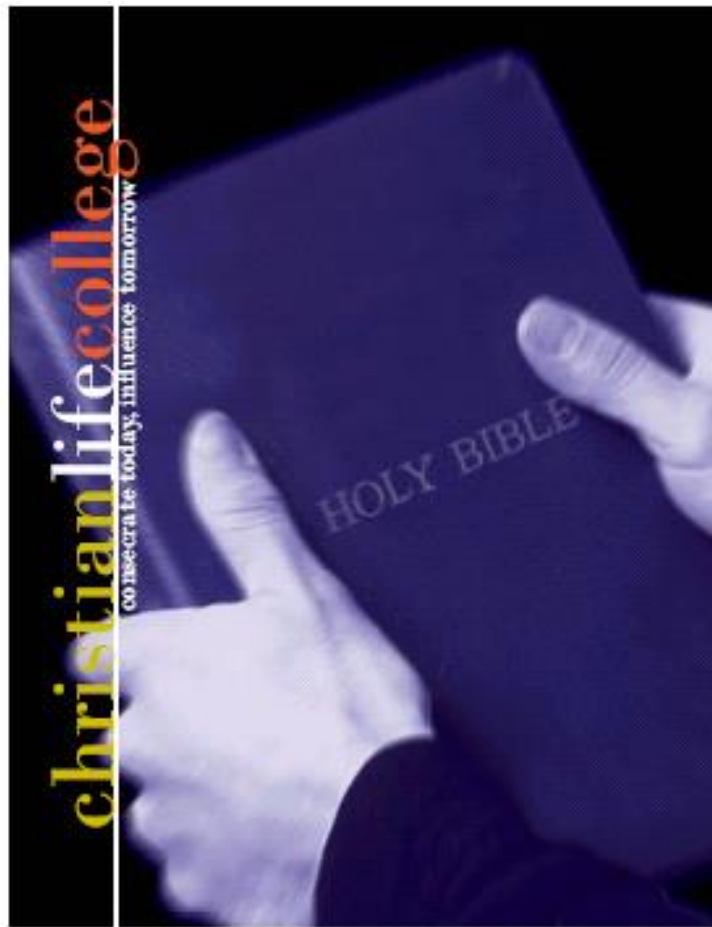




Academic Catalog
August 2014 – May 2015 Edition



*Stockton
Christian Life College*



Contact Information:

Christian Life College
9023 West Lane
Stockton, CA 95210
College office: 209.476.7840
Fax: 209.476.7868
Email: info@clc.edu
Website: www.clc.edu

CONTENTS

CONTENTS.....	1
APPROVALS AND ENDORSEMENTS.....	8
State of California	8
Veterans Administration	8
Bureau of Citizenship and Immigration Service	8
Social Security Administration	8
United Pentecostal Church, Incorporated (UPCI).....	8
Other Institutions	8
VISION STATEMENT	9
MISSION STATEMENT	9
WE BELIEVE:.....	10
OUR PHILOSOPHY	10
GENERAL INFORMATION	10
Degrees Offered	10
Student Records	11
Job Placement Statement	11
Notice of Nondiscrimination Policy	11
Automobiles and Licensure	11
College Financial Health Statement.....	11
HISTORICAL SKETCH	12
FROM THE PRESIDENT	13
ADMINISTRATION	14
BOARD OF DIRECTORS	14
ADMINISTRATIVE STAFF	14
FACULTY PROFILES.....	14
Tony Bailey.....	14
Richard K. Bishop, B.A.	14
Kevin Daniel, B.A.....	15
Dale Delp	15
Kenneth E. Fitzpatrick, BSME, BAMM, MS	15
Kim Haney, B.A.	15
Nathaniel Haney.....	15
Diane Horsley, B.A.; M.A.	Error! Bookmark not defined.
Micah Johnson, B.A.....	15
Eli Lopez, B.A.	16
Melissa Meeks, B.A.....	16
Timothy Miller, B.A.	16
William E. Riddell, B.A., M.B.A., Ph.D.....	16
Robert Ogden, B.A.	16
Darryl Rash, B.A.....	16
Joshua Rivas, B.A.	17
Israel Rodriguez, B.A.....	17
Joshua Shalapsik, B.A.....	17
Marcella White, B.A.	17
Terry Withers	17
CAMPUS FACILITIES	18
Student Housing / Dormitories	18
STUDENT INTERACTION.....	18
Study Groups	18
Ministry Involvement.....	19
Socials.....	19
Banquets.....	19

STUDENT ORGANIZATIONS.....	19
Ministerial Association	19
Missions Team	19
Music Team	19
Drama Team.....	19
ACADEMIC CALENDAR	20
ADMISSIONS STANDARDS	21
Eligibility for Admission	21
College Catalog.....	21
Distance Learning Admissions	22
Articulation / Transfer Agreements	23
Transferred Credits	23
Transferability of Credits and Credentials Earned At Christian Life College	23
Concurrent Enrollment.....	24
Admissions Policy for International Students	24
Policy for Veterans' Applications.....	24
Registration Process.....	24
Course Repetition.....	24
Transcripts.....	25
Retention of Student Records	25
Dismissal Policy.....	25
Sexual Harassment Policy.....	25
Verification of Enrollment	26
Financial Plans	26
On-Campus Students	26
ACADEMIC FEES AND CHARGES.....	28
Full-time Students	28
Part-time Students (less than 12 units).....	28
Distance Learning	28
One-Time Fees:.....	28
Tuition Discount	29
Textbooks.....	29
Cancellation Policy	29
Withdrawal Policy	29
Leave of Absence Policy.....	29
Refund Policy.....	29
Distance Learning Refund Policy	30
Bookstore Refund Policy	30
State Of California - Student Tuition Recovery Fund (STRF)	30
FINANCIAL AID.....	32
Federal Financial Aid.....	32
State of California Financial Aid	32
Repayment of Financial Aid	32
Financing Assistance	32
Returning Student Scholarships	33
Financing Options	33
ACADEMIC POLICY	33
Course Offerings	33
Course Numbering	33
Unit of Credit	33
Student Classification	34
Grading	34
Academic Honors.....	35

Rules of Conduct.....	35
Use of Electronic Devices.....	35
Plagiarism/Cheating.....	35
Auditing Courses.....	35
Credit by Examination.....	35
Academic Probation and Dismissal Policies.....	36
ATTENDANCE POLICY.....	36
Excessive Absenteeism.....	37
Directed Study.....	37
Excused Absences.....	37
Administrative Absences.....	37
Chapel Sessions.....	38
STUDENT GRIEVANCES.....	38
VETERANS INFORMATION BULLETIN.....	38
General Rules.....	38
Academic Probation for Veterans.....	38
Veterans Refund Policy.....	39
DEPARTMENT OF DISTANCE LEARNING.....	40
Description.....	40
Transfer Credit and Residency Requirements.....	40
Evaluation of Assignments.....	40
Course Ordering.....	41
Distance Learning Course Repeatability.....	41
Final Examinations and Time Limitations.....	41
Graduation.....	41
DEGREE PROGRAMS OFFERED.....	42
Associate of Arts Degree.....	42
Bachelor of Arts Degree.....	42
Seminars.....	43
Academic Advising.....	43
DEGREE PROGRAMS.....	44
Bible & Theology.....	44
Bible & Theology with an emphasis in Christian Education.....	45
Christian Music.....	46
General Ministry.....	47
Degree Program Requirements.....	48
General Education Courses Requirements.....	55
Graduation Requirements.....	57
Double Major Policy.....	57
BIBLE AND THEOLOGY COURSES.....	58
Bible and Theology Courses.....	58
Other Bible and Theology Courses.....	59
CHRISTIAN EDUCATION COURSES.....	60
CHRISTIAN MUSIC COURSES.....	62
MEDIA COMMUNICATION COURSES.....	64
MISSIOLOGY COURSES.....	66
OTHER COURSES.....	66
GENERAL EDUCATION COURSES.....	68
A. Communications Courses.....	68
B. Natural Science Courses.....	68
C. Social Science Courses.....	68
D. Humanities Courses.....	69
E. Mathematics/Quantitative Reasoning.....	70

F. Life Long Understanding and Development.....	71
CONTENTS.....	1
APPROVALS AND ENDORSEMENTS.....	8
State of California	8
Veterans Administration	8
Bureau of Citizenship and Immigration Service.....	8
Social Security Administration	8
United Pentecostal Church, Incorporated (UPCI).....	8
Other Institutions	8
VISION STATEMENT	9
MISSION STATEMENT	9
WE BELIEVE:.....	10
OUR PHILOSOPHY	10
GENERAL INFORMATION	10
Degrees Offered	10
Student Records	11
Job Placement Statement	11
Notice of Nondiscrimination Policy	11
Automobiles and Licensure	11
College Financial Health Statement.....	11
HISTORICAL SKETCH	12
FROM THE PRESIDENT	13
ADMINISTRATION	14
BOARD OF DIRECTORS	14
ADMINISTRATIVE STAFF	14
FACULTY PROFILES.....	14
Tony Bailey.....	14
Richard K. Bishop, B.A.	14
Kevin Daniel, B.A.....	15
Dale Delp	15
Kenneth E. Fitzpatrick, BSME, BAMB, MS	15
Kim Haney, B.A.	15
Nathaniel Haney.....	15
Micah Johnson, B.A.....	15
Eli Lopez, B.A.	16
Melissa Meeks, B.A.	16
Timothy Miller, B.A.	16
William E. Riddell, B.A., M.B.A., Ph.D.....	16
Robert Ogden, B.A.	16
Darryl Rash, B.A.....	16
Joshua Rivas, B.A.	17
Israel Rodriguez, B.A.....	17
Joshua Shalapsik, B.A.....	17
Marcella White, B.A.	17
Terry Withers	17
CAMPUS FACILITIES.....	18
Student Housing / Dormitories	18
STUDENT INTERACTION.....	18
Study Groups	18
Ministry Involvement.....	19
Socials	19
Banquets.....	19
STUDENT ORGANIZATIONS.....	19

Ministerial Association	19
Missions Team	19
Music Team	19
Drama Team.....	19
ACADEMIC CALENDAR	20
ADMISSIONS STANDARDS	21
Eligibility for Admission	21
College Catalog.....	21
Distance Learning Admissions	22
Articulation / Transfer Agreements	23
Transferred Credits	23
Transferability of Credits and Credentials Earned At Christian Life College	23
Concurrent Enrollment.....	24
Admissions Policy for International Students.....	24
Policy for Veterans' Applications.....	24
Registration Process	24
Course Repetition.....	24
Transcripts.....	25
Retention of Student Records	25
Dismissal Policy.....	25
Sexual Harassment Policy.....	25
Verification of Enrollment	26
Financial Plans	26
On-Campus Students	26
ACADEMIC FEES AND CHARGES.....	28
Full-time Students	28
Part-time Students (less than 12 units).....	28
Distance Learning	28
One-Time Fees:.....	28
Tuition Discount	29
Textbooks.....	29
Cancellation Policy	29
Withdrawal Policy	29
Leave of Absence Policy.....	29
Refund Policy.....	29
Distance Learning Refund Policy	30
Bookstore Refund Policy	30
State Of California - Student Tuition Recovery Fund (STRF)	30
FINANCIAL AID.....	32
Federal Financial Aid.....	32
State of California Financial Aid	32
Repayment of Financial Aid	32
Financing Assistance	32
Returning Student Scholarships	33
Financing Options	33
ACADEMIC POLICY.....	33
Course Offerings	33
Course Numbering	33
Unit of Credit	33
Student Classification	34
Grading	34
Academic Honors.....	35
Rules of Conduct.....	35

Use of Electronic Devices.....	35
Plagiarism/Cheating.....	35
Auditing Courses.....	35
Credit by Examination.....	35
Academic Probation and Dismissal Policies.....	36
ATTENDANCE POLICY.....	36
Excessive Absenteeism.....	37
Directed Study.....	37
Excused Absences.....	37
Administrative Absences.....	37
Chapel Sessions.....	38
STUDENT GRIEVANCES.....	38
VETERANS INFORMATION BULLETIN.....	38
General Rules.....	38
Academic Probation for Veterans.....	38
Veterans Refund Policy.....	39
DEPARTMENT OF DISTANCE LEARNING.....	40
Description.....	40
Transfer Credit and Residency Requirements.....	40
Evaluation of Assignments.....	40
Advance College Credit.....	Error! Bookmark not defined.
Course Ordering.....	41
Distance Learning Course Repeatability.....	41
Final Examinations and Time Limitations.....	41
Group Discounts for In-Church Bible Study Groups.....	Error! Bookmark not defined.
Graduation.....	41
DEGREE PROGRAMS OFFERED.....	42
Associate of Arts Degree.....	42
Bachelor of Arts Degree.....	42
Seminars.....	43
Academic Advising.....	43
DEGREE PROGRAMS.....	44
Bible & Theology.....	44
Bible & Theology with an emphasis in Christian Education.....	45
Christian Music.....	46
General Ministry.....	47
Degree Program Requirements.....	48
General Education Courses Requirements.....	55
Graduation Requirements.....	57
Double Major Requirements.....	57
BIBLE AND THEOLOGY COURSES.....	58
Bible and Theology Courses.....	58
Other Bible and Theology Courses.....	59
CHRISTIAN EDUCATION COURSES.....	60
CHRISTIAN MUSIC COURSES.....	62
MEDIA COMMUNICATION COURSES.....	64
MISSIOLOGY COURSES.....	66
OTHER COURSES.....	66
GENERAL EDUCATION COURSES.....	68
A. Communications Courses.....	68
B. Natural Science Courses.....	68
C. Social Science Courses.....	68
D. Humanities Courses.....	69

E. Mathematics/Quantitative Reasoning	70
F. Life Long Understanding and Development.....	71

APPROVALS AND ENDORSEMENTS

State of California

Stockton Christian Life College (hereinafter, Christian Life College, or the College) is a private institution incorporated under State Laws of California and approved (meaning in compliance with state standards as set forth in the educational code) to operate by the Bureau for Private Postsecondary as a Degree-Granting Institution Pursuant to California Education Code Section 94310.

Veterans Administration

The College is approved for the training of veterans and eligible persons under Provisions of Title 38, United States Code.

Bureau of Citizenship and Immigration Service

The College is approved by the Bureau of Citizenship and Immigration Services, United States Department of Justice for the training of non-immigrant students.

