    Advanced Legal and Professional Practices**

The student develops understanding in laws and business practices in quality health care management. The course content is designed in response to the APA and California Board of Psychology legal standards. Topics include relevant court decisions, involuntary hospitalization, suicide assessment consultation, supervision, and other relevant legal topics.

### **PY-815    Crisis Response and Intervention Techniques**

Students are trained and equipped to respond professionally to crisis situations. They will advance in their understanding of networking with local and national agencies. Students are preparing to participate in local, national, and international crisis-response teams will receive a Pastoral Crisis Intervention certificate presented by CISM (Critical Incident Stress Foundation), upon successful completion of the course. A nominal fee is charged for this certification. This course covers acute emergency treatment and longer-term mental health intervention following a crisis or trauma, for both groups and individuals. 18 hours in a crisis intervention setting will be required.

### **PY-817 Principles and Practices in Case Supervision**

This course covers supervision and training related issues including dynamics of in-patient, aftercare, and day treatment; private practice, consultation, and other relevant contemporary issues regarding internship training.

### **PY-901 Dissertation Project I**

This course is designed to support the students toward the completion of literature review and clarification of research objectives. This course requires students to submit chapters 1 and 2 for their committee to review and approval. Once enrollment in the dissertation sequence has begun, a student must register each trimester until the dissertation is completed. Students have five years to complete their dissertation once they enroll in this course. *Prerequisite: PY-905. Credit/No-Credit. Trimester.*

### **PY-902 Dissertation Project II**

This course is designed for consultation and advancement of the dissertation writing. This course requires students to submit chapters 3 and 4 for their committee to review and approve. Once enrollment in the dissertation sequence has begun, a student must register each trimester until the dissertation is completed. *Prerequisite: PY-901. Credit/No-Credit. Trimester.*

### **PY-903 Dissertation Project III**

This course is designed to support students with the completion of the dissertation project. Students are required to formulate an appropriate defensible methodology for the research objectives. Students complete chapter 5, prepare a final draft for publication and defend their final dissertation. Once enrollment in the dissertation sequence has begun, a student must register each trimester until the dissertation is completed. Once enrollment in the dissertation sequence has begun, a student must register each trimester until the dissertation is completed. *Prerequisite: PY-902. Credit/No-Credit Trimester.*

### **PY-905 Dissertation and Research Statistical Methodology II**

The objective of this course is to provide the student with the methodological, statistical, descriptive, and analytical tools for writing Chapters 3, 4, and 5 of the dissertation by providing a postgraduate understanding of critical thinking, logical fallacies, descriptive research; qualitative, quantitative, and combined methodologies. Students will spend two three-hour sessions in the library to discuss research challenges and enhance library research skills. The sessions will emphasize accurate data analysis and the use of statistical programs such as SPSS. Students will prepare a comprehensive outline of Chapter 3 dealing with methodology and the instrument testing. Students will complete chapters 9-17 in their text focusing on non-experimental research designs and surveys, quantitative inferential statistics, qualitative research, qualitative strategies, qualitative data analysis, mixed-method designs, secondary data analysis, action research, concept analysis and historical research, and evaluation research and policy analysis. Students will analyze and evaluate the statistical analysis of journal articles and dissertations checking for bias, critical thinking, logical fallacies, and APA writing style.

### **PY-911, 912, 913, 914 Doctoral Internship I, II, III, IV**

Students are engaged in an average of 10-11 hours per week of clinical activities in field placements as a Psychological Assistant as defined by the Board of Psychology. Students meet on campus for supervised case review and discussions. Field placements meet the requirements of the Board of Psychology for a Psychological Assistant. Each internship lasts twelve weeks and is taken four times. *Credit/No-Credit.*

## Course Descriptions

### Research and Thesis Writing

#### RS-501 Theological Research

A course designed to teach the serious student of the Word proper research methodology for graduate level papers and projects following *The Chicago Manual of Style* (Turabian style). Methods for discovering information through Internet sources, fieldwork, databases and traditional library collections are addressed. *Formerly Graduate Research and Writing.*

#### RS-502 Graduate Research and Writing in APA Style

A course designed for students to strengthen their APA (American Psychological Association) writing skills. Students will be recommended for this course after being administered a writing assessment on appropriate research methodology, APA style writing, theses and dissertation format. Recommended students must successfully complete this course before proceeding with their dissertation writing. Other students may take the course even though they successfully completed their assessment test.

