



COURSE CATALOG

2019-2020



Campus

1107 Investment Blvd.
Suite 290
El Dorado Hills, CA 95762

Contact

Phone: (916) 306-1628
Fax: (510) 568-1024
Admissions: admissions@sum.edu
Registrar: academics@sum.edu
Financial Aid: financialaid@sum.edu
Business Office: buisnessoffice@sum.edu
Website: www.sum.edu

Last Updated

August, 2019

This Catalog is valid from August 20, 2019 through August 19, 2020.

This Catalog is valid for an entering freshman student's program for six (6) years for the B.A. degree, and four (4) years for the M.A. Degree. SUM Bible College and Theological Seminary reserves the right to make changes to the content of this Catalog as necessary. Thus, the online edition of this Catalog, available at www.sum.edu/catalog, supersedes printed versions. When a question arises, please call SUM at (916) 306-1628.

TABLE OF CONTENTS

INTRODUCTION.....	1
LETTER FROM THE CHANCELLOR.....	2
ABOUT SUM.....	3
Mission Statement	3
History.....	3
Our Founder	3
College.....	4
Timeline.....	6
FOUNDATIONAL PRINCIPLES.....	7
SUM Goals and Objectives	8
The Four Pillars of SUM.....	9
Academic Excellence	9
Practical Ministry	9
Personal Mentorship.....	10
Affordable Education	10
Statement of Faith.....	12
ACCREDITATION	18
WASC Senior College and University Commission (WASC)	18
Association for Biblical Higher Education (ABHE).....	18
CA Bureau for Private Postsecondary Education (BPPE)	18
Reports.....	19
Ministry Placement.....	20
INSTITUTION.....	21
Northern California Campus.....	21
Online Cohorts	21
History	21
Innovative Theological Education.....	22
Global Leadership Initiative.....	23
The Result.....	23
International Cohorts.....	24
Offering Comparison	26
ACADEMICS	27
LETTER FROM THE CHIEF ACADEMIC OFFICER	28
2019-20 ACADEMIC CALENDAR.....	29
DEGREE OFFERINGS	30

Undergraduate Degree Profile.....	30
Graduate Degree Profiles	31
Academic Credit / Records	31
Faculty Qualifications	32
LEARNING RESOURCES.....	33
On-Campus	33
Online	33
Publications.....	36
Technology Services	37
Technology Requirements	38
Frequently Asked Questions	38
UNDERGRADUATE DEGREES.....	39
Bachelor of Arts in Biblical Studies (BABS)	39
Minors	39
Concentrations.....	39
Undergraduate Program Goals	40
B.A. Learning Outcomes	40
Undergraduate Degree Requirements (By Category)	41
Program Comparison	41
Terminology.....	41
B.A. in Biblical Studies (BABS) – Fivefold	42
BABS – Minor: Ministry of the Evangelist.....	44
BABS – Minor: Ministry of the Pastor	46
BABS – Minor: Ministry of the Prophet	48
BABS – Minor: Ministry of the Teacher	50
BABS – Concentration: Church Planting	52
BABS – Concentration: Church Teaching.....	54
BABS – Concentration: Evangelistic Ministry	56
BABS – Concentration: Global Missions.....	58
BABS – Concentration: Pastoral Ministry	60
BABS – Concentration: Prophetic Ministry	62
BABS – Concentration: Worship Studies	64
BABS – Concentration: Youth Ministry	66
Undergraduate Degree Requirements (By Trimester)	68
Applied Theology Electives: Minors.....	70
Applied Theology Electives: Concentration.....	71
GRADUATE DEGREES.....	73

Master of Arts in Christian Leadership (MACL)	73
MACL Goals	73
MACL Learning Outcomes.....	73
Master of Arts in Biblical Studies (MABS)	74
Concentrations.....	74
MABS Goals	74
MABS Learning Outcomes	74
Master of Divinity (M.Div.)	75
M.Div. Goals	75
M.Div. Learning Outcomes	75
Graduate Degree Requirements	76
Master of Divinity	76
Master of Arts in Christian Leadership	78
Master of Arts in Biblical Studies.....	79
List of Graduate-Level Courses	81
STUDENT MINISTRY	85
OVERVIEW	86
Biblical Foundation for Student Ministry.....	86
Mission Statement	86
Activities	87
Practicum.....	87
Summer Missions Practicum.....	88
Mardi Gras Outreach.....	88
Internships	89
Practicum Satisfactory Completion Chart	90
STUDENT LIFE	91
OVERVIEW	92
Mission Statement	92
Learning Outcomes.....	92
Activities	92
Christian Service	92
Servant of All (SOA)	93
Servant of All (SOA) Evaluation.....	94
Disciplinary Steps	94
Cohorts Protocol.....	96
Accountability Appeal Process	96
Student Complaint Resolution Process.....	97

Spiritual Life	97
Spiritual Formation.....	97
Chapels	97
Spiritual Emphasis	98
Devotions	98
Residential Life	98
Physical Education.....	98
Student Services	98
Student Government	98
Social Development	99
Medical / Health Care.....	99
INSTITUTIONAL POLICIES	100
INSTITUTIONAL POLICIES	101
Academic Freedom.....	101
Institutional Review Board	102
Diversity	102
Biblical Foundations	103
Our Commitment.....	103
Office of Disability Services.....	104
ACADEMIC POLICIES.....	105
Definition of Academic Credits	105
Academic Dishonesty.....	105
General Education Philosophy and Purpose	106
Academic Electives	107
Grades	107
Grading System.....	107
Auditing	108
Guest Attendance.....	108
Repeating of Courses.....	108
Change of Grade	108
Adding and Dropping Classes.....	109
Withdrawing from SUM	109
Cancellation of a Class.....	110
Attendance	110
Leave of Absence Policy.....	111
Late Assignment Submission	112
Examinations	112

Incompletes and Extensions	112
Directed Research.....	113
Graduation Requirements	113
Dean’s List.....	114
Latin Honors	114
Additional Policies for Graduate Programs.....	115
Registration	115
Mardi Gras Attendance.....	115
Course Load.....	115
Experiential Credits	115
ADMISSIONS POLICIES	116
Transfer Credits.....	116
Transferring Credits to SUM.....	116
Transfer of Credits from an Accredited College.....	116
Transfer of Credits from an Unaccredited College	116
Practical Field Ministry Transfer Credit Policy	117
Experience-Based Learning Credit	118
Advanced Placement Classes	119
Transferring SUM Credits to Other Colleges.....	119
BUSINESS OFFICE	120
SUM BUSINESS OFFICE	121
Tuition and Fees	121
Full-Time Status	121
2019-20 Schedule of Charges	121
Total Undergraduate Tuition (2019-20)	122
Total Graduate Tuition (2019-20).....	122
Payment Issues	123
Refund Policies.....	125
General Policy Considerations	125
Add / Drop Period	125
Attendance in Weeks 1-2.....	125
Withdrawal	125
Refund Policy.....	125
Excessive Absences	126
Student Tuition Recovery Fund (STRF).....	126
FINANCIAL AID	129

GRANTS, LOANS, AND SCHOLARSHIPS	130
Title IV Funding.....	130
Programs and Benefits	131
Federal Pell Grant	131
Student Loans	131
Veterans Benefits.....	131
Scholarships	131
Returns and Refunds.....	132
Return to Title IV Policy	132
SUM Withdrawal Refunds.....	132
SATISFACTORY ACADEMIC PROGRESS (SAP)	133
SAP Progress and Evaluation.....	133
Grades, Cumulative GPA, and Pace of Completion	133
Financial Aid SAP Status	134
SUM SAP Chart: Undergraduate Degree	137
SUM SAP Chart: Graduate Degrees	138
CONSUMER INFORMATION	139
INSTITUTIONAL INFORMATION	140
Family Educational Rights and Privacy Act (FERPA)	140
Student Body Diversity.....	140
Financial Status	141
Alumni Placement.....	141
Graduation and Retention Rates.....	141
Employment for Graduates	141
Health and Safety.....	141
Campus Safety and Security.....	141
Vaccination Policy	142
Health Websites.....	142
Clinics (El Dorado Hills, CA)	142
Drug and Alcohol Abuse Prevention	143
ADMISSIONS	144
ADMISSIONS REQUIREMENTS	145
Undergraduate	145
Deadlines.....	145
B.A. Application Process.....	145
Graduate	146

Deadlines.....	146
M.A. Application Process	147
Graduate Record Exam (GRE) Admissions.....	148
Maximum Time Frame Requirement.....	148
Provisional Acceptance	148
Purpose.....	148
Conditions	148
Process	149
International Students	149
TOEFL Requirements (International Students)	150
ADDITIONAL ADMISSIONS POLICIES.....	152
Non-Degree Students.....	152
U.S. Armed Forces Institution	152
Veterans	152
Executive Committee Approval / Denial	153
DIRECTORY	154
BOARD OF DIRECTORS	155
BOARD OF ELDERS	155
EXECUTIVE COMMITTEE.....	155
FACULTY.....	156
Administrative Faculty.....	156
Department Chairs.....	156
Teaching Faculty	157
STAFF	161
General.....	161
Academics.....	161
Business and Financial Aid.....	162
Cohorts	163
Enrollment.....	163
COURSE DESCRIPTIONS.....	164
UNDERGRADUATE COURSES.....	165
Applied Theology	165
Biblical Studies.....	171
General Education.....	173
Global Missions	175
Physical Education.....	176

Practical Field Ministry	176
Internships	177
Theology	177
GRADUATE COURSES.....	178
Biblical Languages.....	178
Biblical Studies (English)	179
Biblical Theology	180
Biblical Perspectives.....	181
Systematic Theology.....	182
Christian Leadership	183
Communication	185
History.....	185
Mentored Ministry.....	186
Research Courses.....	187
REGULATORY DISCLOSURES.....	189
FEDERAL	190
Statement of Ownership	190
Family Educational Rights and Privacy Act (FERPA)	190
Title IX of the Educational Amendments of 1972	190
Veteran Affairs Certification	190
Clery Act Compliance	191
Department of Labor Standard Occupational Classification Codes	191
B.A. – Biblical Studies	191
M.A. – Biblical Studies.....	191
M.A. – Christian Leadership	191
STATE.....	192
California Regulations and Disclosure Requirements	192
INSTITUTIONAL	193
Drug-Free Policy.....	193
Nondiscrimination.....	193
Foundations and Bequests	193
Grievance Rights and Procedure.....	194
Sexual Harassment.....	194

INTRODUCTION

LETTER FROM THE CHANCELLOR

Greetings in the matchless name our Lord and Savior Jesus Christ!

With great joy I welcome you to SUM Bible College and Theological Seminary. An incredible privilege has been bestowed upon us, the call of God to ministry. It is almost too wonderful to imagine that a sovereign God desires to use us with all our weaknesses to advance the message of the Kingdom and to display His power, "But we have this treasure in earthen vessels, that the excellency of the power may be of God, and not of us" (1 Cor. 4:7). It truly is a humbling and holy calling to which we have been called.

SUM Bible College and Theological Seminary (SUM) was founded upon simple biblical truths:



- **Humanity needs a Savior.** "For all have sinned and come short of the glory of God." (Rom. 3:23)
- **God sent Jesus Christ to save us from our sins.** "For God so loved the world, that He gave His only begotten Son, that whoever believes in Him shall not perish, but have eternal life." (John 3:16)
- **God placed an urgency upon the message.** "Do you not say, 'There are yet four months, and then comes the harvest'? Behold, I say to you, lift up your eyes and look on the fields, that they are white for harvest." (John 4:35)
- **He advances the message by calling men and women for the Fivefold Ministry, who in turn train His followers.** "And He gave some as apostles, and some as prophets, and some as evangelists, and some as pastors and teachers, for the equipping of the saints for the work of service, to the building up of the body of Christ." (Eph. 4:11-12)
- **Those called to the Fivefold Ministry are not only equipped with the message, but the authority and power to carry out that message with signs following — proclamation backed by demonstration.** "And He called the twelve together, and gave them power and authority over all the demons and to heal diseases. And He sent them out to proclaim the kingdom of God and to perform healing." (Luke 9:1-2)
- **He calls His ministers, whether they are Apostles, Prophets, Evangelists, Pastor or Teachers, to be servants of all.** "And he sat down, and called the twelve, and said unto them, If any man desire to be first, the same shall be last of all, and servant of all." (Mark 9:35)

God is raising up a fearless generation: a generation committed to carry the message of the Kingdom of God to the ends of the earth. The church is in its finest hour; the flame of the Holy Spirit burns bright. His servants in the face of adversity declare, "...the gates of hell shall not prevail against it!" (Matt. 16:18). I encourage you to embrace the mission with passion!

George A. Neau
Chancellor

ABOUT SUM

SUM is a private, coeducational, Bible College & Theological Seminary connected with networks of charismatic-Pentecostal Christian communities. The charismatic-Pentecostal movements have generated multi-cultural, multi-racial, and gender-inclusive fellowships empowered by the Holy Spirit and marked by evangelism, peacemaking, and reconciliation. SUM is committed to reaching out to all people with the gospel and building cultural diversity, racial reconciliation, and gender equality.

SUM's founding vision was to provide affordable training for people called by God into the gospel ministry. For over twenty years we have valued the many social challenges and positive resources of urban living.

SUM commits to:

- **Building** a biblical and theological base for ministry and life.
- **Providing** quality education at a cost within the reach of the average person.
- **Preparing** leadership skills that support urban ministries and laypersons.
- **Guiding** interpersonal relationships and social skills development.
- **Instilling** the value of ethical behavior, responsibility, and professional standards.
- **Fostering** the development of critical thinking and lifelong learning.

MISSION STATEMENT

SUM Bible College and Theological Seminary (SUM) equips indigenous leaders from America and the nations of the world by offering an affordable theological education combining academic instruction with practical hands-on ministry and personal mentorship. Our mission empowers these leaders to be instruments of change in their communities.

Empowering Leaders for the Fivefold Ministry

HISTORY

Our Founder

Chancellor George Neau, the founder of SUM, overcame difficult, tragic experiences in his youth and responded to the call of redemption as a young adult. Fully engaged in his faith, he began to pioneer a church in a disadvantaged area of Baton Rouge, LA, observing a fact that would transform his future and later provide educational opportunities for thousands of people across the globe. In the 1987 community of Baton Rouge, Chancellor Neau watched urban leaders successfully lead their congregations with vision and transform neighborhoods, but they lacked the necessary theological education.

In order to meet this need, Chancellor Neau pursued a vision centered around a combination of Academic Excellence, Practical Ministry Training, and Personal Mentorship, all at an affordable rate. He launched SUM Bible College in his living room in 1992, and established the initial administrative team. As the student

body grew, he acquired buildings and property, renovating them to provide student housing, classrooms, and office space.

College

SUM Launched in New Orleans – 1993

By the Fall of 1993, a 17,000 sq. ft. facility was purchased and renovated by volunteers. The same year, a team of visionaries came together to make the dream possible: George Neau, President; Anthony Freeman, Student Life; Theodore Hughes, Recruitment; Joan Millar and Richard Miller, Academics; Wade Southerland, Student Ministry; Wood Gunnels, Business Office. This team launched the college's first classes in August of 1993 with four students.

SUM Launched in Oakland – 2000

In process of launching a second campus in Oakland, Chancellor Neau received a call concerning a church property that was being repossessed. SUM successfully purchased the four and one-half acre site with two warehouse buildings totaling 35,000 sq. ft., and an adjoining seven, two-bedroom apartment complex for \$940,000.

The facilities were completed in phases: faculty and married student housing completed with a capacity of seven, two-bedroom apartments (2000); completion of the 15,000 sq. ft. educational facility with a capacity for 300 students (2001); completion of the 10,000 sq. ft. men's and women's student housing for 80 students (2002); completion of administrative building housing the offices, bookstore and chapel (2003). Early in the midst of these projects, the Oakland campus opened for classes with an enrollment of 4 students in the Fall of 2000.

Completion of Six Million Dollar Capital Campaign – 2004

With few California relationships to rely upon, Chancellor Neau entered into a four million-dollar building campaign which grew to a need of over six million dollars to bring the project to completion. As he stated, "I shared the SUM vision with anyone who would hold still long enough to hear the dream - from businessmen, to pastors, to church groups, to various individuals." By the grace of God, two years later SUM had acquired all of the necessary funds to dedicate the Oakland campus debt free.

Hurricane Katrina Devastates New Orleans – 2005

SUM could never have realized the significant role it would play as a provider of Hurricane Relief and Recovery when Hurricane Katrina hit the Gulf States on August 29, 2005. Within days after the hurricane, an amazing grassroots movement began to develop throughout the United States as hundreds of churches mobilized their members to respond to the people of the gulf coast. SUM raised over 5 million dollars in goods and assembled an army of over 2,500 volunteers to address the devastation. SUM's attempt to re-launch the New Orleans campus in 2006 was short-lived as the devastation of the various communities proved to be too much to overcome. All SUM operations were permanently relocated to the Oakland campus.

Cohort Model Launches – 2008

With SUM reeling from the effects of Hurricane Katrina, Chancellor Neau went into a season of prayer and fasting, resulting in an innovative approach to SUM's academic experience, the cohort model: find visionary leaders and surround them with a cohort of 12 students to mentor for three years while earning their B.A. Degree. Hence, the Global Leadership Initiative was born.

SUM Goes International – 2011

As the Cohort model of education proved to be highly successful in America, it was time to test the waters internationally. In 2011, SUM launched its first International Cohort in Chennai, India with 10 students.

SUM Celebrates 20 Years of Ministry – 2012

With great excitement, key leadership from across America came together to celebrate SUM Bible College and Theological Seminary on its 20th Anniversary of preparing men and women for ministry. The celebration commenced by honoring the five original founders of the College, hosted by Pastor and Visionary Leader Shane Warren. Joan Millar, Anthony Freeman, Richard Miller, Wade Southerland, and Chancellor George Neau were all presented Founders Awards in honor of dedicating 15 years of their lives to raising up SUM, now over 300 students strong and spanning the globe. The General Session was capped with the inspirational and timely preaching of Dr. George O. Wood, General Superintendent of the Assemblies of God.

SUM Graduates its first Graduate Students from M.A. program – 2013

SUM celebrated the graduation of the first M.A. class with 4 students.

SUM Launched the B.A. Spanish program – 2014

SUM began meeting the need of the Spanish speaking community by offering a B.A. program taught completely in Spanish.

SUM graduated first international M.A. students – 2015

The first SUM International M.A. class graduated with 4 students.

SUM relocated the main campus to El Dorado Hills, CA – 2018

The Main Campus of SUM relocated to a beautiful facility in El Dorado Hills in January of 2018, and finalized the property purchase in September of that year.

Timeline

- 1992** SUM was incorporated
- 1993** First classes meet at the New Orleans Campus
- 1995** SUM graduated its first A.A. Degree students
- 2000** First classes meet at the Oakland Campus
- 2003** SUM granted Candidacy Accreditation Status with ABHE
- 2004** SUM New Orleans and Oakland merge into one Institution.
- 2004** SUM dedicated its Oakland Campus (debt-free) after a \$6 million Capital Campaign
- 2005** Hurricane Katrina devastated the New Orleans Campus' student body
- 2006** SUM achieves Initial Accreditation Status with ABHE
- 2007** SUM receives ABHE authorization to offer a B.A. and online degree program
- 2008** SUM graduates its first B.A. Degree students
- 2008** SUM launched its Cohort Model of Online Education
- 2011** SUM received ABHE authorization to offer M.A. Programs
- 2011** SUM launched its International Cohort Model of Online Education
- 2012** SUM celebrated its 20th Anniversary as a ministry
- 2013** SUM received 10-year reaffirmation with ABHE
- 2013** SUM graduated its first Graduate students from the M.A. Program
- 2014** SUM launched the Bachelor of Arts Program completely in Spanish.
- 2015** SUM graduated its first class of Master of Arts students from the International Cohorts.
- 2018** SUM relocated its Main Campus from Oakland to El Dorado Hills.

FOUNDATIONAL PRINCIPLES

Bible	The Scriptures, both the Old and New Testaments, are verbally inspired of God and are the revelation of God to man, the infallible, authoritative rule of faith and conduct.
Evangelistic Urgency	The Bible teaches that humanity is lost, in danger of eternal damnation, and is in desperate need a savior. The Bible further teaches that Jesus Christ, the Son of God, died to save mankind from their sins, a salvation which can only be obtained through faith in the Lord Jesus Christ and His finished work upon the cross and in the resurrection.
Kingdom Living	When God redeems people, He calls individual believers to glorify Him through love, holiness, and a life of ministry within the context of a local church. Through this we advance the Kingdom globally to reflect God's love for men and women of all ethnicities until "a great multitude which no one could number, of all nations, tribes, peoples, and tongues" worship before the throne of God (Rev. 7:9).
Pentecostal	Our Lord Jesus Christ has entrusted the mission of bringing the Kingdom to men and women through the power of the Holy Spirit. We believe God supplies supernatural power to accomplish his work today, including signs, wonders, healings, and deliverance from works of darkness and demonic powers.
Fivefold Ministry	The means by which God advances His Kingdom is by calling men and women for the Fivefold Ministry, who in turn equip the Church for ministry. "And He gave some as apostles, and some as prophets, and some as evangelists, and some as pastors and teachers, for the equipping of the saints for the work of service, to the building up of the body of Christ." (Eph. 4:11-12)

SUM GOALS AND OBJECTIVES

PRINCIPLE	INSTITUTIONAL GOALS	OBJECTIVES
Bible	Foster and promote a collegiate climate in which the Bible is central to every area of life.	Foster and promote a collegiate climate in which the Bible is central to every area of life.
Evangelistic Urgency	Create an atmosphere that nurtures a sense of urgency to share the Gospel with the lost.	SUM students urgently evangelize those who are lost and in desperate need of salvation from Jesus. Every SUM student consistently engages in evangelistic ministry, developing a lifelong habit.
Kingdom Living	Create an environment that encourages and facilitates Kingdom lifestyle.	SUM students glorify God through love, holiness, and a life of ministry within the context of a local church.
Pentecostal	Appreciate our Evangelical-Pentecostal charismatic church heritage relational to the communities we serve.	SUM students fulfill their calling in the mission of God through the power of the Holy Spirit. They seek to trust God who supernaturally supplies power to accomplish His work today, including a variety of signs, wonders, healings, and deliverance from works of darkness and demonic powers.
Fivefold Ministry	Value the gifting and calling of individual believers and provide programs that nurture towards effectiveness in walking in the unique call of being an apostle, a prophet, an evangelist, a pastor, and a teacher.	SUM students fulfill the mission of God by following their calling in the fivefold ministry to equip the church and build up the body of Christ as apostles, prophets, evangelists, pastors, and teachers.

THE FOUR PILLARS OF SUM

In light of these Foundational Principles, SUM, as an educational ministry, exists for one purpose: To prepare men and women for the fivefold ministry so that the work of God's kingdom will move forward. SUM believes that any training program to prepare men and women for the fivefold ministry must have the following elements:

1. Academic Excellence

Faculty

SUM selects instructors for their educational expertise, sound biblical theology, concern for students, and years of proven ministry experience. Internet technology removes the barriers of time and space; the finest faculty can be selected from the local church or from across the nation.

Classroom Experience

SUM faculty, under the guidance of the Holy Spirit, make the SUM classroom an exciting learning environment as they impart their knowledge and practical experience. When faculty and students from diverse ethnic and church backgrounds interact during SUM classes, a unique dynamic of learning occurs.

2. Practical Ministry

SUM believes that no school can adequately prepare men and women for front-line ministry without first exposing them to the stresses and pressures of real-life situations. Each week students feel the pain of lost humanity and learn to deal with a multitude of issues from a biblical perspective. Each student has the privilege of co-laboring with SUM faculty, local pastors, and ministries, which are directly impacting our communities with the Gospel. Each Cohort location offers evangelistic opportunities unique to their Visionary Leader's distinctives.

Practicum

Students complete two Practicum per trimester. Practicum are designed by the site leadership team to provide real ministry experience for the students. Students complete a daily Prayer Journal and a Reflection Paper on their experience for each Practicum. The leader for each Practicum submits an evaluation for each student per trimester.

Internship

Third-year students (Seniors) complete a capstone project highlighting their ministry experiences.

Mardi Gras Outreach

All first and second-year students are required to participate in SUM's annual Mardi Gras Outreach in New Orleans. The Mardi Gras Outreach serves as SUM's annual gathering.

Summer Mission

Summer mission trips can be taken for Practicum credit upon approval.

Special Evangelistic Events

Each year, SUM students across the nation host and / or participate in several evangelistic outreaches. Students gain practical experience as they plan, organize, and strategize for each evangelistic event. These events attract thousands and give SUM students an excellent opportunity to share the Gospel.

3. Personal Mentorship

Mentors

Each student at SUM is assigned a personal mentor. The relationship between the mentor and student is built upon mutual trust and respect. A mentor's role is to encourage and to hold students accountable in the areas of academics, spiritual development, physical fitness and diet, relationships, financial integrity, and personal development. A strong mentor is vital in helping a student develop the disciplines for life-long ministry.

Spiritual Formation

Each day at SUM is designed to promote the spiritual and social development of our students. The school day begins with a time of community worship and prayer. At mid-day, spiritual growth is further enhanced during chapel service. Students enter into a dynamic time of contemporary praise and worship, preaching, personal ministry, and prayer. Guest lecturers are selected for their commitment to His Word, yielding to the Holy Spirit, and their years of proven ministry experience. Each student is encouraged to have a consistent devotional life including fasting, prayer, and Bible study.

Health and Fitness Program

Only two out of every twenty ministers retire from ministry. A primary cause is their lack of oversight in the area of personal health—diet and exercise. Wellness is a combination of physical, emotional, and spiritual well-being. SUM students learn to honor God in body, mind, and Spirit through the Health and Fitness Program. Each full-time student in the BA degree program is to complete 10 hours of Physical Fitness per trimester, or three 20-minute workouts per week. In addition, each student completes required reading in the area of health and fitness.

Spiritual Emphasis / Campus Days

During Spiritual Emphasis, shortened classes allow for extended chapel times. Participants are challenged to greater intimacy with Christ through fasting, prayer, worship, and the proclamation of the Gospel. Spiritual Emphasis is also SUM's traditional preview Campus Days. During this time prospective students experience the life of a SUM student through classroom visits, evangelistic opportunities, dorm stay, and chapel.

4. Affordable Education

SUM's tuition and costs rank among the lowest among accredited private Bible colleges in America. Working part-time students can graduate debt-free with a B.A. degree after three years. This goal enables the student to enter ministry without the burden of educational debt.

SUM brings theological education to communities across the nation by offering students the finest education at the lowest possible cost. Our goal is to have every student graduate with little to no college debt, allowing them to immediately enter ministry upon graduation. For this reason, SUM is committed to assisting students to fulfill their financial obligations while attending the College. Please feel free to contact our Financial Aid department by calling (916) 306-1628 or emailing financialaid@sum.edu.

STATEMENT OF FAITH

As a Bible college of evangelical persuasion and Pentecostal/charismatic heritage, SUM affirms the following statement of faith.

WE BELIEVE...

The Bible is our all-sufficient rule for faith and practice. This Statement of Faith is intended simply as a basis of fellowship among us (i.e., that we all speak the same thing, 1 Cor. 1:10, Acts 2:42). The phraseology employed in this statement is not inspired or contended for, but the truth set forth is held to be essential to a full-gospel ministry. No claim is made that it contains all Biblical truth, only that it covers our need as to these fundamental doctrines.

1. The Scriptures Inspired

The Scriptures, both the Old and New Testaments, are verbally inspired of God and are the revelation of God to man, the infallible, authoritative rule of faith and conduct (2 Tim. 3:15-17; 1 Thess. 2:13, 2 Pet. 1:21).

2. The One True God

The one true God has revealed himself as the eternally self-existent "I AM," the Creator of heaven and earth and the Redeemer of mankind. He has further revealed himself as embodying the principles of relationship and association as Father, Son, and Holy Ghost (Deut. 6:4, Is. 43:10, 11; Matt. 28:19, Luke 3:22).

The Adorable Godhead

a) Terms Defined

The terms "trinity" and "persons", as related to the Godhead, while not found in the Scriptures, are words in harmony with Scripture, whereby we may convey to others our immediate understanding of the doctrine of Christ respecting the Being of God, as distinguished from "gods many and lords many." We therefore may speak with propriety of the Lord our God, who is One Lord, as a Trinity or as one Being of three persons, and still be absolutely scriptural (examples: Matt. 28:19, 2 Cor. 13:14; John 14:16,17).

b) Distinction and Relationship in the Godhead

Christ taught a distinction of persons in the Godhead which He expressed in specific terms of relationship, as Father, Son, and Holy Ghost, but that this distinction and relationship as to its mode is inscrutable and incomprehensible, because unexplained (Luke 1:35; 1 Cor. 1:24; Matt. 11:25-27; 28:19; 2 Cor. 13:14; 1 John 1:3,4).

c) Unity of the One Being of Father, Son, and Holy Ghost

Accordingly, therefore, there is that in the Father which constitutes Him the Father and not the Son; there is that in the Son which constitutes Him the Son and not the Father; and there is that in the Holy Ghost which constitutes Him the Holy Ghost and not either the Father or the Son. Wherefore the Father is the Begetter, the Son is the Begotten; and the Holy Ghost if the One proceeding from the Father and the Son. Therefore, because these three persons in the Godhead are in a state of unity, there is but one Lord God Almighty and His name one (John 1:18; 15:26; 17:11, 21; Zech. 14:9)

d) Identity and Cooperation in the Godhead

The Father, the Son, and the Holy Ghost are never identical as to person; nor confused as to relation; nor divided in respect to the Godhead; nor opposed as to cooperation. The Son is in the Father and the Father is in the Son as to relationship. The Son is with the Father and the Father is with the Son, as to fellowship. The Father is not from the Son, but the Son is from the Father, as to authority. The Holy Ghost is from the Father and the Son proceeding as to nature, relationship, cooperation and authority. Hence no person in the Godhead wither exists or works separately or independently of the others (John 5:17-30, 32, 37; 8:17, 18).

e) The Title, Lord Jesus Christ

The appellation Lord Jesus Christ is a proper name. It is never applied in the New Testament either to the Father or to the Holy Ghost. It therefore belongs exclusively to the Son of God. (Rom. 1:1-3, 7; 2 John 3).

f) The Lord Jesus Christ, God with us

The Lord Jesus Christ, as to His divine and eternal nature, is the proper and only Begotten of the Father, but as to His human nature, He is the proper Son of Man. He is, therefore, acknowledged to be both God and man; who because He is God and man, is "Immanuel," God with us. (Matt. 1:23; 1 John 4:2, 10, 14; Rev. 1:13, 17).

g) The Title, Son of God

Since the name Immanuel embraces both God and man, in the one person, our Lord Jesus Christ, it follows that the title Son of God describes His proper deity, and the title Son of Man, His proper humanity. Therefore, the title Son of God belongs to the order of eternity, and the title Son of Man to the order of time (Matt. 1:21-23; 2 John 3; 1 John 3:8; Heb. 7:3; 1:1-13).

h) Transgression of the Doctrine of Christ

Wherefore, it is a transgression of the doctrine of Christ to say that Jesus Christ derived the title Son of God solely from the fact of the Incarnation, or because of His relation to the economy of redemption. Therefore, to deny that the Father is a real and eternal Father, and that the Son is a real and eternal Son, is a denial of the distinction and relationship in the Being of God; a denial of the Father and the Son; and a displacement of the truth that Jesus Christ is come in the flesh (2 John 9; John 1:1,2,14,18,29,49; 1 John 2:22,23; 4:1-5; Heb. 12:2).

i) Exaltation of Jesus Christ as Lord

The Son of God, our Lord Jesus Christ, having by himself purged our sins, sat down on the right hand of the Majesty on high, angels and principalities and powers having been made subject unto Him. And having been made both Lord and Christ, He sent the Holy Ghost that we, in the name of Jesus, might bow our knees and confess that Jesus Christ is Lord to the glory of God the Father until the end, when the Son shall become subject to the Father that God may be all in all (Heb. 1:3; 1 Pet. 3:22; Acts 2:32-36; Rom. 14:11; 1 Cor. 15:24-28).

j) Equal Honor to the Father and to the Son

Wherefore, since the Father has delivered all judgment unto the Son, it is not only the express duty of all in heaven and on earth to bow the knee, but it an unspeakable joy in the Holy Ghost to ascribe unto the Son all the attributes of deity, and to give Him all the honor and the glory contained in all the names

and titles of the Godhead except those which express relationship (see paragraphs b, c, and d), and thus honor the Son even as we honor the Father (John 5:22,23; 1 Pet. 1:8, Rev. 5:6-14, Phil. 2:8,9; Rev. 7:9,10; 4:8-11).

3. The Deity of the Lord Jesus Christ

The Lord Jesus Christ is the eternal Son of God. The Scriptures declare:

- a)** His virgin birth (Matt. 1:23; Luke 1:31, 35).
- b)** His sinless life (Heb. 7:26; 1 Pet. 2:22).
- c)** His miracles (Acts 2:22; 10:38).
- d)** His substitutionary work on the cross (1 Cor. 15:3; 2 Cor. 5:21).
- e)** His bodily resurrection from the dead (Matt. 28:6; Luke 24:39; 1 Cor. 15:4).
- f)** His exaltation to the right hand of God (Acts 1:9, 11; 2:33; Phil. 2:9-11; Heb. 1:3).

4. The Fall of Man

Man was created good and upright; for God said, "Let us make man in our image, after our likeness." However, man by voluntary transgression fell and thereby incurred not only physical death but also spiritual death, which is separation from God (Gen. 1:26, 27; 2:17; 3:6; Rom. 5:12-19).

5. The Salvation of Man

Man's only hope of redemption is through the shed blood of Jesus Christ the Son of God.

a) Conditions to Salvation

Salvation is received through repentance toward God and faith toward the Lord Jesus Christ. By the washing of regeneration and renewing of the Holy Ghost, being justified by grace through faith, man becomes an heir of God according to the hope of eternal life (Luke 24:47; John 3:3; Rom. 10:13-15; Eph. 2:8; Tit. 2:11; 3:5-7).

b) The Evidences of Salvation

The inward evidence of salvation is the direct witness of the Spirit (Rom. 8:16). The outward evidence to all men is a life of righteousness and true holiness (Eph. 4:24; Tit. 2:12).

6. The Ordinances of the Church

a) Baptism in Water

The ordinance of baptism by immersion is commanded in the Scriptures. All who repent and believe on Christ as Savior and Lord are to be baptized. Thus, they declare to the world that they have died with Christ and that they also have been raised with Him to walk in newness of life (Matt. 28:19; Mark 16:16; Acts 10:47, 48; Rom. 6:4).

b) Holy Communion

The Lord's Supper, consisting of the elements bread and the fruit of the vine is the symbol expressing our sharing the divine nature of our Lord Jesus Christ (2 Pet. 1:4); a memorial of His suffering and death

(1 Cor. 11:26); and a prophecy of His second coming (1 Cor. 11:26); and is enjoined on all believers "till He come!"

7. The Baptism in the Holy Spirit

All believers are entitled to and should ardently expect and earnestly seek the promise of the Father, the baptism in the Holy Spirit and fire, according to the command of our Lord Jesus Christ. This was the normal experience of all in the early Christian church. With it comes the enduement of power for life and service, the bestowment of the gifts and their uses in the work of the ministry (Luke 24:49; Acts 1:4, 8; 1 Cor. 12:1-31). This experience is distinct from and subsequent to the experience of the new birth (Acts 8:12-17; 10:44-46; 11:14-16; 15:7-9). With the baptism in the Holy Spirit come such experiences as an overflowing fullness of the Spirit (John 7:37-39; Acts 4:8), a deepened reverence for God (Acts 2:43; Heb. 12:28), an intensified consecration to God and dedication to His work (Acts 2:42), the operation of the gifts of the Spirit (1 Cor. 12:4-10) and a more active love for Christ, for His Word, and for the lost (Mark 16:20).

8. The Initial Physical Evidence of the Baptism in the Holy Spirit

The baptism of believers in the Holy Spirit is witnessed by the initial physical sign of speaking with other tongues as the Spirit of God gives them utterance (Acts 2:4). The speaking in tongues in this instance is the same in essence as the gift of tongues (1 Cor. 12:4-10,28), but different in purpose and use. We further recognize and respect differing opinions on the initial physical evidence and encourage all believers to expect the operation of the Spirit in their lives and gifts of the Spirit in their churches.

9. Sanctification

Sanctification is an act of separation from that which is evil, and of dedication unto God (Rom. 12:1, 2; 1 Thess. 5:23; Heb. 13:12). Scriptures teach a life of "holiness without which no man shall see the Lord" (Heb. 12:14). By the power of the Holy Ghost we are able to obey the command: "Be ye holy, for I am holy" (1 Pet. 1:15, 16)

Sanctification is realized in the believer by recognizing his identification with Christ in His death and resurrection, and by faith reckoning daily upon the fact of that union, and by offering every faculty continually to the dominion of the Holy Spirit (Rom. 6:1-11,13; 8:1,2,13; Gal. 2:20; Phil. 2:12,13; 1 Pet. 1:5). Sanctification applies to all areas of one's life including marriage, which God has ordained to exist between one man and one woman (Gen. 2:18-24), with absolute marital fidelity in all respects, including sexuality (Rom. 1:26-32; 1 Cor. 6:9-11; Gal. 5:19).

10. The Church and Its Mission

The Church is the body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of her great commission. Each believer, born of the Spirit, is an integral part of the general assembly and the church of the firstborn, which are written in heaven (Eph. 1:22, 23; 2:22; Heb. 12:23).

Since God's purpose concerning man is to seek and to save that which is lost, to be worshiped by man, and to build a body of believers in the image of His Son, the priority reason-for-being as part of the Church is:

- a) To be an agency of God for evangelizing the world (Acts 1:8; Matt. 28:19, 20; Mark 16: 15, 16).

- b)** To be a corporate body in which man may worship God (1 Cor. 12:13).
- c)** To be a channel of God's purpose to build a body of saints being perfected in the image of His Son (Eph. 4:11-16; 1 Cor. 12:28; 14:12). SUM exists expressly to give continuing emphasis to this reason- for-being in the New Testament apostolic pattern by teaching and encouraging believers to be baptized in the Holy Spirit. This experience:
 - d)** Enabling them to evangelize in the power of the Spirit with accompanying supernatural signs (Mark 16:15-20; Acts 4:29-31; Heb. 2:3, 4).
 - e)** Adding a necessary dimension to a worshipful relationship with God (1 Cor. 2:10-16; 1 Cor. 12-14).
 - f)** Enabling them to respond to the full working of the Holy Spirit in expression of fruit and gifts and ministries as in New Testament times for the edifying of the body of Christ (Gal. 5:22- 26; 1 Cor. 14:12; Eph. 4:11,12; 1 Cor. 12:28; Col. 1:29).

11. The Ministry

A divinely called and scripturally ordained ministry has been provided by our Lord for the threefold purpose of leading the Church in: (1) evangelization of the world (Mark 16:15-20), (2) worship of God (John 4:23, 24), and (3) building a body of saints being perfected in the image of His son (Eph. 4:11, 16).

12. Divine Healing

Divine healing is an integral part of the gospel. Deliverance from sickness is provided for in the Atonement and is the privilege of all believers (Is. 53:4, 5; Matt. 8:16, 17; James 5:14-16).

13. The Blessed Hope

The resurrection of those who have fallen asleep in Christ and their translation together with those who are alive and remain unto the coming of the Lord is the imminent and blessed hope of the Church (1 Thess. 4:16,17; Rom. 8:23; Titus 2:13; 1 Cor. 15:51, 52).

14. The Millennial Reign of Christ

The second coming of Christ includes the rapture of the saints, which is our blessed hope, followed by the visible return of Christ with His saints to reign on the earth for one thousand years (Zech. 14:5; Matthew 24:27, 30; Rev. 1:7; 19:11-14; 20:1-6). This millennial reign will bring the salvation of national Israel (Ez. 37:21, 22; Zeph. 3:19, 20; Rom. 11:26, 27) and the establishment of universal peace (Is. 11:6-9; Psalm 72:3-8; Micah 4:3, 4).

15. The Final Judgment

There will be a final judgment in which the wicked dead will be raised and judged according to their works. Whosoever is not found written in the Book of Life, together with the devil and his angels, the beast and the false prophet, will be consigned to everlasting punishment in the lake which burneth with fire and brimstone, which is the second death (Matt. 25:46, Mark 9:43-48; Rev. 19:20; 20:11-15; 21:8).