Social Security Administration

The College is approved by the Social Security Administration for Dependency Benefits.

United Pentecostal Church, Incorporated (UPCI)

The College is endorsed by the Division of Education of the United Pentecostal Church International, Inc., Hazelwood, Missouri.

Other Institutions

As of this publication, the College has not sought accreditation by any accrediting association. We do strive to achieve the highest academic standards and are proud of the fact that several colleges and universities have accepted our graduates into other undergraduate or graduate level programs on the merits of their scholastic achievement at the College. We maintain letters on file from those institutions who have accepted our graduates seeking to advance their educational goals.

VISION STATEMENT

*CLC envisions influential alumni
in each US city and in every country!*

MISSION STATEMENT

1. Establishing students in a personal relationship with Jesus Christ through an environment of consecration.
2. Educating students in Biblical Theology through instruction by premier professors.
3. Exposing students to the demonstration of the Spirit.
4. Equipping students in contemporary methods of ministry.
5. Enlightening students to the realities of the 21st century with answers of hope.
6. Engaging students in active ministry.
7. Enriching alumni and leaders with continued education creating a network of leadership by creating a network of leadership and training.

WE BELIEVE:

- In the divine inspiration of all Scripture as the inerrant, infallible Word of God.
- In the absolute Oneness of the Godhead in Jesus Christ and the absolute deity of Jesus Christ. (“Hear, O Israel: The Lord our God is one Lord” [Deuteronomy 6:4]). In the new birth, which is repentance with Godly sorrow, accompanied by restitution whenever possible, water baptism by immersion in the name of the Lord Jesus Christ for the remission of sins (Acts 2:38), and the baptism of the Holy Ghost with the initial evidence of speaking with other tongues as the Spirit gives utterance (Acts 2:4). In the necessity of a holy life unspotted by the world, exemplified by the believer’s action, word, and deed. In the personal, literal, and bodily pre-millennial and pre-tribulational coming of Jesus Christ for His Church.
- In the free moral willpower of man who can apostatize, backslide, and be lost.
- In the need of a determined effort to preach this gospel to the whole world.

We abide by and fully endorse the Articles of Faith of the United Pentecostal Church International, Inc., and we wholeheartedly support its programs and leadership.

OUR PHILOSOPHY

The fear of the Lord is the beginning of knowledge and wisdom (Proverbs 1:7; 9:10). True understanding is “the knowledge of the holy” (Proverbs 9:10). We believe all individuals must have a correct understanding of the Scriptures in order to integrate knowledge in any discipline. The College provides an opportunity for the student to gain a broad understanding of the Word of God and Christian leadership.

The College seeks to provide students with the following opportunities:

- To develop a life of personal devotion to God, including consistent prayer and Bible reading.
- To gain the ability to rightly divide the Scriptures through a comprehensive understanding of the message of the Holy Bible.
- To learn the skills of accurate study, research, clear thinking, writing, and speaking.
- To understand and be able to defend the theological position of the United Pentecostal Church International, Inc.
- To be prepared for the specific ministry to which they are called.

So that thou incline thine ear unto wisdom, and apply thine heart to understanding. –Proverbs 2:2
Happy is the man that findeth wisdom, and the man that getteth understanding. –Proverbs 3:13

GENERAL INFORMATION

Degrees Offered

The degrees following are granted by this institution and approved under the provisions of the California Education Code Section 94310:

- Associate of Arts in Bible and Theology
- Associate of Arts in Bible and Theology with an Emphasis in Christian Education
- Associate of Arts in Christian Music
- Associate of Arts in General Ministry
- Associate of Arts in General Ministry with an Emphasis in Christian Media and Communication
- Associate of Arts in General Ministry with an Emphasis in Missiology
- Bachelor of Arts in Bible and Theology
- Bachelor of Arts in Bible and Theology with an Emphasis in Christian Education
- Bachelor of Arts in Christian Music
- Bachelor of Arts in General Ministry
- Bachelor of Arts in General Ministry with an Emphasis in Christian Media and Communication

- Bachelor of Arts in General Ministry with an Emphasis in Missiology

Student Records

Enrollees are advised and cautioned that California state law requires this educational institution to maintain school and student records for no longer than a five-year period, with the exception of transcripts.

Job Placement Statement

Graduation from the College does not insure or imply automatic acceptance by any local district of the United Pentecostal Church for licensing as a minister. A Christian Life College degree does, however, meet all the academic criteria required for licensing by the United Pentecostal Church International, Inc. The criteria for personal fitness and spiritual assessment are entirely in the hands of the district board involved.

Notice of Nondiscrimination Policy

The College does not discriminate on the basis of gender, race, color, national, or ethnic origin in its administration of educational policies, admissions policies, scholarship programs, or other school-administrated programs.

The College cooperates with the “Family and Privacy Act” of 1974.

Automobiles and Licensure

Students 18 years of age or over may operate a vehicle in California with a valid out-of-state operator’s license provided they do not take employment in the state. In the event that a student takes employment, he or she must obtain a California license as well as proof of insurability within (10) days of employment.

California state law requires motor vehicle insurance. Out-of-state minors (under 18) must request their insurance agent to file form SR-22 with the Department of Motor Vehicles (DMV) in Sacramento, California. The DMV will then send a letter to the student verifying that the form has been received. The student must take this letter to the Stockton office of the DMV for issuance of his or her license. A minor’s out-of-state license is valid for ONLY 10 DAYS in California. An International driver’s license is NOT valid in California.

College Financial Health Statement

The College has no pending petition in bankruptcy, nor is operating as a debtor in possession. The College has not filed a petition within the preceding five years, or has had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.).

HISTORICAL SKETCH

Definite steps to establish the Western Apostolic Bible College were spearheaded by its founder, the late Clyde J. Haney, in 1951, and on October 5, 1953, the school officially opened its doors as an institution dedicated to the cause of training young men and women for Christian service.

In the summer of 1954, Western Apostolic Bible College was officially accepted and endorsed by the Board of Christian Education of the United Pentecostal Church and also by the General Conference meeting at Columbus, Ohio. On February 14, 1956, Reverend A. T. Morgan, the general superintendent, dedicated the school unto God's service.

In 1964, the College introduced a curriculum program leading to the Bachelor of Arts degree.

On October 15, 1971, Clyde J. Haney, the founder and president of the college, was suddenly called home to his reward as the result of an automobile accident. Rev. Paul Price, vice-president of the college, very capably filled the vacancy until a successor to the office of the president was chosen. Rev. Kenneth F. Haney, International Pentecostal Conquerors President and son of the late Clyde J. Haney, was chosen to fill the position. He served in this capacity until his election as the General Superintendent of the United Pentecostal Church International when Dr. Daniel L. Segraves was elected to the position of President. In the summer of 2004 Pastor Nathaniel Haney, grandson of the founder, was elected Chairman of the Board of Directors and Chancellor of the college.

In 1980 the name of the College was changed to Stockton Christian Life College Inc.

In 1983, the curriculum was enlarged to include the Associate of Arts degree.

As the result of changes in the California code regulating higher education, the College applied in 1994 for state approval to operate as a degree granting institution. After a rigorous screening process, including an extensive self-study and site visits, institutional approval was granted by the Bureau for Private Postsecondary and Vocational Education of the State of California to offer the AA and BA degrees in two majors: Bible & Theology and Christian Music. In 1998 the Christian Education emphasis area was added, and in 2000 institutional approval was granted for a third major, Biblical Studies. The Biblical Studies major was redefined through several years and its name was changed to General Ministry in 2006 to reflect the new direction of this degree program.

During the last few years, the College has been carrying on an accelerated schedule of academic upgrading in all areas. The progress being made academically has positively affected the spiritual growth of the school as well. The heart of the school has always been and always will be based on evangelistic outreach, spiritual depth, personal holiness, and unreserved commitment to the Word of God.

FROM THE PRESIDENT

For over 60 years we have been providing a foundation for solid ministry to men and women with a desire to be used by God. Our alumni can be found ministering around the world. We offer a unique place of study for those answering the call to be servants in the Kingdom of God.

Since we are a church-sponsored school, the students have the spiritual and emotional support of a large body of believers helping them obtain their highest potential. Each student has the opportunity to be a part of a massive outreach to incubate and develop their specific call, as well as a safe and comfortable home church in which to worship.

We have a rich tradition handed down from the founder, Clyde J. Haney, of time-tested doctrine giving a clear sound with relevant methods of delivery for present generations. We are totally committed to investing the resources God has given us into the life of each student and their call in fulfilling Christ's great commission.

We look forward to meeting you and partnering with you as you prayerfully consider making Christian Life College your ministerial training ground for your present and future life.

Pastor Nathaniel K. Haney
Chancellor, President

ADMINISTRATION

BOARD OF DIRECTORS

Nathaniel Haney, Chairman Board	Stockton, California
Ronnie Mullings	Bakersfield, California
Richard K. Bishop	Stockton, California
Rick Keyes	Santa Maria, California
Janice Ivey Smith	Stockton, California
Tony Copple	Turlock, California
William E. Riddell	Stockton, California
Kirk Nimmo	Stockton, California

ADMINISTRATIVE STAFF

Nathaniel Haney	Chairman of the Board, Acting President
Richard Bishop	Executive Vice President
William E. Riddell	Chief Financial Officer
Micah Johnson	Academic Dean
Darryl Rash	Dean of Missions
Richard K. Bishop	Dean of Students
Kenneth E. Fitzpatrick	Dean of Music
James Kinney	Campus Pastor / Facilities Director
Israel Rodriguez	Director of Distance Learning
Rocio Ramonett	Executive Assistant / Registrar
Sherry Kinney	Librarian
Jeanetta Bishop	Office Manager
Sandra Riddell	Financial Secretary
Sergio and Ruth Antillion	Directors of Food Services

FACULTY PROFILES

Alphabetical Listing

Tony Bailey

Tony Bailey is a published Author, conference/crusade speaker, Founder of the Atlanta-Main Campus of Purpose Institute School of Ministry. Tony Bailey has been successfully involved in ministry through-out North America and various parts of the world since 1975. Passionate about prayer, he is a representative of the World Network of Prayer and has served on the International Prayer Commission. Born in Atlanta, Georgia in 1955, Tony has remained a devoted husband to Karen, his wife and best friend since their wedding on July 29, 1977. Together they successfully raised their two daughters, Tiffany and Crystal, to love the Lord Jesus Christ and His work.

Richard K. Bishop, B.A.

Richard K. Bishop graduated from Christian Life College in 1986 with a Bachelor of Arts degree in Bible and Theology. After graduation he served as an Associate Pastor at Christian Life Center from 1986-1998. In 1990 he received his license with the United Pentecostal Church International. In 1998 he and his family moved to the state of Wisconsin where he was the founding pastor of Christian Life Center of Germantown.

In 2006 Richard was elected as Alumni Association President of Christian Life College. In 2008 the Bishops moved back to Stockton California, where he assumed the responsibilities of Director of Student Development and Recruiting. In 2009 after the untimely death of Bishop Kenneth Haney, Richard was elected President of KYCC radio station. In 2010 Richard was promoted to Executive Vice President of Christian Life College. He is currently working on his Masters of Divinity degree through the Assembly of God Theological Seminary in Springfield, MO. Rev Richard Bishop and his wife Jeanetta have been married for 29 years. They have two daughters: Shannon, who is married to Aaron Gomez and Michaela.

Kevin Daniel, B.A.

Kevin Daniel graduated 2004 with a Bachelor of Arts degree in Christian Music from Christian Life College. He is a musician, composer, and song writer. He currently serves as director of Student Recruitment and Development and teaches several music classes.

Dale Delp

Dale Delp was born in Sunnyside, Washington in 1946. He has been a long time instructor in American Sign Language for the Stockton United School District Deaf Program. He has also taught at Delta College and Western Apostolic Bible College. He joined Christian Life College Faculty in 2012. His parents were deaf. He married Linda in June 1970. They have two daughters Rebecca and Ericka and have five grandchildren.

Kenneth E. Fitzpatrick, BSME, BMM, MS

Kenneth Fitzpatrick heads the Music Department at the college. After earning a Bachelor of Science degree in Mechanical Engineering from Oakland University, Kenneth worked in the field of Mechanical Engineering for 17 years and was music director at the Rock Church, Elk Grove, CA from 1982-1994. Being gifted in music, and feeling the call of God to expand his musical training, in 1997 Kenneth returned to California State University, Sacramento and obtained a degree in Music Management. Throughout his musical career he has conducted numerous choir clinics throughout the United States, and in the Philippines. Kenneth has directed the Western District All-State Youth (WAY) Choir since 2006. He joined the staff of Christian Life College in 2008 and became Dean of Music in 2010. He has co-hosted the To The Chief Musician music conferences held at Christian Life College. He is very active in the music program of Christian Life Center. He and his wife Tamara have one daughter. Kara.

Kim Haney, B.A.

Kim Haney is the wife of Pastor and President Nathaniel K. Haney. Sister Haney serves as an Associate Pastor of Women's ministries. She is a author and speaker, and mother of five children.

Nathaniel Haney

Nathaniel Haney serves as the senior pastor of Christian Life Center in Stockton, California. As the grandson of the founder, Clyde J. Haney, he is the third generation pastor of the church and director of Christian Life College. He serves as the College Chancellor and Chairman of the Board of Directors. Pastor Haney attended Christian Life College in his youth and has served in various capacities in the ministries of the church before becoming the director in 2004. He founded a church in Santa Rosa and in San Francisco in the 1990's. Nathaniel Haney is married to Kim Haney and is the father of five wonderful children, Mychail, Kailah, Joshua, Giahna, and Aunalee. He joined the College faculty in 2005 teaching Revelation and Daniel and Theology of Prayer II.

Micah Johnson, B.A.

Micah Johnson, originally from Madison, Wisconsin, graduated in 2008 with a Bachelor of Arts degree in Bible and Theology from Christian Life College, Stockton, CA. After graduation, Micah joined the staff of Christian Life Ministries and currently serves as Pastor of "Lifeline" the Young Adult Ministry of Christian Life Center. Micah became a licensed minister of the United Pentecostal Church International in 2009. He is

currently pursuing a Masters of Arts in Biblical and Theological Studies at Western Seminary. Micah is married to his beautiful soul mate Jasmin.

Eli Lopez, B.A.