#### RS-791 Thesis Writing

This course is the capstone project for Master of Divinity candidate that reflects a student's biblical knowledge, research and writing skills and application of the tools of biblical interpretation. The course has two requirements: 1). A doctrinal statement that addresses the major doctrines of Scripture (no more than 20 pages) that will be written and defended in preparation for ordination or commissioning. 2). Under the supervision of an advisor, the student produces and defends a thesis of not fewer than 10,000 words on an approved topic. Once enrollment in the thesis sequence has begun, a student must register each semester until the thesis is completed. Students have three years to complete their thesis once enrolled in this class. *2 trimesters. Continuous course registration is required until course is completed.*

### Sociology

#### SO-203 Cultural Anthropology

An investigation of race, culture, economics, social groups, religion, language, and arts of primitive folk and modern westernized peoples. This course compares biblical absolutes with cultural norms and includes Bible lands and cultures.

#### SO-301 Christian Music for Contemporary Culture

We are submerged in a society of communication and creativity, where the arts like music direct people's values, identity, movements, etc. This course intends to make the student aware of contemporary music's effect on our society, using the light of God's Word and of history to analyze how the music has turned into a relevant, alternative medium. *Seville campus only.*

### Theology

#### TH-203 Biblical Interpretation

A study of the principles of biblical interpretation. The literal, grammatical, historical method is contrasted with the allegorical method of interpretation. The course includes theory and practical

application of the hermeneutical science. Symbols, figures of speech, and types are discussed. The relationship of interpretation to application is presented.

### **TH-204 Doctrine of the Bible**

An examination of the doctrine of the Bible including the issues of revelation, inscripturation, inspiration, authority, canonicity, and preservation.

### **TH-205 Dispensationalism**

A study of the doctrine of Dispensationalism using normal interpretive methods to establish a theological construct. Analyses the biblical covenants, distinctions between Israel and the church, and the views of the kingdom.

### **TH-206 Crucial Issues in Ministry**

An overview of significant theological issues confronting the Christian in postmodern society. Areas such as pluralism, uniqueness of Christianity, and conflicting world views are examined.

### **TH-207 Spiritual Disciplines**

A study of the spiritual disciplines that promote Christian growth including Bible intake, journaling, prayer, worship, evangelism, serving, stewardship, fasting, solitude, learning, and perseverance.

### **TH-311 Theology I: God and Angels**

An examination of the biblical doctrines of God and angels. Topics include: the attributes, nature, decree, and Trinity of God; and spirit beings, including angels, demons and Satan.

### **TH-312 Theology II: Man, Sin and Salvation**

An examination of the biblical teachings concerning man's creation, fall, and nature. Topics include: the source, nature, and extent of sinfulness; the imputation and consequences of sin on the world; and the saving work of Christ from Scripture giving attention to the meaning of substitutionary atonement, redemption, propitiation, reconciliation, justification, election, the conviction of the Spirit, faith, repentance, eternal security, and assurance.

### **TH-313 Theology III: Christ and the Holy Spirit**

An examination of the biblical doctrines of Christ and of the Holy Spirit. Topics include: the deity, names, personhood, and natures of Christ as fully God and fully man; Christ's eternal ministry throughout the ages and the deity, names, personhood, and nature of the Holy Spirit is examined.

### **TH-314 Theology IV: The Church and Last Things**

An examination of the biblical doctrines of the Church and last things. Topics include: the nature, beginning, membership, and ordinances of the church; and things yet future. Various views of eschatology are considered.

### **TH-417 Theology of Islam**

An examination of the theology of the Islamic faith. Time will be given to the history and culture of Islam and prepare students to share their faith and develop a ministry that can reach out to Muslims. Topics covered will include the life of Mohammed, the history, growth and culture of

## Course Descriptions

Islam, along with the doctrines of its major divisions. A portion of the course will be devoted to a brief look at the Koran (Qur'an-[Ar.]) and Koranic (Qur'anic) literature. The main focus will be on Islamic theology and worldview.