16. The New Heavens and the New Earth

"We, according to His promise, look for new heavens and a new earth, wherein dwelleth righteousness" (2 Pet. 3:13; Rev. 21, 22).

ACCREDITATION

WASC SENIOR COLLEGE AND UNIVERSITY COMMISSION

SUM Bible College and Theological Seminary is accredited with the Senior College Commission of the Western Association of Schools and Colleges (WASC). Questions about SUM's status with WASC may be directed to the Institution or to WASC at:

WASC Senior College and University Commission

985 Atlantic Avenue, Suite 100, Alameda, CA 94501

(510) 748-9001

www.wascsenior.org

ASSOCIATION FOR BIBLICAL HIGHER EDUCATION

SUM Bible College and Theological Seminary is accredited by the Commission on Accreditation of the Association for Biblical Higher Education to grant certificates and degrees at the Associate, Baccalaureate, Master's degrees, and doctoral levels.

The Association of Biblical Higher Education (ABHE) is the oldest national, Bible college accreditation agency. ABHE specializes in biblical ministry formation and professional leadership education. It is officially recognized by the Council for Higher Education Accreditation (CHEA) and the United States Department of Education. It is also one of the eight regional associations that make up the International Council for Evangelical Theological Education (ICETE), representing North America.

ABHE provides the best option for maintaining high academic standards while also sharing the Christian faith. Their Accreditation Standard on Institutional Integrity requires institutions to be honest and open with its compliance regarding accrediting, licensing and governing bodies.

In acknowledgement of a satisfactory institutional self-study and evaluation team visit, the Commission on Accreditation reaffirmed until 2021 the accredited status of SUM Bible College and Theological Seminary with all the rights, privileges and the ABHE confers.

Association for Biblical Higher Education (ABHE)

5850 T.G. Lee Blvd, Suite #130, Orlando, FL 32822

(407) 207-0808

www.abhe.org

CA BUREAU FOR PRIVATE POSTSECONDARY EDUCATION

SUM is a private Institution currently registered with the Louisiana Board of Regents, Florida Board of Regents and California Bureau for Postsecondary Education (BPPE). The Bureau for Private Postsecondary Education has granted SUM approval to operate within the State of California. The Institution is a private institution that it is approved to operate means compliance with the standards as set forth in the CEC and 5, CCR. Approval to operate means compliance with minimum standards set forth by the BPPE.

Any questions a student may have regarding this Catalog that have not been satisfactorily answered by the Institution may be directed to the Bureau for Private Post-Secondary Education at:

Bureau for Private Postsecondary Education (BPPE)

2535 Capitol Oaks Drive, Suite 400

Sacramento California, 95833

(916) 431-6959

www.bppe.ca.gov

SUM complies with the Department of Consumer Affairs with all state statutes, rules, and regulations pertaining to private postsecondary institutions.

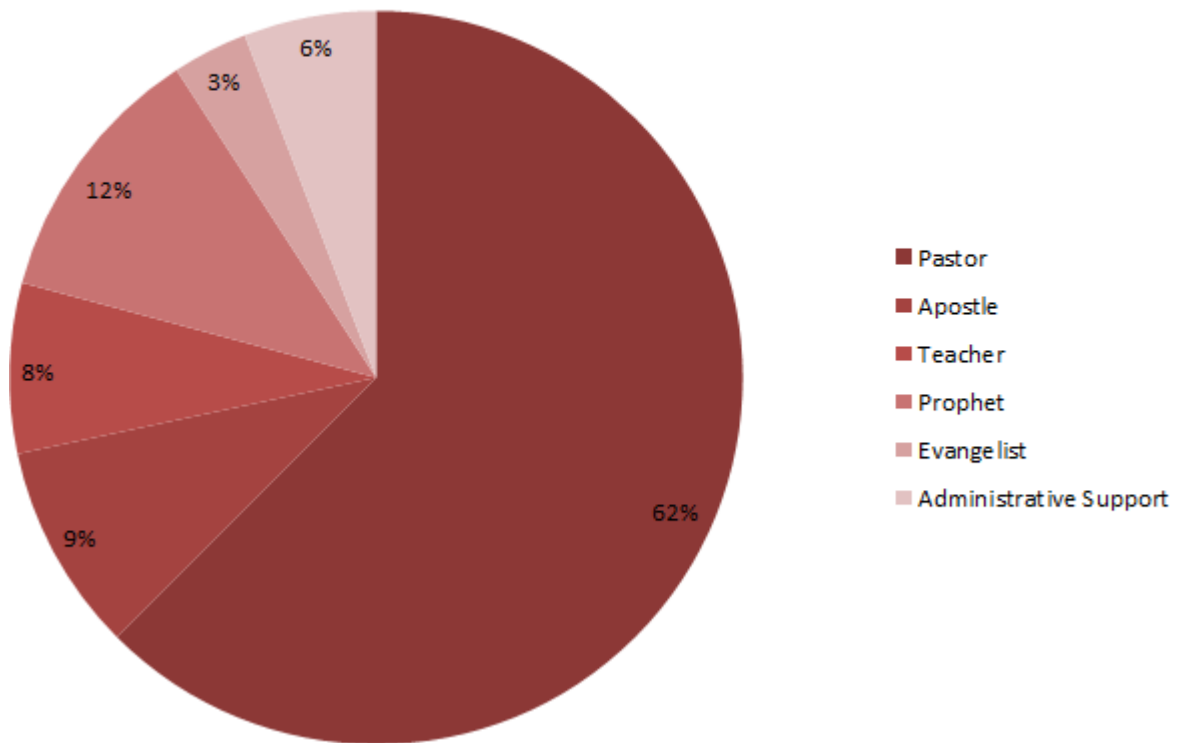
Reports

Current graduation, retention, completion, alumni outcomes, and SUM performance reports are available at sum.edu/california-consumer-disclosures.

MINISTRY PLACEMENT

In 2016, an in-depth placement study was conducted. In the placement study, 181 alumni from 2007- 2015 provided information on their placement. Of the respondents, 85% stated that they are actively serving in a ministry role. The chart below depicts the placement of SUM alumni in ministry.¹

2007-2015 Placement in Ministry



¹ Data was collected in the 2015-16 school year on SUM alumni from 2007-2015.

INSTITUTION

SUM Bible College & Theological Seminary is a leading innovative College and Seminary of Cohorts committed to the continual broadcasting of accredited theological education fitting and faithful to the Pentecostal tradition. The Main Campus and administrative headquarters is located in El Dorado Hills, CA, with Cohort Sites established throughout the United States and around the world.

NORTHERN CALIFORNIA CAMPUS

- **Facilities:** The El Dorado Hills campus, located at 1107 Investment Blvd., Suite 290, El Dorado Hills, CA 95762, has a 30,000-title library, computer lab, classrooms, offices, bookstore, chapel, and men's and women's dormitories.
- **Chapel:** Students and faculty gather for intimate community in our beautiful chapel for morning devotions, mid-morning service, and evening devotion.
- **Student Housing:** SUM offers, upon request, 3 and 4-person student housing, equipped with laundry and kitchen for self-prepared meals. Full-time Bachelor's and Master's-level students may live in the student housing for \$375 per month. This only applies to the Main Campus in El Dorado Hills, CA. If the student opts out of housing offered by the Institution, the average cost of rent in the El Dorado Hills area is \$1,938 per month. The Institution is not responsible to find or assist a student in finding housing.
- **Employment:** The Main Campus has various part-time employment opportunities, as well as network connections with local ministry employers.

ONLINE COHORTS

History

After nearly twenty years in the field of Christian higher education, Chancellor George Neau began questioning the models and methods of theological education. When SUM began, a close-knit group of visionaries, educators, and practitioners created a synergism that produced an extraordinary learning environment. However, as SUM grew, Chancellor Neau saw this synergistic environment of academics, practical experience, and personal mentorship being threatened. How could SUM continue to grow – thus fulfilling the “Great Commission” by producing more harvesters – and simultaneously maintain the original cohesiveness that enabled our graduates to pass the trials and tests of life and ministry?

During a season of prayer and fasting the Cohort Model was envisioned: find visionary leaders and surround them with a cohort of students to mentor while they earn their B.A. degree. Hence, the Global Leadership Initiative (GLI) was born.

INNOVATIVE THEOLOGICAL EDUCATION

Over the past couple of decades, Christian colleges in America have experienced a decline in graduates who are willing to answer God's call to fulfill the Great Commission. Why have some Christian educational institutions failed to prepare graduates for ministry? What can we do about it?

PROBLEM	SOLUTION
Passionless: Many of our finest church disciples leave for college or seminary with a passion for Christ, the Church, and ministry, but graduate passionless.	Intensity: SUM students are rigorously challenged in the classroom, streets, and churches, producing passionate students ready to serve Christ.
Distracted: Men and women who have heard the call to ministry become distracted with other non-ministerial professional degrees, sidelining their original call to ministry.	Unified: SUM solely focuses on raising up apostolic, prophetic, evangelistic, pastoral, and teaching leaders.
Specialized Faculty: Professors teach theories of leadership without requisite practical experience.	Well-Rounded Faculty: SUM hires faculty with both educational expertise and proven ministry experience.
Inward-Focused: Many Bible college students graduate without the skills or zeal to share the Christian faith with the lost.	Outward-Focused: Weekly church-based practicums and yearly mission trips develop graduates who are skillful and zealous to share the Gospel of Jesus Christ with a lost world.
Unbalanced: Some institutions impart knowledge solely through lectures and books, neglecting the miraculous operation of the Holy Spirit.	Balanced: SUM imparts a holistic education through a disciplined study and passionate pursuit of the miraculous operation of the Spirit.
Disconnected: Theological educational institutions are often disconnected from the local church, failing to include wise mentorship and practical hands-on programs.	Collaborative: SUM collaborates with Visionary Leaders to provide a balanced theological and practical education and mentorship, imparting the DNA and ethos of the local church.
Costly: Students often pay a high price for their degree(s), placing an overwhelming burden on newly educated ministers.	Affordable: SUM's low tuition cost, accelerated program, and wise financial counsel facilitates a smooth transition from education to service in the ministry.

GLOBAL LEADERSHIP INITIATIVE

Christian leaders from around the world are living out their mandate to equip the next great wave of spiritual leaders in obedience to the Great Commission. SUM Cohorts unite an accredited theological college with church partners. This partnership unites dynamic leaders and their ministry teams with SUM's accredited academic program.

The Result

SUM Cohorts empower a new generation of highly trained students: an army of Christian leaders equipped academically, practically, and spiritually within the local church setting. SUM Cohorts produce graduates ready for the "Last-Days' Harvest."

Partnership

The cornerstone to the SUM Cohort is the belief that "great leaders beget great leaders". Institutions of higher learning can produce apathy, indifference, and even spiritual death; whereas, Christ's model – one Visionary Leader imparting teachings, practices, and life – can empower leaders who will change the world.

Mission

SUM Cohorts facilitate high-quality distance education through live, interactive, online classes coupled with hands-on ministry training and personal mentoring. Throughout the United States and internationally, local churches and ministries donate classroom facilities and volunteers to host SUM study groups in which an accredited degree is achievable.

Geographical Proximity

A Cohort is a group of distance-education students in close geographical proximity who voluntarily gather to participate in SUM's program. This group shares academic, practicum, and mentoring experiences to enhance their academic and experiential education.

Facilities

A Partnering Ministry provides a location ("Cohort Site") where cohort students voluntarily gather for interactive online education. The Partnering Ministry provides free internet access, a study room, and access to all of the needed equipment for the Cohort. A Cohort Site also provides systems which are necessary to fulfill SUM's experiential ministry requirements and the Student of All (SOA) requirements, such as practical hands-on ministry and mentoring.

Online education is facilitated through computers equipped with webcams, microphones, and speakers. Students and faculty meet online through a video conferencing platform, enabling synchronous audio and visual communication. Assignments are submitted and graded through an online Learning Management System. Student records are managed with online School Information Systems. At all times, SUM seeks to identify and utilize the best technology to advance the Gospel of Jesus Christ.

Flexible Scheduling

Various class schedules may be modified to meet Cohorts' needs. A Cohort can receive classes on Monday (one class each in the morning, afternoon, and evening). A fourth class can be received another night during the week. Or, a Cohort Site can offer a two or four-day schedule eliminating the need for evening classes. Classes are streamed over the internet with live, interactive discussion between the teacher and students. Typically, a Cohort Site will be teamed with another site sharing the classroom experience.

Independent Online Education

A student may enroll as an Independent Online Student to study with SUM via distance education without participating at a local Cohort. Such Independent Online Students must make alternative arrangements with SUM to fulfill and verify their Student Ministry and Student Life requirements, which are subject to approval by SUM.

International Cohorts

Unified Program

The International Cohort program is an extension of the SUM Distance Education program to the foreign mission field and is guided by the Mission Statement, Core Values, Institutional Goals and Objectives, which guide the SUM Main Campus and U.S. Cohorts. Additionally, all International Cohorts are in agreement with the Statement of Faith of SUM and adhere to the Servant of All (SOA) Philosophy. All policies in earlier sections of this Catalog apply to the International Cohorts as well, unless specifically addressed differently in this section.

As participants in our International Distance Education program, International Cohort students should not be confused with International students who travel to the U.S. to study and obtain their degree with SUM. Because International Cohort students are not obtaining I-20 student visas for, or traveling to, the United States in order to pursue their education, the particular stipulations outlined in the "International Students" section of this Catalog do not apply.

Admissions Requirements

The Admissions requirement for International Cohort students is the same as those for U.S. based students, except International graduate students shall be required to take the "International College Success" class.

Distance Education Experience

Distance Education is provided to the International Cohorts in the same format as that provided to U.S. Cohorts: Academic classes are streamed live online to a classroom where the International Cohort students are gathered to receive instruction. Student Ministry and Student Life requirements are fulfilled through a system provided by the International Cohort Advisor, under the supervision of SUM Bible College and Theological Seminary.

Qualified Faculty

Any adjunct faculty located internationally who teach online Distance Education courses have the same qualification requirements as U.S. adjunct faculty. The validity of such qualifications will be determined by the Chief Academic Officer. An international professor that does not meet the qualifications required by

SUM Bible College and Theological Seminary and ABHE, and who has not been vetted by the Academic Affairs Office shall not be permitted to teach classes under any circumstances. SUM Bible College and Theological Seminary will choose which adjunct professors will teach classes to International Cohort students. The curriculum provided internationally is the same as that provided in the United States to all SUM students, in accordance with the Academic Catalogue.

Practical Hands-On Ministry and Personal Mentoring

The International Cohort ministry provides the facility for the International Cohort students and runs a local ministry training program which fulfills SUM's experiential ministry requirements, Servant of All (SOA) program, and mentoring experience in a manner adapted to the local culture and conditions. The International Cohort ministries operate on a tuition and fee structure adapted to the local economy. Once an International Cohort Site is established, it may be possible for U.S. students to study abroad alongside SUM's International Cohort students.

Affordable Tuition

SUM will determine the financial structure for each country or region where International Cohorts are in operation based on a transparent consideration of all the factors involved, in consultation with the cooperating International Cohort ministry. The scriptural precedent for having different financial structures for different regions of the world is the Apostle Paul's precedent in receiving personal financial support from Macedonian churches while refusing to receive any such support from the regions of Achaia (2 Cor. 11:7-12, Phil. 4:15-16). U.S. students who study at International Cohort Sites will be charged the U.S. tuition rate. The tuition and fee rates for non-U.S. students who study at the International Cohort will be different for each country or region.

A list of International Cohort Sites where International students can study can be found at sum.edu/international-cohort-list.

Online Library Services

SUM's subscription service with EBSCO, which gives SUM Cohort students access to the ATLA database of online journals, is available to International Cohort students. However, SUM will not be able to ship requested books from the SUM Main Campus library to International Cohort students.

OFFERING COMPARISON

FEATURES	EL DORADO HILLS	ONLINE	INTERNATIONAL
Accredited degree curriculum	✓	✓	✓
Affordable private post-secondary education	✓	✓	✓
Comprehensive 11-week trimesters	✓	✓	✓
Consistently scheduled weekly lectures	✓	✓	✓
Positive relationships with SUM faculty and staff	✓	✓	✓
Spiritual mentoring and academic advising	✓	✓	✓
Present, face-to-face classroom instruction	✓		
Live, interactive visual and audio-delivered classes		✓	✓
Integrated academic and spiritual development within Cohorts	✓	✓	✓
Rigorous weekly reading and writing assignments via Canvas	✓	✓	✓
Accessible to foreign students	✓		✓

ACADEMICS

LETTER FROM THE CHIEF ACADEMIC OFFICER

The call to ministry is a high and a holy calling. Preparation to fulfill that calling is one of the most important decisions a person will make with regard to their ministry. Here at SUM Bible College and Theological Seminary (SUM) we take your calling very seriously and we want to see you radically succeed for yourself, the Church, and the kingdom of God. SUM is not only a place of academic excellence, although it is that, it is a place for you to grow personally and develop leadership skills and experience that will serve you throughout your life and service to the Lord.



Bible College study is a precious and powerful time for every student when you will build relationships that will continue throughout your life. You will have experiences that will shape your understanding of God and the work you will do in His kingdom. And you will grow closer to the Lord than you have at any time in your life until now. What a journey, what an adventure.

May the Lord bless you in your service and your learning,

Dr. Gary Munson, Ed.D., Th.D.
Chief Academic Officer



2019-20 ACADEMIC CALENDAR

	FALL 2019-20	WINTER 2019-20	SPRING 2019-20
EVENT	8/26/19 – 11/8/19	12/2/19 – 3/13/20	3/30/20 – 6/12/20
Admissions Application Deadline	Jul 14	Nov 8	Feb 28
New Student Orientation	Aug 23 – 24	Nov 26	Mar 25
Trimester Start & Last Day to Self-Register	Aug 26	Dec 2	Mar 30
Course Add/Drop Deadline	Sep 1	Dec 8	Apr 5
21-Day Fast	Sept 18 – Oct 9	Jan 8 – 29	Apr 22 – May 13
Midterms Week	Sep 23 – 27	Jan 13 – 17	Apr 27 – May 1
Registration Begins for Next Term	Oct 7	Jan 27	May 11
Spiritual Emphasis (<i>El Dorado Hills Campus only</i>)	TBA	TBA	TBA
Course Withdrawal Deadline	Oct 18	Feb 7	May 22
Registration Deadline for the Next Term (<i>late fee begins</i>)	Nov 1	Mar 6	Jun 5
Finals Week	Nov 4 – 8	Mar 9 – 13	Jun 8 – 12
Trimester End	Nov 8	Mar 13	Jun 12
Inter-Trimester Break	Nov 10 – 30	Mar 15 – 28	Jun 14 – Aug 29
SPECIAL EVENTS	DATES	INFO	
Labor Day	Sep 2, 2019	No Classes & Office Closed	
Daylight Saving Time Ends	Nov 10, 2019	U.S. Lecture Times Adjust	
Thanksgiving Holiday	Nov 28 – 29, 2019	Office Closed	
Christmas Outreach	Dec 14, 2019	El Dorado Hills Campus only	
Winter Break	Dec 23, 2019 – Jan 3, 2020	No Classes	
Christmas Holiday	Dec 24 – 25, 2019	Office Closed	
New Year's Holiday	Dec 31, 2019 – Jan 1, 2020	Office Closed	
Martin Luther King, Jr. Holiday	Jan 20, 2020	No Classes & Office Closed	
Mardi Gras Outreach	Feb 20 – 26, 2020	New Orleans, LA	
Lead Now	Feb 20 – 26, 2020	New Orleans, LA	
Daylight Saving Time Begins	Mar 8, 2020	U.S. Lecture Times Adjust	
Good Friday	Apr 10, 2020	No Classes & Office Closed	
End of the Year Picnic	May 23, 2020	El Dorado Hills Campus only	
Memorial Day	May 25, 2020	Office Closed	
Awards & Appreciation Chapel	Jun 11, 2020	El Dorado Hills, CA	
Baccalaureate Dinner	Jun 12, 2020	El Dorado Hills, CA	
Graduation Ceremony	Jun 13, 2020	El Dorado Hills, CA	

Last updates: June 25, 2019

DEGREE OFFERINGS

UNDERGRADUATE DEGREE PROFILE

	BA in Biblical Studies (BABS)
Degree Goal	To equip students for effective ministry through academic instruction combined with hands-on ministry and personal mentorship that help students attain a fundamental grounding in Biblical Studies.
Concentrations	Biblical Studies (Fivefold Ministry) Church Planting Church Teaching Evangelistic Ministry Global Missions Pastoral Ministry Prophetic Ministry Worship Studies Youth Ministry
Minors	Ministry of the Evangelist Ministry of the Pastor Ministry of the Prophet Ministry of the Teacher
Completion Time	3 years
Tuition / Credit	\$300 per credit
Full-Time Status	10 credits
Credits	139 credits
Academic Requirements	High School graduate or GED with 2.5 GPA minimum Below 2.5 = Provisional Acceptance

GRADUATE DEGREE PROFILES

	MA in Christian Leadership (MACL)	MA in Biblical Studies (MABS)	MA of Divinity (MDiv)
Degree Goal	To provide students with a solid understanding of biblical leadership principles and strategies while preparing them to serve in leadership positions in Christian organizations.	To prepare students for vocations related to Bible education such as pastors, missionaries, evangelists, and teachers; enabling students to pursue a terminal degree or ministry preparation.	To empower students for vocational ministry with skills of biblical exposition, theology, disciple-making, spiritual formation, interpersonal skills, servanthood leadership, and worship leadership.
Concentration		Biblical Languages Biblical Exegesis Biblical Theology	
Completion Time	2 years	2 years	3 years
Tuition / Credit	\$260 per credit	\$260 per credit	\$260 per credit
Full-Time Status	6 credits	6 credits	6 credits
Credits	38 credits	48 credits	76 credits
Academic Requirements	A BA degree from an accredited institution. 2.5 GPA minimum Must be currently active in ministry.	A BA degree from an accredited institution. 2.5 GPA minimum Must be currently active in ministry.	A BA degree from an accredited institution. 2.5 GPA minimum Must be currently active in ministry.

Academic Credit / Records

The credit hour is defined by WASC's Senior College and University Commission as follows: "Except as provided in 34 CFR 668.8(k) and (l), a credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than – (1) One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or (2) At least an equivalent amount of work as required in paragraphs (1) of this definition for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours."

"Course hours" represent 45 hours of work per credit hour which can be converted to "clock hours" at a 6:5 ratio (commonly, a 10-minute break after 50 minutes of class time). A 3-credit class includes 135 course hours of work, with 45 hours of direct instruction. For the 2019-20 academic year, a typical 11-week course

at SUM will include 33 course hours of direct instruction in the form of live class time, plus 12 course hours of asynchronous direct instruction for a total of 45 hours of direct instruction, plus 90 hours of additional work for the course outside of instruction time.

FACULTY QUALIFICATIONS

SUM utilizes technology to provide online instruction that is live and fully interactive with video. This online instruction removes the barriers of time and space so that qualified faculty with subject matter expertise can teach from wherever they can access the internet.

All faculty members are officially vetted by the Academic Office and approved by the Chief Academic Officer. A faculty member teaching at the Bachelor's level must hold at least a Master's degree or have extensive experience as a specialist in the course subject. Faculty who teach at the Master's level must hold terminal degrees. Beyond academic requirements, faculty are selected for their educational expertise, sound biblical theology, concern for students, and years of proven ministry experience.

The roster of current faculty and information concerning their qualifications is found under the *Directory* section of this Catalog.

LEARNING RESOURCES

ON-CAMPUS

Main Campus students have access to the limited reference collection located in the SUM Chapel. Course textbooks can be borrowed, and laptops are available on a first-come, first-served basis for homework, and Kindle Fires are available for e-book research. Photocopying and printing are also offered through the Main Office. The Main Campus provides spaces for group study and private study to accommodate students' different learning styles. Additionally, the Campus Pastor arranges for tutoring and study hall for all students who would like extra attention.

ONLINE

SUM provides students and faculty with an online eBook library provided by EBSCO. This collection includes EBSCO's eBook Academic Collection and EBSCO's eBook Religion Collection, together around 180,000 volumes.

SUM also provides students and faculty with online journal holdings through ATLA, OMNIfile Full Text Mega, and Philosophy and Religion databases (EBSCO products). The ATLA databases include full text articles from over 490 full text journals in religion, theology, biblical studies, and other related fields from around the world; the OMNIFile Full Text Mega database, which includes full text articles in general studies from over 2,500 publications across the disciplines; and EBSCO's Religion and Philosophy collection, which provides another 300-plus journals across religion, philosophy, and related fields. In addition, SUM students and instructors may access the InterVarsity Press Dictionary collection on the Credo online platform, which contains over 1,000 Bible-related articles, as well as the Oxford Biblical Library database containing many Bible aids, a Bible encyclopedia, various Bible versions, a commentary, and concordances. Students are provided with a login to access these materials. This login provided is the same for Oxford, IVP, and EBSCO databases.

The [SUM Library website](#) offers the following online resources for students and instructors:

RESOURCE	DESCRIPTION	LINK
Requires Login Credentials		
EBSCO / ATLA Online Library	Online eBook library including EBSCO's North American eBook Collection and EBSCO's eBook Religion Collection. This collection also includes ATLA's Religion Database with Serials, the OMNIFile Full Text Mega database, and EBSCO's Religion and Philosophy collection.	http://search.ebscohost.com/login.aspx?authtype=uid

Oxford Biblical Studies Online	A comprehensive resource for the study of the Bible and biblical history. The integration of authoritative scholarly texts and reference works with tools that provide ease of research into the background, context, and issues related to the Bible.	http://www.oxfordbiblicalstudies.com
The InterVarsity Press (IVP) Bible Dictionary Series	A fully searchable dictionary series with over 1,000 articles addressing biblical culture, history, and theology.	https://search.credoreference.com/?institutionId=9758
SUM Library Online Public Access Catalog (OPAC) Search	The OPAC provides access to the SUM Main Campus Library in El Dorado Hills, California. Students and faculty in the US Cohort system can request books by contacting library@sum.edu .	https://pac2.bc.sirsidynix.net/SUM#!/home/
Open Access Resource Links		
Google Scholar	Free online scholarly resources. SUM's EBSCO databases are connected to Google Scholar.	https://scholar.google.com/
Digital Theological Library	A database consisting of open source materials in religious studies and theology. It is connected to the OCLC World Catalogue system.	https://oadtl.org/
Directory of Journals	An index of peer-reviewed scholarly open access articles. This database covers all fields of study.	https://doaj.org/
Directory of Books	Free access to books which publishers participating in this program have deemed open access (symbolized by an open lock). This database covers all fields of study.	https://www.doabooks.org/
Google Books	Free access to books, some in their entirety (generally older books) and some available in partial form (newer books), in an online searchable system.	https://books.google.com/
BASE	An open access database which provides articles in multiple languages.	https://www.base-search.net/
CiteSeerX	An open access database primarily for those working at the graduate level, especially useful for the social sciences.	http://citeseerx.ist.psu.edu/
Microsoft Academic	An open access database covering all fields of study.	https://academic.microsoft.com/

CIA Fact Book	A top resource for basic information about the world. The site provides a massive central data source and a handy way to graphically compare nations.	https://www.cia.gov/library/publications/the-world-factbook/
Theology on the Web	A free, high quality theological resource out of the United Kingdom for Bible teachers, scholars, and pastors. There are over 20,000 rare and out-of-print articles available for free download, detailed bibliographies for Seminary level, and a single cross-linked resource made up of seven websites.	http://www.theologyontheweb.org.uk/
Association of Religion Data Archives (ARDA)	ARDA is a scholarly archive for theological and religious research.	http://www.thearda.com/
Christian Classics Ethereal Library	A free online library of classic Christian texts.	http://www.ccel.org/
Perseus Digital Library	Free online classics in Greek, Latin and Hebrew, with some English translations, and an interactive lexicon/parsing tool.	http://www.perseus.tufts.edu/hopper/
The Post-Reformation Digital Library	A select database of digital books related to the development of theology and philosophy during the Reformation and Post-Reformation/Early Modern Era (late-15th-18th c.).	http://www.prdl.org/
Bible Geo Coding	This resource superimposes maps of biblical geography upon Google Maps, assisting students with seeing and understanding the geography of the Bible.	https://www.openbible.info/geo/
Hartford Institute for Religion Research	Provides research especially in the area of religion and culture, and is more for those working in graduate programs	http://hrr.hartsem.edu/
Chabad.org	Run by a Jewish organization which provides information about Jewish history and culture.	https://www.chabad.org/
Internet History Sourcebooks	Provided by Fordham University, and provides access to historical documents useful for studies in world religions, biblical studies, and apologetics.	http://www.fordham.edu/Halsall/ancient/asbook.asp
Early English Books Free Online Library	The University of Michigan provides texts in early English.	https://quod.lib.umich.edu/eebogroup/

Bible.org	Articles on various Christian topics, primarily written by evangelical Christians. Articles vary in terms of scholarly or popular audiences.	http://bible.org/
Lumina.Bible.org	Bible.org's Bible with the original texts and notes.	https://lumina.bible.org/
BibleGateway.com	Bible Gateway has numerous versions and various translations of the Bible. (also check out Blue Letter , BibleStudyTools and Bible Hub interlinear).	http://www.biblegateway.com/
BibleResources.org	This site is owned by an evangelical church. This site may be useful for various projects or for personal reading, but may not be cited in research papers as the articles are based on opinion rather than research.	http://bibleresources.bible.com/
E-SWORD Bible Tool	Provides free downloads of many different translations of the Bible, including Greek, Hebrew, and Latin, along with maps and charts, free commentaries and books, devotionals, and other material.	http://www.e-sword.net/
Faith and Philosophy Journal	A scholarly philosophy journal published by the Society of Christian Philosophers. Its purpose is to articulate a Christian faith that will withstand critical examination, as well as explore the implications of the Christian faith for all aspects of human life.	https://place.asburyseminary.edu/faithandphilosophy/

Publications

Catalogs, consumer information, and promotional literature can be found at www.sum.edu.

Technology Services

SERVICE	PURPOSE	WEBSITE
Google Apps	Web-based email, calendar and document management	www.google.com/a/sum.edu/
CampusVue	Institutional data management system used to keep track of student recruitment, enrollment, registration, records, and grades	portal.sum.edu
Canvas	Course management system used by instructors and administrators to assign and grade students' assignments, papers, and resources.	www.sum.instructure.com
Zoom	Internet Video Conferencing for live, face-to-face interaction between online teachers and students	www.zoom.us
Sermon TV	Media delivery system used to broadcast chapel services and events from the Main Campus to Cohort Sites around the world.	sum.sermon.net

Technology Requirements

To participate in online courses, you will need the following computer and broadband specifications.

SPECS	WINDOWS	MAC	ANDROID	IOS
Device	Minimum: Any 1 Ghz single core processor or better (non-Intel) Display (1,024 x 768) Recommended: Dual Core 2 Ghz or higher (i3 / i5 / i7 or AMD equivalent)	Minimum: Any 1 Ghz single core processor or better (non-Intel) Display (1,024 x 768) Recommended: Dual Core 2 Ghz or higher (i3 / i5 / i7 or AMD equivalent)	Android Device	iPad Mini iPad 2 iPad 4 new iPad iPhone 6s, 6, 5s, 5, 4s, 4 iPod Touch (4 th Gen) iPhone 3GS (no front facing camera)
Operating System	Windows XP (SP3) Vista (SP1 or later), 7, 8, 8.1, 10	Mac OS X 10.6.8 (Snow Leopard) or later	Android 2.3.x Gingerbread 3.x Honeycomb 4.0.x Ice Cream Sandwich 4.1 / 4.2 / 4.3 Jelly Bean 4.4 Kit Kat 5.0.x Lollipop	iOS 7.0 or later
Internet	1.5Mbps / 1.5Mbps (up / down)	1.5Mbps / 1.5Mbps (up / down)	Wifi for VoIP	Wifi for VoIP
Browser	IE7+, FireFox, Chrome, Safari5+	FireFox, Chrome, Safari5+	Webkit (default), Chrome	Chrome, Safari5+

Frequently Asked Questions

Students, parents, advisors, and faculty may look at SUM's FAQ page found on www.sum.edu/faq.

UNDERGRADUATE DEGREES

BACHELOR OF ARTS IN BIBLICAL STUDIES

The Bachelor of Arts in Biblical Studies (BABS) degree is a three-year degree offered for the purpose of equipping students for effective ministry through academic instruction combined with hands-on ministry and personal mentorship that help students attain a fundamental grounding in Biblical Studies. A variety of minors (six classes in a subject area) and concentrations (three classes in a subject area) are available:

Minors

Ministry of the Evangelist	Students attain a fundamental grounding in Biblical Studies, including an introduction to the theory and practice of being an evangelist in the contemporary setting.
Ministry of the Pastor	Students attain a fundamental grounding in Biblical Studies, including an introduction to the theory and practice of being a pastor in the contemporary setting.
Ministry of the Prophet	Students attain a fundamental grounding in Biblical Studies, including an introduction to the theory and practice of the contemporary prophet.
Ministry of the Teacher	Students attain a fundamental grounding in Biblical Studies, including an introduction to the theory and practice of the ministry of Christian teaching.

Concentrations

SUM offers 9 concentrations in the following areas:

1. Fivefold Ministry	Students attain a fundamental grounding in Biblical Studies.
2. Church Planting	Students attain a fundamental grounding in Biblical Studies, including an introduction to the theory and practice of church planting.
3. Church Teaching	Students attain a fundamental grounding in Biblical Studies, including an introduction to the theory and practice of teaching through church ministries.
4. Evangelistic Ministry	Students attain a fundamental grounding in Biblical Studies, including an introduction to the theory and practice of an evangelist.
5. Global Missions	Students attain a fundamental grounding in Biblical Studies, focusing on preparing students for mission's work through instruction in the theory and principles of effective cross-cultural ministry.
6. Pastoral Ministry	Students attain a fundamental grounding in Biblical Studies, focusing on preparing students for leadership and discipleship work in the church.
7. Prophetic Ministry	Students attain a fundamental grounding in Biblical Studies, focusing on the unique role of prophetic ministry in addressing cultural issues.
8. Worship Studies	Students attain a fundamental grounding in Biblical Studies, including an introduction to the theory and practice of worship.
9. Youth Ministry	Students attain a fundamental grounding in Biblical Studies, focusing on equipping students towards effective outreach and ministry to young people.

UNDERGRADUATE PROGRAM GOALS

1. Prepare students for vocations as pastors, missionaries, evangelists, and teachers.
2. Offer a specialization in biblical interpretation and theology with a view toward social transformation.
3. Strengthen the student's biblical foundation and spiritual formation process.
4. Foster academic excellence, spiritual fervor, passion for reaching the lost and equipping the church.
5. Provide mentoring for students to mature emotionally, mentally, spiritually and vocationally.
6. Prepare students for relevant and biblically authentic ministry leadership in diverse cultures and settings.
7. Prepare students to work collaboratively as part of a leadership structure.
8. Develop a desire in students for lifelong learning.

B.A. Learning Outcomes

These program-level learning outcomes and specific course-level measurements are determined by departmental faculty and are incorporated into all courses:

PROGRAM-LEVEL OUTCOMES	
1.	Interpret the texts of the Christian Scripture in relation to both their ancient contexts and in conversation with contemporary theology.
2.	Integrate theology of spiritual formation and church leadership principles with Fivefold ministry practices.
3.	Construct a Pentecostal Christian worldview with interdisciplinary perspectives.
4.	Integrate theological reflection and ethical understanding with ministry practices, church planting, church growth, and community service.
5.	Employ principles of Christian leadership in ministry and service to people of diverse cultures and worldviews.

UNDERGRADUATE DEGREE REQUIREMENTS

(By Category)

Program Comparison

CATEGORY	FIVEFOLD	MINOR	CONCENTRATION
Biblical Studies	36	30	30
General Education	48	48	48
Practical Field Ministry	19	19	19
Applied Theology	21	9	18
Minor		18	
Concentration			9
Christian Service	0	0	0
Theology	15	15	15
Total	139	139	139

These are the number of credits that students must take in order to complete their degree.

If a student has taken courses at a previous institution, they must submit an official transcript to the Admissions Department to determine which credits are eligible to be transferred.

NOTE: The following courses must be taken in sequential order: 1) GER1123 College Core, 2) ENG1223 College Writing, and 3) ENG1323 College Research and Writing Methods.

Terminology

TERM	DESCRIPTION
Code	A 7- or 8-digit code that distinguishes unique courses.
Course Name	A course title.
Requirement	An indication of whether a course is a Core, a Required course, or an Elective.
Credit Worth	An indication of how many credits the course will fulfill.
Completed Credit	A sum of how many credits have been fulfilled.
Grade / Transfer	An indication of the grade earned, or whether the credit was transferred.
Gen. Ed.	General Education courses required by the federal government.
Core	Courses that are worth 3 credits that must be taken in order to graduate.
Required	Courses that must be taken for a well-rounded life.
Elective	One course that can be chosen out of many courses.