Rev. Lopez serves as the Director of Ministries for Christian Life Ministry. In this role, he oversees the daily operation of Christian Life College, Stockton Christian Academy, and Christian Life Center. Since joining the pastoral staff of Christian Life Center in 1995, Eli Lopez has served as Youth Pastor, Young Adult Pastor, Family Ministries Pastor, and New Believers Pastor. In 2006, he stepped into the role as Senior Associate Pastor and continues in that position to this day.

Harry Meeks, B.A.

Harry Meeks is an Associate Pastor and Administrator at Christian Life Center, and is Principal of Stockton Christian Academy, and is an instructor at Christian Life College. In 1999, he graduated from Christian Life College with a B.A. in Bible & Theology.

Melissa Meeks, B.A.

Melissa Meeks was born in Summerset, Pennsylvania. In 1993 she came to California to attend Christian Life College where she earned her Bachelors in Christian Music in 1997. While in school she began teaching piano lessons and voice lessons. After 13 years, she remains a piano teacher. Shortly after graduation, Melissa was married to a native Stocktonian, CLC Administrator, Rev. Harry Meeks. In 1999 Melissa became assistant Music Minister at Christian Life Center in Stockton, California where she served in that capacity until August of 2001. During that time she taught musicals at Stockton Christian School where her husband presently is principal. Melissa continues to play keyboards for Christian Life Center periodically and is very involved in the Ladies Advance events as a musician. In 2000 she became a mother for the first time to Caleb. Since then her family has been blessed to two additional boys, Gabriel and Jadon.

Timothy Miller, B.A.

Tim Miller is an Associate Pastor at Christian Life Center, serving in the New Believers department. Tim also assists in computer and web administration. Tim is currently working on his Masters degree at Western Seminary in Biblical and Theological Studies (MABTS).

William E. Riddell, B.A., M.B.A., Ph.D.

William Riddell is the Chief Financial Officer, and he is an instructor as well as the director of the Media and Communication program at the college. He also serves as the CFO and as an associate pastor at Christian Life Center. He received his Bachelor of Arts degree from Stanislaus State University in 1997 and completed the Master of Business Administration (MBA) degree from the University of the Pacific in 2002. In 2009, he completed his PhD. in Communication at Regent University.

Robert Ogden, B.A.

Robert Ogden is the Vice Principal for Stockton Christian Academy. He has taught at Stockton Christian Academy for 5 years. Before joining the staff at Stockton Christian Academy, Robert worked as a Police Officer with the Stockton Police Department. Robert is married to Victoria Ogden and they have 2 children Lauren and Logan

Darryl Rash, B.A.

A graduate of Western Apostolic Bible College with a diploma in Bible and Theology (1958), Daryl Rash immediately began to pastor in Coolidge, Arizona (1959-1960), Carmichael, California (1963-1969), and Grass Valley, California, (1969-1974). Ordained by the UPCI in 1966, Rev. Rash was elected Western District Presbyterian in 1973-1974. He answered the call to foreign missions in 1974 and was appointed

Missionary to Indonesia (1974-1979), Austria (1980-1981), Holland (1981-1982), and Germany (1982-1983). While serving in Indonesia, he completed the Bachelor of Arts degree in Bible and Theology at Western Apostolic Bible College (1975). Daryl came back to the United States as a faculty member at Christian Life College in 1983. Except for a few years (1986-1989) when he returned to Germany to become the Administrator of the Weisbaden School of Bible, he has continued to teach courses dealing with missions and multi-cultural evangelism. In 1993 he earned the Master of Arts degree in Exegetical Theology from Western Seminary. In 1995 he became Associate Pastor and Chief Administrator of Christian Life Center. In 2001 Brother Rash returned to full time teaching at the college where he also serves as the Dean of Missions.

Joshua Rivas, B.A.

A graduate of Christian Life College in 2005, Josh joined the faculty in the fall teaching in the Media & Communication Department at the college. He is pursuing a master's degree in Communication and the Arts Critical Studies through Regent University in Virginia Beach, VA. Josh serves on the pastoral staff for Christian Life Center where he utilizes his talents in creative design and production for the many ministries of the church and college.

Israel Rodriguez, B.A.

Israel Rodriguez graduated 2012 with a Bachelor of Arts degree in Theology from Christian Life College. He joined Christian Life College as a faculty member in 2013 and currently serves as director of Distance Learning.

Joshua Shalapsik, B.A.

Joshua D. Shalapsik has been a part of Christian Life Ministries since 2008. He became a part-time assistant in the music department under the direction of Rev. Laird Sillimon as he attended Christian Life College. Throughout his years as a student he developed into a stronger musician and also became a director for the mass choir. Joshua graduated CLC in 2012 with a Bachelor's degree in Christian Music, and was then brought on as a full-time intern with Christian Life Center. During this year he continued to fulfill his responsibilities to the church music department and also began teaching as the College Choir instructor. Joshua continues to work on staff and is currently serving as part of a committee to run the music department of Christian Life Center.

Marcella White, B.A.

Marcella is a 2013 graduate of Christian Life College. She has a heart for Christian media communications, and serves as the Media Coordinator for Christian Life Ministries, as well as an on-air host for KYCC Radio.

Terry Withers

Terri Withers comes to Christian Life College with a wealth of knowledge and experience. She has 25 years teaching experience in elementary school and early childhood education. She founded Vacation Bible School for Christian Life Center, Stockton and directed VBS for 14 years. She directed an award-winning puppetry and ministry team for over 15 years. Sis. Withers has taught many Children's Ministry seminars over the years. She has been a member of Christian Life Center, Stockton, CA since 1978. Sis. Withers is married to CLC alumnus, Tim Withers and has two children, Tim & Tara.

CAMPUS FACILITIES

Christian Life College is located on a campus of approximately 20 acres at 9023 West Lane in Stockton, California. Of the seven large buildings on this campus, five exist almost exclusively for the use of the college; two are used by the College in a shared relationship with other ministries.

The 10,000 square foot **Darryl L. Siebold Communications Center** houses the main business office for the college, seven faculty offices, three staff offices, bookstore, two classrooms, canteen, main office for the KYCC radio network, five staff offices for the radio network, three broadcasting studios, a mail room, and two storage rooms.

The 12,000+ square foot **Hogue Library** building features the College library, containing over 18,000 volumes, a computer laboratory, nine faculty and staff offices, an audiovisual storage room, a keyboard lab for music students, and four large classrooms. Access to the Library is permitted during normal business hours.

The 10,000 square foot **Student Center** features a dining room capable of seating 300 people, an executive dining room capable of seating 35 people, a modern commercial kitchen, including freezer and cooler, and two 1200 square foot apartments, both occupied by College staff families.

The 25,000 square foot auditorium, **Christian Life Center**, features an auditorium seating 2,100, a chapel seating 200, a main office area, a conference room, a kitchen, 14 staff offices, two nurseries, and two classrooms. Though this facility is shared with the church, the College uses the main auditorium, chapel, classrooms, and offices daily.

On occasions the College uses the gymnasium of **Stockton Christian School** for student activities.

Student Housing / Dormitories

The College has two identical dormitory buildings, one for men and one for women. Each contains 32 rooms, 28 of which will house three students; four of which will house two students. Each room features a private bath, air conditioning, heating, telephone service, and custom made furniture. Each dorm room has a full bath, telephone jack, and a heater/air conditioner combination with a maximum space for four students. Each student area has a twin size bed with four drawers and storage area under the bed, one mirror, and closet space. Students should bring bedding, linens, towels, irons, and personal items. Because students must share the dormitory rooms, most of the appliances, such as telephones, vacuum cleaners, irons, and ironing boards, may be shared. Coin-operated washing machines and dryers are provided. Computers are provided in the library, though many students find it more convenient to have their own computer. For additional information regarding permitted items in Dormitories, refer to the College Student Handbook.

The large common area in front of the dormitories features a softball field with bleachers and a snack bar, volleyball court, and other exercise areas.

STUDENT INTERACTION

Study Groups

The College encourages students to form study groups for each course. Some courses require group projects and/or study groups. However, mixed gender study groups may not meet in the dorms. The College library is designed to foster student interaction for learning purposes. Its hours of operation are intended to maximize student access. Study groups may also meet in the student center. Permission of the Campus Pastor is required for study groups meeting in the student center after its normal hours of operation. Mixed gender study groups meeting off campus must follow the normal College procedures for group outings.

Ministry Involvement

Students are expected to become involved in lay-leadership experiences while attending the College. Students from the surrounding area attending CLC should remain faithful to their local church. Students from outside of the local area will find a wide variety of ministry experiences available. Students work together with local ministry leaders to put their academics into real-world practice. Experience in cross-cultural evangelism and discipleship is available through numerous ministries and para-church ministries sponsored by Christian Life Center.

Socials

Activities are scheduled frequently during the semester, such as the annual get-acquainted picnic at the beginning of school and an outing to San Francisco, Yosemite National Park, and the Pacific Ocean beach.

Banquets

The student body and various teams under faculty supervision plan special social functions such as team socials, holiday banquets, and the End-of-year banquet. Banquets provide delicious food, wholesome fellowship, and inspiring messages from special guest speakers.

STUDENT ORGANIZATIONS

Ministerial Association

The Ministerial Association provides an opportunity for practical experience in the pulpit ministry. Association members may have the opportunity to minister at the Christian Life Center satellite churches as well as churches in the Western District and elsewhere.

Missions Team

The Missions Team is for those students who feel a calling to home or foreign missions work. Students are able to gain experience in home missions projects in the surrounding areas. They may also participate in a number of outreaches on foreign soil.

Music Team

The Music Team actively supports the Music Department with fund raising projects, provides the music for all College services, conducts off-campus concerts, and participates with the Ministerial Association and Missions Team in crusades and other special services.

Drama Team

The Drama Team provides experience in evangelism and discipleship through dramatic events. These range from humorous skits and mini-dramas to full-length dramatic presentations. The drama team often participates with the Ministerial Association and Missions Team in special outreaches. It also brings dramatic performances to churches in various parts of the United States.

ACADEMIC CALENDAR**2014-2015****Fall 2014**

Faculty Orientation	August 14	Tuesday
Dorms Open	August 14	Wednesday-Friday
Cafeteria Opens	August 19	Sunday
Orientation/Registration	August 19-20	Monday-Tuesday
Classes Begin	August 21	Wednesday
Labor Day Picnic	September 2	Monday
Last Day to Enroll	September 6	Friday
Last Day to Withdraw	September 13	Friday
Student Landmark	November 5	Tuesday
Thanksgiving Break	November 21-23	Wednesday -Friday
Classes Resume	December 2	Monday
Course Evaluations	November 18-23	Monday-Friday
Final Exams	December 11-13	Wednesday-Friday

Spring 2015

Dorms Open	January 6	Monday
Cafeteria Opens	January 6	Monday
Registration/Orientation	January 6	Monday
Classes Begin	January 8	Wednesday
Last Day to Enroll	January 24	Friday
Landmark Conference	January 29-31	Wednesday-Friday
Last Day to Withdraw	January 24	Friday
Student Landmark	February 11	Tuesday
Easter Break	April 14-18	Monday- Friday
Classes Resume	April 21	Tuesday
Yosemite Trip	May 2-3	Friday-Saturday
Final Exams	May 5-7	Monday-Wednesday
Graduation	May 10	Saturday

ADMISSIONS STANDARDS

Eligibility for Admission

Admission to the College for all degree programs is open to any person who is a high school graduate or who possess the equivalent and that meets the criteria listed below. Those persons who are selected for admission by the College for education as leaders in Christian service must maintain a high moral, spiritual, and academic level. Applicants should possess qualities that give promise of future usefulness in the field of Christian service. Candidates for admission must meet the qualifications in these areas. Transferring students must be in good standing with prior college(s) to be admitted to the Christian Life College.

College Catalog

The Catalog is produced and updated annually by the College, and provides an official record of the policies and provisions that govern this educational institution.

Printed copies of the Catalog may be obtained by submitting a written request to Registrar, Christian Life College, 9023 West Lane, Stockton, CA 95210 Electronic copies of the Catalog are also available on the College website at www.clc.edu

Catalog Edition

This edition of the Catalog is for the academic year 2014-2015.

Experiential Learning Credit

The College does not give experiential learning credit.

Unanswered Questions

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 Postsecondary Education at

Mailing Address:

Bureau for Private Postsecondary Education

P.O. Box 980818

West Sacramento, CA 95798-0818

Physical Address (as of November 20, 2010):

Bureau for Private Postsecondary Education

2535 Capitol Oaks Drive, Suite 400

Sacramento California, 95833

Phone: (916) 431-6959

Toll Free: (888) 370-7589

Main Fax: (916) 263-1897

Licensing Fax: (916) 263-1894

Enforcement/STRF/Closed Schools Fax: (916) 263-1896

Web site: www.bppe.ca.gov

E-mail: bppe@dca.ca.gov

Prospective Students Responsibility to Review Catalog

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

School Performance FACT SHEET

A School Performance FACT SHEET is available by sending a written request to Christian Life College, 9023 West Lane, Stockton, CA 95210, or by calling the College office at College office: 209.476.7840, Fax: 209.476.7868 Email: info@clc.edu Website: www.clc.edu

Right to File a Complaint

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling Toll Free: (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's Internet Web site www.bppe.ca.gov

Location of Class Sessions

All class sessions are held at the Stockton Christian Life College Campus, 9023 West Lane, Stockton, CA 95210.

Spirituality

It is expected that all students possess a personal testimony and a desire for consecrated service. Students without the baptism of the Holy Ghost must seek earnestly until they are filled.

On-Campus Admission Application Process

An Application for Admission may be obtained

- online at the College website: www.clc.edu
- by email request to: recruitment@clc.edu
- by calling the College Office at (209) 476-7840 during regular office hours (Pacific Time)

Applicants are not officially enrolled until all papers have been received and approved and the official notice has been given by the College to the prospective student.

Academic Placement/Assessment

Depending on their major, students are required to take assessment testing for writing, Math, English, and Music Theory and Musicianship. Students who attain low scores may be required to take a reduced academic workload. The College offers tests that measure skills in Mathematics, English, Music Theory and Musicianship. The assessment can assist students and their Advisor in planning an effective course of study.

Advanced Placement

For Written Communications and Quantitative Reasoning advanced placement credit, students may pay the fee and receive credit for the course.