### **TH-451 Doctrinal Summary**

A written production and defense of a student's own doctrinal statement, including statements on the twelve major theological areas of consideration. *Prerequisites: Biblical Interpretation, Doctrine of the Bible, and Theology I-IV. Continuous course registration is required until course is completed.*

### **TH-503 Bibliology/Hermeneutics**

A study of what the Bible claims to be true about itself, in concert with the development and practices of principles of biblical interpretation. Based on the crucial doctrines of biblical revelation, inspiration, canonicity and authority, the student will learn the art and science of applying a literal, historical, grammatical method of hermeneutics toward the goal of precise interpretation and appropriate personal application.

### **TH-507 Crucial Issues in Ministry**

An overview of significant theological and moral issues confronting Christian ministries in postmodern society. Crucial issues explored include: the uniqueness of Christian doctrine, pluralism, conflicting worldviews, genetic engineering, crises facing the family and matters of church and states.

### **TH-508 Issues in Dispensationalism**

Building upon the principles of Dispensationalism, a critical examination of the traditional-progressive debate is undertaken. Relevant literature is examined. Emphasis is given to hermeneutics, the covenants, and the distinction between Israel and the church.

### **TH-611 Theology I: Theology Proper and Angelology**

A study of the existence, names, attributes, nature, and the decrees of God are examined. The creation, nature, and activities of angels are examined.

### **TH-612 Theology II: Anthropology, Hamartiology, Soteriology**

A study of the biblical teachings of man's creation and fall, and of God's plan of salvation. The source, nature, imputation, and extent of sinfulness are examined directly from the Bible. The saving work of Christ is expounded from Scripture giving attention to the meaning of substitutionary atonement, redemption, propitiation, reconciliation, justification, election, the conviction of the Spirit, faith, repentance, eternal security, and assurance.

### **TH-613 Theology III: Christology and Pneumatology**

A study of the deity, names, personhood, ministry, and the natures of Christ as fully God and fully man are studied. The deity, names, personhood, ministry and the nature of the Holy Spirit are studied.

### **TH-614 Theology IV: Ecclesiology and Eschatology**

A study of the beginning, nature, membership, and ordinances of the church are examined. Things yet future are placed in chronological order. Various views of eschatology are considered.

### **TH-617 Theology of Islam**

An examination of the theology of the Islamic faith. Time will be given to the history and culture of Islam and prepare students to share their faith and develop a ministry that can reach out to Muslims. Topics covered will include the life of Mohammed, the history, growth and culture of Islam, along with the doctrines of its major divisions. A portion of the course will be devoted to a brief look at the Koran (Qur'an-[Ar.]) and Koranic (Qur'anic) literature. The main focus will be on Islamic theology and worldview.

## **Worship Studies**

### **WS-241 Biblical Foundations in Worship**

A scriptural study of the biblical foundations of worship and the role of the worship leader in the local church according to the truth of scripture. A study of the Old and New Testament references to worship/leadership will be considered. Topics include learning to worship, a theology of worship, leading worship, components of worship, location of worship, music in worship, and New Testament. *Elective.*

### **WS-251 Role of the Worship Leader**

Practical skills needed for effective worship leadership will be defined and studied in this class. This will include the study of the dynamic relational, organizational, and motivational aspects of worship leadership. Topics include authenticity, relational skills, and servant leadership skills. This study also includes the organizational, leadership, and musical skills required in worship leadership. Also the relational needs of a worship leader. *Elective.*

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Mr. Thomas Pittman.....	Director of Student Services
Mr. Ezequiel Serrato.....	Dean of Undergraduate Biblical Studies

**Professors Emeriti**

**Sam Burton, D.Min.**

Ph.D., Religion-Missions, Linda Vista Bible Seminary, 1994.  
D.Min., Linda Vista Bible Seminary, 1992.  
M.A., Education, Azusa Pacific University, 1982.  
B.A., History, Westmont College, 1950.  
Teaching Credential, UCSB, 1952.  
Biblical Studies, Multnomah School of the Bible.  
Intercultural Studies, Fuller Theological Seminary.  
Missionary, Hispanic World, 1957–1994.  
Professor, Intercultural Studies, San Diego Christian College, 1982–1995.  
Author of *Disciple Mentoring: Theological Education by Extension*, 2001. Education, Missions.  
Professor, SCS, 1990–present.