B.A. in Biblical Studies (BABS) – Fivefold

Last Updated: 2019-20

Credits:139

BACHELOR'S IN BIBLICAL STUDIES COURSES			
Biblical Studies Core			18
BIB1113	Old Testament History & Literature	Core	3
BIB1213	New Testament History & Literature	Core	3
BIB1313	The Book of Acts	Core	3
BIB2213	Romans & Galatians	Core	3
BIB2223	Pentateuch	Core	3
THE1313	Interpreting & Understanding the Bible	Core	3
BABS Elective (Choose 18 Credits)			18
BIB2413	Corinthians Correspondence	Elective	3
BIB2313	Daniel & Revelation	Elective	3
BIB2113	Introduction to Biblical Languages	Elective	3
BIB2323	Old Testament Major Prophets	Elective	3
BIB3113	Johannine Literature	Elective	3
BIB3213	Synoptic Gospels	Elective	3
BIB3323	Old Testament Historical Books	Elective	3
BIB3223	Hebrews & General Epistles	Elective	3
BIB3323	Old Testament Minor Prophets	Elective	3
General Education			48
EDU2313	Philosophy of Education or other General Education	Gen Ed	3
GER1123	College Core	Gen Ed	3
ENG1223	College Writing	Gen Ed	3
ENG1323	College Research and Writing Methods	Gen Ed	3
GEO3113	Historical Geography or Speech or World Literature	Gen Ed	3
HIS2XX3	History Elective	Gen Ed	3
HIS3113	Church History	Gen Ed	3
HIS3323	Pentecostal Doctrine and History	Gen Ed	3
MAT1123	Applied Mathematics or College Mathematics	Gen Ed	3
MUS3213	Music or Art Appreciation	Gen Ed	3
PHEXXXX	Physical Education (9-½ credit classes)	Gen Ed	3
GER1133	Foundations of Human Behavior	Gen Ed	3
SCI11X3	SCI1113 Physical Science or SCI1123 Biological Science	Gen Ed	3
GER1213	Principles of Leadership	Gen Ed	3
GER1313	Introduction to Cultures	Gen Ed	3
GER3113	Core Completion	Gen Ed	3

Practical Field Ministry			19
PFMXXXX	12 Practicums at 1 credit each	Required	12
PFMXXXX	3 Internships at 1 credit each	Required	3
PFMXXXX	2 Mardi Gras Outreaches at 2 credits each	Required	4
CSPXXXX	9 Christian Service at 0 credits each	Required	0
Applied Theology			21
ATH1223	Introduction to the Fivefold Ministry	Core	3
ATH2213	Homiletics	Core	3
MIS2113	Introduction to Global Missions	Core	3
ATHXXXX	Choose any 12 credits from Applied Theology (ATH)	Elective	12
Theology			15
THE1133	Theology & Practice of Evangelism	Core	3
THE1123	Systematic Theology 1	Core	3
THE1213	Systematic Theology 2	Core	3
THE2313	Systematic Theology 3	Core	3
THE2113	Theology of Spiritual Formation	Core	3

BABS – Minor: Ministry of the Evangelist

Last Updated: 2019-20

Credits:139

BACHELOR'S IN BIBLICAL STUDIES: EVANGELIST COURSES			
Biblical Studies			18
BIB1113	Old Testament History & Literature	Core	3
BIB1213	New Testament History & Literature	Core	3
BIB1313	The Book of Acts	Core	3
BIB2213	Romans & Galatians	Core	3
BIB2223	Pentateuch	Core	3
THE1313	Interpreting & Understanding the Bible	Core	3
BABS: Evangelist Electives (Choose 12 Credits)			12
BIB2413	Corinthians Correspondence	Elective	3
BIB2313	Daniel & Revelation	Elective	3
BIB2113	Introduction to Biblical Languages	Elective	3
BIB2323	Old Testament Major Prophets	Elective	3
BIB3113	Johannine Literature	Elective	3
BIB3213	Synoptic Gospels	Elective	3
BIB3323	Old Testament Historical Books	Elective	3
BIB3223	Hebrews & General Epistles	Elective	3
BIB3323	Old Testament Minor Prophets	Elective	3
General Education			48
EDU2313	Philosophy of Education or other General Education	Gen Ed	3
GER1123	College Core	Gen Ed	3
ENG1223	College Writing	Gen Ed	3
ENG1323	College Research and Writing Methods	Gen Ed	3
GEO3113	Historical Geography or Speech or World Literature	Gen Ed	3
HIS2XX3	History Elective	Gen Ed	3
HIS3113	Church History	Gen Ed	3
HIS3323	Pentecostal Doctrine and History	Gen Ed	3
MAT1123	Applied Mathematics or College Mathematics	Gen Ed	3
MUS3213	Music or Art Appreciation	Gen Ed	3
PHEXXXX	Physical Education (9-1/3 credit classes)	Gen Ed	3
GER1133	Foundations of Human Behavior	Gen Ed	3
SCI11X3	SCI1113 Physical Science or SCI1123 Biological Science	Gen Ed	3
GER1213	Principles of Leadership	Gen Ed	3
GER1313	Introduction to Cultures	Gen Ed	3
GER3113	Core Completion	Gen Ed	3

Practical Field Ministry			19
PFMXXXX	12 Practicums at 1 credit each	Required	12
PFMXXXX	3 Internships at 1 credit each	Required	3
PFMXXXX	2 Mardi Gras Outreaches at 2 credits each	Required	4
CSPXXXX	9 Christian Service at 0 credits each	Required	0
Applied Theology			9
ATH1223	Introduction to the Fivefold Ministry	Core	3
ATH2213	Homiletics	Core	3
MIS2113	Introduction to Global Missions	Core	3
Minor			18
ATH3263	Church Evangelism	Required	3
ATH3183	Evangelism from a Cultural Perspective	Required	3
ATH3193	Evangelistic Preaching	Required	3
ATH3243	The Vocational Evangelist	Required	3
ATH3253	Evangelism and the Kingdom of God	Required	3
ATH4113	History of Awakenings	Required	3
Theology			15
THE1133	Theology & Practice of Evangelism	Core	3
THE1123	Systematic Theology 1	Core	3
THE1213	Systematic Theology 2	Core	3
THE2313	Systematic Theology 3	Core	3
THE2113	Theology of Spiritual Formation	Core	3

BABS – Minor: Ministry of the Pastor

Last Updated: 2019-20

Credits:139

BACHELOR'S IN BIBLICAL STUDIES: PASTOR COURSES			
Biblical Studies			18
BIB1113	Old Testament History & Literature	Core	3
BIB1213	New Testament History & Literature	Core	3
BIB1313	The Book of Acts	Core	3
BIB2213	Romans & Galatians	Core	3
BIB2223	Pentateuch	Core	3
THE1313	Interpreting & Understanding the Bible	Core	3
BABS: Pastor Electives (Choose 12 Credits)			12
BIB2413	Corinthians Correspondence	Elective	3
BIB2313	Daniel & Revelation	Elective	3
BIB2113	Introduction to Biblical Languages	Elective	3
BIB2323	Old Testament Major Prophets	Elective	3
BIB3113	Johannine Literature	Elective	3
BIB3213	Synoptic Gospels	Elective	3
BIB3323	Old Testament Historical Books	Elective	3
BIB3223	Hebrews & General Epistles	Elective	3
BIB3323	Old Testament Minor Prophets	Elective	3
General Education			48
EDU2313	Philosophy of Education or other General Education	Gen Ed	3
GER1123	College Core	Gen Ed	3
ENG1223	College Writing	Gen Ed	3
ENG1323	College Research and Writing Methods	Gen Ed	3
GEO3113	Historical Geography or Speech or World Literature	Gen Ed	3
HIS2XX3	History Elective	Gen Ed	3
HIS3113	Church History	Gen Ed	3
HIS3323	Pentecostal Doctrine and History	Gen Ed	3
MAT1123	Applied Mathematics or College Mathematics	Gen Ed	3
MUS3213	Music or Art Appreciation	Gen Ed	3
PHEXXXX	Physical Education (9-1/3 credit classes)	Gen Ed	3
GER1133	Foundations of Human Behavior	Gen Ed	3
SCI11X3	SCI1113 Physical Science or SCI1123 Biological Science	Gen Ed	3
GER1213	Principles of Leadership	Gen Ed	3
GER1313	Introduction to Cultures	Gen Ed	3
GER3113	Core Completion	Gen Ed	3

Practical Field Ministry			19
PFMXXXX	12 Practicums at 1 credit each	Required	12
PFMXXXX	3 Internships at 1 credit each	Required	3
PFMXXXX	2 Mardi Gras Outreaches at 2 credits each	Required	4
CSPXXXX	9 Christian Service at 0 credits each	Required	0
Applied Theology			9
ATH1223	Introduction to the Fivefold Ministry	Core	3
ATH2213	Homiletics	Core	3
MIS2113	Introduction to Global Missions	Core	3
Minor			18
ATH3163	The Pastor as Disciple-Maker	Required	3
ATH3373	The Pastor and Interpersonal Relationships	Required	3
ATH2323	Church Leadership	Required	3
ATH3283	Church Growth Strategies	Required	3
ATH3293	Principles of Church Management	Required	3
ATH3363	Special Studies in Pastoral Ministries	Required	3
Theology			15
THE1133	Theology & Practice of Evangelism	Core	3
THE1123	Systematic Theology 1	Core	3
THE1213	Systematic Theology 2	Core	3
THE2313	Systematic Theology 3	Core	3
THE2113	Theology of Spiritual Formation	Core	3

BABS – Minor: Ministry of the Prophet

Last Updated: 2019-20

Credits:139

BACHELOR'S IN BIBLICAL STUDIES: PROPHET COURSES			
Biblical Studies			18
BIB1113	Old Testament History & Literature	Core	3
BIB1213	New Testament History & Literature	Core	3
BIB1313	The Book of Acts	Core	3
BIB2213	Romans & Galatians	Core	3
BIB2223	Pentateuch	Core	3
THE1313	Interpreting & Understanding the Bible	Core	3
BABS: Prophet Electives (Choose 12 Credits)			12
BIB2413	Corinthians Correspondence	Elective	3
BIB2313	Daniel & Revelation	Elective	3
BIB2113	Introduction to Biblical Languages	Elective	3
BIB2323	Old Testament Major Prophets	Elective	3
BIB3113	Johannine Literature	Elective	3
BIB3213	Synoptic Gospels	Elective	3
BIB3323	Old Testament Historical Books	Elective	3
BIB3223	Hebrews & General Epistles	Elective	3
BIB3323	Old Testament Minor Prophets	Elective	3
General Education			48
EDU2313	Philosophy of Education or other General Education	Gen Ed	3
GER1123	College Core	Gen Ed	3
ENG1223	College Writing	Gen Ed	3
ENG1323	College Research and Writing Methods	Gen Ed	3
GEO3113	Historical Geography or Speech or World Literature	Gen Ed	3
HIS2XX3	History Elective	Gen Ed	3
HIS3113	Church History	Gen Ed	3
HIS3323	Pentecostal Doctrine and History	Gen Ed	3
MAT1123	Applied Mathematics or College Mathematics	Gen Ed	3
MUS3213	Music or Art Appreciation	Gen Ed	3
PHEXXXX	Physical Education (9-1/3 credit classes)	Gen Ed	3
GER1133	Foundations of Human Behavior	Gen Ed	3
SCI11X3	SCI1113 Physical Science or SCI1123 Biological Science	Gen Ed	3
GER1213	Principles of Leadership	Gen Ed	3
GER1313	Introduction to Cultures	Gen Ed	3
GER3113	Core Completion	Gen Ed	3

Practical Field Ministry			19
PFMXXXX	12 Practicums at 1 credit each	Required	12
PFMXXXX	3 Internships at 1 credit each	Required	3
PFMXXXX	2 Mardi Gras Outreaches at 2 credits each	Required	4
CSPXXXX	9 Christian Service at 0 credits each	Required	0
Applied Theology			9
ATH1223	Introduction to the Fivefold Ministry	Core	3
ATH2213	Homiletics	Core	3
MIS2113	Introduction to Global Missions	Core	3
Minor			18
ATH3643	Prophets of the Bible	Required	3
ATH3173	Prophetic Voices in Preaching	Required	3
ATH3523	Role of the Prophet (Local Church, Society, Culture)	Required	3
ATH4213	Theology of the Prophetic (EQ: Theology of Culture)	Required	3
ATH3543	The Contemporary Prophet (Life, Prayer, Power, Social Justice)	Required	3
ATH4113	History of Awakenings	Required	3
Theology			15
THE1133	Theology & Practice of Evangelism	Core	3
THE1123	Systematic Theology 1	Core	3
THE1213	Systematic Theology 2	Core	3
THE2313	Systematic Theology 3	Core	3
THE2113	Theology of Spiritual Formation	Core	3

BABS – Minor: Ministry of the Teacher

Last Updated: 2019-20

Credits:139

BACHELOR'S IN BIBLICAL STUDIES: TEACHER COURSES			
Biblical Studies			18
BIB1113	Old Testament History & Literature	Core	3
BIB1213	New Testament History & Literature	Core	3
BIB1313	The Book of Acts	Core	3
BIB2213	Romans & Galatians	Core	3
BIB2223	Pentateuch	Core	3
THE1313	Interpreting & Understanding the Bible	Core	3
BABS: Teacher Electives (Choose 12 Credits)			12
BIB2413	Corinthians Correspondence	Elective	3
BIB2313	Daniel & Revelation	Elective	3
BIB2113	Introduction to Biblical Languages	Elective	3
BIB2323	Old Testament Major Prophets	Elective	3
BIB3113	Johannine Literature	Elective	3
BIB3213	Synoptic Gospels	Elective	3
BIB3323	Old Testament Historical Books	Elective	3
BIB3223	Hebrews & General Epistles	Elective	3
BIB3323	Old Testament Minor Prophets	Elective	3
General Education			48
EDU2313	Philosophy of Education or other General Education	Gen Ed	3
GER1123	College Core	Gen Ed	3
ENG1223	College Writing	Gen Ed	3
ENG1323	College Research and Writing Methods	Gen Ed	3
GEO3113	Historical Geography or Speech or World Literature	Gen Ed	3
HIS2XX3	History Elective	Gen Ed	3
HIS3113	Church History	Gen Ed	3
HIS3323	Pentecostal Doctrine and History	Gen Ed	3
MAT1123	Applied Mathematics or College Mathematics	Gen Ed	3
MUS3213	Music or Art Appreciation	Gen Ed	3
PHEXXXX	Physical Education (9-1/3 credit classes)	Gen Ed	3
GER1133	Foundations of Human Behavior	Gen Ed	3
SCI11X3	SCI1113 Physical Science or SCI1123 Biological Science	Gen Ed	3
GER1213	Principles of Leadership	Gen Ed	3
GER1313	Introduction to Cultures	Gen Ed	3
GER3113	Core Completion	Gen Ed	3

Practical Field Ministry			19
PFMXXXX	12 Practicums at 1 credit each	Required	12
PFMXXXX	3 Internships at 1 credit each	Required	3
PFMXXXX	2 Mardi Gras Outreaches at 2 credits each	Required	4
CSPXXXX	9 Christian Service at 0 credits each	Required	0
Applied Theology			9
ATH1223	Introduction to the Fivefold Ministry	Core	3
ATH2213	Homiletics	Core	3
MIS2113	Introduction to Global Missions	Core	3
Minor			18
ATH3493	Research Methods & the Spirit	Required	3
ATH3463	Jesus as the Master Teacher	Required	3
ATH3483	Christian Foundations of Teaching	Required	3
ATH3453	Curriculum Design & Development	Required	3
ATH3473	Spirit-Filled Teaching Strategies	Required	3
ATH3513	Teacher as Spirit-filled Communicator	Required	3
Theology			15
THE1133	Theology & Practice of Evangelism	Core	3
THE1123	Systematic Theology 1	Core	3
THE1213	Systematic Theology 2	Core	3
THE2313	Systematic Theology 3	Core	3
THE2113	Theology of Spiritual Formation	Core	3

BABS – Concentration: Church Planting

Last Updated: 2019-20

Credits:139

BACHELOR'S IN BIBLICAL STUDIES: CHURCH PLANTING COURSES			
Biblical Studies			18
BIB1113	Old Testament History & Literature	Core	3
BIB1213	New Testament History & Literature	Core	3
BIB1313	The Book of Acts	Core	3
BIB2213	Romans & Galatians	Core	3
BIB2223	Pentateuch	Core	3
THE1313	Interpreting & Understanding the Bible	Core	3
BABS: Church Planting Electives (Choose 12 Credits)			12
BIB2413	Corinthians Correspondence	Elective	3
BIB2313	Daniel & Revelation	Elective	3
BIB2113	Introduction to Biblical Languages	Elective	3
BIB2323	Old Testament Major Prophets	Elective	3
BIB3113	Johannine Literature	Elective	3
BIB3213	Synoptic Gospels	Elective	3
BIB3323	Old Testament Historical Books	Elective	3
BIB3223	Hebrews & General Epistles	Elective	3
BIB3323	Old Testament Minor Prophets	Elective	3
General Education			48
EDU2313	Philosophy of Education or other General Education	Gen Ed	3
GER1123	College Core	Gen Ed	3
ENG1223	College Writing	Gen Ed	3
ENG1323	College Research and Writing Methods	Gen Ed	3
GEO3113	Historical Geography or Speech or World Literature	Gen Ed	3
HIS2XX3	History Elective	Gen Ed	3
HIS3113	Church History	Gen Ed	3
HIS3323	Pentecostal Doctrine and History	Gen Ed	3
MAT1123	Applied Mathematics or College Mathematics	Gen Ed	3
MUS3213	Music or Art Appreciation	Gen Ed	3
PHEXXXX	Physical Education (9-1/3 credit classes)	Gen Ed	3
GER1133	Foundations of Human Behavior	Gen Ed	3
SCI11X3	SCI1113 Physical Science or SCI1123 Biological Science	Gen Ed	3
GER1213	Principles of Leadership	Gen Ed	3
GER1313	Introduction to Cultures	Gen Ed	3
GER3113	Core Completion	Gen Ed	3

Practical Field Ministry			19
PFMXXXX	12 Practicums at 1 credit each	Required	12
PFMXXXX	3 Internships at 1 credit each	Required	3
PFMXXXX	2 Mardi Gras Outreaches at 2 credits each	Required	4
CSPXXXX	9 Christian Service at 0 credits each	Required	0
Applied Theology			18
ATH1223	Introduction to the Fivefold Ministry	Core	3
ATH2213	Homiletics	Core	3
MIS2113	Introduction to Global Missions	Core	3
ATHXXXX	Choose any 9 elective credits from Applied Theology (ATH)	Elective	9
Concentration			9
ATH3113	Foundations of Church Planting	Required	3
ATH3213	Establishing Church and Community Ministry	Required	3
ATH3313	Contemporary Issues in Church Development	Required	3
Theology			15
THE1133	Theology & Practice of Evangelism	Core	3
THE1123	Systematic Theology 1	Core	3
THE1213	Systematic Theology 2	Core	3
THE2313	Systematic Theology 3	Core	3
THE2113	Theology of Spiritual Formation	Core	3

BABS – Concentration: Church Teaching

Last Updated: 2019-20

Credits:139

BACHELOR'S IN BIBLICAL STUDIES: CHURCH TEACHING COURSES			
Biblical Studies			18
BIB1113	Old Testament History & Literature	Core	3
BIB1213	New Testament History & Literature	Core	3
BIB1313	The Book of Acts	Core	3
BIB2213	Romans & Galatians	Core	3
BIB2223	Pentateuch	Core	3
THE1313	Interpreting & Understanding the Bible	Core	3
BABS: Church Teaching Electives (Choose 12 Credits)			12
BIB2413	Corinthians Correspondence	Elective	3
BIB2313	Daniel & Revelation	Elective	3
BIB2113	Introduction to Biblical Languages	Elective	3
BIB2323	Old Testament Major Prophets	Elective	3
BIB3113	Johannine Literature	Elective	3
BIB3213	Synoptic Gospels	Elective	3
BIB3323	Old Testament Historical Books	Elective	3
BIB3223	Hebrews & General Epistles	Elective	3
BIB3323	Old Testament Minor Prophets	Elective	3
General Education			48
EDU2313	Philosophy of Education or other General Education	Gen Ed	3
GER1123	College Core	Gen Ed	3
ENG1223	College Writing	Gen Ed	3
ENG1323	College Research and Writing Methods	Gen Ed	3
GEO3113	Historical Geography or Speech or World Literature	Gen Ed	3
HIS2XX3	History Elective	Gen Ed	3
HIS3113	Church History	Gen Ed	3
HIS3323	Pentecostal Doctrine and History	Gen Ed	3
MAT1123	Applied Mathematics or College Mathematics	Gen Ed	3
MUS3213	Music or Art Appreciation	Gen Ed	3
PHEXXXX	Physical Education (9-1/3 credit classes)	Gen Ed	3
GER1133	Foundations of Human Behavior	Gen Ed	3
SCI11X3	SCI1113 Physical Science or SCI1123 Biological Science	Gen Ed	3
GER1213	Principles of Leadership	Gen Ed	3
GER1313	Introduction to Cultures	Gen Ed	3
GER3113	Core Completion	Gen Ed	3

Practical Field Ministry			19
PFMXXXX	12 Practicums at 1 credit each	Required	12
PFMXXXX	3 Internships at 1 credit each	Required	3
PFMXXXX	2 Mardi Gras Outreaches at 2 credits each	Required	4
CSPXXXX	9 Christian Service at 0 credits each	Required	0
Applied Theology			18
ATH1223	Introduction to the Fivefold Ministry	Core	3
ATH2213	Homiletics	Core	3
MIS2113	Introduction to Global Missions	Core	3
ATHXXXX	Choose any 9 elective credits from Applied Theology (ATH)	Elective	9
Concentration			9
ATH3453	Curriculum Design & Development	Required	3
ATH3463	Jesus as the Master Teacher	Required	3
ATH3493	Research Methods & the Spirit	Required	3
Theology			15
THE1133	Theology & Practice of Evangelism	Core	3
THE1123	Systematic Theology 1	Core	3
THE1213	Systematic Theology 2	Core	3
THE2313	Systematic Theology 3	Core	3
THE2113	Theology of Spiritual Formation	Core	3

BABS – Concentration: Evangelistic Ministry

Last Updated: 2019-20

Credits:139

BACHELOR'S IN BIBLICAL STUDIES: EVANGELISTIC MINISTRY COURSES			
Biblical Studies			30
BIB1113	Old Testament History & Literature	Core	3
BIB1213	New Testament History & Literature	Core	3
BIB1313	The Book of Acts	Core	3
BIB2213	Romans & Galatians	Core	3
BIB2223	Pentateuch	Core	3
THE1313	Interpreting & Understanding the Bible	Core	3
BABS: Evangelistic Ministry Electives (Choose 12 Credits)			12
BIB2413	Corinthians Correspondence	Elective	3
BIB2313	Daniel & Revelation	Elective	3
BIB2113	Introduction to Biblical Languages	Elective	3
BIB2323	Old Testament Major Prophets	Elective	3
BIB3113	Johannine Literature	Elective	3
BIB3213	Synoptic Gospels	Elective	3
BIB3323	Old Testament Historical Books	Elective	3
BIB3223	Hebrews & General Epistles	Elective	3
BIB3323	Old Testament Minor Prophets	Elective	3
General Education			48
EDU2313	Philosophy of Education or other General Education	Gen Ed	3
GER1123	College Core	Gen Ed	3
ENG1223	College Writing	Gen Ed	3
ENG1323	College Research and Writing Methods	Gen Ed	3
GEO3113	Historical Geography or Speech or World Literature	Gen Ed	3
HIS2XX3	History Elective	Gen Ed	3
HIS3113	Church History	Gen Ed	3
HIS3323	Pentecostal Doctrine and History	Gen Ed	3
MAT1123	Applied Mathematics or College Mathematics	Gen Ed	3
MUS3213	Music or Art Appreciation	Gen Ed	3
PHEXXXX	Physical Education (9-1/3 credit classes)	Gen Ed	3
GER1133	Foundations of Human Behavior	Gen Ed	3
SCI11X3	SCI1113 Physical Science or SCI1123 Biological Science	Gen Ed	3
GER1213	Principles of Leadership	Gen Ed	3
GER1313	Introduction to Cultures	Gen Ed	3
GER3113	Core Completion	Gen Ed	3

Practical Field Ministry			19
PFMXXXX	12 Practicums at 1 credit each	Required	12
PFMXXXX	3 Internships at 1 credit each	Required	3
PFMXXXX	2 Mardi Gras Outreaches at 2 credits each	Required	4
CSPXXXX	9 Christian Service at 0 credits each	Required	0
Applied Theology			18
ATH1223	Introduction to the Fivefold Ministry	Core	3
ATH2213	Homiletics	Core	3
MIS2113	Introduction to Global Missions	Core	3
ATHXXXX	Choose any 9 elective credits from Applied Theology (ATH)	Elective	9
Concentration			9
ATH4113	History of Awakenings	Required	3
ATH3243	The Vocational Evangelist	Required	3
ATH3193	Evangelistic Preaching	Required	3
Theology			15
THE1133	Theology & Practice of Evangelism	Core	3
THE1123	Systematic Theology 1	Core	3
THE1213	Systematic Theology 2	Core	3
THE2313	Systematic Theology 3	Core	3
THE2113	Theology of Spiritual Formation	Core	3

BABS – Concentration: Global Missions

Last Updated: 2019-20

Credits:139

BACHELOR'S IN BIBLICAL STUDIES: GLOBAL MISSIONS COURSES			
Biblical Studies			18
BIB1113	Old Testament History & Literature	Core	3
BIB1213	New Testament History & Literature	Core	3
BIB1313	The Book of Acts	Core	3
BIB2213	Romans & Galatians	Core	3
BIB2223	Pentateuch	Core	3
THE1313	Interpreting & Understanding the Bible	Core	3
BABS: Global Missions Electives (Choose 12 Credits)			12
BIB2413	Corinthians Correspondence	Elective	3
BIB2313	Daniel & Revelation	Elective	3
BIB2113	Introduction to Biblical Languages	Elective	3
BIB2323	Old Testament Major Prophets	Elective	3
BIB3113	Johannine Literature	Elective	3
BIB3213	Synoptic Gospels	Elective	3
BIB3323	Old Testament Historical Books	Elective	3
BIB3223	Hebrews & General Epistles	Elective	3
BIB3323	Old Testament Minor Prophets	Elective	3
General Education			48
EDU2313	Philosophy of Education or other General Education	Gen Ed	3
GER1123	College Core	Gen Ed	3
ENG1223	College Writing	Gen Ed	3
ENG1323	College Research and Writing Methods	Gen Ed	3
GEO3113	Historical Geography or Speech or World Literature	Gen Ed	3
HIS2XX3	History Elective	Gen Ed	3
HIS3113	Church History	Gen Ed	3
HIS3323	Pentecostal Doctrine and History	Gen Ed	3
MAT1123	Applied Mathematics or College Mathematics	Gen Ed	3
MUS3213	Music or Art Appreciation	Gen Ed	3
PHEXXX	Physical Education (9-1½ credit classes)	Gen Ed	3
GER1133	Foundations of Human Behavior	Gen Ed	3
SCI11X3	SCI1113 Physical Science or SCI1123 Biological Science	Gen Ed	3
GER1213	Principles of Leadership	Gen Ed	3
GER1313	Introduction to Cultures	Gen Ed	3
GER3113	Core Completion	Gen Ed	3

Practical Field Ministry			19
PFMXXXX	12 Practicums at 1 credit each	Required	12
PFMXXXX	3 Internships at 1 credit each	Required	3
PFMXXXX	2 Mardi Gras Outreaches at 2 credits each	Required	4
CSPXXXX	9 Christian Service at 0 credits each	Required	0
Applied Theology			18
ATH1223	Introduction to the Fivefold Ministry	Core	3
ATH2213	Homiletics	Core	3
MIS2113	Introduction to Global Missions	Core	3
MIS2323	Introduction to World Religions	Required	3
ATHXXXX	Choose any 6 elective credits from Applied Theology (ATH)	Elective	6
Concentration			9
MIS3213	Contemporary Issues in Missions	Required	3
MIS2213	Cultural Anthropology and Communication	Required	3
MIS3323	Missionary Life, Principles, and Practices	Required	3
Theology			15
THE1133	Theology & Practice of Evangelism	Core	3
THE1123	Systematic Theology 1	Core	3
THE1213	Systematic Theology 2	Core	3
THE2313	Systematic Theology 3	Core	3
THE2113	Theology of Spiritual Formation	Core	3

BABS – Concentration: Pastoral Ministry

Last Updated: 2019-20

Credits:139

BACHELOR'S IN BIBLICAL STUDIES: PASTORAL MINISTRY COURSES			
Biblical Studies			18
BIB1113	Old Testament History & Literature	Core	3
BIB1213	New Testament History & Literature	Core	3
BIB1313	The Book of Acts	Core	3
BIB2213	Romans & Galatians	Core	3
BIB2223	Pentateuch	Core	3
THE1313	Interpreting & Understanding the Bible	Core	3
BABS: Pastoral Ministry Electives (Choose 12 Credits)			12
BIB2413	Corinthians Correspondence	Elective	3
BIB2313	Daniel & Revelation	Elective	3
BIB2113	Introduction to Biblical Languages	Elective	3
BIB2323	Old Testament Major Prophets	Elective	3
BIB3113	Johannine Literature	Elective	3
BIB3213	Synoptic Gospels	Elective	3
BIB3323	Old Testament Historical Books	Elective	3
BIB3223	Hebrews & General Epistles	Elective	3
BIB3323	Old Testament Minor Prophets	Elective	3
General Education			48
EDU2313	Philosophy of Education or other General Education	Gen Ed	3
GER1123	College Core	Gen Ed	3
ENG1223	College Writing	Gen Ed	3
ENG1323	College Research and Writing Methods	Gen Ed	3
GEO3113	Historical Geography or Speech or World Literature	Gen Ed	3
HIS2XX3	History Elective	Gen Ed	3
HIS3113	Church History	Gen Ed	3
HIS3323	Pentecostal Doctrine and History	Gen Ed	3
MAT1123	Applied Mathematics or College Mathematics	Gen Ed	3
MUS3213	Music or Art Appreciation	Gen Ed	3
PHEXXXX	Physical Education (9-½ credit classes)	Gen Ed	3
GER1133	Foundations of Human Behavior	Gen Ed	3
SCI11X3	SCI1113 Physical Science or SCI1123 Biological Science	Gen Ed	3
GER1213	Principles of Leadership	Gen Ed	3
GER1313	Introduction to Cultures	Gen Ed	3
GER3113	Core Completion	Gen Ed	3

Practical Field Ministry			19
PFMXXXX	12 Practicums at 1 credit each	Required	12
PFMXXXX	3 Internships at 1 credit each	Required	3
PFMXXXX	2 Mardi Gras Outreaches at 2 credits each	Required	4
CSPXXXX	9 Christian Service at 0 credits each	Required	0
Applied Theology			18
ATH1223	Introduction to the Fivefold Ministry	Core	3
ATH2213	Homiletics	Core	3
MIS2113	Introduction to Global Missions	Core	3
ATHXXXX	Choose any 9 elective credits from Applied Theology (ATH)	Elective	9
Concentration			9
ATH2323	Church Leadership	Required	3
ATH3163	The Pastor as Disciple-Maker	Required	3
ATH3293	Principles of Church Management	Required	3
Theology			15
THE1133	Theology & Practice of Evangelism	Core	3
THE1123	Systematic Theology 1	Core	3
THE1213	Systematic Theology 2	Core	3
THE2313	Systematic Theology 3	Core	3
THE2113	Theology of Spiritual Formation	Core	3

BABS – Concentration: Prophetic Ministry

Last Updated: 2019-20

Credits:139

BACHELOR'S IN BIBLICAL STUDIES: PROPHETIC MINISTRY COURSES			
Biblical Studies			18
BIB1113	Old Testament History & Literature	Core	3
BIB1213	New Testament History & Literature	Core	3
BIB1313	The Book of Acts	Core	3
BIB2213	Romans & Galatians	Core	3
BIB2223	Pentateuch	Core	3
THE1313	Interpreting & Understanding the Bible	Core	3
BABS: Prophetic Ministry Electives (Choose 12 Credits)			12
BIB2413	Corinthians Correspondence	Elective	3
BIB2313	Daniel & Revelation	Elective	3
BIB2113	Introduction to Biblical Languages	Elective	3
BIB2323	Old Testament Major Prophets	Elective	3
BIB3113	Johannine Literature	Elective	3
BIB3213	Synoptic Gospels	Elective	3
BIB3323	Old Testament Historical Books	Elective	3
BIB3223	Hebrews & General Epistles	Elective	3
BIB3323	Old Testament Minor Prophets	Elective	3
General Education			48
EDU2313	Philosophy of Education or other General Education	Gen Ed	3
GER1123	College Core	Gen Ed	3
ENG1223	College Writing	Gen Ed	3
ENG1323	College Research and Writing Methods	Gen Ed	3
GEO3113	Historical Geography or Speech or World Literature	Gen Ed	3
HIS2XX3	History Elective	Gen Ed	3
HIS3113	Church History	Gen Ed	3
HIS3323	Pentecostal Doctrine and History	Gen Ed	3
MAT1123	Applied Mathematics or College Mathematics	Gen Ed	3
MUS3213	Music or Art Appreciation	Gen Ed	3
PHEXXX	Physical Education (9-1/3 credit classes)	Gen Ed	3
GER1133	Foundations of Human Behavior	Gen Ed	3
SCI11X3	SCI1113 Physical Science or SCI1123 Biological Science	Gen Ed	3
GER1213	Principles of Leadership	Gen Ed	3
GER1313	Introduction to Cultures	Gen Ed	3
GER3113	Core Completion	Gen Ed	3

Practical Field Ministry			19
PFMXXXX	12 Practicums at 1 credit each	Required	12
PFMXXXX	3 Internships at 1 credit each	Required	3
PFMXXXX	2 Mardi Gras Outreaches at 2 credits each	Required	4
CSPXXXX	9 Christian Service at 0 credits each	Required	0
Applied Theology			18
ATH1223	Introduction to the Fivefold Ministry	Core	3
ATH2213	Homiletics	Core	3
MIS2113	Introduction to Global Missions	Core	3
ATHXXXX	Choose any 9 elective credits from Applied Theology (ATH)	Elective	9
Concentration			9
ATH3523	Role of the Prophet (Local Church, Society, Culture)	Required	3
ATH3643	Prophets of the Bible	Required	3
ATH4213	Theology of the Prophetic	Required	3
Theology			15
THE1133	Theology & Practice of Evangelism	Core	3
THE1123	Systematic Theology 1	Core	3
THE1213	Systematic Theology 2	Core	3
THE2313	Systematic Theology 3	Core	3
THE2113	Theology of Spiritual Formation	Core	3

BABS – Concentration: Worship Studies

Last Updated: 2019-20

Credits:139

BACHELOR'S IN BIBLICAL STUDIES: WORSHIP STUDIES COURSES			
Biblical Studies			18
BIB1113	Old Testament History & Literature	Core	3
BIB1213	New Testament History & Literature	Core	3
BIB1313	The Book of Acts	Core	3
BIB2213	Romans & Galatians	Core	3
BIB2223	Pentateuch	Core	3
THE1313	Interpreting & Understanding the Bible	Core	3
BABS: Worship Studies Electives (Choose 12 Credits)			12
BIB2413	Corinthians Correspondence	Elective	3
BIB2313	Daniel & Revelation	Elective	3
BIB2113	Introduction to Biblical Languages	Elective	3
BIB2323	Old Testament Major Prophets	Elective	3
BIB3113	Johannine Literature	Elective	3
BIB3213	Synoptic Gospels	Elective	3
BIB3323	Old Testament Historical Books	Elective	3
BIB3223	Hebrews & General Epistles	Elective	3
BIB3323	Old Testament Minor Prophets	Elective	3
General Education			48
EDU2313	Philosophy of Education or other General Education	Gen Ed	3
GER1123	College Core	Gen Ed	3
ENG1223	College Writing	Gen Ed	3
ENG1323	College Research and Writing Methods	Gen Ed	3
GEO3113	Historical Geography or Speech or World Literature	Gen Ed	3
HIS2XX3	History Elective	Gen Ed	3
HIS3113	Church History	Gen Ed	3
HIS3323	Pentecostal Doctrine and History	Gen Ed	3
MAT1123	Applied Mathematics or College Mathematics	Gen Ed	3
MUS3213	Music or Art Appreciation	Gen Ed	3
PHEXXXX	Physical Education (9-1/3 credit classes)	Gen Ed	3
GER1133	Foundations of Human Behavior	Gen Ed	3
SCI11X3	SCI1113 Physical Science or SCI1123 Biological Science	Gen Ed	3
GER1213	Principles of Leadership	Gen Ed	3
GER1313	Introduction to Cultures	Gen Ed	3
GER3113	Core Completion	Gen Ed	3

Practical Field Ministry			19
PFMXXXX	12 Practicums at 1 credit each	Required	12
PFMXXXX	3 Internships at 1 credit each	Required	3
PFMXXXX	2 Mardi Gras Outreaches at 2 credits each	Required	4
CSPXXXX	9 Christian Service at 0 credits each	Required	0
Applied Theology			18
ATH1223	Introduction to the Fivefold Ministry	Core	3
ATH2213	Homiletics	Core	3
MIS2113	Introduction to Global Missions	Core	3
ATHXXXX	Choose any 9 elective credits from Applied Theology (ATH)	Elective	9
Concentration			9
ATH3423	Theology of Worship	Required	3
ATH3433	The Heart of Worship	Required	3
ATH3443	Essentials of Worship Leading	Required	3
Theology			15
THE1133	Theology & Practice of Evangelism	Core	3
THE1123	Systematic Theology 1	Core	3
THE1213	Systematic Theology 2	Core	3
THE2313	Systematic Theology 3	Core	3
THE2113	Theology of Spiritual Formation	Core	3

BABS – Concentration: Youth Ministry

Last Updated: 2019-20

Credits:139

BACHELOR'S IN BIBLICAL STUDIES: YOUTH MINISTRY COURSES				
Biblical Studies				18
BIB1113	Old Testament History & Literature	Core		3
BIB1213	New Testament History & Literature	Core		3
BIB1313	The Book of Acts	Core		3
BIB2213	Romans & Galatians	Core		3
BIB2223	Pentateuch	Core		3
THE1313	Interpreting & Understanding the Bible	Core		3
BABS: Youth Ministry Electives (Choose 12 Credits)				12
BIB2413	Corinthians Correspondence	Elective		3
BIB2313	Daniel & Revelation	Elective		3
BIB2113	Introduction to Biblical Languages	Elective		3
BIB2323	Old Testament Major Prophets	Elective		3
BIB3113	Johannine Literature	Elective		3
BIB3213	Synoptic Gospels	Elective		3
BIB3323	Old Testament Historical Books	Elective		3
BIB3223	Hebrews & General Epistles	Elective		3
BIB3323	Old Testament Minor Prophets	Elective		3
General Education				48
EDU2313	Philosophy of Education or other General Education	Gen Ed		3
GER1123	College Core	Gen Ed		3
ENG1223	College Writing	Gen Ed		3
ENG1323	College Research and Writing Methods	Gen Ed		3
GEO3113	Historical Geography or Speech or World Literature	Gen Ed		3
HIS2XX3	History Elective	Gen Ed		3
HIS3113	Church History	Gen Ed		3
HIS3323	Pentecostal Doctrine and History	Gen Ed		3
MAT1123	Applied Mathematics or College Mathematics	Gen Ed		3
MUS3213	Music or Art Appreciation	Gen Ed		3
PHEXXXX	Physical Education (9-1/3 credit classes)	Gen Ed		3
GER1133	Foundations of Human Behavior	Gen Ed		3
SCI11X3	SCI1113 Physical Science or SCI1123 Biological Science	Gen Ed		3
GER1213	Principles of Leadership	Gen Ed		3
GER1313	Introduction to Cultures	Gen Ed		3
GER3113	Core Completion	Gen Ed		3

Practical Field Ministry			19
PFMXXXX	12 Practicums at 1 credit each	Required	12
PFMXXXX	3 Internships at 1 credit each	Required	3
PFMXXXX	2 Mardi Gras Outreaches at 2 credits each	Required	4
CSPXXXX	9 Christian Service at 0 credits each	Required	0
Applied Theology			18
ATH1223	Introduction to the Fivefold Ministry	Core	3
ATH2213	Homiletics	Core	3
MIS2113	Introduction to Global Missions	Core	3
ATHXXXX	Choose any 9 elective credits from Applied Theology (ATH)	Elective	9
Concentration			9
ATH2233	Introduction to Youth Ministry	Required	3
ATH3333	Youth Evangelism and Programming	Required	3
ATH3163	Pastor as Disciple Maker	Required	3
Theology			15
THE1133	Theology & Practice of Evangelism	Core	3
THE1123	Systematic Theology 1	Core	3
THE1213	Systematic Theology 2	Core	3
THE2313	Systematic Theology 3	Core	3
THE2113	Theology of Spiritual Formation	Core	3

UNDERGRADUATE DEGREE REQUIREMENTS

(By Trimester)

Total Credits: 139

CODE	COURSE NAME	CREDITS
1st Year Fall		14.33
BIB1113	Old Testament History & Literature	3
GER1133	College Core	3
THE1133	Theology and Practice of Evangelism	3
THE1313	Interpreting and Understanding the Bible	3
PFM1111	Practical Field Ministry 1	1
PFM1121	Practical Field Ministry 2	1
PHE1110	Physical Education 1	0.33
CSP1110	Christian Service 1	0

1st Year Winter		16.33
BIB1213	New Testament History & Literature	3
ENG1223	College Writing	3
ATH1223	Introduction to Fivefold Ministry	3
HISXXXX	History Elective	3
PFM1211	Practical Field Ministry 3	1
PFM1221	Practical Field Ministry 4	1
PFMXXXX	PFM – Mardi Gras 1	2
PHE1210	Physical Education 2	0.33
CSP1210	Christian Service 2	0

1st Year Spring		14.34
ENG1323	College Research and Writing Methods	3
MAT1123	Applied Mathematics	3
GER1213	Principles of Leadership	3
ATHXXXX	Elective	3
PFM1311	Practical Field Ministry 5	1
PFM1321	Practical Field Ministry 6	1
PHE1310	Physical Education 3	0.34
CSP1310	Christian Service 3	0

2 nd Year Fall		14.33
BIB1313	The Book of Acts	3
HIS3323	Pentecostal Doctrine & History	3
THE2113	Theology of Spiritual Formation	3
THE1123	Systematic Theology 1	3
PFM2111	Practical Field Ministry 7	1
PFM2121	Practical Field Ministry 8	1
PHE2110	Physical Education 4	0.33
CSP2110	Christian Service 4	0

2 nd Year Winter		16.33
MIS2113	Introduction to Global Missions	3
BIB2223	Pentateuch	3
ATH2213	Homiletics	3
THE1213	Systematic Theology 2	3
PFM2211	Practical Field Ministry 9	1
PFM2221	Practical Field Ministry 10	1
PFMXXXX	PFM – Mardi Gras 2	2
PHE2210	Physical Education 5	0.33
CSP2210	Christian Service 5	0

2 nd Year Spring		14.34
THE2313	Systematic Theology 3	3
BIBXXXX	Biblical Studies Elective	3
ATHXXXX	Applied Theology Elective	3
ATHXXXX	Applied Theology Elective	3
PFM2311	Practical Field Ministry 11	1
PFM2321	Practical Field Ministry 12	1
PHE2310	Physical Education 6	0.34
CSP2310	Christian Service 6	0