Enrollment Educational Standards

All applicants should possess a high school diploma or its equivalent. Those who have not maintained at least a "C" average may be admitted on academic probation only. A limited number of mature applicants who are not high school graduates may be admitted on a probationary basis. The total number of such applicants admitted to the college shall not exceed 5% of the student enrollment. Students on academic probation must remove this deficiency prior to enrolling for their second year in any degree program. A student may petition the Academic Dean for an extension of Academic Probation status.

Health

Good physical health is a requisite for admission to the school. Candidates must be physically able to carry the required curriculum load. A Health Certificate is required to be submitted with the Application to the College.

Distance Learning Admissions

Prospective students are urged to attend the College campus in-person program if at all possible. The campus experience at the College is itself highly educative. The social and spiritual growth derived from campus life

may not be conveyed by Distance Learning courses. However, since not all students are able to come to the Stockton campus for study, Distance Learning provides alternative delivery systems (including online courses and postal correspondence) for those who cannot attend the Stockton campus.

To help meet the needs of Distance Learning students with a wide variety of spiritual, emotional, academic, educational, cultural, and physical backgrounds and conditions, the Distance Learning Department of Christian Life College maintains an open enrollment policy.

Admission Requirements

Distance Learning students must possess either (1) a diploma from an approved high school or its equivalent, or (2) other official State of California documentation from the Bureau for Private Postsecondary and Vocational Education.

- Enrollment in the Distance Learning Department does not imply nor guarantee acceptance for study at the Stockton campus.
- On-campus students may not enroll in the same Distance Learning Classes that are offered that semester as an in-person class.

Admission Process

A Distance Learning Application for Admission may be obtained

- online at the College website: www.clc.edu
- by email request to: recruitment@clc.edu
- by calling the College Office at (209) 476-7840 during regular office hours (Pacific Time)

Applicants are not officially enrolled until all papers have been received and approved and the official notice has been given by the College to the prospective student.

Articulation / Transfer Agreements

The College has not entered into articulation or transfer agreements with other colleges or universities.

Transferred Credits

Students may petition the College to accept credits earned at other institutions, by submitting official transcripts from other colleges to the Admissions Office for evaluation by the Academic Dean. The Academic Dean will evaluate which credits may be transferred. No credits will be allowed with grades less than "C." The maximum number of credits which may be transferred to the College for any degree program is 30 units for an Associates degree and 60 units for a Bachelors degree.

To be granted an Associates degree, transfer students must be in residence at the College for a minimum of 30 units of credits. To be granted a Bachelors degree, transfer students must be in residence at the College for a minimum of 60 units of credits.

Transfer students who do meet the in-residence requirements may petition the Academic Dean for possible additional credit transfer.

Transferability of Credits and Credentials Earned At Christian Life College

"The transferability of credits earned at Christian Life College is at the discretion of an institution to which you may seek to transfer. Acceptance of degrees earned in any Christian Life College degree program is also at the discretion of the institution to which you may seek to transfer. If Christian Life College credits or degrees are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that attendance at Christian Life College will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Christian Life College to determine if your credits or degree will transfer."

Concurrent Enrollment

Because of the very heavy academic load expected by Christian Life College on its students, CLC strongly discourages its students to not concurrently enroll in courses at other colleges while enrolled at CLC. Students who desire to enroll in courses at another institution are advised to discuss these cases individually with their advisor and/or academic dean.

Admissions Policy for International Students

International students are individuals who need a visa to study in the United States. It is advisable to submit all documents at least four to six months prior to first day of instruction to avoid lengthy visa delays.

The College does not provide visa services. When an international student is accepted at the College, the College will issue the SEVIS I-20 form, a Certification of Eligibility for Non-immigrant Student Status. Individuals illegally residing in the United States are not eligible for enrollment at the College.

Required English Proficiency

All College classes are taught in English. Students from countries where English is not the first language must have a score of at least 500 on the TOEFL exam to be admitted to the College. The College does not offer English language services.

Policy for Veterans' Applications

The College is approved for the training of veterans and eligible persons under Provisions of Title 38, United States Code. To establish eligibility, a prospective student should consult with his local Veterans Administration Office.

Registration Process

The Enrollment Calendar is printed prior to the beginning of each semester. Students should enroll according to their scheduled time and date. The process for enrollment includes the following steps:

Application: Obtain, complete and submit an Application for Admission.

Transcripts: Request that your official high school transcript be sent to the Office of Admission and Records. Submit your request early so your transcripts will arrive at the College prior to the start of the semester.

Prerequisites: Many courses have prerequisite course that must be completed. Prerequisites are listed in the Course Descriptions section of this Catalog. Be sure you've met the prerequisites for a course before enrolling in that course.

Orientation: All new and returning students must participate in Orientation. Refer to the Academic Calendar for orientation dates.

Assessment: Take required assessments. Times and location of assessments are given to students during Student Orientation.

Academic Advising: With your assessment results, meet with your Advisor to create a one-semester Educational Plan. Advisors help provide guidance to students for certificates, and degrees. Keeping your Educational Plan updated is the responsibility of the student, so meet with your advisor every semester.

Pay tuition: Pay fees and tuition in person at the College Office. A list of current fees is listed in this Catalog.

Course Repetition

Generally, each course may be taken only once. Except for the following specific conditions, repetition of courses will not be allowed.

A student may repeat a course twice in which a substandard grade was received. A substandard grade is defined as “D,” “F,” or “NP.” The grade and credits earned in the final enrollment shall be used exclusively in determining the grade points earned for that particular course.

Where the college finds, upon student petition, that a student received a satisfactory grade and there is a significant lapse of time since the grade was obtained, the college may permit a student to repeat a course if the college finds that another institution of higher education to which the student seeks to transfer has established a recency requirement, or the course at the college has an established recency prerequisite. Grades awarded for courses repeated under these circumstances shall not be counted in calculating the student’s grade point average.

Transcripts

Official transcripts from Christian Life College may be obtained by submitting a Request for Transcript and paying the Transcript Fee. Requests for official transcripts can be initiated at the College Office, or by fax.

Retention of Student Records

The College maintains student records indefinitely.

Dismissal Policy

The College reserves the right at any time to dismiss or suspend a student whose attendance, academic standing, financial obligation, or conduct is not satisfactory. The College further reserves the right to contact the student’s pastor, parents, and or guardian concerning the reasons for dismissal.

Sexual Harassment Policy

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature made by someone from, or in, the work or educational setting.

Sexual harassment includes, but is not limited to the following:

- Making unsolicited written, verbal, visual, or physical contact with sexual overtones;
- Continuing to express sexual interest after being informed that the interest is unwelcome;
- Making reprisals, threats of reprisal, or implied threats of reprisal, following a negative response to a sexual advance, such as:
 - Suggesting or actually withholding grades earned or deserved; or
 - Suggesting a scholarship recommendation or college application will be denied;
- Offering favors, or educational, or employment benefits, such as grades, assignments, or recommendations, in exchange for sexual favors.

This policy seeks to encourage students, staff, and faculty to express freely and responsibly, through established procedure, complaints of sexual harassment. All such complaints shall be treated as confidential information and shall be disclosed only to those necessary as part of the investigatory and resolution process. Any act of interference, retaliation, or coercion by a College employee against a student or employee for using this policy interferes with such free expression and is itself a violation of this policy.

Full and prompt reporting is necessary for effective implementation of this policy, and CLC encourages such reporting. However, the College’s duty to protect employees and students exists when the College supervisory personnel know, or have reason to know, of unreported sexual harassment. Supervisors and Faculty are directed to take all appropriate steps to prevent sexual harassment in their areas of responsibility and to take corrective action, in response to inappropriate behavior which may constitute sexual harassment even in the absence of a complaint.

Verification of Enrollment

Upon written request, verifications of enrollment are provided free of charge, by the College Office. Please allow three to five working days for processing.

Financial Plans

Terms:

All fees are payable at the time of registration for each semester. A student's registration is not complete until his bills have been paid or satisfactory financial arrangements have been made in the College office.

Payment Plans:

Plan A: Full payment of entire school year at the time of registration. (\$200.00 cash discount upon payment.)

Plan B: Semester Payments – tuition and fees due prior to registration. (No cash discount)

Plan C: Weekly installments. A down payment of \$2150.00 is required at the time of registration (\$2550.00 is required of music majors). Equal weekly payments are due from all students on the first business day of each week. A weekly processing fee of \$5.00 per week will be added to your school bill. Students must keep account current to qualify for weekly installments.

Pg. 33 I added cash only for discount

Tuition Discount

On campus students who pay their annual school bill (tuition, room and board, and fees) in advance qualify for a discount in the amount of \$200 off tuition (cash or check payments only). Additionally, those students will save the weekly processing fee for a total savings of \$370 for the year.

If a student's account becomes delinquent for two weeks, the student may be assessed a late charge of up to 5% of the unpaid balance. The school reserves the right at that time to notify the parent, guardian, and/or pastor concerning the student's financial situation. If satisfactory arrangements are not made to bring the account up-to-date, the student is subject to suspension from classes and possible dismissal. The Administration will decide at its own discretion what terms are "satisfactory."

Final Examinations will not be given to students whose financial balance is not current. Degrees and transcripts will not be issued to students who have unpaid accounts. No money will be refunded because of absence or late enrollment. Graduation may be denied to those who have not paid all balances due.

On-Campus Students

The College requires single, full-time students (except residents of San Joaquin County) to reside on-campus in the College Dormitories. An On-Campus student is defined as a single person enrolled in a minimum of 12 semester hours and who resides in the college dormitories. On-Campus students are obligated to all campus activities and rules. Students may elect to stay on campus during semester breaks, but no food service is provided during these periods.

Residency exceptions may be granted under extraordinary situations. Such requests for off-campus residency must be presented in writing to the Administration for consideration. The final residency decision rests with the Administration.

Campus residents must pay a Room Deposit at the time of Registration. The Room Deposit may be refunded upon vacancy (within 30 days), according to the Room Deposit refund policy. For returning students, refunds are applied toward the successive year.

No student will be admitted to a dormitory without a Christian Life College receipt for tuition down payment. No student will be admitted to campus dormitories until one week prior to registration. A request for early arrival must be presented in writing to and approval obtained from the College Office at least one week in advance.

Married full-time or part-time students may reside off-campus because on-campus housing is not available for married students. There are several apartment complexes within a short distance of the college. Off-campus housing is available within a 5 mile radius of the campus. Typical rental costs for a one-bedroom apartment are \$650 per month. The College will provide some information to students to assist them in their search for housing, but the College assumes no responsibility to find or assist students to obtain off-campus housing.

ACADEMIC FEES AND CHARGES

(Fees are subject to change without notice)

Full-time Students

Registration (per semester)	\$90.00
Tuition: 12-18 Units (per semester)	\$1775.00
Excess Units (per unit)	\$50.00

Part-time Students¹ (less than 12 units)

Registration (per unit)	\$10.00
Tuition (per unit)	\$150.00

Distance Learning

Tuition (per unit)	\$150.00
Matriculation Fee (nonrefundable)	
New Students	\$90.00
Current On-Campus Students	\$30.00
Deadline Extension Fee (per unit)	\$45.00

Distance Learning Fees are in addition to Other Fees

One-Time Fees:

Application (nonrefundable)	\$30.00
Advanced Placement (per unit)	\$25.00
Class Changes (add/drop) (per form submitted) ²	\$10.00
Directed Study (per unit)	\$200.00
Dormitory room deposit & cleaning fee ³	\$120.00
Graduation Application ⁴	\$65.00
Late Registration ⁵	Up to \$100.00
Student Activity ⁶	\$50.00
Major Activity ⁷	\$400.00
Returned Check	\$15.00
Room & Board	\$1,875.00

¹ Part-time students must make a down payment of a minimum of one-third of their total charges for the semester. The balance of the charges due may be paid in equal weekly installments, but must be paid in full by the end of the semester. Part-time students must pay the Library Fee for each semester of enrollment.

² After the first full week of instruction.

³ Rooms left clean and without damage qualify for a refund of deposit. An approved room inspection form must be completed prior to vacating a room to receive a refund. For non-returning students, the refund will be mailed to the student within thirty days of an approved room inspection form. For returning students, room deposits are applied to the account for the successive year. \$20.00 cleaning fee is non-refundable.

⁴ The Graduation Application Fee must be paid at the time of application for graduation. This fee is non-refundable.

⁵ Late registration of less than 3 business days \$25.00, from 3-5 business days \$50.00 and more than 5 business days \$100.00.

⁶ Student activity fee defrays the cost of admission to the *End of the Year Banquet* and a complimentary digital yearbook. This fee is non-refundable.

⁷ Major Activity fees are fees related specifically to the practice and study of major. Additional costs could include other fees, as the choir and chorale, may be required to wear specific styles and colors of clothing, which must be purchased at their own expense.

Technology/Media Resources Fee (per semester)	\$75.00
Transcript Fee (per transcript) ⁸	\$7.00
Transcript Fee (per transcript) (expedited)	\$15.00
Weekly payment processing fee	\$5.00
Transportation fees (per trip)	
Between Bay Area and Stockton	\$60.00
Between Sacramento and Stockton	\$40.00

Tuition Discount

On campus students who pay their annual school bill (tuition, room and board, and fees) in advance qualify for a discount in the amount of \$200 off tuition. Additionally, those students will save the weekly processing fee for a total savings of \$370 for the year.

Textbooks

Textbooks are purchased separately from all other school costs and must be paid for at the time of purchase. Textbooks may be purchased from the College bookstore or, when available, from other sources. Students purchasing their textbooks from outside sources are cautioned to be certain they are obtaining the correct edition. Textbook costs vary, depending upon the courses taken. The estimated annual cost of textbooks is \$600.00.

Cancellation Policy

Students have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session or the seventh day after enrollment, whichever is later.

Withdrawal Policy

Students may withdraw from regular semester courses prior to the date given in the Academic Calendar as the Last Day to Withdraw, without a notation being placed on their permanent academic record. Withdrawals after this date will be noted as a “WF” (Withdrawal Failing) on the permanent academic record.

To officially drop a class, a student must withdraw through the College Office before the deadline dates published in the Academic Calendar.

Leave of Absence Policy

Students in good academic standing may request a leave of absence in writing to the Academic Dean. One year is the maximum amount of time for a leave of absence. Students requesting re-entry may be required to take written or performance examinations prior to re-acceptance into the College.