**Marvin L. Lubenow, Th.M., D.D.**

D.D., San Diego Christian College, 1995.  
M.S., Eastern Michigan University, 1976.  
Th.M., Dallas Theological Seminary, 1954.  
B.A., Bob Jones University, 1949.  
Professor, San Diego Christian College, 1988–1995.  
Pastoral ministry, 1954–1987.  
Author, *Bones of Contention*, 1992.  
Professor, SCS, 1999–2007. Professor Emeritus, 2007.

**Curtis McCullough, Ph.D.**

Ph.D., Religion, Linda Vista Baptist Seminary, 1978.  
M.A., Counseling Guidance, U.S. International University, 1969.  
B.A., Education, San Diego State University, 1957.  
A.A., Orange Coast College, 1955.  
Professor, SCS, 1996. Professor Emeritus, 2002.

**Don A. Robbins, D.D.**

D.D., Southern California Bible College, 1996.  
B.A., Bible, Linda Vista Bible College, 1963.  
Director, San Diego Christian Servicemen's Center, San Diego, 1960–1990.  
Professor, SCS, 1970–1999. Professor Emeritus, 2000.

**Faculty**

**Kukwhan Ahn, D.Miss.**

D.Miss., Western Seminary, Portland, Oregon, 2002.  
M.Div., Trinity Evangelical Divinity School, 1995.  
Advanced Study Program, Moody Bible Institute, 1987.  
B.A., Cultural Anthropology, Young-Nam University, 1977.  
Pastoral ministry, 1982–present.  
President, Korean Baptist Association of Greater Chicago, 1996.  
Director of Korean Bible Program, SCS, 1996–present. Bible, Missions, Pastoral Studies,  
Theology

## ***Laborers in Christ***

### **Dolores Ballesteros, Ph.D.**

Ph.D., Human Behavior and School Administration, United States International University, 1974.

M.A., Elementary Education with emphasis on Reading, Michigan State University, East, 1964.

B.S., Elementary Education with emphasis on Social Studies, Eastern Michigan University, 1955.

### **Mark Cancel, M.Div.**

M.Div., Southern California Seminary, 2006.

B.A., Business Administration, National University, 2000.

A.A., Business Management, Fisher Junior College 1985.

Senior Pastor, Pio Pico Chapel, Jamul, CA 2004-Present

Professor SCS 2006–Present: Biblical Preaching, Ministry Internship, General Epistles and Revelation

### **Gary F. Coombs, D.Miss.**

D.Miss., Missiology, Western Seminary, 1992.

Ph.D., Religion, Linda Vista Bible Seminary, 1990.

M.A., Missions, Linda Vista Bible Seminary, 1989.

M.Div., Theology, Linda Vista Bible Seminary, 1988.

M.A., Greek, Linda Vista Bible Seminary, 1975.

B.A., Bible, Linda Vista Bible College, 1974.

Director, Newport Festival Evangelism, 1964–1970.

Director, Newport Christian Serviceman's Center, 1964–1975.

President, Newport Bible School, 1969–1975.

Principle, East County Christian School, 1977–1979.

Elder, Laurel Bible Chapel, 1979–1987.

President, Asian Renewal, Inc., 1979–present.

Registrar, Southern California Bible College, 1981–1982.

Chairman, Intercultural Studies, San Diego Christian College, 1987–1995.

Missions Pastor, Shadow Mountain Community Church, 1988–present.

Chairman, Board of Directors, Institute for International Christian Communications, 1994–present.

Professor, SCS, 1975–1976, 1993–1996.

Vice President and Academic Dean, SCS, 1993–1996.

President, SCS, 1996–present.

### **Juan F. Cortez, M.A.**

M.A., Christian Apologetics, Biola University, 2001.

B.A., Philosophy, University of California, Irvine, 1999.

Instructor, Baja California Theological Seminary, Tecate, 2001–present.

Instructor, SCS, 2002–present. Apologetics, Cults, World Religions

### **Jennifer S. Ewing, MLIS**

M.L.I.S., School of Library and Information Science, San Jose State University, 1995.