3 rd Year Fall		16.33
HIS3113	Church History	3
GEO3113	Historical Geography of Bible Lands	3
GER1133	Foundation of Human Behavior	3
BIBXXXX	Biblical Studies Elective	3
ATHXXXX	Applied Theology Elective	3
PFM3111	Church Internship	1
PHE3110	Physical Education 7	0.34
CSP3110	Christian Service 7	0

3 rd Year Winter		16.33
BIB2213	Romans & Galatians	3
GER1313	Introduction to Cultures	3
SCIXXXX	Science Elective	3
BIBXXXX	Biblical Studies Elective	3
ATHXXXX	Applied Theology Elective	3
PFM3211	Church Internship 2	1
PHE3210	Physical Education 8	0.33
CSP3210	Christian Service 8	0

3 rd Year Spring		16.34
EDU2313	Philosophy of Education	3
MUS3213	Music Appreciation	3
BIBXXXX	Biblical Studies Elective	3
ATHXXXX	Applied Theology Elective	3
GER3113	Core Completion	3
PFM3311	Church Internship 3	1
PHE3310	Physical Education 9	0.34
CSP3310	Christian Service 9	0

APPLIED THEOLOGY ELECTIVES – MINORS

Ministry of the Evangelist

ATH0001	ATH3193	Evangelistic Preaching
ATH0002	ATH3183	Evangelism from a Cultural Perspective
ATH0003	ATH3253	Evangelism and the Kingdom of God
ATH0004	ATH3242	The Vocational Evangelist
ATH0005	ATH4113	History of Awakenings
ATH0006	ATH3263	Church Evangelism

Ministry of the Pastor

ATH0001	ATH2323	Church Leadership
ATH0002	ATH3373	The Pastor and Interpersonal Relationships (EQ: ATH4183 Group Dynamics)
ATH0003	ATH3283	Church Growth Strategies
ATH0004	ATH3293	Principles of Church Management (EQ: ATH4173 Administering Sacraments and Rituals)
ATH0005	ATH3393	Special Studies in Pastoral Ministries
ATH0006	ATH3163	The Pastor as Disciple-Maker (EQ: ATH3383 Spiritual Directions / ATH4193 Models of Discipleship)

Ministry of the Prophet

ATH0001	ATH3173	Prophetic Voices in Preaching
ATH0002	ATH3523	Role of the Prophet (Local Church, Society, Culture)
ATH0003	ATH3533	Theology of the Prophetic
ATH0004	ATH3543	The Contemporary Prophet (Life of the Prophet, Prayer, Power, Social Justice)
ATH0005	ATH4113	History of Awakenings
ATH0006	THE3143	Prophets of the Bible

Ministry of the Teacher

ATH0001	ATH3483	Christian Foundations of Teaching
ATH0002	ATH3463	Jesus as the Master Teacher
ATH0003	ATH3473	Spirit-Filled Teaching Strategies
ATH0004	ATH3452	Curriculum Design & Development (EQ: EDU2333 Creative Teaching Methods & Curriculum Design)
ATH0005	ATH3513	Teacher as Spirit-filled Communicator
ATH0006	ATH3494	Research Methods & the Spirit (EQ: Research Methods)

APPLIED THEOLOGY ELECTIVES –CONCENTRATION

Church Planting

ATH0001	ATHXXXX	Choose any Applied Theology course
ATH0002	ATHXXXX	Choose any Applied Theology course
ATH0003	ATH3143	Foundations of Church Planting
ATH0004	ATH3153	Establishing Church and Community Ministry
ATH0005	ATH3273	Contemporary Issues in Church Development
ATH0006	ATHXXXX	Choose any Applied Theology course

Church Teaching

ATH0001	ATHXXXX	Choose any Applied Theology course
ATH0002	ATHXXXX	Choose any Applied Theology course
ATH0003	ATH3463	Jesus as the Master Teacher
ATH0004	ATH3453	Curriculum Design & Development (EQ: EDU2333 Creative Teaching Methods & Curriculum Design)
ATH0005	ATH3493	Research Methods & the Spirit (EQ: Research Methods)
ATH0006	ATHXXXX	Choose any Applied Theology course

Evangelistic Ministry

ATH0001	ATHXXXX	Choose any Applied Theology course
ATH0002	ATHXXXX	Choose any Applied Theology course
ATH0003	ATH3193	Evangelistic Preaching
ATH0004	ATH3243	The Vocational Evangelist
ATH0005	ATH4123	History of Awakenings
ATH0006	ATHXXXX	Choose any Applied Theology course

Global Missions

ATH0001	ATHXXXX	Choose any Applied Theology course
ATH0002	ATHXXXX	Choose any Applied Theology course
ATH0003	MIS2213	Cultural Anthropology and Communications
ATH0004	MIS3213	Contemporary Issues in Missions
ATH0005	MIS3323	Missionary Life, Principles and Practices
ATH0006	ATHXXXX	Choose any Applied Theology course

Pastoral Ministry

ATH0001	ATHXXXX	Choose any Applied Theology course
ATH0002	ATHXXXX	Choose any Applied Theology course
ATH0003	ATH2323	Church Leadership
ATH0004	ATH3293	Principles of Church Management (EQ: ATH4173 Administering Sacraments and Rituals)
ATH0005	ATH3163	The Pastor as Disciple-Maker (EQ: ATH3383 Spiritual Directions /ATH4193 Models of Discipleship)
ATH0006	ATHXXXX	Choose any Applied Theology course

Prophetic Ministry

ATH0001	ATHXXXX	Choose any Applied Theology course
ATH0002	ATHXXXX	Choose any Applied Theology course
ATH0003	ATH3443	Essentials of Worship Leading
ATH0004	ATH3423	Theology of Worship
ATH0005	ATH3393	The Heart of Worship
ATH0006	ATHXXXX	Choose any Applied Theology course

Worship Studies

ATH0001	ATHXXXX	Choose any Applied Theology course
ATH0002	ATHXXXX	Choose any Applied Theology course
ATH0003	ATH3443	Essentials of Worship Leading
ATH0004	ATH3423	Theology of Worship
ATH0005	ATH3393	The Heart of Worship
ATH0006	ATHXXXX	Choose any Applied Theology course

Youth Ministry

ATH0001	ATHXXXX	Choose any Applied Theology course
ATH0002	ATHXXXX	Choose any Applied Theology course
ATH0003	ATH2233	Introduction to Youth Ministry
ATH0004	ATH3333	Youth Evangelism and Programming
ATH0005	ATH3163	Pastor as Disciple Maker (EQ: ATH3383 Spiritual Direction)
ATH0006	ATHXXXX	Choose any Applied Theology course

GRADUATE DEGREES

MASTER OF ARTS IN CHRISTIAN LEADERSHIP

(MACL)

The Master of Arts in Christian Leadership is a graduate theological education program designed for 1) men and women called to leadership roles or positions in a local church setting, para-church organizations, or the marketplace, and 2) those who are currently in leadership roles who are seeking to enhance their leadership skills both theologically and practically. The program provides students with a solid understanding of biblical leadership principles and strategies, while preparing them to serve in leadership positions.

MACL Goals

1. Offer a specialization in Christian leadership that is biblical and practical.
2. Prepare students to effectively and efficiently deal with varied challenges in leadership.
3. Strengthen the student's biblical foundation and spiritual life formation processes.
4. Prepare students for leadership roles in a local church setting, para-church organizations, or the marketplace
5. Foster an academic environment characterized by critical thinking, analysis, synthesis, critical evaluation, communication, and practice of Biblical leadership principles.

MACL Learning Outcomes

Program Learning Outcomes (PLOs) are listed here. Course Learning Outcomes (CLOs) are determined by departmental faculty and are included on each course syllabus.

PROGRAM-LEVEL OUTCOMES (PLO)	
1.	Integrate biblical and theological understanding into theories of Christian leadership.
2.	Evaluate theories of Christian leadership within diverse fivefold ministry contexts.
3.	Construct methods for the implementation of Christian principles in leadership and managerial practices, utilizing Christian ethical and spiritual principles.
4.	Integrate practices of Christian spiritual formation into Christian leadership.
5.	Construct a research project which explores a theory of Christian leadership embodied in Christian leadership practices.

MASTER OF ARTS IN BIBLICAL STUDIES

(MABS)

Concentrations

Biblical Languages

Offers a specialization in the Bible, biblical interpretation, and theology, and emphasizes a student's abilities to research using Hebrew and Greek language tools and to produce scholarly, biblical, and theological research projects. It will help those who are pursuing a terminal degree in Biblical Studies.

Biblical Exegesis

Provides an understanding of Scripture and systematic theology, coupled with modern strategies for ministry. Emphasis is placed on thorough research and effective communication, comprehension of foundational biblical and theological truths, and a commitment to godly Christian character.

Biblical Theology

Provides an understanding of Scriptural theology, coupled with modern strategies for ministry. Emphasis is placed on thorough research and effective communication, and a commitment to godly Christian character. Develops a unified theology of the Bible that respects varied perspectives within individual Bible books.

MABS Goals

1. Offer a specialization in Bible, biblical interpretation, and theology with a view toward social change.
2. Strengthen the student's biblical foundation and spiritual life formation processes.
3. Foster an academic environment characterized by critical thinking, analysis, synthesis, critical evaluation, and communication of the Scriptures and related literature.
4. Prepare students for vocations related to Bible education such as pastors, missionaries, evangelists, and teachers.

MABS Learning Outcomes

PROGRAM-LEVEL OUTCOMES (PLO)

1.	Students exhibit broad knowledge of data relevant to biblical studies.
2.	Students interpret Scripture with theological and academic rigor using appropriate interpretive methodology.
3.	Students reflect biblical principles in personal spiritual growth.
4.	Students integrate Scripture in practical ministry, appreciating the roles within the fivefold ministry as Great Commission Christians.
5.	Students effectively present the full Gospel, respecting the local context for the purpose of making disciples through biblical principles.

MASTER OF DIVINITY

(MDIV)

The Master of Divinity specializes in biblical interpretation and Christian theological heritage with a view towards building the Kingdom of God, impacting culture and society. M.Div. students should be able to defend and articulate the Christian ethical and theological system, produce scholarly biblical and theological research, and integrate these principles in all aspects of ministry leadership, development, administration, and theological research.

M.Div. Goals

1. Offer a specialization in Bible, biblical interpretation, and theology with a view toward urban social change.
2. Strengthen the student's biblical foundation and spiritual life formation processes.
3. Foster an academic environment characterized by critical thinking, analysis, synthesis, critical evaluation, and communication of the Scriptures and related literature.
4. Prepare students for vocations related to Bible education such as pastors, missionaries, evangelists, and teachers.
5. Mentor students for the M.Div. journey and a life dedicated to promoting biblical urban societal change.
6. Maintain a delivery system based upon a computer technological paradigm.

M.Div. Learning Outcomes

PROGRAM-LEVEL OUTCOMES (PLO)	
1.	Spiritual and Disciple Making Formation: To provide moral leadership by modeling and mentoring Christian character and practices of missions, evangelism, discipleship, and church growth.
2.	Servant and Worship Leadership: To serve churches effectively through team ministry.
3.	Biblical Exposition: To interpret and communicate the Bible accurately.
4.	Christian Theological Heritage: To understand and interpret Christian theological heritage and Assemblies of God polity for the church.
5.	Interpersonal Skills: To perform pastoral care effectively, with skills in communication and conflict management.

GRADUATE DEGREE REQUIREMENTS

Graduate students must take the following courses in order to complete their degree. If a student has taken courses at a previous institution, they must submit an official transcript to the Admissions Department to determine which credits are eligible to be transferred.

Master of Divinity

Last Updated: 2019-20

Credits: 76

MASTER OF DIVINITY COURSES			
Seminary Disciplines			3
Year 1: Fall		Seminary Disciplines	3
Biblical Studies Core			21
Year 1: Fall	OTEN5123	Old Testament 1	3
Year 1: Fall	NTEN5143	New Testament 1	3
Year 1: Winter	OTEN5133	Old Testament 2	3
Year 1: Winter	NTEN5233	New Testament 2	3
Year 2: Fall	THEO5343	Hermeneutics	3
		Biblical Studies Elective	3
		Biblical Studies Elective	3
Christian Heritage			18
Year 1: Winter	THEO5123	Global Christian History	3
Year 2: Fall	THEO5223	Spiritual Formation	3
Year 2: Fall	THEO5113	Pentecostal Theology and History	3
		Systematic Theology Elective	3
		Systematic Theology Elective	3
		Systematic Theology Elective	3
Disciple-Making			10
Year 1: Fall	EVAN5121	Mentored Ministry: Evangelism	1
Year 1: Fall	EVAN6222	Mentored Ministry: Church Evangelism	2
Year 1: Winter	MISS5112	Christian Missions	3
Year 1: Winter	EVAN5131	Mentored Ministry: Mission	1
Year 1: Spring	EVAN5141	Mentored Ministry: Discipleship	1
Year 1: Spring	EVAN6332	Discipleship Strategies	2
Interpersonal Ministry			9
Year 1: Spring	GECE5223	Homiletics	3
Year 2: Winter	APTH6123	Counseling in Ministry	3
Year 2: Spring	APTH6112	Interpersonal Relationship Skills	3

MDIV Electives			9
Master of Divinity Elective			3
Master of Divinity Elective			3
Master of Divinity Elective			3
Research Course			6
Year 3: Winter	GECE6363	Ministry Symposium	3
Year 3: Spring	CPTS6263	Ministry Capstone	3

Master of Arts in Christian Leadership

Last Updated: 2019-20

Credits: 38

MASTER'S IN CHRISTIAN LEADERSHIP COURSES			
Leadership Core			27
Year 1: Fall	LEAD5433	Leadership Formation and Development	3
Year 1: Winter	LEAD6113	Foundations of Leadership 1: Biblical Models	3
Year 1: Winter	LEAD5333	Spirituality and Ethics	3
Year 1: Spring	LEAD6133	Foundations of Leadership 2: Theoretical Foundations	3
Year 1: Spring	LEAD6223	Christian Strategic Planning and New Ministry Development	3
Year 2: Fall	LEAD6123	Communication and Leadership	3
Year 2: Winter	LEAD6213	Managing Change and Conflict in Organizations	3
Year 2: Winter	LEAD6253	Leadership in Missions	3
Year 2: Spring	LEAD6353	Organizational Leadership and Administration	3
Research Course			11
Year 1: Fall	GERS5113	Research Methods	3
Year 2: Fall	LEAD6153	Leadership Research Design	3
Year 2: Winter	LEAD6363	Christian Leadership Symposium	2
Year 2: Spring	CPTS6323	Capstone Project	3

Master of Arts in Biblical Studies

Last Updated: 2019-20

Credits: 48

MASTER'S IN BIBLICAL STUDIES COURSES			
Seminary Disciplines			3
Year 1: Fall	Seminary Disciplines		3
Biblical Studies Core			15
Year 1: Fall	OTEN5123	Old Testament 1	3
Year 1: Fall	NTEN5143	New Testament 1	3
Year 1: Winter	OTEN5133	Old Testament 2	3
Year 1: Winter	NTEN5233	New Testament 2	3
Year 2: Fall	THEO5343	Hermeneutics	3
Christian Heritage			3
Year 2: Fall	THEO5343	Spiritual Formation	3
Research Course			6
Year 2: Winter	GECE6363	Ministry Symposium	3
Year 3: Spring	CPTS6323	Capstone Project	3
MABS Electives			3
Communications Elective			3
Concentrations (3 Choices)			18
Biblical Theology			(18)
	THEO6233	Old Testament Theology	3
	THEO5433	New Testament Theology	3
		Biblical Theology Elective	3
		Biblical Theology Elective	3
		Elective: Biblical Theology, Systematic Theology, or Biblical Studies	3
		Elective: Biblical Theology, Systematic Theology, or Biblical Studies	3
Biblical Exegesis			(18)
		Biblical Theology Elective	3
		Biblical Theology Elective	3
		Biblical Theology Elective	3
		Biblical Theology Elective	3
		Systematic Theology Elective	3
		Systematic Theology Elective	3

Biblical Languages			(18)
NTGK5113	Greek I: Grammar		3
NTGK5223	Greek II: Grammar		3
NTGK5333	Greek III: Exegesis		3
OTHE5313	Hebrew I: Grammar		3
OTHE5423	Hebrew II: Grammar		3
OTHE5533	Hebrew III: Exegesis		3

List of Graduate-Level Courses

Capstone and Symposiums

CPTS6323	Capstone Project
LEAD6363	Leadership Symposium – New Orleans
GECE6363	Ministry Symposium
GER5113	Research Methods

Applied Theology

APTH6112	Interpersonal Relationship Skills
APTH6123	Counseling in Ministry

Evangelism

EVAN5112	Mentored Ministry: Communication 1
EVAN5121	Mentored Ministry: Evangelism
EVAN5131	Mentored Ministry: Mission
EVAN5141	Mentored Ministry: Discipleship
EVAN5151	Mentored Ministry: Interpersonal
EVAN5161	Mentored Ministry: Gospel Communication 1
EVAN5171	Mentored Ministry: Gospel Communication 2
EVAN5181	Mentored Ministry: Cultural Engagement
EVAN6222	Church Evangelism
EVAN6332	Discipleship Strategies

Communication in Ministry

GECE5213	Communication & Teaching Methods
GECE5223	Proclaiming the Bible (Homiletics)
GECE5233	Digital Church Communication
GECE5243	Sociology of Gospel-Centered Communication
GECE5253	Storytelling in Ministry
GECE5263	Leadership and Communication

Christian History

HIST5113	Assemblies of God History and Polity
HIST5313	History of Christian Thought
HIST6313	Church History / Canon
THEO5123	Global Christian History

Leadership

LEAD5213	Foundation of Leadership 1: Biblical Models of Leadership
LEAD5323	Theories of Organizational Behavior
LEAD5333	Spirituality and Ethics
LEAD5433	Leadership Formation and Development
LEAD6113	Foundations of Leadership 1: Biblical Models of Leadership
LEAD6123	Communication and Leadership
LEAD6133	Foundations of Leadership 2: Theoretical Foundations
LEAD6153	Leadership Research Design
LEAD6213	Managing Change and Conflict in Organization
LEAD6223	Christian Strategic Planning and New Ministry Development
LEAD6233	Managing Change and Conflict in Organizations
LEAD6243	Organizational Development: Consulting, Design, Intervention, and Evaluation
LEAD6253	Leadership in Missions
LEAD6353	Organizational Leadership and Administration
LEAD6373	Five-Fold Internship

Missions

MISS5112	Christian Missions
----------	--------------------

New Testament

NTEN5143	New Testament 1
NTEN5233	New Testament 2
NTEX5223	New Testament Exegesis: Pastoral Epistles
NTEX5243	New Testament Exegesis: Interpreting the Gospels
NTEX5353	New Testament Exegesis: Acts
NTEX5373	New Testament Exegesis: 1 Corinthians
NTEX5383	New Testament Exegesis: 2 Corinthians
NTEX5423	New Testament Exegesis: Philippians/Colossians
NTEX5443	New Testament Exegesis: Romans
NTEX6123	New Testament Exegesis: Galatians
NTEX6313	New Testament Exegesis: Gospel of John
NTEX6323	New Testament Exegesis: Revelation
NTEX6333	New Testament Exegesis: First and Second Thessalonians
NTGK5113	Greek I: Grammar
NTGK5223	Greek II: Grammar
NTGK5333	Greek III: Exegesis

Old Testament

BBOT6313	Syro-Palestinian Archaeology and the Old Testament
OTEN5123	Old Testament 1
OTEN5133	Old Testament 2
OTEX5313	Old Testament Exegesis: Joshua and Judges
OTEX5343	Old Testament Exegesis: Exodus
OTEX5363	Old Testament Exegesis: Leviticus
OTEX5373	Old Testament Exegesis: Numbers
OTEX5383	Old Testament Exegesis: Deuteronomy
OTEX5393	Old Testament Exegesis: Joshua
OTEX5413	Old Testament Exegesis: Judges
OTEX5433	Old Testament Exegesis: 1 & 2 Samuel
OTEX5453	Old Testament Exegesis: 1 & 2 Chronicles
OTEX5463	Old Testament Exegesis: Ezra, Nehemiah, Esther
OTEX5473	Old Testament Exegesis: Job
OTEX5483	Old Testament Exegesis: Psalms
OTEX5493	Old Testament Exegesis: Ruth
OTEX5513	Old Testament Exegesis: Ecclesiastes
OTEX5523	Old Testament Exegesis: Isaiah 1-39
OTEX5533	Old Testament Exegesis: Isaiah 40-66
OTEX5542	Old Testament Exegesis: Jeremiah & Lamentations
OTEX5553	Old Testament Exegesis: Ezekiel
OTEX5563	Old Testament Exegesis: Daniel
OTEX5573	Old Testament Exegesis: Hosea - Amos
OTEX5593	Old Testament Exegesis: Habakkuk - Zephaniah
OTEX5613	Old Testament Exegesis: Haggai - Malachi
OTEX5623	Old Testament Exegesis: Zechariah
OTEX5633	Old Testament Exegesis: Song of Songs/Lamentations
OTEX6113	Old Testament Exegesis: Genesis
OTEX6123	Old Testament Exegesis: 1 & 2 Kings
OTEX6213	Old Testament Exegesis: Wisdom Literature
OTEX6223	Old Testament Exegesis: Job
OTEX6313	Old Testament Exegesis: Post Exilic Prophets
OTEX6693	Old Testament Exegesis: Proverbs
OTEX6733	Old Testament Exegesis: The Pentateuch
OTEX6783	Old Testament Exegesis: Jonah
OTHE5313	Hebrew I: Grammar
OTHE5423	Hebrew II: Grammar

OTHE5533 Hebrew III: Exegesis

Spiritual Formation

PATH5323 Spiritual Formation

Philosophy

PHIL5113 Philosophy of Religion

PHIL5213 Christian Apologetics

Homiletics

PREA5113 Proclaiming the Bible (Homiletics)

Theology

THEO5113 Pentecostal Theology and History

THEO5223 Spiritual Formation

THEO5343 Hermeneutics

THEO5433 New Testament Theology

THEO6123 Systematic Theology: The King and His Kingdom

THEO6133 Systematic Theology: God in Contemporary Thought

THEO6143 Systematic Theology: Kingdom Empowerment

THEO6153 Systematic Theology: The Church in Cultures

THEO6163 Systematic Theology: Kingdom Eschatology

THEO6213 Biblical Perspectives: Popular Theologies

THEO6223 Biblical Perspectives: Theology of Religions

THEO6233 Biblical Perspectives: Theological Interpretation of the Miraculous

THEO6313 Biblical Theology: Lukan Pneumatology

THEO6323 Biblical Theology: Old Testament Theology

THEO6333 Biblical Theology: New Testament Theology

THEO6343 Biblical Theology: Pauline Pneumatology

THEO6353 Biblical Theology: Isaiah's Soteriology

THEO6363 Biblical Theology: Jeremiah's Theology of Hope

THEO6413 Reformation Theology

STUDENT MINISTRY

OVERVIEW

SUM's Student Ministry Program is a leader among Bible colleges for providing practical hands-on ministry opportunities in a wide variety of settings / locations, from inner cities to suburban areas. The Student Ministry Office focuses on three distinct areas: Practicum, Outreach, and Internship.

BIBLICAL FOUNDATION FOR STUDENT MINISTRY

"And Jesus said to them, 'Go into all the world and proclaim the good news to the whole creation. The one who believes and is baptized will be saved; but the one who does not believe will be condemned.'" (Mark 16:15–16, NRSV)

SUM's Student Ministry Office is driven to reach the lost (Luke 19:10) and to provide pastoral covering for SUM students (John 10:10-16; 21:15-17). SUM responds to Jesus' challenge by providing opportunities for students to practice what they learn in the classroom in real-life ministry. Students yield to the Holy Spirit's guidance and gift, performing signs and wonders in imitation of Jesus and the early church (John 14:12; Rom. 8:29; Mark 16:17-20; Acts 3:1-7; 4:7-10; 1 Cor. 12:4-11; Gal. 3:5; 1 Pet. 4:10-11.)

College professors and experienced pastors mentor and minister alongside the students. Students will learn foundational ministry skills and exercise their gifts and calling in many types of service within their church and community (1 Cor. 12:27-31; Rom. 12:3-8).

First- and second-year students participate in activities of evangelism and social concern (i.e., Practicum & outreaches). Students residing on the SUM Main Campus are assigned Practicums by the Director of Student Life and Ministry and Campus Pastor, and students residing at a SUM Cohort are assigned Practicums by their respective Cohort Advisor and Visionary Leader.

Third-year students prayerfully consider the kind of ministry God is calling them to, and will serve under an experienced minister for one year in an Internship.

MISSION STATEMENT

The Student Ministry department has a two-fold function.

1. Integrate experiential learning into SUM's academic programs so that students learn to be effective witnesses of the Gospel (a) through a lifestyle that is consistent with the Word of God, and (b) through confident but humble proclamation of the Gospel message.
2. Cultivate and graduate students who are ready to lead in their respective areas of calling.

These functions are accomplished by providing students with opportunities for hands-on ministry, under the mentorship of College appointed men and women of God.

ACTIVITIES

Practicum

A Practicum is a supervised “hands-on” opportunity to minister the Gospel to individuals by various means and methods. Practicum is about the Praxis of Ministry as opposed to the Theory of Ministry. The Practicum experience is a systematic approach to train students to apply in real life what they are learning in the classroom. A Practicum meets four (4) hours weekly, and one (1) credit is earned per trimester, per Practicum.

- All students must complete a minimum of four (4) hours per week of active supervised Ministry Practicum.
- All Student Ministry Practicums will be under the direct supervision of a Practicum Leader who is responsible for teaching, guiding, and evaluating the student’s ministry. The Ministry Leader meets with the student weekly to give feedback on Practicum progress.
- In order to receive credit for Practicum Ministry, each student is required to complete a [Practicum Site Agreement Form](#), complete a Daily Prayer Journal, write a Reflection Paper at the end of the term, and receive an Evaluation of their Practicum work from the Practicum Leader.
- Practicum attendance is mandatory, and any student who misses more than two (2) Practicum sessions will automatically fail the Practicum.
- Forty (40) hours of Practicum are worth one (1) credit on a student’s transcript. To graduate, 19 Practicum credits are required for the B.A. degree in Biblical Studies.
- A student who refuses to complete the Practicums requirements will be dismissed from the program.

Summary of Course Requirements

REQUIREMENT	GRADE WEIGHT	DUE
1. Practicum Site Agreement	Required	Monday at 11:59pm PST (Week 1)
2. Prayer Journal	30%	Monday at 11:59pm PST (Week 1-10)
3. Reflection Paper	40%	Monday at 11:59pm PST (Week 9)
4. Practicum Leader Evaluation	30%	Monday at 11:59pm PST (Week 11)

Graduation Requirements

YEAR	NO. OF CREDITS	TYPE
1 & 2	12	Two (2) Practical Field Ministry (1 credit each) courses per term for six (6) terms
1 & 2	4	Two (2) Mardi Gras Outreaches (2 credits each)
3	3	Three (3) Church Internship courses (1 credit each)

Summer Missions Practicum

SUM encourages students to go to the ends of the earth for Jesus Christ. Students can earn up to two (2) credits by completing a Summer Mission Practicum anywhere in the world, whether in the U.S. or in foreign locations. Students will be required to plan for maximization of their mission trip: witnessing, street evangelism and preaching, leading Bible Studies, or doing humanitarian works. Students should submit a [Summer Practicum Application](#) to the Student Ministry Department prior to the end of the Spring term if they plan to receive Practicum credit.

Summer Practicum Requirements

ASSIGNMENT	PERCENTAGE
Outreach Participation	25%
Daily Prayer Journal	25%
Reflection Paper	25%
Evaluation	25%

Mardi Gras Outreach

Annually, SUM students from the Main Campus, from across the U.S., and from our foreign sites converge on the city of New Orleans, Louisiana. Students meet together each morning for powerful worship experiences, and the evenings are full of street evangelism outreaches. Students are stirred by the Holy Spirit through worship, prayer, and preaching of God's Word by dynamic Visionary Leaders, and hit the streets as the army of God, sharing their faith with the lost. This event unites the student body and gives practical hands-on training for witnessing in the name of Jesus Christ.

All students are required to participate in two (2) Mardi Gras Outreaches (2 credits each) in their first and second years to graduate. All students will be automatically registered for Mardi Gras at the start of each Winter Term. If a student who has not completed this ministry requirement cannot attend the Outreach, the student must submit a [Mardi Gras-Leave of Absence Request](#). This request is subject for review by the Student Ministry Office. Any student submitting the form after the Add / Drop deadline will not receive a refund of any kind, including credit toward another year for Mardi Gras.

Mardi Gras Requirements

REQUIREMENT	GRADE WEIGHT
1. Pre-Mardi Gras Morning Prayers	25%
2. Outreach / Conference Participation	25%
3. Daily Prayer Journal	25%
4. Personal Reflection Paper	25%

Mardi Gras Schedule

YEAR	START TIME / DATE	FINISH TIME / DATE
2020	Check in 4pm, Thurs., Feb. 16th	Free Day, Weds., Feb. 22nd

Internships

Church Internship is a practical learning experience program for final-year students involving hands-on ministry opportunities in the marketplace, mission field, and church settings, in fulfillment of the Great Commission and the personal mission of Jesus Christ in the world (Matt. 28:18-19; Mark 16:15-16; Luke 10:1-3; John 4:35-38). The student will work alongside an Internship Leader who is approved by the Director of Student Life and Ministries or Cohort Advisor, who will guide the student in developing a Senior Year Project demonstrative of the student's call of God and / or course concentration (3 credits).

Internship Process

1. The student must submit the [Internship Agreement Form](#) and gain approval of the intended Internship Leader prior to starting the Internship.
2. In consultation with the Internship Leader, the student will propose, outline, describe, and develop a Senior Year Project that expresses the student's calling.
3. Collaborate with an Internship Leader about four (4) hours per week for mentorship and Project development.
4. Submit weekly Senior Year Project Development Reports.
5. The student will publicly exhibit the completed Senior Year Project at the end of the trimester during finals week.
6. The student will complete and submit an Internship Evaluation Form via Canvas.

Internship Course Requirements

Trimester 1

ASSIGNMENT	PERCENTAGE
Internship Leader Agreement Form	5%
Proposed Senior Year Project	15%
Description and Outline of the Senior Year Project	35%
Purpose Statement of the Senior Year Project	15%
Leader's Trimester Evaluation Form (attendance, involvement, and development)	20%
Student's Trimester Evaluation Form (mentoring, coaching, resources, etc.)	10%

Trimester 2

ASSIGNMENT	PERCENTAGE
Weekly Senior Year Project Development Report (200 words)	50%
Leader's Trimester Evaluation Form (attendance, Involvement and development) and the Senior Year Project	30%
Student's Trimester Evaluation Form (mentoring, coaching, resources, etc.)	20%

Trimester 3

ASSIGNMENT	PERCENTAGE
Weekly Senior Year Project Development Report (200 words)	20%
Leader's Trimester Evaluation Form (attendance, Involvement and development)	20%
Student's Trimester Evaluation Form (mentoring, coaching, resources, etc.)	10%
The student will publicly display a completed Senior Year Project for viewing and celebration during Finals Week of the final (third) trimester	50%

Practicum Satisfactory Completion Chart

SUM values a holistic education, balancing academic excellence with hands-on ministry and personal mentorship, interwoven with the "Servant of All" ethic. Each trimester, students will enroll in courses as well as put their education into practice with Practicums and participate in the care of the facilities through Christian Service.

CREDIT HRS.	PRACTICUM CREDITS	INTERNSHIP CREDITS	MARDI GRAS CREDITS
8-16	2		
16-24	3		
24-32	4		
32-40	5		*MG 1
40-48	6		
48-56	7		
56-66	8		
66-74	9		*MG 2
74-82	10		*1
82-90	11		
90-98	12	1	
98-106			
106-114			
114-122		2	
122-130			
130-136			*2
136 +		3	

*MG1 and *MG2 represents the appropriate sequence for when the student should complete the Mardi Gras Practicum Event – 1* and 2* represent the latest time they can be completed.

STUDENT LIFE

OVERVIEW

MISSION STATEMENT

The Student Life Office endeavors to cultivate a holistic living and learning community. Our primary goal is the advancement of academic and spiritual formation for the student body. This involves developing a comprehensive plan to help meet the spiritual needs of a diverse student body, provide guidance and counseling services to the students, and promote and supervise the educational experience in the student's non-curricular life. The Student Life Office promotes a spiritually healthy environment through chapels, discipleship groups, developing and maintaining the mentorship program, working with student government, career counseling, as well as planning events that affect the student body's spiritual, physical and emotional health.

LEARNING OUTCOMES

The mission of Student Life is to prepare students for ministry by strengthening their physical, emotional, and spiritual lives. Through Student Life, students will:

- **Servant of All (SOA):** Integrate academic, spiritual, ministry, and life skills in the SOA process.
- **Christian Service:** Develop skills of servant leadership.
- **Physical Education:** Value physical health as a part of their Christian life and service.
- **Mentoring:** Engage with a mentor in developing leadership and ministry skills.
- **Campus Life:** Prove their calling to ministry through opportunities of service in their own local church or ministry.

ACTIVITIES

Christian Service

There are numerous passages through the Bible that call us to serving others. Think about the powerful call of Paul to unity in Phil. 2:1-11. He encourages the believers to unite together by having the mind of Christ. Just as Jesus humbly served us through the crucifixion, we are to serve each other.

The purpose of the Christian Service component of our education is to prepare students for citizenship as Christians in the world through service, and to teach commitment to ideals of service, benevolence, and cleanliness.

Each SUM undergraduate student is to complete 20 hours of Christian Service per trimester, which is a graduation requirement. BA students must complete a total of nine (9) trimesters of Christian Service in order to successfully complete their degree.

Students engaging in Christian Service at SUM should:

- Understand the biblical mandate for service.
- Recognize that service to others is part of God’s purpose for us.
- Know that it is better to give than to receive.
- Have insight into appropriate service and its impact.

Christian Service Satisfactory Completion Chart

CREDIT HRS.	CHRISTIAN SERVICES CREDITS
8-16	1
16-24	
24-32	2
32-40	
40-48	3
48-56	
56-66	4
66-74	
74-82	5
82-90	
90-98	6
98-106	
106-114	7
114-122	
122-130	8
130-136	
136 +	9

SERVANT OF ALL (SOA)

Underlying the SUM curriculum and Biblical Studies program is the “Servant of All” (SOA) Philosophy. The SOA Philosophy comes from the words of Jesus: “...and whosoever would be first among you, shall be servant of all” [Mark 10:44 — ASV]. This biblical injunction of Jesus Christ to be a servant of all forms the backbone of SUM Bible College and Theological Seminary’s educational philosophy.

The SOA Philosophy embraces spiritual, intellectual, financial, social, and physical development, and emphasizes the leading of the Holy Spirit in growing student discipline, passion, and character. In compliance with the SOA Philosophy, students are expected to adhere to strict work schedules, prayer times, Bible studies, fasting, physical fitness, and mentoring meetings while earning their degree.

Servant of All (SOA) Evaluation

SUM is a ministerial training college; as such, in addition to academics, ministerial and life-skills are evaluated as stepping stones toward graduation. There are four areas of student evaluation each trimester: Academics, Finances, Student-Ministry, and Student Life. This process is not arbitrary, and special care is exercised to ensure that the evaluation process is not unnecessarily subjective.

The SOA Process

The evaluation process involves a self-evaluation by each student in each of the above areas, a review of the student self-evaluation by each department head or Cohort Advisor, and a review of any recommended action by the Director of Student Life and Ministry and the Executive Committee.

Main Campus: The **SOA Accountability Committee** for the Main Campus consists of the Campus Pastor and any two of the following: student's Practicum Leader, student's mentor, a member of the Academic Department, or another SUM staff member.

Cohort Sites: The **SOA Accountability Committee** for all U.S. and International Cohort Sites includes the Cohort Advisor and any two of the following: Visionary Leader, student's Practicum Leader, student's mentor, or another church pastoral staff member.

Disciplinary Steps

The SOA Evaluation process consists of four levels of discipline, known as Disciplinary Steps:

1. Will-Improve
2. Warning
3. Suspension
4. Expulsion

Will-Improve (Level One)

At the *Will-Improve* (Level One) stage, the student makes a commitment to improve in whatever area they are below par. The Will-Improve status is in force for one (1) trimester. A student at this stage should be handled at the immediate level by the SOA Accountability Committee.

The evaluation form for a student placed on a Student Success Plan will be sent to the Director of Student Life and Ministry. Students at the Will-Improve stage must create a Student Success Plan with their Campus Pastor or Cohort Advisor, and agree to follow it for the areas needing improvement. At the end of the trimester, either the student will have made the necessary improvements, in which case they are taken out of the disciplinary process, or if they fail to achieve their Student Success Plan goals, they will be moved to the *Warning* (Level Two) stage.

Warning (Level Two)

Warning (Level Two) stage means that if the behavior (whether Academic, Financial, Student Life, or Student Ministry) remains below requirements, the student has one (1) more trimester to improve in that

particular area. The student in Warning stage must update their Student Success Plan before the beginning of the new trimester.

Additionally:

1. Students placed on Warning who improve their GPA in the subsequent trimester may still be suspended if their GPA remains below the SAP requirement for their number of attempted credits. Students who fall below the SAP GPA requirement for their number of attempted credits are placed on academic probation, which means that they may take a maximum of three (3) classes, one (1) Practicum, and must attend mandatory study hall. Academic probation is administered by the Academic Department.
2. When the student has not met the minimum requirements according to the Practicum / Christian Service Satisfactory Completion Charts, the student will not be allowed to take academic classes until the Practicum, Internship, Mardi Gras, and Christian Service requirements are met satisfactorily.
3. Students on Warning will review their Student Success Plan with their SOA Accountability Committee and make changes accordingly.

Suspension (Level Three)

Suspension (Level Three) stage is accompanied by specific directives issued by the Executive Committee, which must be met for re-admission. These specific, measurable, and verifiable criteria must be successfully met and verified. The Cohort Advisor or Campus Pastor writes up the suspension and then sends it to the Director of Student Life and Ministry to be acted upon by the Executive Committee. If the student does not meet the requirements to get off suspension, then they will face expulsion. A decision to expel a student must be made by the Executive Committee. If verification that the requirements of the Suspension stage Student Success Plan have been met is submitted to the Executive Committee, along with appropriate certification, the student can be considered for re-entry to SUM.

Students may be on a different Disciplinary Step for each of the four evaluation areas. They will only be suspended, however, when they have been placed under Disciplinary Steps for three (3) consecutive trimesters in the same area. If a student clears their suspension, all other Disciplinary Steps are removed and the student may return to SUM with a clean slate once their suspension is served. However, a student who fails to improve after being suspended may face Expulsion (Level Four) after due process.

Following Suspension and Re-Entry to SUM

The student has one (1) trimester to prove that they have gained mastery over the area(s) that occasioned their suspension. If after one trimester back at SUM they continue to fail in one or more of the areas that caused the suspension, they will be expelled from the College.

The SUM administration would prefer that nobody ever arrive at the Suspension stage; however, the few students who have gone through all three levels and have returned to SUM have returned with a new commitment to excellence, discipline, pursuit of the Lord and of their education in such a way that they are both a blessing to their classmates and to the school at large.

Cohorts Protocol

Will-Improve (Level One) and Warning (Level Two)

1. To be handled at the immediate level by the Cohort SOA Accountability Committee, which consists of the Cohort Advisor and any two of the following: Visionary Leader, student's Practicum Leader, student's mentor, or another church pastoral staff member.
2. The Evaluation Form with the completed Student Success Plan, for a student placed on a disciplinary step(s), is to be sent to the Director of Student Life and Ministry.
3. The Visionary Leader must be notified when a student is determined to be at the Warning stage of the SOA process.

Suspension (Level Three)

1. The Cohort Advisor writes up the suspension and then sends it to the Director of Student Life and Ministry to be reviewed by the Executive Committee.
2. The Director of Student Life and Ministry will inform the Cohort Advisor and the student of the disciplinary action.

The SOA process is consistent with SUM's commitment to prepare students for world-wide service. As with most Christians, we have been grieved at the failure of many ministries. The SOA Evaluation process is implemented in hopes of helping our students avoid the pitfalls that so many well-meaning ministers have fallen into.

Nothing can ensure success in life, but just like the Marines and Special Forces who train their recruits in hopes of helping them survive and thrive in their chosen areas of expertise, we, too, have added the SOA component to help our Ministers-In-Training to be as fully equipped with what we have found to be some essential elements of a successful life and a successful ministry.