Any student who has exceeded the one-year limit a leave of absence wishing to re-enter the College must re-apply following all enrollment procedures and meeting all enrollment requirements.

Refund Policy

The College has adopted a refund policy which is believed to be just and equitable and in compliance with the Education Code of the State of California. This policy is subject to change without notice to comply with the laws of the State of California.

This refund policy applies directly to tuition, room and board, and selected fees. Some fees are non-refundable as indicated in this catalog. Refunds for On-Campus students will be prorated from the first day of

⁸ Transcript Request for Distance learning course transcripts have an additional Processing Fee of \$10.

the semester and based on the actual number of days elapsed until written Notice Of Withdrawal is given to the College Office.

Distance Learning Refund Policy

0 – 30 days from Enrollment date	100% refund
31 - 60 days from Enrollment date	50% refund
61 or more days from Enrollment	0% refund

Matriculation fees are nonrefundable.

Students withdrawing from an online course more than thirty days after enrollment will receive a failing grade for the course.

Students may obtain a full refund of all monies paid for a Distance Learning correspondence course if they cancel their order before the course is shipped or if the student returns all course materials within fifteen (15) working days of shipment by the Distance Learning office, provided that those course materials have not been used or damaged. The student must pay the cost to return Distance Learning Course materials. If course materials have been used, or have been damaged, no refund will be given for any reason. Refunds will be forwarded to the student after all course materials involved are returned to the College

Bookstore Refund Policy

All sales in the Christian Life College Bookstore are final.

State Of California - Student Tuition Recovery Fund (STRF)

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

1. 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 either by cash, guaranteed student loans, or personal loans, and
2. 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."

"The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency programs attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.

4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.

5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act."

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

Note: Authority cited: Sections 94803, 94877 and 94923, Education Code. Reference: Section 94923, Education Code.

California law requires that, upon enrollment, a fee be assessed to the cost of tuition (educational Code Section 94343). These fees support the Student Recovery Fund (STRF), a special fund established by the California Legislature to reimburse students who might otherwise experience a financial loss as a result of school closure, the institution's breach or anticipatory breach of the agreement for the course of instruction, or a decline in the quality of the course of instruction with a 30 day period before the instruction closure. The fund protects only California students. Institutional participation is mandatory.

It is important that enrollees keep a copy of any enrollment agreement, contract, or application to document the total amount of tuition paid. Such records will substantiate a claim for reimbursement from the STRF, which, to be considered, must be filed within one year of the Bureau's service on the students of their rights under the STRF, or if no notice of rights are served to the students, within four years of the institution's closure. For further information or instruction contact:

The Bureau For Private Postsecondary and Vocational Education
P.O. Box 980818
Sacramento, CA 95798-0818
916-445-3427

Effective January 1, 2002, AB 201 amends various statutes relating to the Student Tuition Recovery Fund (STRF) programs, including, but not limited to the following:

Excludes from assessment each institution that receives all of its student's total charges from third party payer. A third party payer+ means an employer, government program, or other payer that pays a student's total charges directly to the institution when no separate agreement for the repayment of that payment exists between the third-party and the student. (New Education Code §94545(a)):

- Requires institutions not otherwise exempt to collect the amount to be assessed by the bureau from its new students in the form of a Student Tuition Recovery Funds Fee (New Education Code §94945).
- Requires institutions to include a statement in all agreements for educational services that (a) if a student is the recipient of third party payer tuition and course cost that the student is NOT eligible for protection under the STRF, and (b) the student is responsible for paying the state assessment amount for the student Tuition Recovery Fund (New Education §94810(a)(10), (11))
- Requires institutions to amend their schedules of student charges to include notice to the student assessment for the STRF. (New Education Code §94825).

There is one major change to be aware of before January 1, 2002: the new method for calculating STRF regular assessments. Currently, Education section §94945 (a)(1) requires collection of a STRF regular assessment from institutions for all eligible students if the institution collects any moneys in advance of rendering services. The assessment ranges from \$2.50 to \$5.50 per student, depending upon total course cost. Effective January 1, 2002 to December 31, 2002, AB201 amends the aforementioned regular assessment provision and, instead requires that institutions collect from each newly enrolled student a STRF fee in the amount of \$3.00 per thousand dollars of tuition paid, regardless of the portion that is prepaid. On January 1, 2003 the rate will be reduced to \$2.50 per thousand of tuition paid per student. The STRF fees collected must then be remitted to the Bureau of Private Postsecondary and Vocational Education during the quarter

immediately following the quarter in which the fees were collected from the students (New Education code §94945(a)(1)).

If you have any questions on these January 1, 2002 changes to the Student Recovery Fund assessments, call the STRF Unit at (916) 445-3428, extension 3027.

FINANCIAL AID

Federal Financial Aid

The College does not participate in any Federal Financial Aid programs.

State of California Financial Aid

The College does not participate in any State of California Financial Aid programs.

Repayment of Financial Aid

If a student obtains a loan to pay for an educational program, the student is responsible to repay the full amount of the loan plus interest, less the amount of any refund, and that, 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.

Financing Assistance

Financial assistance is available from several sources. Some students have been successful in obtaining financial aid from corporations, churches, and various government and charitable organizations. A few of the more common forms of financial aid are listed below. Part-time, on-campus employment is also available on a limited basis to assist some students.

All financial aid submitted to the College as payment will be applied as a tuition credit. The down payment will be reduced only if the total tuition credit exceeds the remaining balance. For assistance in applying for scholarships and discounts contact the College Financial Officer, William E. Riddell, at 209-476-7840 or riddell@clc.edu.

Sheaves for Christ Scholarship

The International Youth Division of the United Pentecostal Church International, Inc. offers a limited number of tuition scholarships for students attending endorsed Bible colleges. Application should be made directly to the General Youth Division, 8855 Dunn Rd., Hazelwood, Missouri, 63042 (Phone: 314-837-7300).

Children of Active UPCI Foreign Missionary Scholarship

Full-time students who are children of active UPCI Foreign missionaries will receive a scholarship covering their full tuition. Children of retired or former UPCI missionaries are also invited to apply for full or partial scholarships, as funding allows.

Children of Active UPCI Home Missionary Scholarship

Full-time students who are children of active UPCI Home missionaries may apply for a scholarship. Scholarships will be awarded as funding allows.

Married Students' Spousal Discount

The spouse of a full-time student will receive a 50% discount on tuition for each semester that the married student maintains a course load of at least 12 semester units of credit. (Discount applied only toward tuition. This does not include any other fees or music lessons.) The spousal discount will be applied to the spouse enrolled for the smallest number of credits. This discount may not be combined with any other financial aid.

Returning Student Scholarships

Media Scholarships:

Two full scholarships are awarded each year to full-time students who are interested in developing their skills in media technology. Additional partial scholarships may also be available as they are funded by Christian Life Ministries. Applicants must address their inquiry to William E. Riddell, Media Ministry, 9025 West Lane, Stockton, CA 95210. Address email inquiries to riddell@clc.edu.

Studying Servant Scholarship:

This Scholarship is awarded to the Sophomore, Junior, and Senior students with the highest GPA. at a Chapel service in the Fall Semester.

Financing Options

There are several options for financing a Christian Life College education. The College is approved to participate with private lenders to help students and their families bridge the gap between the cost of education and the amount covered by other financial support (e.g., employment, family contributions, GI Montgomery Bill, etc.). Veterans' benefits are NOT available for Distance Learning students.

ACADEMIC POLICY

Course Offerings

Christian Life College seeks to continually make improvements in its curriculum and academic requirements. In addition, the College may make changes from time to time in order to meet standards for improvement, authorization, and endorsement. Therefore, changes to this catalog may be made without notice. Courses listed here shall be offered as designated except in cases where there are insufficient numbers of students or in the case a qualified faculty member is not available. The College reserves the right to offer new courses in addition to those listed in this catalog.

Course Numbering

Previous to 1998, course numbers were assigned according to a system using a two-letter designator followed by a four-digit course code indicating the year and semester offered, course credit, and a series number. This system was abandoned as too confusing and cumbersome.

Currently, course numbers are assigned only for the convenience of data entry. A new number is generated each time a course is offered. The information once provided by the course number can now be found by referencing the degree program descriptions found elsewhere in this catalog.

Unit of Credit

All courses must meet a minimum of 15 instructional hours for each semester unit of credit granted. An instructional hour is defined as 50 minutes of classroom instruction, guided practice, discussion, or other activity supervised and facilitated by an instructor as part of the normal teaching-learning process. A three-unit course will usually meet for three 50-minute periods each week for 15 weeks.

One credit hour of college work is defined "approximately three hours of recitation study or laboratory work per week" throughout a semester. This means one hour of lecture is equal to two hours of outside class study or three hours of laboratory with no outside work. Faculty members' assignments should be geared to this definition in such a way that students with average college ability, putting in this amount of effort, might earn an average grade ("C"). For a course that is 3 credit-hours, students should expect to spend between 6 and 9 hours PER WEEK outside of class studying the materials and performing assignments.

Student Classification

The criterion of determining a student's class status is based on the number of units successfully completed as follows:

Freshman	0-29 semester units
Sophomore	30-59 semester units
Junior	60-89 semester units
Senior	90 and above semester units

Grading

The College uses the following scale in assigning semester grades:

Letter Grade	Grade Point
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
D-	0.67
F	0.00
P	N.A. (Transfer or P/F)
WP	N.A. (Withdrew passing)
WF	N.A. (Withdrew failing)
R	N.A. (Retaken)

The student's grade point average (GPA) is the ratio of grade points earned to the number of hours attempted.

The grade "P" is used in Pass-Fail courses where the nature of the course does not lend itself to establishing a letter grade. Passing units apply toward graduation but do not affect the grade point average.

The grade "WP" is used for courses from which the student withdrew before the published Last Day to Withdraw and whose academic work in the class performed to date is at a passing grade. No credit is granted for the course and the grade is not considered in determining the grade point average. If a student withdraws after the Last Day to Withdraw a grade of "F" will be assigned.

The grade "WF" is used for courses from which the student withdrew before the published Last Day to Withdraw and whose academic work in the class performed to date is not at a passing grade. No credit is granted for the course and the grade is not considered in determining the grade point average. If a student withdraws after the Last Day to Withdraw a grade of "F" will be assigned.

A contest of grade must be made in writing, using the form provided, within two weeks of the date semester report cards are distributed.

If course work is incomplete at the end of the semester due to factors beyond the control of the student, such as extreme sickness or the funeral of a close relative, an instructor may report the grade as incomplete. Incomplete grades are entered in the student records as an "F" (failing). This grade is temporary and may be

changed upon completion of the course requirements. Students who are reported as incomplete by their instructors must complete course requirements within two weeks after the last day of semester finals.

Academic Honors

Exceptional scholarship is recognized upon graduation according to the following scale.

Highest Honors (Summa Cum Laude)	3.70-4.00
High Honors (Magna Cum Laude)	3.50-3.69
Honors (Cum Laude)	3.30-3.49

Rules of Conduct

It is expected that all students will be loyal to the school. Classroom disorder of any kind will not be tolerated. Students must show diligence in their studies, and all students are expected to take notes on classroom subjects. Under no circumstances are students to argue or be disrespectful with the teaching faculty concerning tests or grades. Students are invited to discuss or counsel with the teacher concerning problems or grades in a respectful way. On doctrinal teaching, all discussions are to take place intelligently and spiritually with proper adult learning decorum which includes considerable respect for the instructor.

Use of Electronic Devices

The College prohibits the use by students of cell phones and pagers in class sessions. As a member of the CLC academic community, each student has a responsibility to professors and fellow students who are members of the College community. When cell phones or pagers ring and students respond in class or leave class to respond, it disrupts the class. All such devices must be turned off and cannot be used during class.

Laptop computers, handheld or wireless, and similar electronic devices may be used for taking notes in class, subject to professor's approval. If these devices are used by the student while in class, the device must always be kept in a silent mode during class sessions and they may be used for academic use applicable to that course only. Accessing the Internet, texting and other similar activities during class is prohibited. All special circumstances or exceptions must be cleared through the Academic Dean.

Electronic devices are never allowed to be used during exams. Use of an electronic device during an exam, may lead to a charge of "cheating" or academic dishonesty, which may result in being expelled from the class.

Plagiarism/Cheating

For the policy regarding plagiarism, refer to the CLC Student Handbook. Must insert this policy in the Catalog and remove it from the Student Handbook

Auditing Courses

The College permits students to audit any course with approval of instructor for personal enrichment. Auditing students receive all course materials, but do not complete assignments or tests. Auditors do not receive college credit for work accomplished, and are required to pay enrollment fees for the course. There is no discount in price for auditing. If the auditing students later desire to earn credit for the course, they must register for the course, take the required examinations, complete all assignments, and fulfill all course requirements.

Credit by Examination

Under special circumstances and with the concurrence of the Department and Academic Dean, students regularly enrolled and in good standing who believe they are qualified by experience or previous training may take a special examination to establish credit in a course in which they are not formally enrolled. A student

who wishes to challenge a course by examination must have successfully completed a minimum of 12 units at the College with a grade of “C” or better.

Successful completion of a course by examination is recorded on the permanent record as a “P” grade. The “P” grade does not enter into the computation of the student’s grade point average.

A maximum of 15 units of credit may be allowed by special examination. The units granted by Credit by Examination may not be used to establish full-time or part-time status or to satisfy the 12 units residence requirement for graduation. Credit by Examination units cannot be used to establish eligibility for financial aid, veterans programs, social security, etc. Students will be assessed the regular enrollment fee per credit hour for all challenged courses.

Procedures:

1. Prior to the fifth week of instruction, visit the instructional areas division office to determine if an instructor is available to conduct the exam.
2. Obtain a Credit by Exam form from the College office and submit it to the Admissions Office for verification of eligibility.
3. Take the completed form to the College Office to pay the Credit by Exam fee.
4. Contact the instructor to schedule a time and location to take the exam.

When you have completed the exam, the instructor will submit the completed form to the Office of Admissions and Records. Either a Pass or a No Pass mention will be entered on your transcript at the end of the semester.

Academic Probation and Dismissal Policies

The mission of Christian Life College is to encourage and educate students to attain their academic goals and move on to ministry careers. In the pursuit of that mission we are also responsible to hold firm to the standards of rigor and excellence in the academic expectations of our students. When students fail to achieve minimum standards it is our responsibility to set in motion policies and procedures that encourage and support students success. The following Probation and Dismissal Process is designed for student success.