B.A., San Diego Christian College, 1991.

Librarian, San Diego Public Library, 1998–present.

Librarian, Institute for Creation Research, 1997–2000.

Seminary Librarian, SCS, 1998–present.

**Marcial Felan, D.Min.**

D.Min., Marriage and Family Studies, Bethel Theological Seminary, 1999.  
M.A., Marriage and Family Therapy, Bethel Theological Seminary, 2003.  
M.Div., Denver Conservative Baptist Theological Seminary, 1980.  
B.A., Biblical Literature, Point Loma Nazarene University, 1977.  
A.A., Grossmont College, 1975.  
Professor, SCS, 2006–present. Counseling

**John R. Ferguson, MBA**

MBA, Finance, University of Connecticut, 1970.  
B.A., Mathematics, University of Connecticut, 1964  
Certified Financial Planner, 2001–present.  
College for Financial Planning, 1999–2001.  
Instructor, San Diego Christian College, present.  
Instructor, National University, present.  
Instructor, SCS, 2007–present.

**Paul Fisher, D.Min.**

D.Min., San Francisco Theological Seminary, 1987.  
Marriage and Family Program, Seattle Pacific University, 1981.  
M.Div., Princeton Theological Seminary, 1974.  
B.A., Sociology, LaVerne University, 1971.  
Licensed Marriage and Family Therapist, 1987–present.  
Therapist, Family Consultation service, 2004–present.  
Professor, SCS, 2005–present.

**Fox, Bruce, M. Div, DDS, M. Div**

D.D.S., College of Dentistry, University of Nebraska, 1968.  
B.S., Oral Biology, George Washington University, 1975.  
Dental Officer, United States Navy 1968–1988  
Finance Manager, School of Missionary Aviation 1992–1994  
Director, Jesus Video Project of San Diego County 1996–2000  
Director, Save a Friend Ministries of Southern California 2000–2004  
MRS, Southern California Seminary 2005  
MABS, Southern California Seminary 2006  
M. Div., Southern California Seminary 2008  
Instructor Set Free San Diego, 2006–Present  
Staff Instructor, Equip Bible Institute, 2008–Present  
Adjunct Professor, Southern California Seminary, 2008–Present

**George W. Hare, D.Min.**

D.Min., American Bible College and Seminary, 2002.  
D.D., Linda Vista Bible Seminary, 1993.  
LL.D., Sacramento Baptist Theological Seminary, 1975.  
Th.M., Sacramento Baptist Theological Seminary, 1973.  
Th.B., Sacramento Baptist Theological Seminary, 1972.  
B.A., Bible and Education, Sacramento Baptist College, 1972.  
Youth evangelism, 1949–1953; pastoral ministry, 1954–1975.  
Vice-president and Academic Dean, Wyoming Bible College, 1974–1979.  
President and Instructor in Bible and Theology, Southern California Bible College, 1979–1997.  
Bible Land Tours, 1993–1999.

## ***Laborers in Christ***

Visiting professor: San Diego Christian College; St. James Bible College, Korastan, Ukraine, 1992; Kiev, Ukraine, 1993, 1995, 1996; Magadan, Far East Russia, 1994; Agape Ministries and Theological Institute, Pusan, Korea, 1997; Caransebes Bible Institute, Romania, 1999; Lanka Bible College, Sri Lanka, 2003; Asian College of Cultural Studies, Hyderabad, India, 2003. Academic Dean, SCS, 1999–2001. Chancellor, SCS, 1997–present. Bible, Theology.

### **Julie Hayden, Psy.D.**

Psy.D., Southern California Seminary, 2008.  
M.A., Counseling Psychology, Southern California Seminary, 2005.  
M.R.S., Religious Studies, Southern California Seminary, 2005.  
B.A., Interdisciplinary Studies, Christian Heritage College, 2002.