NOTE: [SOA Evaluation Form](#)

Accountability Appeal Process

Generally, disciplinary decisions involving students' progress through the organizational structure are handled at the most appropriate level. Any student who believe their case should be reviewed by a higher authority may submit an appeal in writing. The appeal will follow the chain of command as follows:

- | | |
|--|-------------------------------|
| 1. Residence Assistant (RA) | 5. Executive Committee |
| 2. Campus Pastor or Cohort Advisor | 6. SUM Chancellor / President |
| 3. Director of Student Life and Ministry | 7. Board of Directors |
| 4. SOA Accountability Committee | 8. ABHE and WASC |

SUM seeks to provide fair and equitable treatment of all students, maintaining a safe and just learning environment.

Student Complaint Resolution Process

This applies to issues with community standards, sexual harassment, unlawful discrimination, unlawful harassment, sexual misconduct, retaliation, and / or problems with any SUM staff member, Cohort Advisor, faculty member, or Visionary Leader.

STEP 1: Grievance Form	This form is found on sum.edu/forms .	
STEP 2: Initial Inquiry	Student Life Director reviews grievance and does one of following:	<ol style="list-style-type: none">1. Forms a committee based on the nature of the grievance;2. Is able to easily resolve the issue without the formal process;3. Or student is notified that this grievance falls outside the scope of SUM's standards and policies.
STEP 3: Investigation	This is done by the SUM team / committee or external investigator if necessary. This allows for the party being accused to give a response to the accusation.	
STEP 4: Recommendation	Committee makes recommendation that is reviewed and adjusted by the Executive Team of SUM, if needed.	
STEP 5: Communication	The decision is provided to all parties.	
STEP 6: Appeal	Right to appeal to the Chancellor and the Board of Directors.	

SPIRITUAL LIFE

Spiritual Formation

SUM students' spiritual development is evident by required daily devotions, chapel services, and personal journaling. In addition, students are engaged in Practical Ministry, Christian Service, and a variety of ministry outreaches. The College also emphasizes regular times of fasting and prayer.

Chapels

Here at SUM Bible College and Theological Seminary we do not take it for granted that we come together for corporate worship and for the hearing of the Word of God. Being in the presence of fellow believers in worship is a source of joy and strength for our community. All SUM students are required to attend chapel four (4) times per week, including the Chancellor's Chapel held each Wednesday at the Main Campus, and broadcast on sermon.net.

Spiritual Emphasis

Spiritual Emphasis / Campus Visit Days are held each trimester at the Main Campus. Class schedules are adapted and students are required to attend. All members of SUM dedicate twenty-one days of fasting in order to facilitate spiritual intimacy and community.

Devotions

We consider it a joy to have early morning devotions together as a community. All students are required to participate in devotionals, according to their class schedule. In addition, SUM Main Campus student housing students have the privilege of gathering together Monday – Thursday evenings each week to fellowship and strengthen community.

Personal prayer and Bible reading time are likewise highly encouraged at SUM. Students assigned to the same dorm room also are encouraged to spend time together in Bible reading and prayer.

Residential Life

For many students, living in dorms at the Main Campus or at one of SUM's Cohorts is an exciting opportunity to enter into a close-knit, life-long network of friends. In each resident hall, Resident Assistants are ready to make the on-campus living experience comfortable and engaging. The Main SUM Campus offers dormitories for male and female students. For detailed information on student housing policies, please see the [SUM Student Handbook](#).

PHYSICAL EDUCATION

SUM is committed to training ministers to be healthy in all areas of life. Physical education is important because our bodies are a temple of the Holy Spirit (1 Cor. 6:19-20). Through SUM's Physical Education requirements, students are encouraged to stay healthy by completing ten (10) hours of Physical Education per trimester, or three 20-minute workouts per week every trimester. Students must complete all course work in their Physical Education class in Canvas in order to pass this course. Course work includes textbook reading, weekly exercise logs, a reflection paper, and a midterm exam.

STUDENT SERVICES

Student Government

The Student Government Association (SGA) is the organizational representative of the student body. The SGA Association serves as a liaison between the students and the administration, as well as represents the student body to groups both inside and outside of the College. Students are encouraged to communicate with SGA any ideas or suggestions for events they would like to see offered at SUM. SGA plans many activities that offer students the opportunity to come together for fellowship and community. SGA also plans activities that promote cultural awareness and spiritual formation.

Social Development

Social development is a teaching-learning process that prepares young adults to enjoy a cooperative yet independent adulthood. Through chapels, dorm life, and SGA social activities, SUM provides students with an environment to learn and apply the necessary social skills.

Medical / Health Care

SUM does not provide health or medical insurance for students. All students must fill out a Student Health / Emergency Contact Card yearly. SUM does not endorse any particular health care provider or other health services and is not responsible for health care choices that students make during their time at SUM.

INSTITUTIONAL POLICIES

INSTITUTIONAL POLICIES

ACADEMIC FREEDOM

The phrase “Academic Freedom” indicates the right of teachers and students to pursue truth without restriction of thought or doctrine. Academic freedom suggests the right of all persons to arrive at beliefs that they defend as truth. In practice, however, academic freedom is exercised within the limits of basic institutional commitments. Our institutional commitments can be found in our Mission Statement, Statement of Faith, and Foundational Principles that are published in the SUM Academic Catalog and at sum.edu. SUM is distinctively Christian and Pentecostal; it is an Institution that finds its reason for being in the historic Christian faith, an heir to the broad body of theological truth encompassed by the entire Christian faith. SUM affirms a vital concern for the salvation of the world through the life, death, and resurrection of Jesus Christ, and through the continuing activity of the Holy Spirit, seeking the truth of Christ in the theological dialogue that surrounds the work of the Holy Spirit in our time.

SUM is an interdenominational institution, endeavoring to discern in its corporate life and teaching that which unites us all. Thus, the spirit in which SUM seeks truth is, in the words of John Wesley, “Unity in the essentials, diversity in non-essentials, and love in all things.” SUM Bible College and Theological Seminary is philosophically committed to the promotion of human excellence— spiritually, intellectually, physically, and socially—in a Christian environment. This concept is far from new. What is unusual about the concept as implemented at SUM, however, is its balance and integration into the curriculum. The achievement of wholeness and integration is sought; mere juxtaposition of parts is not sufficient. SUM acknowledges the Triune God: the Creator Father, the Lordship of His Son, and the guidance of the Holy Spirit. The charismatic (gifts of the Spirit) dimension is actively and clearly affirmed. Recognizing that Jesus Christ Himself is the Truth, SUM holds that freedom in a search for truth and its exposition is fundamental.

Academic freedom allows faculty members to fairly present major scholarly and theological positions. While academic freedom demands a fair hearing of all positions, some are not necessarily consistent with the Institution’s mission. It is, however, beneficial for students to consider controversial issues in an environment of faith rather than to encounter them in an environment of doubt. Faculty members may present non-Christian ideas, practices, and worldviews with the understanding that they do so to present information, prepare students, and provoke thought and discussion, and without the assumption that the faculty members advocate those ideas, practices, and worldviews. All instructors sign their agreement with SUM’s Statement of Faith when they accept employment. Therefore, ideas, practices, and worldviews that are inconsistent with that Statement should not be affirmed by SUM faculty. Teachers shall have freedom in the classroom and through publications to discuss their subjects of expertise without harassment. Teachers shall be free to express and act upon their conscientious convictions in relation to their area of expertise but must realize that there is always a tacit representation of the institution in whatever is said or done.

All faculty members should realize that they are representatives of their chosen faith community and of this Institution, as well as of the learned profession, and, therefore, have special obligations. In a Christian College, the exercise of academic liberty involves responsibility to the Church, the philosophy of the Institution, and the academic community at large. Faculty members acknowledge that their profession and Institution may be judged by what they say and write. Therefore, they should at all times be accurate, exercise appropriate restraint, and show respect for the opinions of others, all within the framework of a

dynamic Christ-centered worldview. Personal integrity would dictate that divergence from the Founding Vision and / or basic philosophy of SUM would lead the individual voluntarily to sever relationship with the College. Any faculty member who feels that academic freedom is being abridged may appeal through the grievance procedures stated in the “Grievance and Conflict Resolution Procedure.”

INSTITUTIONAL REVIEW BOARD

SUM Bible College and Theological Seminary complies with the U.S. Department of Health and Human Services’ regulations governing research involving human subjects at 45 CFR 46, and also with the principles of the 1979 *Belmont Report*, which specifies ethical principles for the protection of human subjects with respect to research.

SUM maintains an Institutional Review Board (IRB) to review and approve human subjects research from all SUM programs. The composition and function of the IRB is governed by the SUM Bible College and Theological Seminary IRB Manual.

The Institutional Review Board (IRB) is authorized to review and approve human subjects research from all SUM programs. The IRB Committee is comprised of faculty, administrators, and staff of SUM. The IRB will apply the policies and guidance in the SUM Bible College and Theological Seminary IRB Manual for all research involving human subjects that is conducted under the auspices of SUM, conducted by or under the direction of any employee or agent of this Institution in connection with the individual’s institutional responsibilities, conducted by or under the direction of any employee or agent of this Institution using any property or facility of this Institution, or involves the use of this Institution’s non-public information to identify or contact human research subjects or prospective subjects, regardless of sponsorship.

DIVERSITY

SUM Bible College & Theological Seminary (SUM) approaches diversity from a biblical perspective, upholding the belief that all people, without exception, are created in the image of God, possessing inherent worth and demonstrating His boundless creativity and love. Guided by the institutional mission and Statement of Faith, and committed to the diverse voices of our academic and spiritual community, we at SUM strive to be a communal witness of God’s ministry of reconciliation as we live, learn, and labor together in love, pursuing inclusion, justice, and reconciliation.

We believe that all people bear the image of God (Gen. 1:27; 9:6; James 3:9). We also believe that all humankind is marred by sin, but that Christ came to establish a ministry of reconciliation, culminating in His death and resurrection (I John 2:2; John 3:16). SUM seeks to foster reconciliation with God and each other in the global setting as we practice His command to love our neighbors as ourselves (Matt. 19:19; Mark 12:31, Luke 10:27). In every facet of the institution, we embrace individuals of different distinctives, including but not limited to culture, race, ethnicity, gender, socio-economic status, religion, and ability. In following Christ’s example, we seek to preserve the dignity and worth of every individual, and to fulfill the biblical charge to reach all peoples. Therefore, we must submit to Christ and love one another as we appreciate individual uniqueness while pursuing the unity for which Jesus prayed and called us to (John 17:21).

Biblical Foundations

- **Matthew 28:19-20 – The Great Commission:** Therefore, go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you.
- **Matthew 22:37-40 – The Two Greatest Commandments:** Jesus replied: “Love the Lord your God with all your heart and with all your soul and with all your mind. This is the first and greatest commandment. And the second is like it: Love your neighbor as yourself.”

Truth

We believe that diversity can only be properly understood in light of God’s revelation to humankind through the Bible (John 14:6; 2 Tim. 3:16-17). The Scriptures, both the Old and New Testaments, are verbally inspired of God and are the revelation of God to man, the infallible authoritative rule of faith and conduct (2 Tim. 3:16).

Love

We affirm an approach to diversity anchored in love - God’s love for all people (John 3:16) and His command to love Him and one another (Matt. 22:37-40). This love begins with God’s creation of humankind in His image, bearing aspects of His character and possessing inherent dignity and worth (Gen. 1:27). His love is offered to all human beings who, by their very nature, are inclined to violate God’s desires (Rom. 3:23). God’s love transcends human differences, confronting the effects of sin within individuals, families, groups, cultures, and nations ((1 Kings 8:46-50; Rom. 6:23; I John 1:8-2:2). This love does not ignore, deny, or incite prejudice, exploitation, or injustice (John 4:9-10), but calls all to repentance, hope, and reconciliation with God and each other (Matt. 4:17; Acts 17:30, 26:20; Eph. 2:14-18; Rom. 5:10-11; 2 Cor. 5:18-21).

Our Commitment

Considering the perspective stated above, we are committed to the following:

College Community

- the success of our staff, faculty, and students achieved through equitable opportunities and access
- promoting an understanding of the complexity of human identity that ultimately leads to a deeper sense of unity
- charitable intercultural engagement that includes Christlike interaction with individuals from across the globe
- developing tangible experiences of diversity in our student life, academic curriculum, spiritual life, and greater campus community
- demonstrating eschatological hope by recruiting students, and hiring faculty, staff, and administration from people of all distinctives, inclusive of diverse cultural, ethnic, gender, socio-economic backgrounds, and the differently abled

Academics

- engaging in civil dialogue between individual or group perspectives

- valuing and celebrating difference by participating in mutual learning in safe environments
- recruiting, supporting, and retaining faculty who integrate intercultural perspectives and other diversity issues into their curriculum and research

SUM Faculty

SUM has a diverse student body both nationally and internationally, and it is the goal of SUM that our faculty will be similarly diverse. It is the policy of SUM to be an equal opportunity employer with regard to all hiring for the College. It is also the policy of SUM to provide highly qualified faculty in terms of scholarship, training, as well as teaching ability. SUM will seek out qualified and diverse faculty that are in full agreement with the Mission and Foundational Principles of the Institution as published in the SUM Catalog.

Co-curricular

- restoring human dignity to the marginalized through the promotion of equitable systems while denouncing individual/systemic practices that dehumanize
- building sustainable structures for equity and inclusion monitored by assessable metrics
- developing, educating and training global leaders to practice justice and reconciliation in the Church, the workplace, and the world

For information about the diversity of the college and seminary student body, go to <http://nces.ed.gov/ipeds/datacenter>, and look up our Institution, under Final Release Data.

OFFICE OF DISABILITY SERVICES

SUM Bible College and Theological Seminary complies with all relevant Federal and state standards with regard to treatment and accommodation of students with disabilities. SUM prohibits discrimination on the basis of a disability. The Institution is fully committed to complying with all requirements of the Americans with Disabilities Acts of 1990 (ADA) and the Rehabilitation Act of 1973 (Section 504), and to providing equal educational opportunities to all students.

The Office of Disability Services function under Enrollment Management and the Director of Enrollment Management will serve as the Director of the Office of Disability Services. Necessary training will be provided for all relevant personnel. The SUM Executive Committee will serve as the Disability Grievance Panel. The operation of the Office of Disability Services will be governed by the Office of Disability Services: Policy and Procedure Handbook.

NOTE: [Disability Accommodation Application](#)

ACADEMIC POLICIES

DEFINITION OF ACADEMIC CREDITS

The credit hour is defined by WASC's Senior College and University Commission as follows: "Except as provided in 34 CFR 668.8(k) and (l), a credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than — 1) One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or 2) At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the Institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours."

"Course hours" represent 45 hours of work per credit hour which can be converted to "clock hours" at a 6:5 ratio (commonly, a 10-minute break after 50 minutes of class time). A 3-credit class includes 135 course hours of work, with 45 hours of direct instruction. For the 2019-20 academic year, a typical 11-week course at SUM will include 33 course hours of direct instruction in the form of live class time, plus 12 course hours of asynchronous direct instruction for a total of 45 hours of direct instruction, plus 90 hours of additional work for the course outside of instruction time.

ACADEMIC DISHONESTY

Any student found to have committed academic dishonesty as defined in the Catalog will be handled in the following manner:

- 1. Initial Instance of plagiarism or cheating:** If a student is found to have committed an instance of plagiarism but has not previously committed another case of plagiarism or a case of cheating, the academic committee will have the authority to give the student a warning and to instruct the reporting faculty member that the assignment is to be returned as unacceptable. The student may resubmit the assignment for a grade, but if they choose not to do so it will result in a grade of "0" (zero) for the assignment. Under this policy for an initial instance of plagiarism, the student must complete an instructional course with a corresponding quiz in Canvas before the next term, or the warning becomes a first instance of academic dishonesty.
- 2. First Instance of plagiarism or cheating:** Student receives grade of "0" (zero) for the assignment and cannot resubmit. Student is required to complete additional review of the Academic Dishonesty materials available in Canvas and submit a 3-page paper explaining academic dishonesty in their own words and how they will avoid it in the future.
- 3. Second Instance of plagiarism or cheating:** Student receives a grade of "ADW" in the course and cannot resubmit the assignment.

4. **Third Instance of plagiarism or cheating:** Student is administratively withdrawn (grade of “ADW”) from all current courses and suspended for one to three trimesters as determined by the Academic Department and approved by the Executive Team.
5. **Fourth Instance of plagiarism or cheating:** Student is administratively withdrawn (grade of “ADW”) from all current courses and expelled from SUM.

Examples of plagiarism:

- Use of another’s ideas without giving credit;
- Quoting material from published or unpublished works, whether purchased or copied, or oral presentations without giving proper citation;
- Paraphrasing published or unpublished material, written or oral, without proper citation;
- Copying another student’s paper with or without that student’s permission. SUM uses the TurnItIn.com service to check students’ work for potential plagiarism by comparing it against a broad text comparison database. Material, whether published or unpublished, purchased or copied from another writer, must be identified by use of quotation marks or block quotation and documentation with specific citation of the source. Paraphrased material must likewise be attributed to the original author.

Examples of cheating:

- Allowing another student to copy one’s paper;
- Using unauthorized notes or material when taking an examination;
- Copying answers to examination questions;
- Engaging in securing unauthorized copies of examination questions (including aiding another person in doing so);
- Copying and submitting another person’s class work and / or homework as your own.

GENERAL EDUCATION PHILOSOPHY AND PURPOSE

SUM is preparing ministers who can communicate the whole gospel to the whole world. To be successful in accomplishing that task, SUM graduates should possess skills for success in life. Christian ministers are also husbands and wives, fathers and mothers, entrepreneurs, and employees. As such, they will use general educational skills to locate, evaluate, analyze, and communicate the flood of information they will encounter daily. Overly specialized education is not adequate in today’s social and cultural environment. Therefore, SUM employs a holistic educational philosophy. The core values of SUM require students both to understand theology and to effectively apply that knowledge in a variety of cultural settings and to communicate clearly and effectively the knowledge they possess.

With these ends in view, General Education curriculum at SUM incorporates the 5 core competencies of written communication, oral communication, quantitative reasoning, information literacy, and critical thinking as students seek to achieve the learning goals of the program. These competencies provide students with: 1) components of life success; 2) a holistic educational perspective; 3) the ability to locate and evaluate information; 4) the ability to think critically about information and opinions; 5) the ability to

communicate their thoughts effectively within their cultural milieu both orally and in writing to the widest possible audience; and 6) the ability to use numerical calculations to understand budgets, projections, and reports. Therefore, general education requirements and the core competencies that they impart are critical to the educational process at SUM.

ACADEMIC ELECTIVES

The design of SUM's curriculum requires specific classes in general studies, Bible, theology, and applied theology. For more details, please refer to the Degree Completion Requirements, and the Course Description sections. Courses not specified in the program are considered electives that are taken from a group of courses identified by the program documents.

GRADES

SUM utilizes a Learning Management System to allow students to effectively receive and submit assignments. Typically, instructors / professors evaluate and comment on a student's assignment within two (2) weeks of the submission. Final grades are reported to the Academic Office through the Student Information System within one (1) week after the trimester is completed.

Grading System

All written and oral assignments are evaluated by a letter grade according to this system.

GRADE	STANDARD	SCORE	POINTS PER TRIMESTER
A+	Excellent	98 -100	4.0
A	Outstanding	92 - 97	4.0
A-	Outstanding	90 - 91	3.7
B+	Very Good	88 - 89	3.3
B	Good	82 - 87	3.0
B-	Fairly Good	80 - 81	2.7
C+	Above Average	78 - 79	2.3
C	Average	72 - 77	2.0
C-	Average	70 - 71	1.7
D+	Below Average	68 - 69	1.3
D	Poor	62 - 67	1.0
D-	Poor	60 - 61	0.7
F	Fail	00 - 59	0.0

The grading system at SUM uses *A, B, C, and D* as passing grades. *AU, CR, NCR, or W* do not carry weight for calculating GPA (Grade Point Average).

AU	Audit	Does not carry grade points
IC	Incomplete	0.0 grade points per trimester hour
CR	Credit	Does not carry grade points.
NCR	No Credit (Repeat Class)	Does not carry grade points.
W	Withdraw	Does not carry grade points
WA	Withdrawal for absences	0.0 grade points per trimester hour
ADW	Administrative Withdrawal	0.0 grade points per trimester hour

An Incomplete grade must be completed within three (3) months or it becomes an *F*.

Credits transferred from other colleges determine course completion but are not calculated as part of a student's GPA at SUM.

Auditing

When auditing a class, no grade or credit is given. Students auditing classes do not complete assignments or take exams. A student may not claim credit for the course at a later date without officially enrolling and completing that course. A student may change from audit to credit upon submitting a written request to the Chief Academic Officer for permission to change. The change of status from audit to credit would involve an official admission process. A student cannot change from credit to audit status without first officially withdrawing from the course after having first received permission from that professor to do so. This conversion from an audit to a credit course may not be performed after the beginning of the third week of classes. A financial adjustment for this change will be made.

Guest Attendance

Guests may visit a class with the permission of the Chief Academic Officer.

Repeating of Courses

A student may attempt to improve a grade in any course by repeating the course. Each grade is entered on the transcript and used for the appropriate trimester grade point average (GPA). However, in calculating the cumulative grade point average, only the highest grade is used, and the hours are counted only once. Courses repeated at other institutions may not be used to raise grades.

Change of Grade

It is the student's responsibility to retain all graded and returned assignments and exams until final grades are received by the Registrar, in the unlikely event that an error in calculating or reporting a grade has been made. In the case of such an assumption by the student, the instructor should be informed immediately. If warranted, the instructor will initiate a change of grade with the Academic Office. The deadline for a grade change request is six (6) weeks after the close of a trimester.

Adding and Dropping Classes

Students must complete an Add-Drop Form to make changes in their schedule. A student is allowed to add or drop a class until the Course Add / Drop Deadline, which is the end of the first week of classes (see [Academic Calendar](#)).

After the Course Add / Drop Deadline, a student may withdraw from a class prior to the Course Withdrawal Deadline. For courses from which a student has withdrawn, the student transcript will show a W. All classes from which a student withdraws after the Course Add / Drop Deadline count toward their “attempts” as defined by the Department of Education, and may influence financial aid eligibility. Students may not withdraw from a course after the Course Withdrawal Deadline.

NOTE: [Fall Trimester Add / Drop Form](#), [Winter Trimester Add / Drop Form](#), [Spring Trimester Add / Drop Form](#)

Withdrawing from SUM

Initial Enrollment

A student will sign their [Enrollment Agreement](#) upon admission to SUM. Each student has a “Right to Cancel” that agreement for seven (7) days after signing or up to the first day of class, whichever is later. The Student’s Right to Cancel is included in the Enrollment Agreement. When a student cancels their initial Enrollment Agreement there are no financial or academic consequences for the student.

Voluntary Withdrawal

After initial enrollment and once the period covered by the Student’s Right to Cancel is passed, students who find it necessary to withdraw from a class, classes, or from the College may do so under the following guidelines:

1. Students may add or drop courses during the Add / Drop Period without financial or academic consequences.
2. A student may withdraw voluntarily after the Add / Drop Deadline and before the Withdrawal Deadline (both listed in the [Academic Calendar](#)). In this case, the student will be financially responsible for the tuition associated with the course they are withdrawing from, but there is no academic consequence in that it will not affect their grade point average. A voluntary withdrawal is considered an attempt by the U.S. Department of Education and will be registered on the student’s transcript as an attempt and will count towards a student’s Completion / Attempts Ratio.
3. If a student does not complete the required process for a withdrawal, they will be awarded the grade they have earned at the end of the course.

Involuntary Withdrawal

1. A student may be involuntarily withdrawn from a course under the following circumstances: If a student fails to attend a class for which they are registered and if the student fails to communicate to the faculty member the reason(s) for missing the first two weeks of class, SUM’s Registrar will remove the student’s classes from enrollment and all funding will be returned to the appropriate agencies. This forced withdrawal does not remove any financial obligation the student has incurred.

A student who leaves the College without officially withdrawing is responsible for all financial commitments to the College.

2. A student may be withdrawn from the course if they miss more than 25% attendance. In that case they will be given a *WA* grade on their report card. In this case no credit will be earned. Students receiving a *WA* remain financially responsible for the course.
3. A student may be administratively withdrawn from a course for reasons such as not maintaining payment arrangements, student disciplinary matters, academic dishonesty, or other administrative causes. A student who is administratively withdrawn receives an *ADW* on their transcript.

Cancellation of a Class

The school reserves the right to cancel any class for which the enrollment or space is not sufficient.

Attendance

Students are expected to attend all class sessions and be punctual for each session. Absences will be adjudicated following the SUM attendance policy: if a student is absent 25% or more of the scheduled class time in a trimester, the student will be automatically withdrawn from the course. Students with issues beyond their control which have affected their attendance (e.g.: National Guard duty, death in the family, documented health issues, etc.) may request that Directed Research be substituted for the missed classroom time.

NOTE: A Directed Research fee may apply.

Students arriving 15 minutes late per class session will be counted absent. A student may be late for the first half of a class session and be counted present for the second half. A student may be present for the first half of a class session and be counted absent for the second half if the student fails to return from break or leaves before the class is dismissed.

Due to the nature of the digital classroom, online students should preclude any technical difficulties by logging in five (5) minutes early.

If a student needs to leave the classroom for personal reasons (restroom or drink of water), they should not exceed ten (10) minutes of absence. A student who leaves before the instructor dismisses the class will be counted absent.

Mission trips and ministry activities will not be counted as excused absences and should not be scheduled to interfere with class attendance. Exceptions include ministry responsibilities involving unavoidable circumstances, such as officiating at funerals.

Attendance is required in all class sessions.

Accumulated Absences

If a student misses more than 25% of a class within a trimester, the student will be automatically withdrawn from the course. If the limit of 25% is reached after the Withdrawal Deadline, the student will receive the final grade of *F* for the course

COURSE LOCATION	ABSENCE LIMIT
On-Campus	2.5 Lectures
Online	2.5 Lectures

Leave of Absence Policy

Students must sometimes interrupt their studies for a variety of reasons (military service, illness, car accidents, death in the family, a natural catastrophe, or employment hardships, etc.). Students choosing to take a leave of absence should first contact their Cohort / Academic Advisor to discuss their plans while on leave to work out any conditions that may be necessary for a smooth return to SUM Bible College & Theological Seminary (SUM).

A student may leave SUM by either withdrawing from the College / Seminary (this means leaving with no intention of returning) or by taking a leave of absence (this means leaving temporarily, with the firm and stated intention of returning). Notifying instructors or ceasing to attend classes does not complete the process. A [Leave of Absence Form](#) must be filled out by the student. If a student is unable to fill out the Leave of Absence Form, an Academic Advisor may submit the form on the student's behalf.

When a student requests a leave of absence during a term, they may also need to apply for an Incomplete for any courses they are not able to finish. This is a separate process from the leave of absence. (See below for the requirements and process for an Incomplete.) If a student who requested a leave of absence fails to enroll in the next six (6) months, their enrollment status will change to Withdrawn and they may have to begin repaying Title IV loans when the grace period ends. A Withdrawn student will need to reapply in order to return to classes if they are more than one (1) year from their last attendance.

The Academic Department is responsible to communicate any approved leave of absences to the Financial Aid Office within two (2) weeks of the student's last day of attendance in order for proper procedures to be taken in the handling of Title IV aid. The length of time for the leave of absence is determined by the student's action plan and must be agreed upon by the College and the student, but is not to exceed the 180 days in any 12-month period as mandated by the Department of Education, and the student must resume coursework at the same point in the academic program that they began the leave of absence. The student may not receive any additional Title IV funds until they have completed the coursework required for the term in which the leave of absence occurred. If future developments warrant an amendment to the action plan, the student must submit a revision to the action plan which will be approved or rejected by the College.

Title IV recipients who fail to fulfill the leave of absence action plan and have exhausted the appeals process may be subject to a revised loan repayment schedule, including the expiration of the grace period granted under the terms of the repayment of Title IV Loans. SUM will report the student's last day of attendance in accordance with Federal Regulations.

When the College grants a leave of absence, an official letter will be given to the student and a copy placed in the student's permanent records. In a timely manner, the student will provide updates on the action plan's progress to the College. If the student fails to honor the agreement, the College will withdraw the student from the academic program and inform the appropriate government agencies of the official withdrawal from the College. The student will be notified of

the College's action and will have 30 days to file an appeal, which details the student's reasons for reinstating the leave of absence. The College's Executive Committee will rule within ten (10) days its decision to accept or reject reinstatement. Approval cannot be assumed; students will be notified of the final decision.

Late Assignment Submission

For Most assignments, professors will not consider late work for a grade after the published due date and will record a "0" (zero) in the grade book. At their discretion, professors may opt to allow late work on some assignments with an appropriate grade penalty. If a student has an extenuating circumstance that interferes with turning in work on time and would like to request permission to turn in an assignment late, the student must submit an [Assignment Deadline Extension Appeal Form](#) to the professor.

Examinations

Mid-term and final examinations are administered every trimester. Other exams may be scheduled at the professor's discretion. In accordance with the Late Assignment Submission policy, make-up exams are not given without a physician's excuse, military service, or other extreme circumstance. If an exam has been missed, students must apply for an extension through the Chief Academic Officer's Office, including proper documentation. All approved make-up exams must be completed within one (1) week from the date of the missed exam. Any exam not made up within the specified time will receive a grade of "0" (zero).

Incompletes and Extensions

Exams, presentations, written assignments, projects, etc., will not be accepted after the due date. If a student has extenuating circumstances, the student must appeal to the Office of the Chief Academic Officer (CAO) by submitting the [Academic Incomplete Request](#), or the [Assignment Deadline Extension Appeal](#) Forms.

Assignment Deadline Extension Appeal Form: Extenuating circumstances must rise to the level of such things as being extremely ill, necessitating hospitalization or confinement to bed, or if an emergency arises beyond the student's control such as an extended power outage or internet outage. Extensions must be requested in writing before the end of the term using the Assignment Deadline Extension Appeal Form, and may be granted by consent of the instructor and Chief Academic Officer. The Chief Academic Officer will establish an appropriate due date by which the student must submit all outstanding assignments. If the student fails to submit the outstanding assignments by the agreed upon date, the student's achieved grade will be entered into the student's permanent record.

Students are to submit all approved late work in to the Office of the Chief Academic Officer. Assignments will not be accepted after the extension date, or the student will receive a grade of "0" (zero). The instructor has the prerogative to deduct points for late work, even though an extension may have been granted.

Academic Incomplete Request Form: If a student is unable to complete a course, several assignments and not simply one late assignment, then the student may apply for an Incomplete using the Academic Incomplete Request Form. An Incomplete allows the student to submit their missing assignments up to three (3) months after the end of the term.

Directed Research

SUM offers our students a high-quality education that complements their ministry and family life, achieved through a consistent and comprehensive classroom curriculum. For this reason, it is highly recommended that students register and attend regular classes each trimester these courses are offered. However, on a case-to-case basis, a Directed Research may be permitted under the following circumstances:

- In a situation where a student has transferred from another college, Directed Research may be available to make up any deficiencies in credits.
- In the rare event when, due to conflict in schedule, a student cannot register for a course when it is offered, and cannot wait until the next time the course is offered, they may request to take the course as a Directed Research.
- In circumstances when a course is not offered as a regular class and the student needs to make up any deficiencies in credits to graduate.

A Directed Research, then, is an independent study where the student completes the assigned reading and projects, and the instructor grades the work. The student earns credits for the course, outside the constraints of time and place. The student has 11 weeks to complete the Directed Research course, and will be charged \$100 per credit, in addition to normal tuition.

A student may request a Directed Research by submitting the [Directed Research Course Add / Drop Form](#), which must be approved before the student can begin the course. If the student fails to complete the course in the allotted 11 weeks, the student may request an extension of time. Granting of such extensions is at the discretion of the professor. The student will be required to pay an additional fee to continue the project.

Students may not exceed five (5) Directed Research classes for the duration of their degree plan. In addition, students may not take more than three (3) Directed Research classes in a trimester. Requests for exceptions to this policy must be addressed to the Associate Academic Dean and be accompanied by a clear statement of the reasons for the request.

GRADUATION REQUIREMENTS

The SUM curriculum requires the following credits for graduation:

PROGRAM	CLASSROOM CREDITS	EXPERIENTIAL MINISTRY CREDITS	GPA NEEDED FOR GRADUATION
Bachelor of Arts	120	19	2.00
M.A. in Christian Leadership	38	NA	2.50
M.A. in Biblical Studies	48	NA	2.50
Master of Divinity	76	NA	2.50

Each BA graduate candidate must fulfill the following:

1. Earn a cumulative GPA of 2.0 or greater for BA.
2. Submit an [Intent to Graduate Form](#).
3. Take the Bible Knowledge Exit Exam.

4. Take the Graduating Student Survey.
5. Successfully complete Christian Service requirements.
6. Financial Aid Exit Counseling (U. S. students only).

Each MABS, MACL, or MDiv. graduate candidate must fulfill the following:

1. Earn a cumulative GPA of 2.5 or greater.
2. Submit an [Intent to Graduate Form](#).
3. Take the Graduating Student Survey.
4. Successfully complete Leadership Symposium requirement.
5. Successfully complete Capstone Project requirement.

Dean's List

Criteria and purpose

The Chief Academic Officer carefully and thoughtfully defines the criteria of the Dean's List for SUM in order to encourage high academic performance.

The criteria for the Dean's List are as follows:

- The student must be pursuing an undergraduate degree.
- The student must maintain fulltime enrollment throughout the course of the trimester (i.e., not taking W's which lower a student's status below full-time, ten (10) credit hours).
- The student's term GPA must be 3.5 or higher on a 4.0 scale.

The Dean's List rewards students based on the current term GPA rather than cumulative GPA in order to encourage students to seek to excel even if their performance in a previous term was not high.

Latin Honors

Graduating students will be honored for outstanding academic achievement as indicated by their GPA:

ACADEMIC HONOR	LATIN TRANSLATION	STOLE COLOR	BACHELOR'S MINIMUM GPA	MASTER'S MINIMUM GPA
Cum Laude	"with honor"	White	3.50 - 3.69	3.50 - 3.69
Magna Cum Laude	"with great honor"	Silver	3.70 - 3.89	3.70 - 3.89
Summa Cum Laude	"with highest honor"	Gold	3.90 - 4.0	3.90 - 4.0

The determination of GPA will be based on grades including the final trimester of the senior year. Students graduating in the Spring will be awarded honor cords based on their most previous trimester's cumulative GPA while their diploma will bear the final results of the final outcome of their GPA.

Students with the highest GPA for the academic year will be designated Valedictorian (highest) and Salutatorian (second highest). Appropriate recognition will be granted these students.

ADDITIONAL POLICIES FOR GRADUATE PROGRAMS

Registration

Registration dates are listed on the [Academic Calendar](#) for both undergraduate and graduate students. Returning students are to complete their academic registration online prior to the late registration day or they will incur the Late Registration Fee. Incoming students are encouraged to pre-register; however, they can register prior to the first day of class without the late fee. Registration is not complete until tuition and fees have been paid or a satisfactory arrangement has been made with the Business Office.

Mardi Gras Attendance

Seminary students in the two-year programs (MACL and MABS) are required to attend the New Orleans Mardi Gras Outreach event at least once during their time as a SUM graduate student. Students attending the event will be assigned to present at the Mardi Gras Symposium; however, some students may be assigned to online symposiums if they reside outside of the United States. However, attending the Mardi Gras Outreach at least once is required for students in these programs. The Symposium provides an opportunity for the graduate students to present their research on selected topics before an audience comprised of faculty and students. During the Mardi Gras Outreach, Seminary students in attendance are expected to participate in the Breakout Sessions.

Course Load

A normal class load for SUM's graduate programs ranges between 6-11 classroom credits per trimester. The load a full-time graduate student is six (6) credits (please refer to Degree Profile chart).

All Seminary programs require focus and commitment to a high level of reading, writing, and research. Therefore, it is imperative for students to commit sufficient time towards completing all course requirements, including class attendance, research, and other assignments. Students are encouraged to check their syllabus for time estimates in fulfilling their course requirements.

Experiential Credits

SUM's program does not award academic credits for life experience at the graduate level.

ADMISSIONS POLICIES

TRANSFER CREDITS

Transferring Credits to SUM

Transfer students from other colleges are required to complete the SUM Application. Transcripts must be mailed directly to SUM from the previous colleges or universities, signed and sealed. Official electronic transcripts also are accepted. After the transcripts are on file, the Registrar's Office will evaluate the transcripts and successfully transferred credits will appear on the student's CRA / Degree Audit.

SUM does not accept credit for experiential learning at a previous institution. If a student wishes to apply for experiential learning credit, they must do so through SUM's policy on Experiential Learning Credit. Transfer students must take the last 36 hours of academic courses, and attend SUM for one (1) full academic year.

Transfer of Credits from an Accredited College

In order to transfer prior credits to SUM's degree:

- Comparison will be made from a previous institution's catalog, academic calendar, course descriptions, credits, and accreditation status.
- A minimum grade of C is required for transfer credits.
- Courses that can be transferred must be similar in content to the course offered at SUM.
- SUM must receive an official transcript from the applicant's former college. Transcripts from these institutions must be sent directly from the college or high school to the Chief Academic Officer at SUM. Official electronic transcripts are also accepted. Transcripts sent by the applicant themselves can only be used to start the evaluation process of the student's academic achievement and needs. It is the responsibility of the applicant to submit a catalog from each former college that they have attended. SUM will maintain a written record of the previous education and training of veterans and eligible persons. Records will clearly indicate that credit has been granted, if appropriate, and the VA and the student will be notified accordingly.

Transfer of Credits from an Unaccredited College

SUM sets forth the following policy on validating credits earned at unaccredited institutions:

In dealing with transfer of credit issues, SUM follows the Transfer and Award of Academic Credit statement approved by CHEA, ACE, and AACRAO. This statement provides that "Institutions admitting students from unaccredited institutions should take special steps to validate credits previously earned."

Proper validation will demonstrate that course work taken in the sending institution is comparable to course work offered by the accredited receiving institution. It may be accomplished by some combination of the following means:

- Demonstration of achievement by means of comprehensive examinations.
- Review of syllabi, Faculty credentials, grading standards, and other relevant learning resources at the sending institution.
- Analysis of historic experience regarding the success of transfers from the sending institution.
- Successful completion of a prescribed amount of study at the receiving institution.
- Institutions shall retain documentation in the student's permanent file outlining the process used to validate credits accepted from unaccredited sending institutions. This documentation shall serve as the basis for self-study of institutional practices relative to validation of transfer credits from unaccredited institutions.

SUM has adopted the following guidelines. In order to have courses from an unaccredited college evaluated, the student must complete the following steps:

- An official transcript must be sent directly from the college to the Admissions Office.
- An official catalog from the sending college indicating the duration of courses must be provided. This must include how many minutes the course met each day, how many days it met each week, and how many weeks it met in each term.
- One way of indicating the value of possible credit transfer would be letters from three (3) colleges that are either nationally or regionally accredited that indicate acceptance of the credits from the unaccredited college in question. In addition, a statement of how the credits are accepted should accompany the letters (for example, the credits are accepted on probation, only half of the credits are accepted, only Bible courses are accepted, etc.).
- Provide documentation to help determine if courses considered for transfer credits were taught by Faculty who possess necessary credentials, met for equivalent hours as SUM courses, use academically recognized text books, and are equivalent to taking a similar course at SUM.
- A catalog that has a full course description of each course represented on the transcript must be provided.
- The student must provide a syllabus for each course.
- Course grades must be 70% or higher to be considered for transfer credits.

On a case by case basis, SUM Bible College and Theological Seminary may enter into an articulation agreement with an unaccredited institution. Such agreements may only be entered taking into consideration SUM's policy on transfer credits.

This transfer policy is subject to annual review.