The College has firm minimum academic standards, and if a student fails to achieve these standards, the College has intervention policies and procedures that encourage and support student’s success. If a student does not attain the minimum standards after intervention, the student may be dismissed from the College.

PROBATION:

A student that fails to achieve a 2.0 or better GPA that results in a cumulative GPA of less than 2.0 are placed on academic probation. These students are required to:

- meet with the Academic Dean to prepare a plan that will guide the student to get on track academically.
- utilize the resources available on campus to help them improve their academic performance and attain academic success
- limit enrolled units until they student achieves a 2.0 GPA or better.

Students on academic probation, or who do not achieve an overall 2.0 GPA will not be allowed to graduate.

ATTENDANCE POLICY

For students to successfully complete their college work, regular class attendance is necessary, and students are expected to attend all sessions of the class in which they are enrolled. An attendance record is kept for each class period and the student’s attendance becomes a part of the student’s permanent record.

Students may be dropped from a course if, for any reason, they are absent from class sessions which total more than twice the number of credit units. For example, in a two-unit class, a student may miss four class

session of that class before being dropped, but would be dropped on the fifth absence. Students are responsible to be aware of their own attendance record.

Three occurrences of tardiness equal one absence. A student is considered absent if they are not in the classroom 15 minutes after the official class start time.

Students absent from classes for any reasons should contact their instructors to determine “makeup” requirements.

Excessive Absenteeism

Students dropped from a course for excessive absences will receive an “F” on their transcripts for that course. This grade will be used in computing probation or disqualification. A history of excessive absenteeism is recorded as a part of the student’s permanent file, and may be reported to corporations, churches, or district boards seeking a reference for that student from the College. Students who fall below full-time enrollment as a result of being dropped for excessive absences may be suspended or expelled from the College.

Directed Study

Students may petition the Academic Committee to complete a course by Directed Study. If approval of the Directed Study Petition is granted by the Academic Committee, the requirements for the Directed Study are at the discretion of the faculty member, but must be at least equivalent to that required of in-class students. A Directed Study course must be completed by the start of Final Exams of the semester in which it was granted. Faculty members are not required to offer Directed Study.

In general, Christian Life College does not grant Directed Study Request except in extenuating circumstances.

No more than 2 Directed Study Requests will be permitted per academic year per student.

Minimum cumulative GPA required for approval of any Directed Study request is 2.0.

Directed Study Requests will not be granted after the 12th week of instruction.

Directed Study

To make up for absences caused by extenuating circumstances, students may petition for Reinstatement to a course by completing a Directed Study Request and submitting it for review to the Academic Committee

Reinstatement to a Course

The instructor may reinstate a student dropped from a course provided the instructor believes the student can successfully complete the course in the current semester. The course instructor shall determine the granting and conditions of the Directed Study.

Excused Absences

A student wishing to apply for an Excused Absence must obtain a note from the Campus Pastor or Dean of Students in verification of the situation necessitating the absence. The instructor may or may not grant an Excused Absence. Excused Absences **ARE** counted toward dismissal, but are not considered in assigning grades. Students who obtain an Excused Absence for a day when a course meets more than one period will be counted absent from only one class period of that course on the day the excused absence occurred. Examples of Excused Absences include sickness and work training.

Administrative Absences

Administrative Absences may be granted for students who miss class sessions while participating in official College activities or assisting in pre-approved College business. Administrative Absences do not count toward dismissal or assignment of grades. Administrative absences are granted at the discretion of President and Executive Vice President of Christian Life College.

Chapel Sessions

Attendance is mandatory for on-campus students at all chapel sessions and other meetings of spiritual instruction include weekly church services and a variety of small group meetings. Chapel sessions are conducted two times per week, Wednesday Morning Praise and Friday Real Time. Excessive absence from chapel sessions may constitute grounds for probation, imposition of fines, removal from student office, or suspension from the College.

STUDENT GRIEVANCES

Item #24 (14) Policies on student rights, including the procedure for addressing student grievances;

Student grievances may be presented in writing to the Campus Pastor. The Campus Pastor has the authority to hear grievances and to enforce the student disciplinary policies of Stockton Christian Life College, Inc. Students may appeal decisions of the Campus Pastor to the Executive Vice President; then to the office of the President and final appeal may be made to the office of the Chancellor of the college.

In cases involving academic grievances, students must file the grievance in writing with the faculty member involved. The faculty member must respond in writing no more than fourteen (14) working days from the date of the grievance. If the faculty member decision is unsatisfactory to the student, the student may then request that the Academic Dean arbitrate the grievance. If the student still believes there is a legitimate grievance after arbitration, appeal may be made to the Academic Committee, the Executive Vice-President, the President, and finally to the Board of Directors.

VETERANS INFORMATION BULLETIN

In addition to the terms of the Catalog, the following policies and rules apply to students receiving Veterans' Educational benefits:

General Rules

The College will conduct an evaluation of any previous education and training for all veterans and eligible persons, grant appropriate credit, shorten the training period proportionately, and notify the student and the Department of Veterans Affairs accordingly. Refer to *Transferred Credits*

- VA may not pay educational assistance for a non-accredited course, which is offered in whole or in part by independent study. Therefore, directed studies, distance learning, or online coursework cannot be approved for the training of veterans.
- Practical training courses offered by non-accredited institutions cannot be approved for the training of veterans. Due to the required practical training courses for the degree in Bible and Theology with an emphasis in Christian Education, veteran's benefits will not be approved for students pursuing this degree.
- Study abroad courses such as the "Field Trip to the Holy Land" are not approved for the training of veterans.
- For each approved program for veteran's benefits there is a maximum enrollment of 30 entitlement students in each degree program.
- Christian Life College is required to report to the VA when absences exceed the amount allowable under our policy. VA will not pay for non-attendance. If a student fails a course due to excessive absences, the VA will be notified and benefits will be reduced accordingly. Refer to Attendance Policy.

Academic Probation for Veterans

- When the grade average of a student receiving VA educational benefits falls below 2.0, the student will be placed on academic probation. If after two terms on probation the student's GPA remains below 2.0, VA benefits will be terminated. The student will not be certified for VA educational benefits until his/her academic status is restored to good standing. However, the student can continue enrollment subject to regular school academic policies as per the academic catalog.

Veterans Refund Policy

•Christian Life College has and maintains a policy for the refund of the unused portion of tuition, fees, and other charges in the event the veteran or eligible person fails to enter the course or withdraws, or is discontinued at any time prior to completion. The amount charged to the veteran or eligible person for tuition, fees, and other charges does not exceed the approximate pro rata portion of the total charges for tuition, fees, and other charges, that the length of the completed portion of the course should bear to its total length. The maximum non-refundable registration fee allowed by the VA for non-accredited schools is \$10.00.

DEPARTMENT OF DISTANCE LEARNING

Description

Christian Life College has made a commitment to prepare men and women for apostolic ministry. While maintaining its campus program in Stockton, California, the College has developed a plan to educate individuals who will not have an opportunity to study on the campus. The Distance Learning department follows the same policies and procedures applying to on-campus students as stated in this catalog and elsewhere with the exception of those related specifically to students studying at the Stockton campus.

Christian Life College is committed to the preparation of students for apostolic ministry. Realizing that many cannot attend Christian Life College because of family and professional commitments, the College operates a Distance Learning department for those students. Certain College degree programs can be completed on-line. On-line courses include the same content, textbooks, supplementary material, and assignments as the on-campus course of the same name, and are authored by Christian Life College faculty members. The intent is to reproduce the on-campus classroom atmosphere as closely as possible.

Delivery modalities of on-line courses may include audio or video recordings of actual classroom lectures, discussions, other student-teacher interaction, and materials developed by the instructor exclusively for Distance Learning. Courses are delivered to the student through the Virtual Campus, which provides students the opportunity to interact with other online Distance Learning students through secure chat rooms and discussion boards.

The majority of certain Christian Life College Degree programs can be completed through Distance Learning.

- Associate of Arts degree with a major in Bible and Theology
- Bachelor of Arts degree with a major in Bible and Theology
- Associate of Arts degree with a major in General Ministries
- Bachelor of Arts degree with a major in General Ministries.

Many Distance Learning students have found these courses to be of tremendous benefit in enhancing their knowledge of the Bible, relationship with God, and Christian worldview. The College envisions this program as an extended arm of assistance to local pastors, missionaries, prospective ministers, and anyone else interested in enhancing their knowledge of Bible related subjects.

Transfer Credit and Residency Requirements

Distance Learning students are encouraged to take advantage of educational opportunities in their local areas. The low cost and high standard of academics at most public community colleges make these especially attractive for the completion of the General Education requirements for a Christian Life College degree. Certain General Education courses may be transferable to Christian Life College. Refer to *Transferred Credits*

The College 30 semester-hour residency requirement may be fulfilled by Distance Learning students through any combination of Distance Learning courses or courses taken at the Stockton campus. The Biblical, Christ-centered perspective of Christian Life College faculty brings to all of our courses a learning experience uniquely suited to the educational needs of the Christian.

Evaluation of Assignments

The Distance Learning Department will perform a good faith effort to evaluate student assignments and tests in a timely manner and notify students of grades or deficiencies. In most cases Distance Learning students should receive an evaluation of tests and assignments within ten (10) working days of submission of work to the Distance Learning Department.. If more than fifteen (15) working days have elapsed without receiving an evaluation, the student should contact the Distance Learning office and request an update on the status of the evaluation of assignments.

Course Ordering

Courses may be taken in any order as long as prerequisites are fulfilled, but the College recommends students generally follow the sequence shown in this Catalog for on-campus students.

Only those students who have paid the required matriculation fee may order courses from the Distance Learning department. A current order form and course price list may be obtained from the Distance Learning office. All orders for courses must be prepaid. Under special circumstances students may pay for courses in installments, but no course materials will be shipped until the full payment for the course is received.

Distance Learning Course Repeatability

Distance Learning students who receive a failing grade in a Distance Learning course must pay the course fees again if they wish to retake the course. Distance Learning Course repeatability policy is the same as for On-Campus courses. The Distance Learning Department and course authors reserve the right to place additional requirements on students who repeat Distance Learning courses, desiring to raise a failing grade.

Final Examinations and Time Limitations

When students have satisfactorily completed all course assignments, they must take a proctored final examination within six (6) months from receipt of course materials. A maximum of two consecutive 30 day time extensions may be granted in certain circumstances. A Petition for Distance Learning Time Extension must be submitted to the Distance Learning Department. Student must pay Distance Learning extension fee for each 30 day extension requested. Extension date calculations are determined from the original deadline date for the course.

Course work and examination must be completed by the end of the second extension request or a failing grade will be recorded on the student's transcript.

Graduation

Distance Learning students are not required to be present for the commencement exercises at the Stockton campus, but are welcome to participate. Candidates for graduation who wish to participate in the commencement ceremony held on the Stockton campus must complete an Application for Graduation form (available from the Department of Distance Learning). Distance Learning students who have qualified for graduation, may receive their degree by mail or in person at the Stockton campus.

DEGREE PROGRAMS OFFERED

The Associate and Bachelor of Arts degree programs determine the educational structure of the college. Each program is structured with basic educational requirements. Upon the selection of a major, the student will be required to complete the courses listed as required for that major.

Associate of Arts Degree

The Associate of Arts (AA) program is designed to introduce the student to the basic studies required for the various vocations of Christian leadership, and to fulfill the prerequisites to the Bachelor of Arts Degree programs offered through Christian Life College. Most students will be able to complete the Associate of Arts degree in four full-time semesters of study.

Degree programs and emphasis area offered at the Associate level include

- Bible and Theology
- Bible and Theology
 - Emphasis in Christian Education
- Christian Music
- General Ministry
 - Emphasis in Christian Media and Communication
 - Emphasis in Missiology

The AA Program is designed to:

- Provide general studies on a beginning collegiate level.
- Help the student discover their calling.
- Lay a foundation of basic theological studies preparatory for the BA advanced studies (e.g. Theology of the Church; music theory).
- Fulfill the prerequisites of the BA program upon successful completion.

Bachelor of Arts Degree

Each Bachelor of Arts degree program contains the same core biblical and general education AA degree program courses. The BA then diversifies to specialized courses in the specific degree program. Each BA degree program is designed to prepare one for further study at the graduate level. Most students should be able to complete the Bachelor of Arts in eight full-time semesters of study.

Degree programs and emphasis area offered at the Bachelor of Arts level include

- Bible and Theology
- Bible and Theology
 - Emphasis in Christian Education
- Christian Music
- General Ministry
 - Emphasis in Christian Media and Communication
 - Emphasis in Missiology

The BA Program is designed to:

- Provide specific studies on an advanced collegiate level
- Help the student develop their calling
- Build upon the foundation of the AA through in-depth academic and scholastic studies (e. g. Systematic Theology; choral arranging).

- Prepare the student for graduate studies upon successful completion

Degree Program Requirements

The courses and credit hours required for completion of each degree program are listed in tabular format under the Sections titled **Associate of Arts Degree Requirements** and **Bachelor of Arts Degree Requirements**. General Education Requirements are listed in tabular format under the Section titled **General Education Courses - Associates Degree Requirements** and **General Education Courses – Bachelor Degree Requirements**.

Each course has a final assessment, either in the form of a Final Examination, or a Semester Project. Completion of internships and externships is not specifically required to satisfy degree program requirements, but is strongly encouraged by the College.

Declaration/Change of Major

A student is required to declare a major upon acceptance into the College. A student may change his major in pursuit of a degree by completing a Change of Major Request form. Changes of Major Request forms must be submitted to the College Office and must be approved by the Academic Dean. Students should be aware that changing majors may necessitate additional semesters of study to fulfill all requirements of the newly selected degree program.

Methods of Instruction

The methods of instruction provided for all courses may include but is not limited to, lecture, pre-recorded lectures, pre-recorded video lectures; seminars; PowerPoint-type presentations; written supplemental instructional handouts; supplemental information provided through course presentation systems such as Moodle; and applied ministry opportunities.

Seminars

To help fulfill its educational mission, the College may offer seminars for the entire student body. Both academic and social benefits are gained from these seminars. Attendance at these seminars is mandatory for all full-time students. The College may or may not offer credit toward graduation for these seminars.