### **Edward Herrelko, III, M.Div.**

Ph.D., Biblical Theology, Southeastern Baptist Theological Seminary, in progress  
M.Div., Southern California Seminary, 2006.  
MABS, Southern California Seminary, 2005.  
MRS, Southern California Seminary, 2004.  
B.A., Political Science, University of Michigan, 1999.  
B.A., Anthropology, University of Michigan, 1999.  
College Skills, Theology

### **Phil Hoyer, DWS**

Doctor of Worship Studies, Robert E. Webber Institute for Worship Studies, 2003.  
Master of Church Music, Biola University, 1990.  
Bachelor of Sacred Music, Baptist Bible College and Seminary, 1977.  
Worship ministry, 1976–present.

### **Dan Jenkins, Ph.D.**

Ph.D., Clinical Psychology, Brigham Young University, 1986.  
B.A., Pacific Christian College, 1982.  
Licensed Clinical Psychologist; Minirth Meier New Life Clinics West, 1992–1998.  
Associate Professor, Pacific Christian College, 1985–1998.  
Licensed Clinical Psychologist, Lighthouse Psychological Services, 1999–present.  
Associate Professor, San Diego Christian College, 1992–2003.  
Professor, Point Loma Nazarene University, 2004–present.  
Professor, SCS, 1996–present.

### **Maria Keckler, M.A.**

M.A., California Polytechnic State University, 2004,  
B.A., English, California Polytechnic State University, 2002,  
Instructor, San Diego Christian College, 2005–present.  
Instructor, SCS, 2006–present. English

### **Dong-Jin Kim, Th.M.**

Th.M. in Old Testament, Trinity Evangelical Divinity School, 1992.  
M.Div., Hapdong Presbyterian Theological Seminary, 1990.  
B.A., Korea University, 1985.  
Academic Dean, The Reformed Presbyterian Theological Seminary of the Mid-West, 1994–1996.  
Ph.D. Candidate, Old Testament, Trinity Evangelical Divinity School.  
Instructor, California Graduate School of Theology, 2001–2002.  
Instructor, International Theological Seminary, 2001–2002.

**Hyun-Seok Kim, M.A.**

M.A., Mission and Evangelism, Asbury Theological Seminary, 1994.  
M.Div., Seoul Theological University & Seminary, 1990.  
B.A., Seoul Theological University & Seminary, 1987.  
Ph.D., Candidate, Inter-Cultural Studies, Asbury Theological Seminary.  
Associate and Educational Pastor, 2002–present.  
Instructor, SCS, 2007–present.

**John Jung-Won Kim, D.Min.**

D.Min., Golden Gate Baptist Theological Seminary, 1996.  
M.A., Denver Conservative Baptist Seminary, 1988.  
B.D., Calvin Theological Seminary, 1980.  
Pastoral ministry, 1978–present.  
Professor, SCS, 2001–present. Bible

**Joy Kwang-Joo Kim, M.A.**

M.A., Biblical Studies, Southern California Seminary, 2002.  
B.A., Korean Literature, Korea University, 1972.  
Instructor, SCS 2007–present.

**Samuel Kyu-Kim, D.M.A.**

D.M.A., Choral, Church Music, University of Southern California, 1994.  
M.C.M., Church Music, Golden Gate Baptist Theological Seminary, 1986.  
B.A., Accounting, University of Texas, 1979.  
Choir Director, 2001–present.

**Oh G. Kwon, Ph.D.**

Ph.D., Pastoral Counseling, Fuller Theological Seminary, 2000.  
Th. M., Pastoral Counseling, Princeton Theological Seminary, 1996.  
M. Div., Asbury Theological Seminary, 1995.  
M. Ed., English Education, Hankuk University, 1991.  
B.A., Economics, Seokyeong University, 1986.  
Completed two semesters in Bible Exposition, Dallas Theological Seminary, 1995.  
Adjunct Professor, Bethesda Christian University, 2002– present.  
Professor, Shepherd University, 2001–present.