Practical Field Ministry Transfer Credit Policy

SUM Bible College and Theological Seminary (SUM) will accept one (1) years' worth of SUM Practicum credits or up to six (6) Practical Field Ministry (PFM) transfer credits, provided the following conditions are met:

- Student completes the remaining 13 Practicum credit requirements with SUM in order to obtain a BA degree with the College.
- Students who are eligible to receive the maximum six (6) PFM transfer credits may complete the remaining 13 Practicum credits through the following:
 - Six (6) credits are earned at the rate of two (2) PFM credits per trimester during the student's first year with SUM, via two (2) PFM credits per trimester (1 credit / Practicum).
 - Four (4) credits are earned during the first two (2) years at SUM by participating in two (2) consecutive Mardi Gras Outreaches (2 credits / Mardi Gras).
 - Three (3) credits are earned at the rate of one (1) PFM credit per trimester through Internship during the student's final year (1 credit / Internship).
- A student will only receive PFM credits for Practicums in which all requirements have been met. In order to receive PFM transfer credit from an unaccredited college, the student must provide the following documentation:
 - Practicum description.
 - Participation in 40 hours of PFM per requested transfer credit.
 - Course grades must be 80% or higher to be considered for transfer credits.
 - All of the required documentation must be accompanied with the Practicum Leader's signature and contact information in order for the student to be eligible for transfer credit consideration.

This PFM Transfer Credit Policy is subject to annual review.

Experience-Based Learning Credit

SUM recognizes the validity of learning through life experience, joining hundreds of other colleges and universities as well as keeping with the practical nature of the Pentecostal-charismatic tradition.

Students seeking Experience-Based Learning Credit will register for the course Portfolio Development in their first Fall trimester. Generally, credit is given for Experiential Learning in specific course areas such as Biblical Preaching, Counseling, or other church ministry. Students must apply these credits toward the requirements of their particular degree plan.

Students receive a Manual of Experience-Based Learning when they enroll in the course, Portfolio Development. At the close of the trimester, students submit their portfolios for evaluation to the Portfolio Assessment Committee in consultation with the Chief Academic Officer of SUM Bible College and Theological Seminary. After the Committee evaluates the student's portfolio, they will approve or deny credit for the portfolio based on the courses for which it will suffice. The decision of the Portfolio Assessment Committee is considered final. Sufficient documentation must be submitted and verified for the evaluation.

A student may apply for Practicum credits and other course work, not to exceed 25% of the degree program, 34 credits for the BA program. Credits may not substitute for the Mardi Gras Outreach. Experience-Based Learning Credits are not available for the AA degree or any graduate degree.

Experience-Based Learning Credits generally will not transfer to other institutions because they often have their own policy. SUM Bible College and Theological Seminary is not bound by the decisions of other institutions for such credits and will make an independent evaluation.

Advanced Placement Classes

Students with outstanding academic achievement in high school may apply for college credits through Advanced Placement (AP), International Baccalaureate (IB), and College Level Examination Program (CLEP), taken during their sophomore, junior, or senior years.

The student must enter SUM for study no later than five (5) years after graduation from high school. Students are encouraged to submit all successful scores to the SUM Registrar for consideration. In the event a student transfers to another institution, credits approved for acceptance within SUM must be evaluated by the particular receiving institution.

General Education credits will be awarded according to the broad field of study, such as: English, Science, History, Math, Art, Language, etc.

Typically accepted scores are:

PROGRAM	SCORES
Advanced Placement (AP)	3, 4, and 5
International Baccalaureate (IB)	5 or higher
College Level Examination Program (CLEP)	50 or higher

Transferring SUM Credits to Other Colleges

The transferability of credits you earn at School of Urban Missions (DBA SUM Bible College and Theological Seminary) is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree or diploma you earn in the following educational programs is also at the complete discretion of the institution to which you may seek to transfer:

- Bachelor of Arts in Biblical Studies
- Master of Arts in Biblical Studies
- Master of Arts in Christian Leadership
- Master of Divinity

If the credits, degree, or diploma that earned at SUM are not accepted at the institution a student seeks to transfer, the student may be required to repeat some or all coursework at that new institution. For this reason, students should make certain that the new institution meets their educational goals. This may include contacting a potential institution to determine if the SUM credits, degree, or diploma will transfer.

BUSINESS OFFICE

SUM BUSINESS OFFICE

TUITION AND FEES

SUM provides affordable biblical education, enabling students to meet the challenges of a future in full-time ministry. The undergraduate degree is an intensive program allowing graduates to enter into ministry one year earlier than most Bible colleges, making SUM one of the most affordable ministry programs in the United States. Additionally, SUM provides generous institutional aid to undergraduate students in the form of tuition credit of up to 6.34 hours per term.

Full-Time Status

DEGREE	FULL-TIME CREDITS
Bachelor of Arts in Biblical Studies	10
Master of Arts in Biblical Studies	6
Master of Arts in Christian Leadership	6
Master of Divinity	6

2019-20 Schedule of Charges

Unless otherwise stated, all costs are per trimester. Cost of attendance will vary among International Cohorts. Cost of dorms will vary among U.S. Cohorts. Prices subject to change, see www.sum.edu for latest data.

	ITEM	COST	FREQUENCY
TUITION	Full-Time BA Tuition (10.00-16.34 Credits)	\$3,000	
	Less than Full-Time BA Tuition (< 10 Credits)	\$300	Per Credit Hour
	MABS / MACL / MDiv Tuition	\$260	Per Credit Hour
	Audit Class	\$150	Per Credit Hour
	Textbooks	\$225	Average Estimate
	Mardi Gras	\$600	Once Per Year
CAMPUS	El Dorado Hills Apartments	\$375	Per Month
	Apartment Deposit	\$300	One-Time
FEES	Application Fee	\$20	One-Time
	Registration Fee	\$35	Per Term
	Late Registration Fee	\$75	Per Term
	Technology Fee	\$100	Per Term
	Library Fee	\$33	
	Online Course Fee	\$25	Per Online Class
	Mardi Gras Fee	\$200	Per Year
	Directed Research	\$100	Per Credit Hour
	Transcript Fee	\$10	No Charge on 1 st Request
	B.A. Graduation Fee	\$75	One-Time
	M.A. Graduation Fee	\$75	One-Time
	M.A. Graduation Fee (w/ Cap, Gown & Participation)	\$150	One-Time

Student Housing charges may vary at Cohort Sites.

Total Undergraduate Tuition (2019-20)

The chart below is the estimated Tuition and Fees (Registration, Mardi Gras, and Technology) for a full-time student (≥ 10 Credits; ≤ 16.34 Credits). This does not include the cost of housing, food, parking, books, computers, Directed Research courses, etc. Cost will vary based upon payment plan option and timeliness of program completion. Prices subject to change, see www.sum.edu for the latest information.

YEAR	TRIMESTER	ON-CAMPUS	ONLINE
1	Fall	\$3,168	\$3,268
	Winter	\$3,968	\$4,068
	Spring	\$3,168	\$3,268
2	Fall	\$3,168	\$3,268
	Winter	\$3,968	\$4,068
	Spring	\$3,168	\$3,268
2	Fall	\$3,168	\$3,268
	Winter	\$3,168	\$3,268
	Spring	\$3,168	\$3,268
Total Program Cost		\$30,112	\$31,012

Total Graduate Tuition (2019-20)

The chart below is the estimated Tuition and Fees (Registration, Leadership Symposium, and Technology) for a full-time student. This does not include the cost of housing, food, parking, books, computers, Directed Research courses, etc. Cost will vary based upon payment plan option and timeliness of program completion. Prices subject to change, see www.sum.edu for the latest information.

ESTIMATED CHARGE:	MACL	MABS	MDIV
Credits	38	48	76
Trimester *	\$1,898	\$1,780	\$1,881
Entire Program	\$11,388	\$14,399	\$22,576

* Master's students are required to register for the *Leadership Symposium* (\$720) the last year of the program. (Cost is included in above estimates.)

Tuition Scholarship

SUM provides generous institutional aid to students by providing a full-time student tuition credit for students enrolled in more than 10 but less than 16.34 credits per term. Any credits over 16.34 per term are billed at the \$300 / credit hour rate. Mardi Gras credit hours are not included in the tuition credit and are billed separately as two (2) credits at the \$300 / credit hour rate.

Tuition Payments

Tuition payments may be made by check, cash, or credit card (Visa, MasterCard, Discover, or American Express). Payments are all processed through the Main Campus Business Office. Contact information is available at businessoffice@sum.edu.

In order to maintain low tuition costs, every student must be diligent in paying tuition and fees in-full and on-time. All accounts are due in-full prior to the beginning of the trimester.

Student Housing

Student apartment reservations may be submitted after formal acceptance for admission into the College. The deposit is due with the reservation application. Any room damages and fines attributed to the student will be deducted from the deposit.

Payment Issues

Unpaid and Delinquent Student Accounts

Student accounts are due at the beginning of each trimester and are delinquent if not paid in-full. A student may not register for further classes, receive their diploma, grades, transcript, letters of recommendation, or participate in graduation ceremonies until all financial obligations have been satisfied in accordance with the financial policies.

After 60 days of non-payment, the account may be placed with a collection agency. If a payment plan is in place on a delinquent account, missing two (2) consecutive payments may result in a transfer of the account for collections. Failure to abide by the terms of the Master's Program Financial Agreement may also result in a transfer to a collection agency.

Cancellation of Enrollment Agreement

The cancellation of a student's Enrollment Agreement is explained in the "Right to Cancel" below. Students living outside of California have the same right to cancel but do not have recourse from the CA Bureau of Private Post-Secondary Education.

Cancellation Notice

To cancel the contract for School, mail or deliver a signed and dated copy of this cancellation notice. A fax or email is not acceptable. Send notice to:

SUM Bible College and Theological Seminary

Attn: Admissions Department
1107 Investment Blvd,
Suite 290
El Dorado Hills, CA 95762

"I cancel the contract with the School."

Student Name	Student Signature	Date
--------------	-------------------	------

Remember: You must cancel in writing. You do not have the right to cancel just by telephoning the School or by not coming to class. Refunds will be impacted by your delay.

Any questions a student may have regarding this Enrollment Agreement that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-1897. A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888)370-7589 toll-free or by completing a complaint form, which can be obtained on the Bureau's internet website www.bppe.ca.gov.

Student Initials: _____

REFUND POLICIES

General Policy Considerations

Students will be charged for the full cost of the term unless they drop all classes during the official Add / Drop period. After this Add / Drop period, the student can withdraw up to the Withdrawal Deadline published in the [Academic Calendar](#), but they will be responsible for 100% of the fees and tuition associated with that course. Any refunds or adjustments must be made using the official forms from the College, which are available at sum.edu/forms. Failure to attend class does not constitute a valid reason for a refund. Withdrawal from all classes or dropping below full-time status may generate a balance owed to the School. Any balance owed by the student account after withdrawal will be billed. Failure to honor the financial commitment may adversely impact the student's credit rating / score.

Add / Drop Period

The Add / Drop Period is the first week of each term. It begins the first day of the term and ends Sunday evening at 11:59 p.m. (Pacific Time Zone) the end of the first week of class for the term. Students may add or drop courses within that week with no financial or academic penalty. After the Add / Drop Period, the student becomes responsible for 100% of the tuition and fees for the course, even if the student elects to withdraw at a later time.

Attendance in Weeks 1-2

A student who does not attend either of the first two class sessions of a course will be automatically withdrawn. If a student anticipates missing the first two class sessions, or if there is an extenuating circumstance such as sudden and serious illness, then the student may petition the College for permission to remain registered for the course even though the student has missed the first two class sessions. If approved, the total amount of time required for course attendance is not changed. Students may not miss 25% or more of class time, and the approval of a petition to allow a student to continue in a course even though the student has missed the first two sessions does not change that attendance requirement.

Withdrawal

After the Add / Drop Period, a student may withdraw from the course by submitting the [Withdrawal Form](#). Withdrawal requests must be submitted before the Last Date for Withdrawal specified in the Academic Calendar. The student's financial obligation to pay for that course is not changed even if a student withdraws from a course.

Refund Policy

Students who drop a class in accordance with the Add / Drop Policy incur no financial obligation. After the Add / Drop Period, the student becomes responsible for 100% of the tuition and fees for the trimester even if the student elects to withdraw at a later time. Financial aid is awarded based on the enrollment at the end of the Add / Drop Period. If the student later withdraws prior to completing 60% of the term, Pell and / or loans may have to be returned to the Department of Education and the student will be responsible for reimbursing the College for the returned funds.

Withdrawals must be handled on official forms found on the website at sum.edu/forms. The forms may be sent electronically to the College to comply with time frames, but a hard copy must be mailed to:

Office of the Registrar

SUM Bible College & Theological Seminary
1107 Investment Blvd., Suite 290
El Dorado Hills, CA 95762

Excessive Absences

Students who reach the 25% maximum for absences will not receive credit for the course. If the student wishes to withdraw after the Add / Drop Period but before the Last Day to Withdraw, then the student must submit a [Withdrawal Form](#). If a student reaches 25% absence in a course before the Last Day to Withdraw and has not submitted a Withdrawal Form, the student will be automatically withdrawn. Following the Last Day to Withdraw, students who reach the 25% absence mark will receive an F grade for the course. If students have missed excessive numbers of class minutes due to a serious illness or other reason beyond their control, then they may use the online [Directed Research Add / Drop Form](#) to request that the course be reclassified as a Directed Research course. A Directed Research fee may apply.

Student Tuition Recovery Fund (STRF)

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.

3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

State-Imposed Assessment

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

- You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all of part of your tuition either by cash, guaranteed student loans, or personal loans.
- Your total charges are not paid by any third-party payer such as an employer, government program, or other payer unless you have a separate agreement to repay the third party.
 - You are not eligible for protection from the STRF and you are not required to pay the STRF assessment if either of the following applies:
 1. You are not a California resident, or are not enrolled in a residency program, or
 2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

Additional Information

The Student Tuition Recovery Fund (STRF) was established by the legislature to protect any California resident who attends a private postsecondary institution from losing money if a student prepaid tuition and suffered a financial loss as a result of the school closing, failing to live up to its Enrollment Agreement, or refusing to pay a court judgment.

To be eligible for STRF, you must be a “California resident” and reside in California at the time the Enrollment Agreement is signed or when you received lessons at a California mailing address from an approved institution offering correspondence instruction. Students who are temporarily residing in California for the sole purpose of pursuing an education, specifically those who hold student visas, are not considered a “California resident.”

To qualify for STRF reimbursement, you must file a STRF application within one (1) year of receiving notice from the Bureau that the school is closed. If you do not receive notice from the Bureau, you have four (4) years from the date of closure to file a STRF application. If a judgment is obtained, you must file a STRF application within two (2) years of the final judgment.

It is important that you keep copies of the enrollment agreement, financial aid papers, receipts, or any other information that documents the monies paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary and Vocational Education.

SUM is accredited by the Association for Biblical Higher Education (ABHE) and Western Association of Schools and Colleges (WASC).

FINANCIAL AID

GRANTS, LOANS, AND SCHOLARSHIPS

TITLE IV FUNDING

SUM Bible College participates in the following Federal student aid programs. To be considered, applicants must complete the following steps:

- 1. The Free Application for Federal Student Aid (FAFSA):** All students must complete the FAFSA upon admission. The FAFSA must be completed online at www.fafsa.gov. The SUM School Code is: 037524. An FSA ID and Password must first be created to electronically sign the FAFSA.
 - a. To create an FSA ID and password (both Student and Parents of Dependent Students):
 - i. Go to <https://fsaid.ed.gov/npas/index.htm> and click on the “Create a FSA ID” tab and answer the provided questions.
 - ii. To manage or obtain a forgotten FSA ID, visit the same website and click on the “Manage My FSA ID” tab.
 - iii. Students are encouraged to use the IRS Data Retrieval Tool (DRT) within the FAFSA to request Federal IRS tax information to avoid having to request a tax transcript mailed by the IRS.
- 2. Federal Student Loan Master Promissory Note (MPN):** All students must complete the MPN upon admission. The MPN may be completed online at <http://www.studentloans.gov>.
 - a. Students will use their FSA ID and password to log into this site. They will need to complete the Undergraduate Stafford Loan Master Promissory Note.
 - b. If a parent is taking out a PLUS loan, they will need to complete the Parent PLUS Loan Master Promissory Note.
- 3. Federal Student Loan Entrance Counseling:** All students must complete Student Loan Entrance Counseling upon admission. Entrance Counseling may be completed online at www.studentloans.gov.
 - a. Complete the Entrance Counseling and note the Exit Counseling. The Exit Counseling will need to be completed upon graduation.

For more information, visit SUM Bible College at www.sum.edu or the Federal Student Aid programs at www.studentaid.gov.

Once a student is admitted and completes the FAFSA, they will be notified via email by the Office of Financial Aid staff if any additional information is required. Financial aid is available to assist students with their direct costs (tuition and fees) and indirect costs (room & board, personal and transportation expenses). Any balance remaining after all aid is applied must be paid in-full prior to the start of classes.

PROGRAMS AND BENEFITS

Federal Pell Grant

The Federal Pell Grant program provides Federal funds for students of families that qualify. To be eligible, an applicant must be a United States citizen or permanent resident, demonstrate financial need, and must not have previously received a bachelor's (or higher) degree. Students may apply for the Pell Grant by filling out a Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov.

Student Loans

SUM participates in the Federal Direct Stafford Loan Program (FDSL). Students and parents may borrow up to the cost of attendance through these federally subsidized and unsubsidized loans. To be eligible for an FDSL loan, students and / or parents must fill out the Free Application for Federal Student Aid (FAFSA) online by going to www.fafsa.ed.gov. A Master Promissory Note and required counseling type need to be completed annually at www.studentloans.gov in order for loans to be disbursed. Any student taking out a private loan is subject to the terms and agreements with regard to repayment by the lender. In the event the amount of Federal aid offsets private loans, SUM will return, by check, any refund due within the guidelines established for Federal aid. Please consult the Financial Aid Office for more information.

If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.

Veterans Benefits

SUM is approved for the training of veterans who are entitled to educational benefits under existing laws. A veteran wishing to use these benefits should contact their local Veteran's Affairs Office for approval, indicating the degree or certification that they are seeking.

Scholarships

Scholarships may be available to students in need of financial assistance.

Students are encouraged to seek other support such as church sponsorships and scholarships offered by outside organizations to qualified students.

1. www.fastweb.com
2. www.unigo.com
3. www.studentscholarshipsearch.com
4. <https://bigfuture.collegeboard.org/scholarship-search>

Beware of any program or promise of aid that requires you to pay them before they provide information to you concerning actual aid.

For more information, please contact the Financial Aid Office at (916) 306-1628 or at financialaid@sum.edu.

RETURNS AND REFUNDS

Return to Title IV Policy

The Federal government mandates that students who withdraw from all classes may only keep the financial aid (federal "Title IV" grant and loan assistance) they have "earned" up to the time of withdrawal. Funds that were disbursed in excess of the earned amount must be returned by SUM and / or the student to the Federal government.

Unearned Financial Aid Repayment

If a student withdraws from SUM before completing over 60% of the term, the student may be required to repay portions of the Federal financial aid received during that payment period. A pro-rated formula is used to determine the amount of Federal student aid monies that have been earned based on the date of the student's withdrawal from the program. The College has 45 days from the date the College determined, by the Registrar, that the student withdrew to process the return to Title IV aid.

Federal student aid consists of FDSL unsubsidized and subsidized loans, as well as FSEOG (Federal Supplemental Educational Opportunity Grant), Federal Plus loans, and Federal Pell Grants. A student may obtain an Add / Drop Form from the SUM website at www.sum.edu/forms. This document MUST be filled out completely online or it will not be accepted.

Earned Financial Aid

Earned Federal financial aid is pro-rated based on the percentage of the term completed. The amount of unearned Federal aid is the total amount of aid minus the portion of earned aid and is returned in the following order, up to the net amount disbursed from each source:

1. Federal Unsubsidized Direct Loan
2. Federal Subsidized Direct Loan
3. Federal Direct Plus (parent) loan
4. Federal Pell Grant
5. Federal Supplemental Educational Opportunity Grant (FSEOG)
6. Other Federal loan or grant assistance

If the date of withdrawal is after completing more than 60% of the payment period, a student will have earned 100% of their Federal financial aid for that term and no repayment is required. Withdrawal before earning 100% of a student's financial aid may result in debt to the College.

SUM Withdrawal Refunds

A student who withdraws within the parameters outlined in the SUM Institutional Refund Policy (IRP) may be eligible for a partial credit of the educational expenses and fees per the Institutional Refund Policy, and number of weeks completed within the term. This is a separate calculation performed by the Business Office and will be reflected on the student's statement. All monies owed to the College must be paid to the Main Campus Business Office. For details, please refer to the Business Office at (510) 567-6174 ext. 109.

SATISFACTORY ACADEMIC PROGRESS (SAP)

Federal Regulations specify that a student must be making progress towards an academic degree to receive financial aid. To remain eligible for Federal, state, and institutional aid, a student must maintain “Satisfactory Academic Progress” as outlined in the following three measures:

1. Cumulative GPA (Qualitative Measure)

Undergraduate Students must reach a 2.0 minimum (equivalent to a C average) by the mid-point of the program and maintain this level throughout the rest of the program.

2. Pace of Completion (Quantitative Measure)

All students must complete at least 67% of their credits attempted each trimester. (Pace of Completion = Total credits completed / Total credits attempted)

3. Duration of Progress (Quantitative Measure)

Once a student has attempted 150% of the required number of credits for a degree, that student is no longer eligible to receive financial aid. Federal Regulations specify that “a student becomes ineligible when it becomes mathematically impossible to complete the program within 150% of its length.”

SAP PROGRESS AND EVALUATION

Grades, Cumulative GPA, and Pace of Completion

The only grades that meet SAP completion standards are grades for which credit is awarded; *A, B, C, D, P* and *CR* (credit). Grades of *F* (failure), *W* (withdrawal), and *I* (incomplete) are not passing grades, but they are included in the credits attempted. To maintain SAP, students need to meet the minimum **Cumulative GPA** for their program.

Withdrawals, incomplete courses, repeated courses, non-credit remedial courses, and credits transferred from other colleges affect the Pace of Completion. Withdrawals lower the number of successfully completed credits. Incomplete courses calculate like a Withdrawal and lower the number of successfully completed credits. Each repeat of a course counts as another attempt. Passing the course counts as one completion. Credits transferred in from other colleges may help the Pace of Completion, as these credits are counted on a 1:1 ratio for credits completed and credits attempted.

Repeated Courses

Repeating and passing a failed or previously passed class will replace the previous grade to recalculate into the new Cumulative GPA. Both attempts will count toward the Pace of Completion and Duration of Progress. Students who pass a class (*A, B, C, D*) and choose to repeat it for a higher grade may receive financial aid only once (a total of two attempts) for that repeated class. Students may receive financial aid for a failed class (*F*) that they repeat until they pass.

Time Limits for Duration of Progress

Federal financial aid for all programs cannot exceed 150% of the total credits in the program, including credits that result from transfer credits and repeated courses. Students will not be eligible to receive aid after attempting the number of credits listed below:

B.A. Program	208.5 credits
M.A.C.L.	57 credits
M.A.B.S.	72 credits
M.Div.	114 credits

Pace of Completion

To determine the Pace of Completion, divide the cumulative credits successfully completed by the cumulative credits attempted. If this percentage stays at or above 67%, a student will complete degree requirements in the federally required time frame.

Financial Aid SAP Status

1. SAP Met

Student has met or exceeded the minimum SAP requirements.

2. SAP Warning

Student has not met one or more SAP requirements and was not on SAP Probation Status or SAP Suspension Status the previous trimester they attended. A student may only be in SAP Warning Status for one (1) trimester in a row.

3. SAP Probation

Student was on SAP Warning Status the previous trimester attended, the student did not reach the minimum SAP program requirements, and successfully appealed the SAP Suspension Status.

4. SAP Suspension

Student has not met the minimum SAP requirements while on SAP Probation Status the previously attempted trimester and is disqualified from receiving financial aid.

Evaluation of Student Progress

Satisfactory Academic Progress will be reviewed at the end of each trimester: Fall, Winter, and Spring. At each review, a student's qualitative (Cumulative GPA) and quantitative (Pace of Completion & Duration of Progress) progress will be evaluated. If a student is not making sufficient progress, as explained above, an **SAP Warning Notice** will be delivered to the student's SUM email address, and the student will remain eligible to receive aid for one (1) more trimester. If, at the end of the Warning trimester the student has not met all requirements, the student's financial aid will be suspended, and they will receive an **SAP Suspension Notice**.

Appeals

In certain cases (illness, death in the family, special circumstance), a student may appeal the financial aid suspension and request reinstatement of financial aid eligibility by completing the [Financial Aid SAP Appeal Form](#). Appeals should address the circumstances surrounding the student's insufficient progress

and describe a plan of action to correct the insufficient progress. Students must specify what has changed in their circumstances that will allow them to make progress in the upcoming trimester. If the insufficient progress was related to Duration of Progress, the student must specify how many credits they intend to complete each trimester to complete the degree.

If the Appeal is approved, a probationary period of one (1) more trimester may be granted. In extreme cases, when one more trimester will not be sufficient to reach Satisfactory Academic Progress, the Financial Aid Committee, in cooperation with the Campus Pastor or Cohort Advisor, may create an Academic Plan for the student, which will specify the academic requirements the student must meet and the deadline for when these requirements must be met. They will include, but may not be limited to, the following minimum requirements:

1. Academic Plans and Cumulative GPA

If a student is granted an Academic Plan regarding Cumulative GPA, the student must achieve the required minimum GPA (2.0 for undergraduate and 2.5 for graduate students) for all classes in the following trimester. If the required minimum GPA is not achieved in that trimester, the Academic Plan will be revoked, and the student's aid will be suspended again.

2. Academic Plans and Pace of Completion

Once granted an Academic Plan regarding Pace of Completion, a student must pass the lesser of 1) 100% of the attempted credits in the next trimester, or 2) a percentage that would bring the student up to the minimum SAP requirements. If the student does not complete the required percentage of the attempted credits in the following trimester, the Academic Plan will be revoked, and the student's aid will be suspended again.

3. Academic Plans and Duration of Progress

If granted an Academic Plan regarding Duration of Progress, a student will be expected to complete all credits that are listed in the Academic Plan. If any credits are not completed in the approved time frame, the Academic Plan will be revoked, and the student's aid will be suspended again.

After the appeal is reviewed by the Financial Aid Committee, the student will be notified of the decision by email or mail. The review time for appeals may take up to three (3) weeks. At any point, if a student fails to meet the criteria outlined in the Plan, it will be considered void, and the student will not be eligible for financial aid for subsequent terms until a satisfactory point in the Plan has been reached that would allow the student to continue.

The Financial Aid Committee's decision is final. However, any questions regarding the process should be directed to the Chief Academic Officer at (916) 306-1628.

Reinstatement

Financial aid eligibility may or may not be reinstated at the discretion of the Financial Aid Committee. If an appeal is granted, the student will be placed on SAP Probation and financial aid eligibility will be reinstated for one (1) trimester. Specific criteria for moving off SAP Probation, as well as a student-specific timeline for meeting those criteria, will be outlined in the Official Decision section of the appeal form and delivered to the student's SUM email address. The timeline will generally be the next trimester, but can be extended if

the Financial Aid Committee deems an Academic Plan is necessary. Failure to satisfy the requirements of the SAP Probation will result in immediate loss of financial aid eligibility for subsequent trimesters.

A student who fails to meet the requirements of the SAP Probation may submit a subsequent appeal for reinstatement by repeating the appeal process outlined above. Generally, a student will not be granted SAP Probation again until satisfactory progress has been achieved without any financial aid. Exceptions will be considered on a case-by-case basis.

NOTE: It is possible for a student to fail SAP (and not be eligible for financial aid) but not be academically dismissed from the school. In this situation, a student has successfully earned the right to completely pay for school out-of-pocket. SUM's Financial Aid SAP Policy, the Servant of All (SOA) Policy, and Academic Probation Policy are each different, and do not negate one another. Please refer to the most recent copy of SUM's Academic Catalog for specific details on the Servant of All and Academic policies.

SUM SAP Chart: Undergraduate Degree

SUM SAP CHART			
B.A. Degree			
		Required Levels	
Credits Attempted	Credits Earned	GPA	Completion Ratio %
10	6.7	1.10	67%
20	13.4	1.20	67%
30	20.1	1.30	67%
40	26.8	1.40	67%
50	33.5	1.50	67%
60	40.2	1.60	67%
70	46.9	1.70	67%
80	53.6	1.80	67%
90	60.3	1.90	67%
100	67	2.00	67%
104.25	69.5	2.00	67%
110	73.7	2.00	67%
120	80.4	2.00	67%
130	87.1	2.00	67%
140	93.8	2.00	67%
150	100.5	2.00	67%
160	107.2	2.00	67%
170	113.9	2.00	67%
180	120.6	2.00	67%
190	127.3	2.00	67%
200	134	2.00	67%
208.5	139	2.00	67%
Completion Rate Average is 69.6%			
Completion Rate increases 2% for each additional 10 credits attempted.			

SUM SAP Chart: Graduate Degrees

SUM SAP CHART											
M.A.C.L. Degree				M.A.B.S. Degree				M.Div. Degree			
			Required Levels				Required Levels				Required Levels
Credits Attempted	Credits Earned	GPA	Completion Ratio %	Credits Attempted	Credits Earned	GPA	Completion Ratio %	Credits Attempted	Credits Earned	GPA	Completion Ratio %
10	6.7	2.0	67%	10	6.7	2.0	67%	10	6.7	2.0	67%
20	13.4	2.3	67%	20	13.4	2.3	67%	20	13.4	2.3	67%
28.5	19	2.5	67%	30	20.1	2.3	67%	30	20.1	2.3	67%
30	20.1	2.5	67%	36	18	2.5	67%	40	26.8	2.4	67%
40	26.8	2.5	67%	40	26.8	2.5	67%	50	33.5	2.4	67%
50	33.5	2.5	67%	50	33.5	2.5	67%	57	38	2.5	67%
57	38	2.5	67%	60	40.2	2.5	67%	60	40.2	2.5	67%
				70	46.9	2.5	67%	70	46.9	2.5	67%
				72	48	2.5	67%	80	53.6	2.5	67%
								90	60.3	2.5	67%
								100	67	2.5	67%
								110	73.7	2.5	67%
								114	76	2.5	67%

Contact Us

For additional information regarding financial aid programs, please contact the Financial Aid Office by email at financialaid@sum.edu.

CONSUMER INFORMATION

INSTITUTIONAL INFORMATION

As an Institution that participates in Federal and state financial aid programs, the following consumer information is made available to all students at SUM Bible College and Theological Seminary in accordance with Federal Regulations in the Higher Education Act of 1965, as amended. Each topic listed gives a brief description of the information that must be disclosed and explains how it can be obtained.

If you need assistance or would like a paper copy, contact:

SUM Main Office

1107 Investment Blvd., Suite 290

El Dorado Hills, CA 95762

Phone: (916) 306-1628

www.sum.edu

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

SUM is subject to the provisions of the federal law known as the Family Educational Rights and Privacy Act (FERPA). This Act guarantees students', parents', and guardians' access to certain educational records and restricts the College in the area of release and disclosure of those records to third parties. The College releases no information to third parties except as noted below or upon receipt of an original signed request by the student. The College accords all the rights under the law to students who are declared independent.

Educational records are kept by the College to facilitate the educational development of students. The law defines education records as: "Educational records are those records which: (1) are directly related to a student, and (2) are maintained by an educational agency or institution." Faculty and staff members may also keep informal records relating to their functional responsibilities with individual students.

The Act provides that information may be released to personnel within the institution, to officials of other institutions at which the student wishes to enroll, to persons or organizations providing student financial aid, to accrediting agencies carrying out their function, in compliance with a judicial order, and to persons in an emergency in order to protect the health and safety of students or others. All SUM students are asked to sign a FERPA Agreement with SUM upon enrolling in the College, which indicates whether the student permits the College to give out directory information about a student's attendance and graduation.

For more information concerning FERPA please visit:

<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html> or call (202) 260-3887.

STUDENT BODY DIVERSITY

SUM upholds the Scriptural truth that Jesus Christ came to establish a ministry of reconciliation. We are committed to the ministry of mending the brokenhearted and living in unity and equality. We embrace students of many different cultural, ethnic, and racial backgrounds.

For information about the diversity of the College and Seminary student body, go to <http://nces.ed.gov/ipeds/datacenter>, and look up SUM under Final Release Data: “SUM Bible College and Theological Seminary, El Dorado Hills, CA”.

FINANCIAL STATUS

As of the 2019-20 academic year, SUM does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, and has not had a petition in bankruptcy filed against them within the preceding five years that resulted in the organization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.).

ALUMNI PLACEMENT

Graduation and Retention Rates

The Office of the Registrar reports retention and graduation data to the U.S. Department’s National Center for Education Statistics (NCES). For a data report, please go to <http://nces.ed.gov/ipeds/datacenter>, and look up SUM under Final Release Data: “SUM Bible College and Theological Seminary, El Dorado Hills, CA”.

General information concerning “Graduate Performance” can also be found on sum.edu/publications.

Employment for Graduates

SUM is committed to recruiting, training, and sending out men and women who have a passion to proclaim Jesus Christ to the cities of our world. We offer an affordable theological education combining academic excellence, practical hands on ministry, and personal mentorship. Our holistic approach challenges student character and strengthens their abilities for ministry.

For more details, please see the “Placement and Salary Information” in the Graduate Performance. This information can also be found on sum.edu/california-consumer-disclosures.

HEALTH AND SAFETY

Campus Safety and Security

Under the Clery Act, students at SUM Bible College and Theological Seminary have the right to examine El Dorado Hill’s crime statistics. This information is located in the Student Life Office. The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or Clery Act, is a federal statute codified at 20 U.S.C. § 1092(f), with implementing regulations in the U.S. Code of Federal Regulations at 34 C.F.R. 668.46.

The Clery Act requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses. Compliance is monitored by the United States Department of Education.

The SUM Bible College and Theological Seminary publishes and distributes an Annual Campus Security Report to current and prospective students and employees. This report is required to provide crime statistics, policy statements regarding various safety and security measures, campus crime prevention program descriptions, and procedures to be followed in the investigation and prosecution of alleged sex offenses.

For more details, please see the [Campus Safety and Security Report](#).

Vaccination Policy

SUM does not have a formal vaccination policy but does recognize the responsibility for each student to be proactive regarding matters of health and wellness. It is recommended that each student receive annual check-ups and follow doctor's recommendations regarding immunizations and health matters.

Typical immunizations that adults should get include, but are not limited to, the following:

Pneumonia (Pneumococcol)	Chickenpox (Varicella)	Shingles (Herpes Zoster)
Hepatitis A / Hepatitis B combined	Meningitis (Meningococcal)	Td (Tetanus booster)
Hepatitis A	MMR (Measles, Mumps and Rubella)	Tdap (Whooping Cough)
Hepatitis B		

To aid students in making wise decisions, websites that might be helpful in making determinations influencing one's well-being are listed below, as well as some clinics that would provide treatment and information.

Health Websites

US Department of Health and Human Services	www.hhs.gov
CA Department of Public Health	www.cdph.ca.gov/Pages/DEFAULT.aspx
CA Department of Health Care Services	www.dhcs.ca.gov/Pages/default.aspx

Clinics (El Dorado Hills, CA)

Golden Foothill, Primary and Specialty Care	El Dorado County Community Health Center	CVS Pharmacy
Phone: (916) 933-4222	4327 Golden Center Dr. Placerville, CA Phone: (530) 621-7700	4400 Latrobe Rd. El Dorado Hills, CA 95762 Phone: (916) 934-0133
Hours		
Mon – Fri: 8 am - 5 pm	Mon – Fri: 8 am – 6pm Sat: 9 am – 1pm	Mon - Fri: 8 am – 9pm Sat - Sun: 10am – 6pm

Drug and Alcohol Abuse Prevention

SUM, in accordance with high Christian standards of living, is committed to maintaining a drug-free environment for both students and employees. Accordingly, the unlawful possession, use, or distribution of illicit drugs by students or employees is prohibited on College property and in conjunction with College activities, and a violation will result in disciplinary action.

For more details, please see the “Drug-Free Policy” in the State & Federal Regulations section of this Catalog.

ADMISSIONS

ADMISSIONS REQUIREMENTS

UNDERGRADUATE

SUM Bible College and Theological Seminary is committed to providing a powerful, Spirit-filled undergraduate experience, and equipping students for Jesus' mission. BA applicants are required to have a minimum 2.5 GPA from high school or previous college, and have seriously followed Jesus Christ for at least one (1) year. Above all, a high value is placed on applicants who express a call to ministry.

All prospective students are encouraged to review this Catalog prior to signing the [SUM Enrollment Agreement](#). Students are also encouraged to review the School Performance Fact Sheet, which must be provided to them prior to signing an Enrollment Agreement.

Deadlines

TRIMESTER	FALL	WINTER	SPRING
Application Deadline	Jul 14, 2019	Nov 8, 2019	Mar 2, 2020
Classes Begin	Aug 26, 2019	Dec 2, 2019	Mar 30, 2020
Add / Drop Deadline	Sep 1, 2019	Dec 8, 2019	Apr 5, 2020
Withdrawal Deadline	Oct 18, 2019	Feb 7, 2020	May 22, 2020
Classes End	Nov 8, 2019	Mar 13, 2020	Jun 12, 2020

B.A. Application Process

To apply online, go to sum.edu/how-to-apply-undergraduate and complete all of the following steps:

Step 1 SUM General Application

Complete the online [SUM General Application](#). An incomplete form may cause delays or a denial of your admission to SUM Bible College and Theological Seminary.

Step 2 Pastor's Reference Form

Ask your Senior Pastor or Youth Pastor to complete and submit the [Pastor Reference Form](#). It is the applicant's responsibility to verify that references are forwarded to our Institution in a timely manner. References submitted by family members and current SUM students are considered invalid.

Step 3 General Reference Form

Ask an employer or other unrelated individual who knows you well to complete the [General Reference Form](#). References submitted by family members and current SUM students are considered invalid.

Step 4 Official Transcripts

Request official transcripts from your former high school (Freshmen) and college (transfer students) to be mailed to SUM using the [Official Transcript Request Form](#). Applicants may personally deliver an official transcript from the high school or college if the document is in its original, sealed envelope. Unofficial transcripts may be faxed only for the purpose of admissions. Official transcripts are required in all student files. All applicants must have a high school diploma or GED certification.

Step 5

Admissions Essay

The Admissions Essay will be reviewed not only for content, but for format and punctuation to help determine collegiate writing skills. The Essay must be one page, 12-point font, and double spaced. The Essay will not be accepted if handwritten. If the Essay fails to meet requirements it will be sent back to the applicant for correction. The Essay must answer the following three questions:

1. How did I become a Christian?
2. How am I currently serving in my home church?
3. Upon graduation from SUM, where do I feel the Lord is leading me?

The essay must be submitted by email to admissions@sum.edu.

Step 6

Application Fee

A one-time, nonrefundable \$20 fee must be sent along with your documents before your application can be processed.

Step 7

Admissions Interview

Once SUM Bible College & Theological Seminary has received completed applications from prospective students, an interview will be scheduled with a member of our Admissions Team.

GRADUATE

SUM is a Christian Seminary and holds to high moral standards for its student body. The mission of the College involves training believers for Christian ministry. A high value is placed upon applicants who express a call to ministry. Applicants meeting admission requirements are considered without regard to race, color, creed, sex, or physical limitations.

Deadlines

TRIMESTER	FALL	WINTER	SPRING
Application Deadline	Jul 14, 2019	Nov 8, 2019	Mar 2, 2020
Classes Begin	Aug 26, 2019	Dec 2, 2019	Mar 30, 2020
Add / Drop Deadline	Sep 1, 2019	Dec 8, 2019	Apr 5, 2020
Withdrawal Deadline	Oct 18, 2019	Feb 7, 2020	May 22, 2020
Classes End	Nov 8, 2019	Mar 13, 2020	Jun 12, 2020

MA Application Process

To apply online, go to sum.edu/how-to-apply-graduate and complete all of the following steps:

Step 1

SUM General Application

Complete the online [SUM General Application](#) for graduate students. An incomplete form may cause delays or a denial of your admission to SUM Bible College and Theological Seminary.

Step 2

Pastor's Reference Form

Ask your Senior Pastor or Youth Pastor to complete and submit the [Pastor Reference Form](#). It is the applicant's responsibility to verify that references are forwarded to our Institution in a timely manner. References submitted by family members and current SUM students are considered invalid.

Step 3

Educator's Reference Form

Ask a former professor/instructor who knows you well to complete the [Educator Reference Form](#). References submitted by family members and current SUM students are considered invalid.

Step 4

Official Transcripts

Request official transcripts from your former CHEA Accredited institution (and graduate school, if credits are transferable) to be mailed to SUM using the [Official Transcript Request Form](#). Applicants may personally deliver an official transcript if it is in its original, sealed envelope. Unofficial transcripts may be faxed only for the purpose of admissions. Official transcripts are required in all student files. All applicants must have a degree from an accredited institution.