Academic Advising

Students are responsible for the selection of courses required to complete a degree program. Students are assigned an Academic Advisor to assist them in Registration and to provide guidance in the selection of required courses to complete degree program requirements. Students are responsible to maintain their Educational Plan current each semester.

In situations where an Academic Adviser has given information contrary to this Catalog, the Catalog is the final authority. Students are responsible for verifying all information they obtained from an Advisor by consulting this Catalog and other pertinent written policies of the college.

Individual student semester registration forms must be approved and signed by the student's Academic Advisor each semester at the time of registration.

Electives may be taken from any area of the college. If students register for courses for which there are prerequisites, those prerequisites must be fulfilled before registration. Many electives and some required junior-senior courses are offered in only in alternating years.

The College may cancel classes for which there is insufficient enrollment or in the case that a qualified instructor is not available.

Courses transferred from other colleges may be substituted for required courses at the discretion of the Academic Dean. Refer to the policy for transfer of credit.

Bible & Theology

The Bible and Theology Program is designed for the student who:

- Desires to draw closer in a personal relationship with Jesus Christ through a study of Scripture.
- Seeks a broad understanding of the Bible:
 - Its origin
 - Its authority
 - Hermeneutical principles
- Is interested in concentrated exposure to the Theological Distinctives of Oneness Theology
- Desires to develop the skills for preaching and teaching.
- Wishes to contribute to scholarly research through theological writing.
- Desires to develop a practical application of theology through ministry opportunities.

Distinctives of the Bible and Theology program are:

The Associate of Arts

- Provides a basic education for lay leadership in the local church.
- Helps students to discover their ministerial calling and identity
- Provides education in Basic Theology
- Provides education in Speech
- Fulfills the prerequisites for entering the Bachelor of Arts program in the same major.

The Bachelor of Arts

- Includes all distinctives from the Associate of Arts
- Prepares students to work as full-time clergy or ministry vocation
- Prepares students for graduate theological studies.
- Helps students to fully develop their ministerial calling and identity
- Provides instruction in Systematic Theology; Biblical Languages for Exegesis; and Advanced Homiletics

For the Associate Degree, Bible and Theology major, students must fulfill the requirements as listed in the column headed “AA - BT”.

For the Bachelor Degree, Bible and Theology major, students must fulfill the requirements for both the Associate of Arts degree in Bible and Theology, and the requirements for the Bachelor of Arts in Bible and Theology as listed in the column headed “BA - BT” .

Bible & Theology with an emphasis in Christian Education

Bible & Theology majors may elect to take an emphasis in Christian Education. This emphasis area is intended for those whose primary calling is educational (such as ministry in Christian day schools, Sunday school, or a Christian college), and is also considered preparatory for entrance into graduate Christian education studies. This emphasis area substitutes specific education courses for specific pulpit ministry and pastoral courses. This emphasis is not available with any other major.

The Christian Education emphasis does not fulfill the requirements for California state teaching credentials.

The Bible and Theology Program with an Emphasis in Christian Education is designed for the student who:

- Desires to draw closer in a personal relationship with Jesus Christ through teaching with a Christian-based paradigm.
- Wishes (as a pastor, missionary, etc.) to gain insight to the field of Christian education.
- Desires to acquire the skills for active ministry in the field of Christian education.
- Desires to prepare themselves as Christian schoolteachers, Christian school administrators, and other educational opportunities for the church body.
- (This course of study does not fulfill the requirements for state certification).

Distinctives of the Bible and Theology Program with an Emphasis in Christian Education are:

The Associate of Arts

- Discovering educational calling and identity
- Examining the teaching-learning process.
- Learning effective methods of teaching
- Understanding the philosophy of Christian education
- Observing teaching in action

The Bachelor of Arts

- Discovering educational calling and identity
- Participate in effective teaching
- Developing skills for Christian education administration
- Systematic Theology & Biblical languages for Exegesis
- Mastering effective course development
- Preparatory for church-based vocation
- Preparatory for graduate study
- Preparatory for Christian schoolteachers, Christian school administrators, and other educational opportunities for the church body.

For the Associate Degree, Bible and Theology major, students must fulfill the requirements as listed in the column headed “AA - CE”.

For the Bachelor Degree, Bible and Theology major, , students must fulfill the requirements for both the Associate of Arts degree in Bible and Theology, and the additional requirements for the Bachelor of Arts in Bible and Theology as listed in the column headed “BA – CE”.

Christian Music

The Christian Music Program is designed for the student who:

- Desires to draw closer to Jesus Christ in a personal relationship through the ministry of music.
- Seeks to define a theology for worship and music in the contemporary church.
- Wishes to identify and develop musical skills.
- Is interested in exploring a variety of music applications:
 - Arranging, electronic music, conducting, composition and more.
- Desires to investigate various music ministry opportunities.

The Associate of Arts in Christian Music provides students with a basic knowledge of music theory and performance, an education preparatory to lead music ministry programs in the local church as Music Ministers, or choir directors and fulfills the prerequisites for entering the Bachelor of Arts program in the same major.

The Bachelor of Arts in Christian Music degree provides students an education preparatory full-time music ministry as Music Ministers, choir directors, or performing artists or graduate studies in Christian music.

For the Associate of Arts Degree, Christian Music major, students must fulfill the requirements as listed in the column headed “AA - CM”.

For the Bachelor of Arts Degree, Christian Music major, students must fulfill the requirements for both the Associate of Arts degree in Christian Music, and the additional requirements for the Bachelor of Arts in Christian Music as listed in the column headed “BA - CM”.

Distinctives of the Christian Music are:

The Associate of Arts

- Helps one discover individual musical strengths and calling
- Provides instructional coursework in music theory, musicianship, piano, conducting and choir
- Is preparatory for entry into the Bachelor of Arts Christian Music degree program

The Bachelor of Arts

- Helps one further develop individual musical strengths and calling.
- Provides instructional coursework in choral and orchestral arranging; piano pedagogy, MIDI theory/recording and vocal techniques.
- Helps one determine the application of fundamentals to their one ministry interests.
- Prepares students for performance in a formal recital
- Prepares students for further graduate studies in music.

General Ministry

The General Ministry Program is designed for the student who:

- Desires to draw closer in a personal relationship with Jesus Christ through a study of Scripture.
- Seeks a broad understanding of the Bible:
 - Its origin
 - Its authority
 - Hermeneutical principles
- Desires a basic education for lay leadership in the local church
- Desires to develop a practical application of theology through ministry opportunities.

Elective courses in areas of interest allow the student to structure the program to enhance their learning experience preparatory to a more specialized ministry.

The Associate of Arts in General Ministry degree provides a basic education for lay leadership in the local church.

The Bachelor of Arts in General Ministry degree provides education preparatory to full-time clergy or lay leadership.

For the Associate of Arts Degree in General Ministry, students must fulfill the requirements as listed in the column headed “AA - GM”.

For the Bachelor of Arts Degree, Christian Music major, students must fulfill the requirements for both the Associate of Arts degree in General Ministry, and the additional requirements for the Bachelor of Arts in General Ministry as listed in the column headed “BA - GM”.

Degree Program Requirements

		Associate Degrees						Bachelor Degrees					
		BT	BT	GM	GM	GM	CM	BT	BT	GM	GM	GM	CM
			CE		MC	MS			CE		MC	MS	
	Hrs	900	900	900	900	900	915	1830	1830	1830	1830	1830	1830
								122	122	122	122	122	122
Total	Units	60	60	60	60	60	61	62	62	62	62	62	61
Bible and Theology Courses													
Book of Acts	2	2	2	2	2	2	2						
Hermeneutics	2	2	2	2	2	2	2						
Historical Books	2	2	2	2	2	2	2						
I & II Corinthians	2	2	2	2	2	2	2						
Pent Theology - Doctrine of God	2	2	2	2	2	2	2						
Pent Theology – Holiness	2	2	2	2	2	2	2						
Pentateuch	2	2	2	2	2	2	2						
Romans and Galatians	3	3	3	3	3	3	3						
Theology of Prayer 1	1	1	1	1	1	1	1						
Theology of Prayer 2	1	1	1	1	1	1	1						
General Epistles	2							2	2	2	2	2	2
Prison Epistles and 1 & 2 Thessalonians	3							3	3	3	3	3	3
Systematic Theology 1	3							3	3	3	3	3	3
Systematic Theology 2	3							3	3	3	3	3	3
Other Bible and Theology Courses													
Apologetics 1	2	2											
Eschatology	2	2	2	2	2	2							
Harmony of the Gospels	3	3	3	3	3	3							
Pastoral Epistles	2	2	2	2	2	2							
Spiritual Formation for Ministry	2	2		2	2	2							
Apologetics 2	2												
Hebrews and Leviticus	2							2	2	2	2	2	
Old Testament Prophets 1	2							2	2	2	2	2	
Old Testament Prophets 2	2							2	2	2	2	2	
Parables and Metaphors	2							2	2				
Poetic Books	3							3	3	3	3	3	3
Revelation and Daniel	3							3	3	3	3	3	
Signs and Wonders	2												

		BT	BT	GM	GM	GM	CM		BT	BT	GM	GM	GM	CM
			CE		MC	MS				CE		MC	MS	
Christian Education Courses														
Educational Psychology and Instruction	3		3	3	3	3								
Philosophy of Christian Education	2		2											
Teacher Aide	1		1											
Teacher Observation	1		1											
Teacher Training	2	2	2	2	2	2								2
Christian Curriculum	2									2				
Christian School Administration	2								2	2				
Discipline In the Home and Classroom	2									2				
Principles of Counseling	2								2	2				
Student Teaching 1	1									1				
Student Teaching 2	1									1				
Teaching and Learning	2									2				
Tests and Measurements	1									1				

		BT	BT	GM	GM	GM	CM		BT	BT	GM	GM	GM	CM
			CE		MC	MS				CE		MC	MS	
Christian Music Courses	Units													
Advanced Music Theory 1	2						2							
Advanced Music Theory 2	2						2							
Advanced Musicianship 1	2						2							
Advanced Musicianship 2	2						2							
Applied Music - Piano - (1)	1						1							
Applied Music - Piano - (2)	1						1							
Applied Music - Piano - (3)	1						1							
Applied Music - Piano - (4)	1						1							
Beginning Music Theory 1	2						2							
Beginning Music Theory 2	2						2							
Beginning Musicianship 1	2						2							
Beginning Musicianship 2	2						2							
Choir (1)	1						1							
Choir (2)	1						1							
Choir (3)	1						1							
Choir (4)	1						1							
Conducting	2						2							
Worship in the Church (1)	1						1							
Worship in the Church (2)	1						1							
Applied Music - Piano - (5)	1													1
Applied Music - Piano - (6)	1													1
Applied Music - Piano - (7)	1													1
Applied Music - Piano - (8)	1													1
Children's & Youth Music Ministry	1													1
Choir (5)	1													1
Choir (6)	1													1
Choir (7)	1													1
Choir (8)	1													1
Choral Arranging	2													2
Choral Literature	2													2
Church Music Administration	2													2
Composition	2													2
Introduction to Orchestration	1													1
MIDI Theory	1													1
Music Recital	1													1
Orchestral Arranging	1													1
Piano Pedagogy	2													2
Recital Planning	1													1
Vocal Techniques	1													1
Worship in the Church (3)	1													1
Worship in the Church (4)	1													1
Chorale	2													
Music Laboratory (1)	1													
Music Laboratory (2)	1													

		BT	BT	GM	GM	GM	CM		BT	BT	GM	GM	GM	CM
			CE		MC	MS				CE		MC	MS	
Media Communication Courses	Units													
Christian Film Production (1)	1				1									
Christian Film Production (2)	1				1									
Christian Film Production (3)	1				1									
Christian Film Production (4)	1				1									
Communication in Faith, Media and Culture	2				2									
Media Internship 1 (1)	1				1									
Media Internship 1 (2)	1				1									
Media Internship 2 (1)	1				1									
Media Internship 2 (2)	1				1									
Media Presentation Skills (1)	1				1									
Media Presentation Skills (2)	1				1									
Beyond Media	2											2		
Christian Film Production (5)	1											1		
Christian Film Production (6)	1											1		
Christian Film Production (7)	1											1		
Christian Film Production (8)	1											1		
Introduction to Radio	3											3		
Media Internship 2 (3)	1											1		
Media Internship 2 (4)	1											1		
Media Internship 2 (5)	1											1		
Media Internship 2 (6)	1											1		
Broadcasting Techniques	2													
Journalism 1	2													
Journalism 2	2													
Missiology Courses														
Dynamics of Soul Winning	2	2	2	2	2	2	2							
History of Modern Missions	2					2								
Introduction to Missions	2					2								
Cults and the Occult	2												2	
Missions Trip	2												2	

		BT	BT	GM	GM	GM	CM		BT	BT	GM	GM	GM	CM
			CE		MC	MS				CE		MC	MS	
Other Courses	Units													
Homiletics 1	2	2												
Homiletics 2	2	2												
Church Administration	2								2				2	
Homiletics 3	2								2					
Ministerial Ethics	1								1		1	1	1	
Pastoral Seminar	2								2					
Theology of Ministry	2								2		2	2	2	
Children's Ministries Seminar	1													
Creative Writing	2													
Field Trip to the Holy Land	3													
Men's Ministries Seminar	2													
Single Adult Relationships	1													
Women's Ministries Seminar	1													
Youth Ministries Seminar	1													

		BT	BT	GM	GM	GM	CM		BT	BT	GM	GM	GM	CM
			CE		MC	MS				CE		MC	MS	
General Education Courses	Units													
GE-A Fundamentals of Speech	2	2	2	2	2	2	2							
GE-A Written Communications 1	3	3	3	3	3	3	3							
GE-A Written Communications 2	3	3	3	3	3	3	3							
GE-B Science and Creation	2	2	2				2							
GE-C Ancient Near East Customs	2	2	2											
GE-C General Psychology	2	2	2	2	2	2	2							
GE-C Introduction to Sociology	2								2	2	2	2	2	2
GE-C Western Civilization 1	3	3	3											
GE-C Western Civilization 2	2	2	2				2							
GE-D Church History	2								2	2			2	
GE-D Elementary Spanish 1	2													
GE-D Elementary Spanish 2	2													
GE-D Greek for Biblical Exegesis 1	3								3	3				
GE-D Greek for Biblical Exegesis 2	3								3	3				
GE-D Hebrew for Biblical Exegesis 1	3								3	3				
GE-D Hebrew for Biblical Exegesis 2	3								3	3				
GE-D Introduction to Music History	2													2
GE-D Music Fundamentals	2													
GE-D World Religions	3					3								
GE-E Basic College Mathematics	3								3	3	3	3	3	3
GE-E Quantitative Reasoning	2													
GE-F Cross-Cultural Communications	2											2	2	
GE-F Deaf Ministry	2													
GE-F Introduction to Computers - Basics	1													
GE-F Introduction to Computers - Software	1													
GE-F Leadership for Men	1									1				
GE-F Leadership for Women	1									1				
GE-F Marriage and the Family	2													
GE-F Personal Finance	2								2	2	2	2	2	2
GE-F Personality Development	2	2		2	2	2								
GE-F Social Etiquette	2													