**Kaye Lawrence, Psy. D.**

Psy.D., Clinical and Educational Psychology, Southern California University, Santa Ana, 2005  
M.A., Clinical Psychology, University Xochiacalo, Ensenada, Mexico, 1997  
B.A., Sociology, University San Luis Potosi, S.L.P. Mexico, 1995  
B.A. Education, Faith Baptist College, Oliver Springs, TN, 1988  
B.S. Vocational Nursing, Benefel Schools, Miami, FL, 1977  
Reinicke Counseling Association, Present  
Professor Master's program, University CISECI offered in Ensenada, Mexico, 2006–2007  
Coordinator for Family Conference in Ensenada, 2000–2007  
Coordinator for Teen Camp, Ensenada, Mexico, 1992–2006  
Principle & School Psychologist for Special Education and Vocational school, San Vicente, Mexico, 1988 to present  
Adjunct Professor, SCS, 2007–present

## ***Laborers in Christ***

### **David Leatherberry, J.D.**

J.D., University of San Diego, 1996–2002.  
B.A., University of Berkley, 1985–1989.  
Advocate/Mental Health Law, University of California, 1997–present.  
Guest Lecturer/Mental Health Law, California Western School of Law, 2004.  
Professor, SCS, 2005–present. Law and Ethics

### **Daniel Soon-Jung Lee, D.Miss.**

D.Miss., School of World Mission, Fuller Theological Seminary, 1988.  
Th.M., School of World Mission, Fuller Theological Seminary, 1983.  
M.Div., Theology, Presbyterian Theological Seminary, 1972.  
B.A., Sacred Literature, Han Nam University, Korea, 1969.  
American College Ministry, 1980–present.  
Professor of History, KPCA Theological Seminary, present.

### **Jonathan J. Lee, Th.M.**

Th.M., Talbot School of Theology, 1987.  
M.A., Fuller Theological Seminary, 1987.  
M.Div., Southwestern Baptist Theological Seminary, 1984.  
Instructor, SCS 2007–present.

### **Kei-An Lee, D.Min.**

D.Min., Fuller Theological Seminary, 2003.  
M.Div., Golden Gate Baptist Theological Seminary, 1987.  
Ph.D., Nuclear Engineering, University of California at Los Angeles, 1976.  
M.S., Nuclear Engineering, University of Michigan, 1962.  
B.S., Engineering Mathematics, University of Michigan, 1961.  
B.S., Engineering Physics, University of Michigan, 1960.  
Professor, California State Polytechnic University, 1965–2003.  
Professor, Golden Gate Baptist Theological Seminary, 2001–present.

### **Barry W. Lord, Psy.D.**

Psy.D., Southern California Seminary, 2008  
M.A., Counseling Psychology, National University, 1987.  
B.P.A., Public Administration, National University, 1985.  
A.A., Criminal Justice, Grossmont College, 1972.  
Director of Operations, Salvation Army, Drug and Alcohol Rehabilitation program, 1989–1990.  
Senior Social Work Counselor for the San Diego Regional Center 1991–2005.  
Adjunct professor, Psychology Dept. at San Diego Christian Collage, 1996–present.  
Instructor /Program Director of the MACP program, SCS, 1996–present.  
Interim Dean, Behavioral Science Department, SCS, 2008–present.

### **T. Van McClain, Ph.D.**

Ph.D., Southwestern Baptist Theological Seminary, 1985.  
M.Div., Southwestern Baptist Theological Seminary, 1977.  
M.L.S., State University of New York, 2001.  
B.A., Dallas Baptist College, 1974.  
Pastor, Calvary Baptist Church, Kemp, TX. 1985–1989.  
Professor, Old Testament and Hebrew, Mid-America Baptist Theological Seminary, 1989–present.

**Arllys McDonald, Ph.D.**

Ph.D. Michigan State University, 1972, Clinical Psychology, Minor: Child Development  
M.A., Michigan State University, 1966  
B.A., Psychology, Taylor University, Upland, IN, 1964  
Licensed Clinical Psychologist, 1974–present  
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Licensed Marriage and Family Therapist, 1976–present.  
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Pastoral ministry, 1998–present.

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Bible, Tennessee Temple University, 1980–1981.  
Singles Minister and Director of Home Bible Studies, Central Baptist Church, Anaheim, CA, 1983–1985.  
Associate Pastor, Fort Worth, TX, 1985–1989.  
Church Starter, North American Mission Board, 1989–1999.  
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A red, rectangular stamp with a distressed, ink-like border. The text "WE DO BIBLE" is printed in a bold, sans-serif font, with "WE DO" on the top line and "BIBLE" on the bottom line. The stamp is tilted slightly clockwise.

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