Step 5

Admissions Essay

The Admission Essay will be reviewed not only for content, but for format and punctuation to help determine collegiate writing skills. The Essay must be one page, 12-point font, and double spaced. The Essay will not be accepted if handwritten. If the Essay fails to meet requirements it will be sent back to the applicant for correction. The Essay must answer the following three questions:

1. How did I become a Christian?
2. How am I currently serving in my home church?
3. Upon graduation from SUM, where do I feel the Lord is leading me?

The essay must be submitted by email to admissions@sum.edu.

Step 6

Application Fee

A one-time, nonrefundable \$20 fee must be sent along with all documents before applications can be processed.

Step 7

Admissions Interview

Once SUM Bible College & Theological Seminary has received completed applications from prospective students, an interview will be scheduled with a member of our Admissions Team.

Graduate Record Exam (GRE) Admissions

If a student's GPA is below 2.50, the applicant can take the GRE for admissions consideration. The applicant's GRE score will be reviewed and taken into consideration for admissions.

Our institutional code number is: 4142.

GRE	MINIMUM SCORE
GRE Verbal	150
GRE Writing	3.5

MAXIMUM TIME FRAME REQUIREMENT

Students requesting financial aid are expected to complete an academic program within a reasonable time frame. Full-time graduate students at SUM should complete the MA programs within three (3) years. The SUM Catalog for SUM's MA programs is valid for three (3) years.

PROVISIONAL ACCEPTANCE

Purpose

In alignment with SUM's mission to prepare ministers for Christian service, a category of Provisional Acceptance is created to allow some flexibility for the admissions process, and thus allow students who are highly motivated but do not fully meet some academic performance standards. Students who do not fully meet the acceptance criteria for admissions may be admitted provisionally under some circumstances.

Conditions

The following are conditions under which Provisional Acceptance may be appropriate:

1. Student does not meet the minimum requirement of 2.5 cumulative GPA.
2. Student records and application materials indicate a high level of motivation.
3. Student records and application materials indicate that the student has higher academic potential than indicated by their GPA. (Example: some college work done after high school graduation with a higher-level result.)
4. The student may have been out of school for a long time and has developed stronger academic skills through personal study.
5. In the determination of a majority of the Admissions Committee, the student has a reasonable expectation of success if admitted.
6. Students may choose to submit a nationally normed exam score such as SAT or ACT to support their claim to readiness for college-level academic work.

Process

The process to complete Provisional Acceptance is as follows:

1. The Cohort Advisor must be contacted by the Admissions Office.
2. The Provisionally Accepted student will be on Probation status for the first three (3) trimesters.
3. The Cohort Advisor will be responsible to meet with the student to evaluate the student's progress on weeks three (3) and seven (7) of each trimester.
4. The Provisionally Accepted student will be allowed to enroll in a maximum of 11.34 credits during Fall and Spring trimesters, and 13.34 credits during Winter trimester (to include Mardi Gras Outreach credits).
5. If the Provisionally Accepted student achieves a GPA of 3.0 or more in the first trimester, or if their cumulative GPA is 2.5 or more after their first two trimesters, then the student will be able to increase the number of units in the next trimester.
6. The Provisionally Accepted student will be followed according to the Retention Plan.
7. Students who maintain an overall GPA of 2.0 or higher during the first year will be moved to full admissions status.
8. If the Provisionally Accepted student falls below the SAP standard for any of their first three (3) trimesters, the student will be withdrawn.

INTERNATIONAL STUDENTS

SUM is permitted by Home Land Security to issue I-20s. However, the U.S. Embassy has the final authority for issuance. SUM does not provide English training for International students who lack the English language skills required to pass the TOEFL (see item three below). SUM will assist the International student with securing the I-20, but the student is responsible for all financial requirements and fees. According to the **US Immigration and Customs Enforcement**:

1. Nonimmigrant students must enroll in a full course of study each session in order to maintain status.
 - Undergraduate studies: 12 credit hours per term
 - Post graduate studies and seminars: 9 credit hours per term
2. Students may count no more than the equivalent of one (1) class, or three (3) credits, of online or distance-learning courses per session toward the full course of study.

If an International student wants to pursue a degree with SUM from within the United States, the student may go full-time, nine (9) credits per term, living at the Main Campus in El Dorado Hills, CA.

Additionally, International students are required to meet all admissions standards for SUM as well as the following requirements:

1. Submit annual financial certification showing financial sponsorship for the duration of the academic program.

2. International students for whom English is not their native language are required to take the Test of English as a Foreign Language (TOEFL) and submit their scores to the Admissions Office. A score of at least 550 (PBT) and 80 (iBT) is required for admission. All students who have not completed English 101 (Composition I) are required to take the English placement exam at the SUM Main Campus. Students needing remedial work are required to complete English Foundations before enrolling in English Composition I College.
3. International transfer students must provide evidence of good standing from any previous college in order to transfer to SUM.
4. Notification must be made to the U.S. Immigration and Naturalization Service concerning any change of an International student's status.
5. International students must show proof of financial ability to pay for school costs plus living expenses before an I-20 is issued. For estimated costs of attendance, please visit sum.edu/tuition.
6. International students must maintain at least 10 credits (undergraduate) or 6 credits (graduate) each term.

TOEFL Requirements (International Students)

(Applies only to the Main Campus students in El Dorado Hills, CA)

The TOEFL test is a standardized English test that measures a student's ability to use and understand English at the university level. Specifically, the test evaluates how well the student combines reading, listening, speaking, and writing skills to perform academic tasks.

Degree seeking applicants, whose secondary or undergraduate education was not in English, are required to take the TOEFL. To be considered for admission, applicants must earn a minimum score of 550 (TOEFL Paper) or 80 (internet-based) on the TOEFL.

Our institutional code number is: C151

TOEFL ®	MINIMUM SCORE
TOEFL ® PBT (paper based test)	550
TOEFL ® iBT (internet based test)	80

TOEFL Exempt Countries

Applies to Main Campus students only

The following is a list of countries in which English is used as the medium of instruction in the secondary and university educational institutions. Students who have successfully completed their education in these systems do NOT need to submit TOEFL scores:

Australia	Kenya	Sri Lanka
Belize	Lesotho	Somalia
Botswana	Liberia	Swaziland
British West Indies**	Malawi	Sudan
Canada	Mauritius	Tanzania
England	New Zealand	Uganda
The Gambia	Nigeria	Union of South Africa
Ghana	Philippines	United Kingdom
Guyana	Puerto Rico	Zambia
Ireland	Sierra Leone	Zimbabwe

British West Indies include: Anguilla, Antigua and Barbuda, Bahamas, Barbados, Bay Islands, British Virgin Islands, Cayman Islands, Dominica, Grenada, Jamaica, Montserrat, Saint Croix, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Trinidad and Tobago, the Turks and Caicos Islands

ADDITIONAL ADMISSIONS POLICIES

NON-DEGREE STUDENTS

Non-Degree Student status provides a means of pursuing an interest in theological and biblical studies or testing one's ability to do college or graduate work with a minimum of administrative entanglements. A Non-Degree Student may take any courses for which they qualify for credit, without completing the application process required of SUM applicants.

Besides the application (which includes reading and agreeing to the SUM Community Covenant, SUM Statement of Faith, Course Catalog, and Student Handbook), the only document required is a copy of the student's high school or undergraduate transcript.

If English is not the student's first language, the student should note that participation in SUM classes presumes proficiency in reading, writing, and speaking English. Applicants for whom English is a second language are required to achieve a TOEFL score of at least 80 on the iBT and 550 on PBT before enrolling, and comparable ability is expected of all students in English language classes.

There is no financial aid available from SUM sources for students in Non-Degree status. Therefore, applicants need to be able to finance course work from independent sources. For estimated costs of attendance, please see sum.edu/tuition.

Housing is not likely to be available since full-time degree candidates have priority for available space.

If you are considering taking courses as a Non-Degree Student while applying for admission as a degree candidate at the same time, please note that if you are not admitted, you will have to discontinue taking courses as a Non-Degree Student.

For course lists, course descriptions, and schedules, please see sum.edu/class-schedule. Once an applicant has submitted the application, transcripts, and tuition, the Admissions Office will send further registration instructions. Should the need arise, a student may add, drop, or change a class during the Open Registration period according to the [Academic Calendar](#). Adjustments in collection or refund of tuition, if any, will then be calculated and applied.

Non-Degree student applicants must read and agree to the [SUM Statement of Faith](#), [Academic Catalog](#), and [Student Handbook](#).

U.S. ARMED FORCES INSTITUTION

SUM grants credit for course work completed through the U.S. Armed Forces Institute. This usually applies to general education course work and is granted by the Registrar upon review of transcripts. The student is responsible to have a copy of the transcript sent to the Registrar's Office.

VETERANS

SUM has been approved under the provision of Title 38, U.S. Code of the Veterans Administration, the Louisiana and California Post-Secondary Education Commission relating to Veterans Affairs. Veterans and

other eligible persons can use their VA education benefits. Please apply for Veteran Benefits at vaonce.vba.va.gov.

EXECUTIVE COMMITTEE APPROVAL / DENIAL

Upon being admitted to attend SUM Bible College and Theological Seminary, an admissions letter sent via e-mail will include a list of additional steps to take. The admitted applicant will also be required to sign an [Enrollment Agreement](#).

SUM does not disclose to applicants the reason(s) why they have been denied admission. Our goal is to send written notification of our admission decision within two (2) weeks of the file being completed. Applicants are welcome to contact the Admissions Office at admissions@sum.edu to inquire about the status of their application.

DIRECTORY

BOARD OF DIRECTORS

NAME	SUM ROLE	SERVICE
George Neau	President & Chancellor	SUM Bible College & Theological Seminary
Richard Picone	Chairman	Businessman
Gene Haun	Secretary	Businessman
Alfred Trimble	Treasurer	Businessman
Dr. Cheryl Elliott		Educator
Jack O' Brien		Businessman
Alfred Roever		Minister

BOARD OF ELDERS

NAME	ROLE
George Neau	President & Chancellor, SUM Bible College & Theological Seminary
Don Nordin	Senior Pastor, Christian Temple Church
Rigoberto Magaña	Lead Pastor, New Hope Christian Fellowship
Shane Warren	Senior Pastor, The Assembly; President, The Voice Network
Joe Oden	Evangelist Coordinator, North Texas District Assemblies of God

EXECUTIVE COMMITTEE

NAME	POSITION	INSTITUTION
Rev. George Neau	President and Chancellor	D.Div., h.c., Southwestern College of Christian Ministries M.Div., The King's University (2015) B.A., Southeastern University (1988) Ordained with Assemblies of God (1993)
Gary Munson, Th.D., Ed.D.	Chief Academic Officer	Th.D., University of South Africa (2015) Ed.D., University of San Francisco (2005) M.A., Fuller Seminary (2000) B.A. University of San Francisco (1977)
Robert Hornick	Chief Financial Officer	CPA (1986 to present) B.S. Accounting, University of New Orleans (1980)
Melanie Francis	Vice President of U.S. Cohort Development	M.S. Secondary Education, Dowling College (1999) B.A. Gov. and Spanish, Evangel University (1993)

FACULTY

NAME	DEGREES
Administrative Faculty	
Gary Munson, Th.D., Ed.D. Chief Academic Officer,	Th.D., University of South Africa (2015) Ed.D., University of San Francisco (2005) M.A., Fuller Seminary (2000) B.A. University of San Francisco (1977)
L. William (Bill) Oliverio, Jr., Ph.D. Associate Academic Dean Chair of Graduate Studies	Ph.D., Marquette University (2009) M.A., Bethel Theological Seminary (2003) B.A., North Central University (1999)
Andrew Anane-Asane, Ph.D. Director of International Programs Institutional Effectiveness	Ph.D., Trinity International University (2010) M.Div., Theological Centre for Asia (2002) M.A., Assemblies of God Graduate School of Theology (1998) B.Th., West Africa Advanced School of Theology (1992) Diploma in Biblical Studies, Southern Ghana Bible College, Ghana (1985)
Sanejo Leondard, D.Min. Undergraduate Faculty Chair	D.Min., Azuza Pacific University (2013) M.Div., Azuza Pacific University M.A., California State University – Fullerton (2019) B.A., Vanguard University
Tyler Huson, Ph.D. (A.B.D.) Registrar	Ph.D., University of Zurich (in process) M.A., Claremont School of Theology (2015) B.A., Life Pacific College (2011)
Sarah Huson, M.A. Director of Enrollment Management	M.A., University of Phoenix (2016) B.A., Life Pacific College (2014) A.S., Mt. San Antonio College (2012)
Department Chairs	
Joel Hamme, Ph.D. Biblical Studies	Ph.D., Fuller Theological Seminary (2014) M.A., University of Kansas (2011) M.T.S., Garrett-Evangelical Theological Seminary (1999) M.Div., Garrett-Evangelical Theological Seminary (1997) B.A., Central Bible College (1991)

Kathy Frady, Ph.D. General Education	Ph.D., New Orleans Baptist Theological Seminary (2015) M.A., New Orleans Baptist Theological Seminary (2013) M.A., New Orleans Baptist Theological Seminary (2011) M.S., Ouachita Baptist University (1990) B.S., Ouachita Baptist University (1991) B.A., Ouachita Baptist University (1989)
Page Brooks, Ph.D. Theological Studies	Ph.D., New Orleans Baptist Theological Seminary (2008) M.Th., University of Stellenbosch, South Africa (2009) M.Div., New Orleans Baptist Theological Seminary (2002) B.A., Auburn University Montgomery (2000)
Richard Cook, D.Min. Applied Theology	D.Min., The King's University (2007) M.Div., The King's University (2004) B.A., Bethany University (1993)
Teaching Faculty	
Estrela Alexander, Ph.D.	Ph.D., Catholic University of America M.Div., Wesley Theological Seminary M.A., Columbia University B.A., Howard University
Steve Alt	M.A., Regent University (1997) B.A., Jimmy Swaggart Bible College (1992)
William Bowen	M.A., Cincinnati Christian University (2005) B.A., Miami University (1997)
Scott Camp	M.Div., Southwestern Assemblies of God University M.A., Criswell College M.A., Southwestern Baptist Theological Seminary D.D., St. Thomas Christian College (2007)
Bryan Darrell	M.A., Trinity International University (1996) B.A., Central Bible College (1991)
Danny Davis	M.A., Assemblies of God Theological Seminary (2012) B.S., Indiana Wesleyan University (2010)
Sam Dobrotka, Ph.D.	Ph.D., (abd) Regent University (2018) M.A., Theology, Fuller Theological Seminary (1990) M.A., Cross-Cultural Studies, Fuller Theological Seminary (1990) B.A., Oral Roberts University (1993)
Mozart Dor, Ph.D.	Ph.D., Mid-America Baptist Theological Seminary (2013) M.Div., Mid-America Baptist Theological Seminary (2009) B.A., Christian Life School of Theology (2005)

Suzanne Duvall	B.A., Taylor University – Fort Wayne
Melody Espinosa-Olivarez	M.A., SUM Bible College & Theological Seminary (2013) B.S., Evangel University (2009)
Sam Farina, D.Min.	D.Min., Assemblies of God Theological Seminary (2015) M.A., Assemblies of God Theological Seminary (2005) B.A., Southwestern Assemblies of God University (1975)
Vicki Farina, D.Min.	D.Min., Assemblies of God Theological Seminary (2015) M.A., Assemblies of God Theological Seminary (2010) B.S., Southeastern University (2005)
Paul Fishell, D.Ed.Min.	D.Ed.Min., (Coursework), Midwestern Baptist Theological Seminary (2017) M.A., Assemblies of God Theological Seminary (1989) B.A., Evangel College (1986)
Melanie Francis	M.S., Dowling College (1999) B.A., Evangel University (1993)
Debbie Fulthorp, D.Min.	D.Min., Assemblies of God Theological Seminary (2016) M.Div., Assemblies of God Theological Seminary (2007) B.A., Southwestern Assemblies of God University (1999)
Mishaelle Hammer	M.A., Fuller Theological Seminary (2013) B.A., University of Phoenix (2010) A.A., School of Urban Missions (2005)
Steven Hernandez	M.Div., Gordon-Conwell Theological Seminary (2013) B.A., School of Urban Missions (2009)
Shelly Hogan, D.Min.	D.Min., Assemblies of God Theological Seminary (2017) M.A., Assemblies of God Theological Seminary (2010) B.A., Western Bible College (2008)
David R. Johnson, Ph.D.	Ph.D., University of Wales – Bangor (2017) M.A., Pentecostal Theological Seminary (2012) B.S., Southeastern University (2010)
Kerlyn Joseph	M.A., University of South Florida (2013) B.A., University of South Florida (2008)
Brandon Kertson, Ph.D.	Ph.D., Regent University (2018) M.A., Fuller Theological Seminary (2011) B.A., Azuza Pacific University (2004)
Joey Le	Ph.D. (in progress), Regent University (anticipating 2019) M.Div., Fuller Theological Seminary (2011) B.A., University of California, Berkeley (2006)

Madonna Livingston	M.Sc., University of Madras (2002) MABS, SUM Bible College & Theological Seminary (2016) B.A., Women's Christian College, Chennai (1999)
Sara Loftin	M.A., Trinity Evangelical Divinity School (2008) B.A., Ohio State University (2001)
David Mai, Ed.D.	Ed.D., Southwestern Baptists Theological Seminary M.Div., Southwestern Baptist Theological Seminary B.S., Lamar University in Texas
Kim Martinez, D.Min.	D.Min., Assemblies of God Theological Seminary (2018) M.A.T., Fuller Seminary (2005) B.A., Vanguard University (1991) A.A., Northwest University (1986)
Comfort Max-Wirth, Ph.D.	Ph.D., Victoria University of Wellington (2016) M.A., Florida International University (2010) B.A., University of Ghana (2005)
Andy McMillan	M.A., Southeastern University (2016) B.A., Ecclesia College (2015)
Paul Melidona, Ph.D.	Ph.D., The Robert E. Webber Institute for Worship Studies (2014) M.A., Youngstown State University (1990) B.A., Northwest University (1985)
Ed Miciano, D.Min.	D.Min., Fuller Theological Seminary (2006) M.Div., Pentecostal Theological Seminary (1993) B.Th., Asian Seminary of Christian Ministries (1990)
Kevin Miller	M.Ed., University of Louisville (1999) B.A., Wheaton College (1983) B.A., Evangel College (1980)
Toby Mueller	M.S. University of Wisconsin Parkside (2002) B.S. University of Wisconsin Parkside (1999)
Ariel Olivencia	M.A., Southwestern Assemblies of God University (2017)
Annabelle Ong	M.A., SUM Bible College and Theological Seminary
Melissa Orekoya	M.A., Fordham University (2015) B.S., Amridge University (2009)
Gary Pickens, D.Min.	D.Min., Bethel Theological Seminary (1995) M.Div., Ashland Theological Seminary (1988) B.A., North Central University (1980)
Curtis Pryor	M.S., Southwestern Assemblies of God University (2003) B.A., Evangel College (1984)

Tom Rupp	M.A., Regent University B.S., Holmes Bible College B.A., Southern Wesleyan University
Kenneth Searle, Ph.D.	Ph.D., Trinity Theological Seminary (2005) D.Min., Westminster Theological Seminary (1992) M.Div., Golden Gate Baptist Theological Seminary (1979)
Jose Santos	M.Div., Pentecostal Theological Seminary (2013) M.A., Pentecostal Theological Seminary (2011) B.S., Lee University (2007)
Joshua Scroggins, D.Min.	D.Min., Assemblies of God Theological Seminary (2017) M.Div., Liberty University (2008) M.A., Southwestern Assemblies University (2002) B.A., Central Bible College (1999)
Tom Seaman	M.Ed., Wichita State (1987) B.A., Sterling College (1979)
Kenneth Shaw	M.A., Azusa Pacific University (1992) M. Div., Fuller Theological Seminary (1983) B.A., University of California, Berkeley (1965)
Kristen Smith	M.A., SUM Bible College & Theological Seminary (2017) B.A., California State University, Los Angeles (2005)
Joseito Velasquez	M.A., Liberty University (2015) B.A., Caribbean Theological College (2005)
Rick Wadholm, Ph.D.	Ph.D., University of Wales – Bangor (2018) M.Div., Providence Theological Seminary (2012) B.A., Trinity Bible College (1999)
Marshall Windsor, D.Min.	D.Min., Assemblies of God Theological Seminary
David Williams, Ph.D.	Ph.D., University of South Alabama (2017) M.A., University of Alabama at Birmingham (2010) B.A., University of Mobile (2006)

STAFF

NAME	ROLE	INSTITUTION
General		
Maritza Gonzalez	Receptionist	SUM
Academics		
Gary Munson, Th.D., Ed.D.	Chief Academic Officer	Th.D. – Missiology, University of South Africa (2015) Ed.D., University of San Francisco (2005) M.A. Theology, Fuller Theological Seminary (2001) B.A. Government, University of San Francisco (1975)
L. William Oliverio, Jr., Ph.D.	Assistant Academic Dean Chair of Graduate Studies	Ph.D., Marquette University (2009) M.A., Bethel Theological Seminary (2003) B.A., North Central University (1999)
Sanejo Leondard, D.Min.	Undergraduate Faculty Chair	D.Min., Azuza Pacific University (2013) M.Div., Azuza Pacific University M.A., California State University – Fullerton (2019) B.A., Vanguard University
Tyler Huson, Ph.D. (A.B.D.)	Registrar	Ph.D., University of Zurich (in process) M.A., Claremont School of Theology (2015) B.A., Life Pacific College (2011)
Andrew Anane-Asane, Ph.D.	Institutional Effectiveness Director of International Studies	Ph.D., Trinity International University (2010) M.Div., Theological Centre for Asia (2002) M.A., Assemblies of God Graduate School of Theology (1998) B.Th., West Africa Advanced School of Theology (1992) Diploma in Biblical Studies, Southern Ghana Bible College, Ghana (1985)
Gary Averill	Librarian	M.S., Drexel University M.B.A., National University M.B.T., Spiritual Life Bible College & Seminary B.A., California State University C.M.T., Certified Massage Therapist

Page Brooks, Ph.D.	Chair of Theological Studies	Ph.D., New Orleans Baptist Theological Seminary (2008) M.Th., University of Stellenbosch, South Africa (2009) M.Div., New Orleans Baptist Theological Seminary (2002) B.A., Auburn University Montgomery (2000)
Richard Cook, D.Min.	Chair of Applied Theology	D.Min., The King's University (2007) M.Div., The King's University (2004) B.A., Bethany University (1993)
Kathy Frady, Ph.D.	Chair of General Education	Ph.D., New Orleans Baptist Theological Seminary (2015) M.A., New Orleans Baptist Theological Seminary (2013) M.A., New Orleans Baptist Theological Seminary (2011) M.S., Ouachita Baptist University (1990) B.S., Ouachita Baptist University (1991) B.A., Ouachita Baptist University (1989)
Joel Hamme, Ph.D.	Chair of Biblical Studies	Ph.D., Fuller Theological Seminary (2014) M.A., University of Kansas (2011) M.T.S., Garrett-Evangelical Theological Seminary (1999) M.Div., Garrett-Evangelical Theological Seminary (1997) B.A., Central Bible College (1991)
Janiyah Johnson	Admin. Assistant to the Academic Department	SUM
Business and Financial Aid		
Robert Hornick	Chief Financial Officer	CPA (1986 to present) B.S., Accounting, University of New Orleans (1980)
Juli Deshevenko	Accounting Assistant	

Lilya Deshevenko	Financial Aid Manager	M.A. Christian Leadership, SUM Bible College and Theological Seminary (in process) B.A., CSU Sacramento (2017)
Rhoda Anane-Asane	Financial Aid Counselor	B.S., Southern Illinois University
Jessica Stewart	Collections Specialist	
Cohorts		
Melanie Francis	Vice President of U.S. Cohort Development	M.S. Secondary Education, Dowling College (1999) B.A. Government and Spanish, Evangel University (1993)
Crystal Gonzales	Director of Student Life and Student Ministries	B.A., SUM Bible College and Theological Seminary (2014)
John Francis	Main Campus Pastor	
Annabelle Ong	Asia Regional CA Director	MACL, SUM
Rev. Frank Abedi-Boateng	Africa Regional CA Director	MABS, SUM
Enrollment		
Sara Huson	Director of Enrollment Management	MA in Education with an emphasis in Adult Education and Training, University of Phoenix (2016) BA in Ministry and Leadership, Life Pacific College (2014) AS in Paralegal Studies, Mt. San Antonio College (2012)
Daniel Mullen	Director of Admission	B.A., Life Pacific College
Alexandria Melliza	Recruitment Specialist	
Matt Reveile	Graphic Designer	B.A., Media Arts (in progress) A.S., Visual Communications and Design

COURSE DESCRIPTIONS

UNDERGRADUATE COURSES

(Unless otherwise noted, all courses are worth 3 credits.)

APPLIED THEOLOGY

ATH1223 Introduction to the Fivefold Ministry

An introduction to the biblical foundations of the fivefold ministry. This course will analyze the differences between the offices of the apostle, prophet, teacher, pastor, and evangelist. The function of the fivefold ministry is also covered in this class.

ATH2213 Homiletics

An analysis of the process of sermon preparation with emphasis upon developing a theme from Scripture. Principles of organization, communication, illustration, and public speaking are included. The course includes in-class preaching experience with peer and professor evaluation. The class uses oral and written response, videotapes, and audiotapes.

ATH2323 Church Leadership

This course is created to demonstrate the pastor as a spiritual leader and how to discover God's will for the church will be stressed. Clearly communicating God's vision for the church will be understood. Leadership styles, mentoring future leaders, and leading by example will be examined and implemented.

ATH3143 Foundations of Church Planting

This course will establish a theological foundation for church planting and examine the great commissions in the Gospels. The characteristics of a church plant and the necessary equipping to start a new church will be explored. How to gather and train a church planting team and identify a geographical location will be discussed.

ATH3153 Establishing Church and Community Ministry

Learners engage in a study of the skills necessary to assess the needs of a community and design strategies for meeting those needs. Learners gain skills that help them minister to those with physical, emotional, and spiritual needs. Attention is given to the development of networks with other ministry organizations and governmental agencies to meet needs in the community. Theological parameters are developed to guide in the establishment of ministries that advance the Kingdom of God.

ATH3163 The Pastor as Disciple-Maker

This course explores the ministry and dynamics of discipleship. Practical principles of discipleship will be discussed with an eye on ways to implement it within a church setting. Attention will be given to understanding principles involved in providing spiritual direction to someone who is in a crisis brought about by manifold life issues (marriage, family, depression, addiction, anxiety, etc.) Students will learn how to enable a person in crisis to pay attention to God's personal communication, to respond to this personally communicating God, to grow in intimacy with God, and to live out the consequences of being in a relationship with God.

ATH3173 Prophetic Voices in Preaching

The prophet proclaims God's message. The Art of preaching as a prophet has unique characteristics that will be explored in this class. Emphasis will be given to developing skill of preaching through experiential training.

ATH3183 Evangelism from a Cultural Perspective

The Gospel has exploded around the world throughout history with great periods of evangelism. The course considers evangelism throughout history on a global perspective. Since culture profoundly influences evangelism, this course will consider great evangelists and movements.

ATH3193 Evangelistic Preaching

An advanced study of the content, structure, and delivery of evangelistic preaching with special attention given to the altar call, the preparation of expository, textual, topical, and narrative evangelistic sermons as well as sermon evaluation of great evangelists past and present. The course also incorporates study of signs and wonders within the context of evangelistic preaching.

ATH3223 Crisis Counseling

This course introduces theories and practices of crisis intervention. Emphasis is placed on the theoretical and practical application of dealing with developmental and situational crisis in the life of the individual. Social institutions offering support services are discussed.

ATH3233 Christian Apologetics

This course equips students to better understand, explain, defend, and proclaim their faith in a pluralistic world. Emphasis is placed in the relationship between faith, evidence, and reason, the variety of modern and postmodern intellectual challenges to Christianity, and the personal and social factors that influence how the Gospel is heard and understood.

ATH3253 Evangelism and the Kingdom of God

The course is built around a careful analysis of the central evangelistic message preached by Jesus and the apostles. In this course the student will examine the Gospel of the Kingdom and how it was interpreted, preached, and demonstrated by Jesus and His followers, and the relevance of the message for today.

ATH3243 The Vocational Evangelist

A course designed to equip those individuals called into full-time evangelistic vocations. The ministries of both itinerate and local church evangelists are constructively studied. All aspects of the vocational evangelist's personal and public life are analyzed.

ATH3263 Church Evangelism

This class is a study of evangelism in the context of the ministry of a local church and its ministries. Special attention will be given to the practices of equipping the church in personal evangelism, servant evangelism, ministry evangelism, and evangelism with youth and children. The course will explore strategies for immediate follow-up and new believer discipleship. In addition, attention will be given to decision counseling, altar ministry training, and small-group evangelism.

ATH3273 Contemporary Issues in Church Development

The importance of understanding and evaluating contemporary issues in church development will be explored in this course. The Holy Spirit crosses denominational boundaries as He builds the body of Christ. This course will examine the possibilities as well as the problems associated with following the latest and greatest trends in the Christian community while remaining true to Scripture and open to the Holy Spirit's guidance.

ATH3283 Church Growth Strategies

The various methods of growing a church has received considerable attention through the years. This course will examine various strategies for growing a church. A biblical foundation will be considered as the foundational pattern by which all strategies should be judged. Further examination will consider contemporary trends, including bringing critical thinking to bear on various studies. Emphasis will be given to the role of the miraculous power of the Holy Spirit at work to grow a church.

ATH3293 Principles of Church Management

This course covers principles of effective church management. Topics include: 1) relating to people, organizations, self, and colleagues; 2) performing administrative functions; 3) training servant-leaders for effective ministry; 4) mobilizing people for ministry; and 5) effective interaction with legal entities. The course will also examine administrative processes including goal setting, motivation, delegation, resource allocation, and supervision.

ATH3333 Youth Evangelism and Programming

This course is designed to teach effective outreach and discipleship strategies. Training students and parents for leadership will be examined and evaluated. Intentional community involvement and assimilating teens into the life of the congregation will be explored and implemented.

ATH3373 The Pastor and Interpersonal Relationships

This course will examine biblical and practical concepts regarding pastors and interpersonal relationships. Special emphasis will be placed upon community building in relation to healthy interpersonal relations. In addition, attention will be given to how the gifts of the Spirit can bring depth to this area of study.

ATH3383 Spiritual Direction

This course explores the ministry and dynamics of spiritual direction. Topics include historical and theological foundations of spiritual direction. Attention will be given to understanding principles involved in providing direction to someone who is in a crisis brought about by manifold life issues (i.e. marriage, family, depression, addiction, anxiety, etc.). Students will learn how to enable a person in crisis to pay attention to God's personal communication, to respond to this personally communicating God, to grow in intimacy with this God, and to live out the consequences of being in a relationship with God.

ATH3393 Special Studies in Pastoral Ministries

This course examines the theory and implementation of contemporary models for the development and direction of church programs such as youth, children, discipleship groups, and other specialized ministries.

ATH3423 Theology of Worship

The subject of worship has been important throughout the history of the Christian church, with various theological traditions embracing divergent ideas. Since, the Bible provides rich background on worship, all ideas about worship should consider the fullness of Scripture. The development of a biblically accurate theology of worship provides a sturdy foundation for the vast development of worship resources available today. The study of the theology of worship encompasses diverse scriptural models for worship, tracing the development of worship throughout redemptive history. A model of worship is developed in this course that builds on the rich diversity found in the Bible. It considers the real-world implications for a theological model, providing a biblical foundation for everyday worship.

ATH3433 The Heart of Worship

The Pentecostal-Charismatic tradition historically has embraced the necessity of having an authentic heart in worship. A formalized study of the affections in relationship to worship provides a meaningful approach to connect the whole person to God in worship. The study provides a biblical approach to the affections in worship, with consideration of literature from human studies (i.e. sociology, anthropology, communication, or psychology). Since the Pentecostal-Charismatic tradition historically embraces the empowerment of the Holy Spirit in worship, this course will develop biblical ways to clear the pathway for that process. The many pitfalls of the worship leader's heart will be considered (such things as pride, teachability, submission to leadership, and social responsibility). The potential pitfalls of the worshiper will be studied with biblical solutions provided for the development of a lifestyle of worship that does not compartmentalize worship to a weekend church service.

ATH3443 Essentials of Worship Leading

Contemporary worship leading requires a diverse skill set. This course concentrates on the practical elements of worship leading. Students will explore essential elements in worship leading including the basics of sound and video technologies, team building and leading, developing a church music program, structuring a service, incorporating the creative arts into the corporate worship experience, set construction, and leading a congregation into a meaningful worship experience. Experts in the field across our SUM network will be invited to contribute to the course, giving the students a multi-faceted perspective of the whole worship experience.

ATH3453 Curriculum Design & Development

This course is designed to instruct students in the following: the teaching / learning process; use of creative teaching methods; principles of curriculum design including lesson planning and designing a curriculum plan within student's area of ministry.

ATH3463 Jesus as the Master Teacher

The role of Jesus as teacher has been given considerable attention over time. This course considers the mindset, methods, and results of Jesus as teacher based on the biblical text. The course will develop a theology of teaching ministry based on critical review of biblical material, first from the life of Jesus, second from the entire canon as read through a Christological lens. The interpretation of Jesus as teacher throughout church history will be given attention. Strategies will be developed to assimilate the methods of Jesus into the student's teaching ministry.

ATH3473 Spirit-Filled Teaching Strategies

This course reviews the basic principles of instruction and learning in the context of research supported strategies for teaching. The role of the Spirit as primary Christian teacher will be considered. Principles addressed are teaming, stages of learning, motivation for learning, skill-shaping, prompting and fading, level of symbolic representation and communication, functionality, adaptation, contextualization, cultural contexts, and inclusion. Instructional guidelines cover writing goals and objectives, documenting progress, planning and scheduling instruction.

ATH3483 Christian Foundations of Teaching

Studying the major issues of education is important for anyone who teaches in any setting. The ministry of teaching within church contexts requires excellent understanding of learning theories, motivation, and individual differences. Students learn foundational principles, as well as application of the theories to teaching ministry.

ATH3493 Research Methods & the Spirit

This course provides a basic introduction to research, including a brief history of critical study and consideration of the nature and value of research. Students will be exposed to all the essential components of doing research and reporting the results. The course will provide a foundation for students' work in preparation for graduate school.

ATH3513 Teacher as Spirit-Filled Communicator

This course is designed to lay a foundation for the student's communication and teaching skills. Attention will be given to a) teaching-learning process, b) methods of course development and teaching that fosters spiritual maturity and facilitates spiritual formation, and c) speaking situations frequently encountered in ministry. Emphasis will be placed on communication strategies that make for influential teaching. The course will make use of a variety of teaching methods to enhance the learning of communication.

ATH3523 Role of the Prophet

This course will develop a foundation for the role of the prophet. It will include a development of strategies for the prophet to gain a hearing and influence for the church and world in the contemporary context. The course will consider such things as scheduling services, writing for prophetic witness, enhancing local ministries, and other such topics.

ATH3533 Theology of the Prophetic

This course develops a basic framework for thinking theologically about the principles for interpreting and understanding the meaning of contemporary culture. The course presents the concept of culture as a gift from God, yet as a world of meaning that may be studied systematically, while still interfacing with culture. The course assists students with reflecting on what is involved in a Christian theological interpretation of culture. The course explores models for the relationship between church, culture, and communication of the Gospel. Methods for understanding contemporary culture in a specific location are developed.

ATH3543 The Contemporary Prophet

The place of the prophet in contemporary society has been debated, as has the nature of the prophetic in today's milieu. A contemporary understanding of the prophet will be developed based on biblical interpretation and contemporary theory from interdisciplinary data.

ATH3643 Prophets of the Bible

This course will examine the roles of prophets in both the Old and New Testaments as well as the lives of the prophets presented in the Bible. Special attention will be given to the gifts of prophecy and the office of prophet in the New Testament; the wisdom of the prophets in following the Spirit and in using discernment.

ATH4113 History of Awakenings

A biographical history of 18th and 19th century evangelism in America. The lives and ministries of America's greatest evangelists during this era will be examined and evaluated. Special attention will be given to our nation's two great awakenings.

ATH4143 The Vocation of the Revivalist

A course designed to equip those individuals called to restore God's power to the Church resulting in significant moral and cultural transformation within the community. The ministries of great revivalists from both Bible and modern times are constructively studied.

ATH4183 Group Dynamics

The biblical pattern of leading and fellowship regularly in groups emerges in this course. Learners will gain a greater understanding of the various roles individuals play in a group. The communication patterns of a group are explored. The requisite skills of leading a smaller group will be developed in learners. The dynamics that potentially set a group apart as life-giving force for individuals may also become unhealthy and lead to hurt and pain in group members; therefore, the course explores ways to harness those dynamics to bring the Holy Spirit's life to group members in a greater way.

ATH4193 Models of Discipleship

This course will provide an opportunity for the student to focus on the subject of making disciples. The student will begin with a study of the meaning of discipleship and move through a philosophy of building a Biblical discipling ministry. Attention will be given to the study and analysis of current models of discipleship through the lens of Scripture.

HIS3323 Pentecostal Doctrine and History

A historical and theological study of the Pentecostal and Charismatic movements from the beginning of the 20th century until the present, with special attention given to the history and doctrines of the Assemblies of God. The theology of the movements is analyzed from a New Testament perspective.

BIBLICAL STUDIES

BIB1113 Old Testament History and Literature

This course surveys the key theological themes of the Old Testament books and their relationship with the New Testament. An overview is given of the historical, regional, political, cultural, literary structures, and religious backgrounds of the Old Testament.

BIB1213 New Testament History and Literature

Presents the content of each book of the New Testament and introduces historical, geographical, and cultural backgrounds. Careful attention is given to the teachings of Jesus and the purpose for His death, burial, resurrection, and imminent return.

BIB1313 The Book of Acts

This course places the early church in its historical and cultural settings and shows the advancement of Christianity during the first century. Special attention is given to the ministry of the Holy Spirit and the missionary journeys of Paul.

THE1313 Interpreting & Understanding the Bible

Interpreting and Understanding the Bible (Hermeneutics) is the art and science of interpretation. This study familiarizes the student with grammatical and historical principles, methods, rules, and skills of interpretation. This course will help students understand the intended meaning of the biblical text for its original audience and its modern application.

BIB2113 Introduction to Biblical Languages

An overview of New Testament Greek and Old Testament Hebrew grammar and syntax. This knowledge enables students to intelligently use the language tools of biblical study, making these scholarly tools less intimidating to the student.

BIB2213 Romans and Galatians

Romans and Galatians are foundational for forming a biblical theology. This course provides the means for articulating the evangelical doctrines of grace, justification by faith, and sanctification. Attention is given to the structure of these epistles and its message for developing a lifestyle of righteousness and holiness.

BIB2223 Pentateuch

The Pentateuch is the first five books of the Old Testament. Each book is studied in the areas of historical background, authorship, and content. Emphasis is placed on both factual content and theological themes of the books demonstrating fulfillment of the promise of God to Abraham leading to the formation of an Israelite nation under the covenant given at Sinai.

BIB2313 Daniel and Revelation

This course is a general survey of the Books of Daniel and Revelation. Examination of the historical setting, the king's visions, the 70 weeks, Antiochus Epiphanes, and the world empires will be explored. The Book of Revelation will be surveyed and special attention will be given to its relationship to Daniel. The historical setting will be examined, and the vision to the seven churches, methods of interpretation, various millennial views, the return of Christ, the millennial reign, the great white throne judgment, the new heaven and New Jerusalem will be discussed.

BIB2323 Old Testament Major Prophets

This course is designed to examine the pre-exilic and post-exilic Major prophets (Isaiah, Jeremiah, Ezekiel, and Daniel), as well as the messianic prophecies. Special consideration will be given to the covenants, social justice, the religious systems, and the various delivery methods of the prophets.

BIB2413 Corinthian Correspondence

This course offers a thematic overview of the Pauline correspondence to the Corinthian believers. Special emphasis will be placed on understanding the historical background for the Pauline letters, the major doctrinal themes developed by Paul, and how these doctrinal themes can be applied personally and to the church.

BIB3113 Johannine Literature

A study of the Gospel and Epistles of John with regard to background, composition, and theology. Special emphasis is given to John's contribution to Christology.

BIB3213 Synoptic Gospels

This course is designed to explore the parables, miracles, and teachings of our Lord Jesus Christ as told in the three Gospels (Matthew, Mark, and Luke). Themes of the Kingdom of God, training of the twelve, and Jesus' relation to Israel and Rome will be examined.

BIB3223 Hebrews and the General Epistles

A study of Hebrews, James, I and II Peter, and Jude. Attention is given to both historical background and content.

BIB3313 Old Testament Minor Prophets

Hosea through Malachi: Each book is studied separately with special attention given to the historical background, structure, and theological aspects. The premillennial truths are emphasized throughout the course of study.

BIB3323 Old Testament Historical Books

This course equips students to be able to detail Israel's history and the personalities as detailed in the Old Testament historical books – Joshua to Esther. The course focuses on the historical, cultural, and geographical content of the writings and highlights the major theological aspects. Also, attention will be given to the development of Deuteronomistic History and critical issues within the scope of this literary unit.

GEO3113 Historical Geography of Bible Lands

This course deals with the topographical and geographical feature of the ancient Near East as they relate to historical events of the Old and New Testaments. Factors relating to the historical developments, boundaries, lines of communication, and geopolitical relationships within the region are discussed.

GENERAL EDUCATION

(Unless otherwise noted, all courses are worth 3 credits.)

EDU2313 Philosophy of Education

Introduces the history, philosophy, and social foundations of education. Basic principles and objectives for governing and teaching are developed. Particular attention is given to spiritual and moral formation.

GER1123 College Core

This course should be completed during the first trimester of enrollment. Skills for college success such as: 1) personal calling, 2) spiritual formation, 3) study skills, 4) library use, 5) time management, 6) presentation skills, and 7) program goals will be introduced. The course will introduce the foundations for written communication, information literacy, oral communication, quantitative reasoning, and critical thinking, and provide an assessment of these five competencies for entering students. **This course is pre-requisite for ENG1223 College Writing.**

ENG1123 College Writing

Prerequisite: GER1123 College Core

Skills for writing success, such as: 1) effective use of grammar, punctuation, and word usage in written communication; 2) ethical access and use of information from libraries and other sources; and 3) composition and format of Turabian style papers will be presented. **This course is pre-requisite for ENG1323 College Research and Writing Methods.**

ENG1323 College Research and Writing Methods

Prerequisite: ENG1123 College Writing

Skills for writing and research, such as: 1) preparation of a literature review; 2) ethical and critical use of sources; 3) implementation of a research project analyzing a ministry-based research question; 4) composition of a Turabian style research paper; and 5) effective use of oral communication skills will be presented. **This course is pre-requisite for GER3113 College Completion.**

GER1133 Foundations of Human Behavior

The basic facts, principles, and methods of human behavior are presented through an interdisciplinary lens. An emphasis is placed on fundamental principles underlying normal human behavior. Critical thinking skills are developed through analysis of various theories of behavior.

GER1213 Principles of Leadership

Basic principles of personal and interpersonal leadership guide life and organizations. We will explore variables that affect effectiveness, efficiency, and a variety of interpersonal skill-sets. Emphasis will be

placed on decision making through vision, goals and objectives, and motivation. Other issues that influence leadership are covered, such as time management, team building, conflict, ethics, dealing with change, communication skills, power, and diversity issues. Students will have the opportunity to explore leadership through multiple modes of inquiry and learning experiences. By the end of the course, the student will have increased personal and interpersonal awareness, sharpened their analytical skills, and gained a greater understanding of the complex issues facing today's leaders.

GER1313 Introduction to Culture

The cultural complexity created by globalization pervades demographics around the world. The study of culture theoretically and practically assists students with appreciation and adjustment to varied cultural representations around them. Students will learn the importance of cultural considerations, qualities of subcultures, and means of adjusting to cultural variations with the Other, either across the street or across the world. The course will be taught from an inter-disciplinary approach, considering the ways various disciplines treat culture and insight offered by specific disciplines. Further consideration will be given to the way that culture intertwines with language and symbolic meaning.

GER3113 College Completion

Prerequisite: ENG1323 College Research and Writing Methods

This course should be completed during the last trimester of enrollment. The course incorporates the following: 1) assessment of degree program competencies first addressed in College Core; 2) creation and assembly of portfolio demonstrating work and academic experience to find and secure ministry placement; and 3) researching and developing plan for life-long learning and continuing higher education will be presented.

HIS2113 Western Civilization 1

A survey of the history, literature, philosophy, and religion of the ancient and medieval West and its impact upon western culture.

HIS2213 Western Civilization 2

Explores the history, ideas, religion, and culture of the late medieval and modern West. Attention is given to the progress of civilization and the development of society in modern history.

HIS3113 Church History

The origin and growth of the Christian church to the present. Topics include selected church fathers, the development of the church and its understanding of itself, the founding and role of the Roman Church and its place in Western History, the development of monasticism, the Medieval and Renaissance churches, the origin and progress of the Protestant Reformation, the development of Protestant groups, the Council of Trent, Protestant-Catholic relationships, the development of English Protestantism, the geographic spread of the church, revival movements, and the important influence of major figures in the history of the church.

MAT1123 Applied Mathematics

This course is designed around a laboratory work-place approach to teaching mathematics. It provides for a hands-on, applicable, useful, and experiential way of learning and using mathematics. The overall course shall include material that focuses on arithmetic operations and problem solving relevant to ministry work

(e.g., budgeting, basic accounting, performance assessments, loan interest calculation, etc.). (Formerly MAT3313)

MUS3213 Music Appreciation

A course designed to increase a person's ability to listen to music perceptively. This course will help the student acquire fundamental, useful information about music including its styles, forms, terminology, and historical contexts.

SCI1113 Physical Science

This course includes many of the facts, laws, and theories of the physical sciences including physics, chemistry, geology, astronomy, and meteorology. The scientific method is explained and critiqued. (Formerly SCI3113)

SCI1123 Biological Science

A course for general education that deals with the various aspects of biological science. This course provides a background knowledge for the study of the cell, invertebrates, vertebrates, plants, human anatomy, and environment. This course provides basic biological knowledge, including an understanding of: 1) the scientific method, 2) basic genetics, 3) the diversity of life on earth, 4) plant and animal structure and function, and 4) ecological issues. (Formerly SCI3123)

GLOBAL MISSIONS

MIS2113 Introduction to Global Missions

An introduction to the foundations of the global mission of the Church. This class motivates the student to see this generation widely, to understand this generation's spiritual needs with biblical clarity, and to respond to those needs effectively. Personal development, theological insight, and intercultural communication are seen as the key objectives for those who commit to following God in global missions. Students are introduced to practical prayer techniques for involving the Christian community in missional prayer, and are introduced to major global missions agencies and endeavors, current missiological thought, missions theology, and the extensive global missionary programs and processes of the USA Assemblies of God.

MIS2213 Cultural Anthropology and Communications

A course dealing with basic concepts of cultural anthropology and diversities of human cultures. This course emphasizes an understanding of traditional religions, customs, and taboos of different people. The course also will lay the foundation for understanding communication within other cultures and knowing how to build relationships and communicate the Gospel of Jesus Christ with persons of those cultures, whether within the boundaries of North America or on foreign soil. Students will study the implications of the worldviews of different cultures and their unique patterns of communication, and problems inherent in Western culturally-oriented communicators attempting to effectively communicate the Gospel to another culture.

MIS2323 Introduction to World Religions

A course of study which examines the beliefs, practices, and worldview of living religions. The study will include an overview of Hinduism, Jainism, Buddhism, Sikhism, Confucianism, Taoism, Shinto, Judaism, Zoroastrianism, and Islam. The course will also introduce students to major current cults. Emphasis will be placed on learning basic false beliefs of cults and how to counter those beliefs with biblical truth. Attention will also be given to cults which are known to be active throughout the world.

MIS3213 Contemporary Issues in Missions

This course will address current issues in missions including political, theological, ideological, sociological, and educational trends that impact the advancement of God's kingdom in foreign fields.

MIS3323 Missionary Life, Principles and Practices

This course will lead the student through the procedures and practical aspects involved in becoming a missionary and working in affiliation with a missions organization. Missionary appointment, securing support, relationships with churches and the missions board, children's education, and other such matters of importance will be emphasized. The course introduces the student to missions strategy, showing its correlation with biblical principles of evangelism and relationship. Attention is given to various missionary roles and ministries on the field.

PHYSICAL EDUCATION

PHE1110-3310 Physical Education and Wellness (0.33 or 0.34 credits)

Basic knowledge of physical fitness / wellness, nutrition, weight control, methods of conditioning, stress management, and leisure-time sports pertaining to lifetime fitness. Course format is part lecture and part activity (three hours of lecture and eleven hours of fitness exercise). Requirements: 2.25 credits for the BA degree (Fall, Winter, Spring).

PRACTICAL FIELD MINISTRY

First- & Second-Year students must enroll in two (2) Practicums every trimester, consecutively. Each Practicum is four (4) hours per week, for ten (10) weeks. Unless otherwise noted, each Practicum is worth one (1) credit. After two (2) trimesters in a Practicum, students rotate into a new Practicum

1 ST YEAR		2 ND YEAR	
PFM1111	Practical Field Ministry 1	PFM2111	Practical Field Ministry 7
PFM1121	Practical Field Ministry 2	PFM2121	Practical Field Ministry 8
PFM1211	Practical Field Ministry 3	PFM2211	Practical Field Ministry 9
PFM1221	Practical Field Ministry 4	PFM2232	Practical Field Ministry: MG 2 (2 cr.)
PFM1311	Practical Field Ministry 5	PFM2221	Practical Field Ministry 10
PFM1232	Practical Field Ministry: MG 1 (2 cr.)	PFM2311	Practical Field Ministry 11
PFM1321	Practical Field Ministry 6	PFM2321	Practical Field Ministry 12

INTERNSHIPS

Church Internship is a practical learning experience program for final year students involving hands-on ministry opportunities in the marketplace, mission field, and Church settings, in fulfillment of the Great Commission and the personal mission of Jesus Christ in the world.

Throughout the course of three (3) trimesters, the student will work alongside a leadership that is approved by the Director of Student Life and Ministry or Cohort Advisor who will mentor, guide, and assist the student in developing a Senior Year Project demonstrative of the student's call of God and / or course concentration.

3 RD YEAR		ELECTIVE	
PFM3111	Church Internship 1	PFM3232	Practical Field Ministry: MG 3 (2 cr.)
PFM3211	Church Internship 2		
PFM3311	Church Internship 3		

THEOLOGY

THE1133 Theology and Practice of Evangelism

This course will investigate the biblical doctrines supporting the practice of evangelism. Students will investigate the historical development of these doctrines as well as contemporary applications. Current theological issues in evangelism will also be addressed. Attention will be focused on the methods and motivations for a theologically sound practice of evangelism in the 21st century.

THE1123 Systematic Theology 1 (Bible, God, Man, Sin)

This course will cover 1) Bibliology: the history and development of the Bible and inspiration and inerrancy; 2) Theology Proper: special revelation, general revelation, the Trinity, and attributes of God; and 3) Anthropology: Man made in the image of God, sin and the fall of man, and the composition of the person (body and spirit or body, spirit, and soul).

THE1213 Systematic Theology 2 (Christology, Soteriology, Church)

This course will examine 1) Christology: the divinity and humanity of Jesus; 2) Soteriology: salvation and the atonement; and 3) Ecclesiology: the nature of the Church, its forms and functions.

THE2113 Theology of Spiritual Formation

This course will examine biblical models of spiritual formation and how those models are individually appropriated. Traditional spiritual disciplines will be studied and evaluated according to their value as means of spiritual formation.

THE2313 Systematic Theology 3

This course will examine Pneumatology: the person and work of the Holy Spirit, the baptism of the Spirit, the gifts of the Spirit and the work of the Spirit in Sanctification. Attention will be given to the Holy Spirit, divine healing, angelology, and eschatology: the study of Bible prophecy and end time events.

GRADUATE COURSES

(Unless otherwise noted, all courses are worth 3 credits.)

In addition to the courses listed below, specialized graduate courses will sometimes be made available according to the individual expertise that professors bring to the seminary program.

SEMD5101 Seminary Disciplines

Seminary study requires the attainment of disciplines: academic, personal, and spiritual. This course apprentices seminary students to each of these three areas of disciplinary practice at the beginning of a student's seminary program. This course will address key academic disciplines needed to succeed in seminary studies, teaching introductory graduate-level skills in biblical studies and interpretation, biblical theology, theological inquiry and reflection, practical theology, and in developing critical thinking and philosophical skills. It will teach personal disciplines of reading and student learning in these fields, as well as research and writing skills particular to these disciplines. Disciplines of spiritual formation will be integrated into the course, addressing prayerful study and other Christian spiritual practices for those involved in biblical, theological, and ministerial studies.

BIBLICAL LANGUAGES

OTHE5313 Hebrew I: Grammar

This course is designed to train the Biblical Literature student in the use of the Hebrew language to help open up the riches of the Hebrew Old Testament. This course will begin with alphabet acquisition and study the different verb forms and types of anomalies endemic to Biblical Hebrew.

OTHE5423 Hebrew II: Grammar

Prerequisite: Hebrew I

This course is a continuation of Hebrew I. In it, the student will continue to hone their skills in preparation for exegesis classes.

NTGK5113 Greek I: Grammar

This course is designed to teach the student Koine Greek. Greek I will concentrate first on the alphabet and vocabulary acquisition, then will begin to study Greek forms. Parsing of verbs and other disciplines endemic to the study of Greek will be studied.

NTGK5223 Greek II: Grammar

Prerequisite: Greek I

Greek II is a continuation of Greek I. The student will continue to hone their skills and understanding of the structure and syntax of Greek while increasing their working vocabulary and translating skills in preparation for their exegesis classes.

BIBLICAL STUDIES (ENGLISH)

OTEN5123 Old Testament 1

This is the first part of a two-term course. It will focus on the Pentateuch and Historical Books. This course will study introductory issues common to OT introduction, such as authority, dating, life situation, purpose, key figures, primary dates in the flow of redemptive history and the history of Israel, various literary genre, et.al. This course will also study documentary hypotheses as well as issues impinging upon concepts of biblical inerrancy.

OTEN5133 Old Testament 2

This is the second part of a two-term course. It will focus on the Poetical / Wisdom books and the Prophetic books. This course will study introductory issues common to OT introduction, such as authority, dating, life situation, purpose, key figures, primary dates in the flow of redemptive history and the history of Israel, various literary genre, et.al.

OTEN5313-6733 Old Testament Exegesis

Prerequisite: THEO5343 Hermeneutics

Old Testament exegesis classes are offered on a rotating basis depending upon faculty availability and special interests. The course will comprise a thorough study of selected books of the Old Testament through verse-by-verse and paragraph-by-paragraph analysis, comparison of various English translations, consideration of pertinent historical and cultural issues, and consultation of comprehensive commentaries. The course will emphasize proper methods for discovering the meaning of a text and applying it in teaching and preaching. Students may repeat this course if the individual biblical books or collections being studied are not duplicated.

NTEN5143 New Testament 1

This course surveys the Synoptic Gospels and Johannine literature (Gospel of John; 1, 2, and 3 John; Revelation), emphasizing traditional introductory matters such as authorship, recipients, dating, purpose, occasion, background, literary genre, canonicity, and various critical approaches. Opportunities will be provided for students to link course material to ministry contexts.

NTEN5233 New Testament 2

This course surveys Acts, the Pauline Letters, and the General Epistles, emphasizing traditional introductory matters such as authorship, recipients, dating, purpose, occasion, background, literary genre, canonicity, and various critical approaches. Opportunities will be provided for students to link course material to ministry contexts.

NTEN5313-6323 New Testament Exegesis

Prerequisite: THEO5343 Hermeneutics

New Testament exegesis classes are offered on a rotating basis depending upon faculty availability and special interests. This course will comprise a thorough study of selected books of the New Testament through verse-by-verse and paragraph-by-paragraph analysis, comparison of various English translations, consideration of pertinent historical and cultural issues, and consultation of comprehensive commentaries. The course will emphasize proper methods for discovering the meaning of a text and applying it in teaching and preaching. Students may repeat this course if the individual biblical books or collections being studied are not duplicated.

BIBLICAL THEOLOGY

THEO6313 Biblical Theology: Lukan Pneumatology

This course will examine the work of the Holy Spirit as a fundamental focus of the writings of St. Luke. As the author of the third Gospel and the Acts of the Apostles, Luke has special interest in narrating the role of the Holy Spirit in the lives of the Apostles as well as the life of the early church. Luke primarily answers the questions of how the work of the Spirit relates to Christ; and how his pneumatology relates to the doctrine of the Trinity, prophecy, speaking in tongues, the spread of the good news, the growth of the church, church leadership, signs and wonders, unity and diversity, and the like. This course will address these questions and also trace Luke's understanding of the work of the Holy Spirit from both the Old Testament and New Testament Scriptures in general. It will also compare Luke's theology of the Holy Spirit with Johannine and Pauline writings relating to the subject of Pneumatology.

THEO6323 Biblical Theology: Old Testament Theology

The story of the Old Testament is a story of the working of the Triune God to develop a people through whom the Redeemer would eventually come into the world. This course theologically reflects on those interactions, corresponding themes, and theological importance of God as Trinity in the Old Testament, studied through the lens of Spirit Fullness.

THEO6333 Biblical Theology: New Testament Theology

The student learns skills in interpreting the New Testament for its theological content. This course will read and interpret the New Testament in its context in order to identify major theological themes and to develop a living theological practice in relation to the text.

THEO6343 Biblical Theology: Pauline Pneumatology

This course will explore the features of Pauline pneumatology, paying particular attention to the relationship of Paul's teaching on the Spirit to Christology, soteriology, charismatic experience, the New Perspective on Paul and related hermeneutical models, and implications for both the Renewal movement and personal spirituality.

THEO6353 Biblical Theology: Isaiah's Soteriology

The soteriological development of Isaiah shaped the foundational understanding of all New Testament authors, making the rich theology of Isaiah a foundation concern. Consideration within the course will be given to the various ways that Isaiah uses the term "salvation." A thick description will be attempted for understanding that is both deep theologically and wide biblically. As the subject is expanded throughout the entire canon, a full understanding of salvation will be developed.

THEO6363 Biblical Theology: Jeremiah's Theology of Hope

Old Testament scholar Walter Brueggemann wrote, Jeremiah's "discernment of his historical moment under the rule of (GOD) caused him to dismiss in judgment much that was valued and to discern in hope possibilities where his contemporaries recognized none." Jeremiah's prophecy often contained a message of judgement; however, it also pointed to deep hope for new realities under God's rulership. This course will seek to find the abounding hope of the "weeping prophet," as Jeremiah is often called. It will examine the rhetoric of hope as well as the critique brought to accepted norms of society. A biblical approach to hope will be developed, grounded in offering an alternative to the accepted order of the 21st century world.

BIBLICAL PERSPECTIVES

THEO6213 Biblical Perspectives: Popular Theologies

In a variety of ways an increasing gulf separates academic Pentecostal-Charismatic theology and theology for every day, Spirit-filled Christians. This gulf often separates everyday issues from theological reflection. The study of everyday issues theologically remains every bit as viable today as it has historically in the Pentecostal-Charismatic movement. Disciplined theological reflection will interface with folk theology, theology of Pentecostal-Charismatic populace, the daily lives of average Christians, and other grassroots situations. Of necessity, the course will deal with a variety of issues, potentially changing with each offering of the course. As theology for non-theologians, it will bridge the gap between academic and grassroots theology.

THEO6223 Biblical Perspectives: Theology of Religions

How ought Christians to assess the validity of other religions? What do Christians say the consequences are for accepting or rejecting Christian claims to truth? Will heaven be populated by Christians only? This course invites and invokes questions about the engagement of people from other religions. It includes a brief survey of inter-religious beliefs about the final destiny of human beings, theories of approaches to the theology of religions, and weighs the implications of such approaches with Christian missions.

THEO6233 Biblical Perspectives: Theological Interpretation of the Miraculous

This course will study signs, wonders, miracles, and charismata in Scripture, with special attention to the role of these in the ministry of Jesus and Paul. In addition, the course will deal with the controversy over continuationism vs. cessationism, the possibility of the miraculous vis-a-vis the secular worldview, the problems of suffering and triumphalism, and the role of the miraculous in the advance of the gospel.

SYSTEMATIC THEOLOGY

THEO5113 Pentecostal History and Theology

This course explores the historical, sociological, and theological background that gave rise to the Pentecostal movement and the formation of the Assemblies of God, including major antecedent revival movements in Europe and the United States of America. The development of Pentecostalism is traced to the present time. A basic overview of Pentecostal theology is developed. The polity of the Assemblies of God is explored based on the merging of congregational and Presbyterian polity practices.

THEO5213 Systematic Theology 1

This course will cover 1) Bibliology: the history and development of the Bible and inspiration and inerrancy; 2) Theology Proper: special revelation, general revelation, the Trinity, and attributes of God; and 3) Anthropology: man made in the image of God, sin and the fall of man, and the composition of the person (body and spirit or body, spirit, and soul).

THEO5223 Spiritual Formation

This course will survey Spiritual Formation throughout the history of the church as well as in our own day, with a view to practical application for the 21st Century minister.

THEO5323 Systematic Theology 2

This course covers 1) Christology: the doctrine of Christ, 2) Soteriology: the doctrine of Salvation, and 3) Ecclesiology: the doctrine of the Church. The doctrines correlate the nature, person, work, and mission of Christ with the fallen condition of mankind and God's intervention through grace and salvation. It also deals with the nature, marks, and purpose of those who believe and are saved (The Church).

THEO5343 Hermeneutics

The student learns both principles and skills of interpreting Scripture in terms of historical, social, and literary environments, and the process of applying the meaning to today's needs. The history of hermeneutics is also covered. A special feature concentrates on Pentecostal issues.

THEO5423 Systematic Theology 3

This course will examine Pneumatology: the person and work of the Holy Spirit, the baptism of the Spirit, the gifts of the Spirit, and the work of the Spirit in Sanctification. Attention will be given to the Holy Spirit, divine healing, angelology, and eschatology: the study of Bible prophecy and end time events.

THEO6123 Systematic Theology: The King and His Kingdom

Students will examine the person and work of Christ, giving special attention to the biblical witness, historical development from the patristic period to the post-enlightenment era, and renewal perspectives. Of particular importance will be the relationship of Christology to both pneumatology and the biblical theme of the Kingdom of God. Implications for contemporary life and ministry will be discussed.

THEO6133 Systematic Theology: God in Contemporary Thought

On a near daily basis, Christians interface with secular people. Increasingly, contemporary thought configures images of deity in copious ways. In depth consideration of God in contemporary thought considers how theological precepts interface with unbelievers in a variety of ways, such as the new atheism, new agnosticism, and secularism. The conversation between science and religion will also be considered from a theological vantage point. A variety of other religious views will also be considered from a Christian view.

THEO6143 Systematic Theology: Kingdom Empowerment

Students will examine the person and work of Christ, giving special attention to the biblical witness, historical development from the patristic period to the post-enlightenment era, and renewal perspectives. Of particular importance will be the relationship of Christology to both pneumatology and the biblical theme of the Kingdom of God. Implications for contemporary life and ministry will be discussed.

THEO6153 Systematic Theology: The Church in Cultures

This course will focus on theological reflection toward the development of an ecclesiology through the lenses of the universal and timeless principles of Scripture, the Pentecostal-Charismatic tradition, and the divergent and rapidly changing cultures of the world. Students will connect ecclesiology with the process of developing effective strategies for the fivefold ministry. Attention will be given to the process of de-contextualizing the principles of Scripture from their historic settings and re-contextualizing them into contemporary settings with the goal of experiencing successful ministry that is both effective and biblical.

THEO6163 Systematic Theology: Kingdom and Eschatology

Students will explore the biblical concept of the Kingdom of God, particularly as this concept emerges and develops in the Old Testament and Second Temple Judaism, the ministry of Jesus, and the New Testament writings. Special attention will be given to the tension between the “already” and the “not yet” aspects of God’s Kingdom as offering a framework for Christian life and ministry. The biblical emphasis in eschatology on orienting a believer’s life toward eternity will take preeminence over timeline issues.

PHIL5213 Christian Apologetics

A course designed to equip the student to defend the Christian faith against relevant contemporary assaults and to build a positive Christian world and life view. Appeal is made not only to the varieties of rational arguments but also to the special contributions of the Pentecostal message. Emphasis is placed on conversational approaches to engaging individuals of divergent beliefs with the Gospel message.

CHRISTIAN LEADERSHIP

LEAD5333 Spirituality and Ethics

This course is designed to give students a biblical understanding of the core role of true spirituality in Christian leadership. Attention will be given to models, essential qualities, and disciplines of spiritual leadership. Perils of leadership also will be discussed.

LEAD5433 Leadership Formation and Development

This course will discuss the making of a leader, beginning with a leader's call and the ongoing lifetime preparation of a leader. The course focuses on the effects of spiritual formation which demonstrate a commitment to personal and social holiness, and develops self-understanding of personal leadership gifts.

LEAD6113 Foundations of Leadership 1: Biblical Models of Leadership

This course will study varied models of leadership reflected in the Bible through examining the leadership styles of prominent Biblical leaders, (i.e., Moses, Joshua, and Nehemiah, among many others). Special attention will be given to Christ's leadership mentoring and leadership practices and how these practices can be translated to present day Christian service and ministry.

LEAD6123 Communication and Leadership

This course will look into the importance of communication in organizations and in leadership. Organizational communication will be studied within the context of today's global intercultural, technological, strategic, and ministerial developments. The course will deal with principles in "interpersonal relationships and organizational communication" and "communicating in teams and networks."

LEAD6133 Foundations of Leadership 2: Theoretical Foundations

This course provides a foundational understanding of leadership from contemporary theory and applications, with particular discussion regarding the evolution of leadership / management thought from 1900 to the present. Students examine leadership as a contingent / context-specific application and solve organizational problems that have leader-follower interaction as a cause.

LEAD6223 Christian Strategic Planning and New Ministry Development

This course will focus on how leaders can use creative and systematic processes to develop shared vision, communicate it to internal and external groups, and translate it through strategic planning processes into effective action. Leading theories of vision and strategic planning in organizations will be examined for new ministry development.

LEAD6233 Managing Change and Conflict in Organizations

This course will focus on principles of managing change and conflict in churches or Christian organizations. Attention will be given to a) interpersonal communication and conflict management in human relationships within Christian organizations, b) how leaders can effectively maximize change initiatives, and c) productive use of conflict.

LEAD6253 Leadership in Missions

This course will study the biblical and historical basis of missions and will focus on helping the student effectively lead an organization towards active participation in the fulfillment of the Great Commission. Attention is given to how the Pentecostal movement has significantly contributed to the expansion of God's Kingdom in the world.

LEAD6353 Organizational Leadership and Administration

The course is designed to familiarize students with the various elements of leadership and administrative processes, including: mission and vision casting, goal setting and achieving, organization, delegation, human relations, group dynamics, and the supervision and training of other leaders.

LEAD6373 Fivefold Internship

Students will engage in ministry under a mentor in one of the fivefold ministries (pastor, teacher, prophet, apostle, and evangelist). The student will actively lead a major ministry effort. If the student has been in ministry leadership, a major initiative should be planned under the mentorship of a more experienced minister.

COMMUNICATION

GECE5213 Communication and Teaching Methods

This course is designed to build and enlarge upon a student's communication and teaching skills. Attention will be given to a) teaching-learning process, b) methods of course development and teaching that fosters spiritual maturity and facilitates spiritual formation, and c) speaking situations frequently encountered in ministry (speeches to persuade and to inform, self-introductions, sharing of Christian experience, and biblical messages). Emphasis will be placed on the creation of original material for delivery, instruction, and writing for the ear instead of for the eye. Opportunity will be given to develop skills through in-class practice teaching.

HISTORY

HIST6313 Church History / Canon

An examination of the historical development of the Christian movement from the apostolic period to the pontificate of Gregory I (590-604 C.E.), giving attention to major individuals, ideas, institutions, movements, crises, and the development of the Canon, as well as the interaction of Christianity and its cultural, religious, and political environments.

THEO5123 Global Christian History

Christianity is a global faith, moving from western Asia into Africa and Europe within the first decades of Christian missionary movements, and then into Western hemisphere in early modernity. This course surveys the broad movements of global Christian history in order to arrive at the place in the twentieth and twenty-first centuries where Christianity is a global faith found "to the ends of the earth" (Acts 1:8; elsewhere). Major historical movements within Christian history are identified as bringing us to the historical present, including the developments of Orthodox, Catholic, Protestant, and Pentecostal forms of Christianity. Historical theology is surveyed in the context of global Christian history.

MENTORED MINISTRY

APTH6112 Interpersonal Relationship Skills

This course will examine biblical and practical concepts regarding pastors and interpersonal relationships. Special emphasis will be placed upon community building in relation to healthy interpersonal relations. In addition, attention will be given to how the gifts of the Spirit can bring depth to this area of study. Critical evaluation will be given to patterns and models of relationships. Students will be encouraged toward greater spiritual formation, leading to deeper relationship skills.

APTH6123 Counseling in Ministry

This course is designed to introduce students to the field of pastoral care and counseling. A Bible-based reality-focused model will be learned. In addition, the class will emphasize application heavily through the use of role-play. Specific clinical issues to be considered include marital and family distress, depression, grief, worry, and spiritual direction.

EVAN5121 Mentored Ministry: Evangelism (1 credit)

Students engage in ministry under the direction of a local mentor for the development of evangelism.

EVAN5131 Mentored Ministry: Mission (1 credit)

Students engage in ministry under the direction of a local mentor for the development of missions.

EVAN5141 Mentored Ministry: Discipleship (1 credit)

Students engage in ministry under the direction of a local mentor for the development of discipleship.

EVAN5151 Mentored Ministry: Interpersonal (1 credit)

Students engage in ministry under the direction of a local mentor for the development of interpersonal ministry.

EVAN5161 Mentored Ministry: Gospel Communication 1 (1 credit)

Students engage in ministry under the direction of a local mentor for the development of communicating the Gospel.

EVAN5171 Mentored Ministry: Gospel Communication 2 (1 credit)

Students engage in ministry under the direction of a local mentor for the development of communicating the Gospel.

EVAN5181 Mentored Ministry: Cultural Engagement (1 credit)

Students engage in ministry under the direction of a local mentor for the development of engaging culture.

EVAN6222 Church Evangelism (2 credits)

The purpose of this course is to explore the ministry of evangelism through a local church and its ministries. In addition to a summary of various approaches to evangelism in local churches, the biblical, theological, and historical aspects of evangelism will be highlighted as well in order to provide a holistic view.

EVAN6332 Discipleship Strategies (2 credits)

This course investigates key issues surrounding the development of disciples through life transformation and how various churches throughout America are seeking to evangelize and grow people toward spiritual maturity. This course will deal with fundamental questions of church so that students will be able to construct the workable growth for spiritual formation and lay leader development in their given ministry contexts. Church models will be discussed in light of the strengths and limitations for different ministry contexts.

MISS5112 Christian Missions

In this course students are introduced to Christian missions through brief examination of biblical and theological foundations and historical overview. Attention is given to the Pentecostal and Evangelical history of missions in other countries as well as North America.

RESEARCH COURSES

GERS5113 Research Methods

This course will prepare the student for their Capstone Project (CPTS). This Capstone Project will be worked on incrementally each trimester (with only credit given in the first trimester and the last trimester of the student's program). The Capstone Project will constitute a total of six (6) units by program end. This Research Methods course will establish the foundation upon which the student can build their projects. In Trimester Two: the student will begin their Literature Review. In Trimester Three: the student will continue their Literature Review and will add a Proposal with Research Method. In Trimester Four: the student will do CSP Research. In Trimester Five: the student will continue CSP Research and add Analysis. In the final (Sixth) Trimester: The Student will present their draft and complete their Capstone Project—this will be done in the 3-unit CPTS6323 Capstone Project course.

LEAD6153 Leadership Research Design

This course is designed to provide students preparing for church leadership with a broad view of the different approaches to good research that has a substantive focus on a particular field of study. A survey of many topics, techniques, and methodologies will be covered. The course is organized around elements of research designs that cut across sub-disciplines: the logic of scientific inquiry; ethics; conceptualization and measurement; sampling and the selection of cases; and the relation between methods, data, and theory. Students will complete several small projects that are tailored toward practical scholarly research preparation at the graduate level. These small projects will be presented in an interactive fashion for other students in the class to learn from one another.

LEAD6363 Leadership Symposium - New Orleans (2 credits)

The SUM Graduate Research Symposium coincides with the SUM Mardi Gras Outreach each winter trimester. Students conduct research on a selected topic in alignment with the decided symposium theme and present their research work to faculty, staff, members of the SUM and general community, and their families and friends during the symposium days. Each year, members of the faculty will decide on a leadership theme.

CPTS6323 Capstone Project

Prerequisites: GERS5113, and the four (4) trimesters of Research, Analysis and Writing between GERS5113 and CPTS6323

This will be the Capstone of the student's work here at SUM. The goal is for the student to identify a project that they can become involved in that will impact society with the Gospel in a genuinely life-changing way—both for them and for those to whom they are / will be sent to minister. In this course the student will present their CSP draft and final Capstone Project. This Capstone Project will take the place of a Master's Thesis.

REGULATORY DISCLOSURES

FEDERAL

STATEMENT OF OWNERSHIP

SUM is a Louisiana nonprofit corporation. This corporation is organized and operated exclusively for educational and religious purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code. SUM is affiliated with the Assemblies of God.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

(FERPA)

SUM is subject to the provisions of the federal law known as the Family Educational Rights and Privacy Act (FERPA). This Act guarantees students', parents', and guardians' access to certain educational records and restricts the College in the area of release and disclosure of those records to third parties. The College releases no information to third parties except as noted below or upon receipt of an original signed request by the student. The College accords all the rights under the law to students who are declared independent.

Educational records are kept by the College to facilitate the educational development of students. The law defines education records as: "Educational records are those records which: (1) are directly related to a student, and (2) are maintained by an educational agency or institution." Faculty and staff members may also keep informal records relating to their functional responsibilities with individual students.

The Act provides that information may be released to personnel within the institution, to officials of other institutions at which the student wishes to enroll, to persons or organizations providing student financial aid, to accrediting agencies carrying out their function, in compliance with a judicial order, and to persons in an emergency in order to protect the health and safety of students or others. All SUM students are asked to sign a FERPA Agreement with SUM upon enrolling in the College, which indicates whether the student permits the College to give out directory information about a student's attendance and graduation.

For more information concerning FERPA please visit:

<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html> or call (202) 260-3887.

TITLE IX OF THE EDUCATIONAL

AMENDMENTS OF 1972

SUM does not discriminate on the basis of race, color, sex, national and ethnic origin, or handicap (in compliance with Section 504 of the 1973 Rehabilitation Act), with regard to the admission and employment policies, the educational, financial aid, or other programs and privileges to the students at the College.

VETERAN AFFAIRS CERTIFICATION

I hereby certify that this Catalog is true and correct in content as required by the Department of Veteran Affairs circular 76-84, Appendix P, Paragraph 6(a).

CLERY ACT COMPLIANCE

The Jeanne Clery Act (1990, 1998) requires colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses. Compliance is monitored by the United States Department of Education.

For more information concerning the Jeanne Clery Act, please see the [Student Handbook](#). For complete details, see sum.edu/safety-security.

DEPARTMENT OF LABOR STANDARD OCCUPATIONAL CLASSIFICATION CODES

The Standard Occupational Classification Codes used by SUM as identifiers regarding those areas of employment in which students are being prepared to obtain gainful employment are:

B.A. – Biblical Studies

21-2011	Clergy
21-2021	Directors, Religious Activities and Education
21-2099	Religious Workers – All Others

M.A. – Biblical Studies

21-2011	Clergy
21-2021	Directors, Religious Activities and Education
21-2099	Religious Workers – All Others
25-1126	Philosophy and Religious Teachers, Postsecondary

M.A. – Christian Leadership

21-2011	Clergy
21-2021	Directors, Religious Activities and Education
21-2099	Religious Workers – All Others

STATE

CALIFORNIA REGULATIONS AND DISCLOSURE REQUIREMENTS

SUM does not claim that its B.A., M.A., or M.Div. degrees lead to guaranteed employment. SUM makes ministry opportunities known to its students and graduates. SUM's degree fulfills the educational requirements listed by the Assemblies of God denomination and other affiliated denominations for ministerial licensure.

Student complaints are taken to the department head for which the student has a problem. If the department head is unable or unwilling to resolve the issue, the student makes a formal written complaint to the Student Life Committee or Academic Dean. If the student's issue is still unresolved, the student can make a written complaint to the President.

If the student believes that an issue cannot be resolved internally, a student or any member of the public may file a complaint about this Institution with the Bureau for Private Postsecondary Education (BPPE) by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the Bureau's Internet Website (<http://www.bppe.ca.gov>).

- You may cancel your contract for school, without any penalty or obligations on or before the fifth business day following your first-class session as described in the Right to Cancel Form that will be given to you at the time of registration. A different cancellation policy applies for home study or correspondence courses. Read the Right to Cancel Form for an explanation of your cancellation rights and responsibilities. If you have lost your Right to Cancel Form, ask the school for a sample copy.
- After the end of the cancellation period, you also have the right to stop school at any time. If you have lost your contract, ask the school for a description of the refund policy.
- If the school closes before you graduate, you may be entitled to a refund. Contact the Council for Private Postsecondary and Vocational Education at the address and telephone number printed below.
- If you have any complaints, questions, or problems that you cannot work out with the school, write or call the Bureau for Private and Postsecondary Education.

This Institution has received approval to operate as a Degree Granting Institution from the Bureau for Private Postsecondary Education.

INSTITUTIONAL

DRUG-FREE POLICY

SUM, in accordance with high Christian standards of living, is committed to maintaining a drug-free environment.

In support of the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act of 1989, SUM has adopted the following policy statement as conditions of enrollment and/or employment:

1. As a condition of enrollment / employment, the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance or alcohol is prohibited at any time.
2. SUM will comply with all applicable legal sanctions under local, state, and federal law for unlawful possession, use, or distribution of illicit drugs and alcohol.
3. All students found in violation of this policy will be referred to the Vice-President of U.S. Cohort Development (VPCD) or Cohort Advisor.
4. Students are required to notify the VCPD or Cohort Advisor of any known criminal drug statute conviction or a violation occurring at the College Main Campus or any Cohort Site immediately after knowledge of such conviction or violation.
5. The penalty for violation of any of the above statements may be termination from enrollment / employment with referral given to the appropriate authorities for thorough prosecution. Employees are to notify the SUM Business Office of any infraction pertaining to this policy.

NONDISCRIMINATION

ABHE institutions or programs shall practice nondiscrimination on the basis of gender (as permitted ecclesiastically and theologically), race, disability, or national origin.

FOUNDATIONS AND BEQUESTS

SUM Bible College and Theological Seminary is dependent upon foundations and benefactors of the College. Generous gifts of friends and interested persons sustain the vision of the College to reach urban communities with the life-changing message of the Good News of Jesus Christ. The following are some ways in which support can be directed to the College:

- Grants from foundations
- A bequest through a will or estate
- The gift of securities or real estate (tax deductible at current fair market value)
- Memorial scholarships
- Life insurance gifts
- Endowments

- Monthly church mission support
- Concerned 2000: A Concerned 2000 member supports the College on a monthly basis at \$10 or more.
- Interested donors, please call or write:

George Neau, President & Chancellor
 SUM Bible College and Theological Seminary
 1107 Investment Blvd., Suite 290
 El Dorado Hills, CA 95762
 (916) 306-1628

GRIEVANCE RIGHTS AND PROCEDURE

The College and Seminary subscribes to the principle of equal educational opportunity, regardless of sex (cf Title IX of Education Amendments of 1972). Any member of the College community who has a grievance related to this principle should petition in writing to the Associate Academic Dean, who will work with the petitioner for a resolution to the problem. The Executive Committee of the College follows guidelines from Matthew 18 and serves as the ultimate Board of Appeal for any grievances.

Students with a grievance or complaint should follow the Student Complaint Resolution Process chart in the Student Life section of this Catalog.

SEXUAL HARASSMENT

Harassment of students or colleagues on the basis of sex is a violation of law and will not be tolerated by the College. Such harassment is defined as requests for sexual favors and other verbal or physical conduct of a sexual nature which constitute sexual harassment when a person creates an intimidating, hostile, or offensive learning environment.