		BT	BT	GM	GM	GM	CM		BT	BT	GM	GM	GM	CM
			CE		MC	MS				CE		MC	MS	
AA Total GE Required by Deg Prog	Units	21	19	12	12	15	12							
AA Add'l Req'd GE Courses - A														
AA Add'l Req'd GE Courses - B or C														
AA Add'l Req'd GE Courses - D or F							1							
AA Add'l Req'd GE Credits - D or F				1	1		3							
BA Total GE Req'd by Deg Prog									21	23	9	11	13	11
BA Total GE Req'd by Deg Prog AA+BA									42	42	21	23	28	23
BA Add'l Req'd GE Courses - A														
BA Add'l Req'd GE Courses - B														
BA Add'l Req'd GE Courses - C														
BA Add'l Req'd GE Courses - D				1	1						2	2		
BA Add'l Req'd GE Courses - E														
BA Add'l Req'd GE Courses - F														
BA Add'l Req'd GE Credits											9	7	2	7
Other Electives - AA BT	1	1												
Other Electives - AA BTCE	4		4											
Other Electives - AA GM	13			13										
Other Electives - AA GMCC	1				1									
Other Electives - AA GMMS	6					6								
Other Electives - AA CM														
Other Electives - BA BT	3								3					
Other Electives - BA BTCE	3									3				
Other Electives - BA GM	18										18			
Other Electives - BA GM CM	4											4		
Other Electives - BA GM Mis	15												15	
Other Electives - BA CM														

General Education Courses Requirements

In each degree program, specific General Education courses must be successfully completed for graduation.

General Education Courses - Associate Degree Requirements

General Education Area	Individual Course	Number of Courses Required (minimum)	Course Units	Units Required
A. (Communications)	Fundamentals of Speech	1	2	2
	Written Communications 1	1	3	3
	Written Communications 2	1	4	3
B. (Natural Sciences) OR	Science and Creation	1	2	7
C. (Social Sciences)	Ancient Near East Customs		2	
	Cross-Cultural Communication		2	
	General Psychology		3	
	Western Civilization 1		2	
	Western Civilization 2			
D. (Humanities) OR	Elementary Spanish 1	1	2	
	Elementary Spanish 2		2	
	Greek for Biblical Exegesis 1		3	
	Greek for Biblical Exegesis 2		3	
	Hebrew for Biblical Exegesis 1		3	
	Hebrew for Biblical Exegesis 2		3	
	Church History		2	
	Introduction to Music History		2	
	Introduction to Sociology		2	
	Music Fundamentals		2	
	World Religions		3	
F. (Life Long Learning)	Deaf Ministry	1	2	
	Introduction to Computers		2	
	Leadership for Men		2	
	Leadership for Women		1	
	Marriage and the Family		1	
	Personal Finance		2	
	Personality Development		2	
	Social Etiquette		2	
Total				15

General Education Courses - Bachelor Degree Requirements

General Education Area	Individual Course	Number of Courses Required (minimum)	Course Units	Units Required
A. Communications	Fundamentals of Speech	1	2	2
	Written Communications 1	1	3	3
	Written Communications 2	1	3	3
C. (Social Sciences)	Ancient Near East Customs	1	2	22
	General Psychology		2	
	Introduction to Sociology		2	
	Western Civilization 1		3	
	Western Civilization 1		2	
D. (Humanities) OR	Church History	1	2	
	Elementary Spanish 1		2	
	Elementary Spanish 2		2	
	Greek for Biblical Exegesis 1		3	
	Greek for Biblical Exegesis 2		3	
	Hebrew for Biblical Exegesis 1		3	
	Hebrew for Biblical Exegesis 2		3	
	Introduction to Music History		2	
	Music Fundamentals		2	
	World Religions		3	
E. (Mathematics/Quantitative Reasoning)	Basic College Mathematics	1	3	
	Quantitative Reasoning		2	
F. (Life Long Learning)	Cross-Cultural Communication	1	2	
	Deaf Ministry		2	
	Intro to Computers – Basics		1	
	Intro to Computers - Software		1	
	Leadership for Men		1	
	Leadership for Women		1	
	Marriage and the Family		2	
	Personal Finance		2	
	Personality Development		2	
	Social Etiquette		2	
Total				30

Graduation Requirements

All students receiving degrees are encouraged to attend to celebrate their academic achievements by participating in the graduation commencement ceremony. Candidates for graduation must initiate a petition for graduation and pay all fees at least four months prior to the annual commencement date. Petitions are available in the College Office.

All students **MUST** satisfy the following requirements to earn the Associates degree.

1. Complete the minimum number of units required for a particular major and achieve a minimum GPA of 2.00 for all Christian Life College work presented for a degree. While a grade of D is considered passing in individual subjects, an overall GPA of 2.00 is necessary for graduation.
2. Complete all General Education requirements listed for their specific degree program for Areas A, B, C, D, E, and F.

EXCEPTION: Students who possess a baccalaureate or higher degree completed at a college or university accredited through a CHEA (Council for Higher Education Accreditation) recognized Regional Accrediting Agency will have satisfied general education and competency requirements for the Associate of Arts or Associate of Science degree. Degrees from accredited institutions outside of the United States will be evaluated on a case-by-case basis.

3. Complete the minimum number of semester credits required for each degree and specific course requirements are listed under Degree Requirements.

The GPA of all Christian Life College work presented for a degree must be at least 2.00. While a grade of D is considered passing in individual subjects, an overall average of C is necessary for graduation.

General Education courses transferred from other colleges may be substituted for any specific course at the discretion of the Academic Committee.

Double Major Policy

Students may complete degrees in more than one Program of Study, but the General Ministry major may not be combined with any other degree major offered by Christian Life College.

BIBLE AND THEOLOGY COURSES

The Bible and Theology Department of Christian Life College adheres to the doctrines set forth in the Articles of Faith of the United Pentecostal Church International, Inc. The official doctrines and practices of that church body inform all Bible and Theology courses, where such exists.

Bible and Theology Courses

These courses are “core courses” in that they are required either for the Associates or Bachelor degrees for every major.

Book of Acts (2 semester credits)

This course is an in-depth study of the first-century Apostolic Church and its rapid growth of influence in the world. It includes the journeys and events in the lives of early apostles and disciples and a survey of biblical history of New Testament times. Prerequisites: Hermeneutics (may be taken concurrently).

General Epistles (2 semester credits)

This course is an intensive study of the General Epistles: James, I and II Peter, I, II, III John, and Jude, with an emphasis on practical religion manifesting itself in good works, as contrasted with mere profession of faith. Prerequisites: Hermeneutics or equivalent.

Hermeneutics (2 semester credits)

This is an introduction to basic biblical interpretation, dispensational patterns of Scripture, correct application of symbolic and figurative language, and rightly dividing the word of truth. This course also includes a survey of how we got our Bible and its various translations. Prerequisites: None. Full-time students must take Hermeneutics during their first Fall Semester of attendance.

Historical Books (2 semester credits)

Major themes and events recorded in the books of Joshua through II Chronicles are the subject of this course. Topics include the nation of Israel and the nations related to it, conquest and settlement of Canaan, the period of the judges, the beginning of the kingdom period, the divided kingdom period, the restored kingdom, the close of the Old Testament, and prophets and their contribution to Israel's history. Prerequisites: Hermeneutics or equivalent (may be taken concurrently).

I and II Corinthians (2 semester credits)

This course is an intensive study of I and II Corinthians with emphasis on church problems and discipline, spiritual gifts and operation of the Spirit, and church ordinances and practices. Prerequisites: Hermeneutics (may be taken concurrently).

Pentecostal Theology: Doctrine of God (2 semester credits)

This course is an in-depth study of the Oneness of God. It will consider: the nature and work of God; the significance of water baptism; the baptism of the Holy Spirit, and the difference between Trinitarian and Oneness theologies. It will also serve as an introduction to the doctrine of Christology.

Pentecostal Theology: Holiness (2 semester credits)

This course is a study of the doctrine of holiness as it was understood, experienced and taught in the scriptures and how it affects matters of practical living. The course also includes a study of: the definition of holiness as it relates to God, and the child of God; the positive and negative aspects of holiness and how it relates to the basic salvation experience and the message of the book of Acts; the difference between the extremes of legalism and antinomianism and genuine Christian liberty; and the connection between holiness and being a salt and light witness unto Jesus Christ.

Pentateuch (2 semester credits)

This is a survey of the major themes and events recorded in the books of Genesis through Deuteronomy, with their theological implications. Emphasis will be placed on major theories concerning creation, the lives of the

patriarchs, the exodus from Egypt, and the development of the nation of Israel. Prerequisites: Hermeneutics (may be taken concurrently).

Prison Epistles, and I & II Thessalonians (3 semester credits)

This course consists of intensive study of Ephesians, Philippians, Colossians, I and II Thessalonians, and Philemon. Doctrinal and spiritual applications for the Christian, warnings against false doctrines, and exhortations and commendations to the believers are some of the topics covered. Prerequisites: Hermeneutics or equivalent.

Romans and Galatians (3 semester credits)

This course is an intensive study of the New Testament books of Romans and Galatians, with special attention to their historical and cultural settings, and doctrinal and practical applications. Prerequisites: Hermeneutics or equivalent (may be taken concurrently).

Systematic Theology 1 (3 semester credits)

This course is an in-depth study of the doctrines of Christology, Pneumatology, Soteriology, and Anthropology. Prerequisites: Hermeneutics and Pentecostal Theology: Doctrine of God or equivalent.

Systematic Theology 2 (3 semester credits)

An in-depth study of the doctrines of angelology, ecclesiology, and eschatology. The course includes an examination of Theonomy, Reconstructionism, Dominion Theology, predestination, election, and freewill. Prerequisites: Hermeneutics and Pentecostal Theology: Doctrine of God or equivalent.

Theology of Prayer 1 (1 semester credit)

This course focuses on the discipline of prayer. Class time will be devoted to discussions of the many values of prayer. Particular emphasis will be placed on the role that prayer plays in disciplining the mind and the subsequent spiritual effects that result from a disciplined mind. Some class time will be given to prayer. The ultimate goal of this course is to deepen the student's walk with God by helping him/her daily to worship Him with the mind, while shunning thoughts, activities and conversations that are unbecoming of a Christian.

Theology of Prayer 2 (1 semester credit)

A continuation of Theology of Prayer 1. Prerequisite: Theology of Prayer 1 or approval of instructor.

Other Bible and Theology Courses

Apologetics 1 (2 semester credits)

The student will learn how to address questions about Godly truth and faith, which are often presented during evangelistic encounters. This will be done through a biblically-based and personally-relevant apologetic strategy. Each student will learn to present and defend Christian Theism against common challenges in the current culture.

Eschatology (2 semester credits)

A course to introduce the student to the theological doctrines of last things, such as death, immortality, resurrection, judgment, and the end of the world and includes the hermeneutics of eschatological scriptural passages. The course will also present to the student the use of scripture as the foundation for the proper method of interpretation of these topics.

Harmony of the Gospels (3 semester credits)

The life and times of Jesus including His journeys and ministry, a harmony of the synoptic gospels, and an analysis of geographical backgrounds are the topics of this course. Prerequisites: Hermeneutics or equivalent (may be taken concurrently).

Hebrews and Leviticus (2 semester credits)

An in-depth study of theological themes of the person and work of Christ as found in the books of Hebrews and Leviticus. Background materials found in Leviticus are compared with themes found in Hebrews. The office of the priesthood of Christ as found in Hebrews is compared to the Levitical priesthood. The study of

the tabernacle in its purpose, plan, and construction. Old Testament types and shadows are shown in relation to the New Testament plan of salvation. Prerequisites: Hermeneutics or equivalent.

Old Testament Prophets 1 (2 semester credits)

This course will deal with the role of the prophets and their prophetic writings found in the Old Testament. The Prophets will be studied in their historical chronological order. The Prophets covered in this study are: Jonah, Amos, Hosea, Micah, Isaiah, Zephaniah, and Habakkuk. The study of each book will include the historical background; the literary structure; the outline of the book, and an analysis of the message. Special emphasis will be given to eschatological themes in each book. Prerequisites: Hermeneutics or equivalent.

Old Testament Prophets 2 (2 semester credits)

This course is a continuation of Old Testament Prophets I. The Prophets will be studied in their historical chronological order. The Prophets covered in this study are: Jeremiah, Nahum, Ezekiel, Obadiah, Haggai, Zechariah, Joel, Malachi. (Note: Daniel is studied in the course Revelation and Daniel). The study of each book will include the historical background; the literary structure; the outline of the book, and an analysis of the message. Special emphasis will be given to eschatological themes in each book. Prerequisites: Hermeneutics or equivalent.

Parables and Metaphors (2 semester credits)

A study of the parables of the Old and New Testaments. Correct application of symbolic and figurative language. Special emphasis on the parables of Jesus. Prerequisites: Hermeneutics or equivalent.

Pastoral Epistles (2 semester credits)

This course is an intensive study of the Pastoral Epistles: I and II Timothy, and Titus, including the exhortations concerning church government and the call and duties of the minister. Prerequisites: Hermeneutics or equivalent (may be taken concurrently).

Poetic Books (3 semester credits)

This course is a study of the six books of the Old Testament commonly known as the Poetic Books, with a brief introduction to Hebrew poetry. The books studied are Job, Psalms, Proverbs, Ecclesiastes, Song of Solomon, and Lamentations. An analysis is made of the authorship, literary structure, doctrine, and theology of each book, with emphasis placed on the role of wisdom literature in the Christian life and faith. Prerequisites: Hermeneutics or equivalent (may be taken concurrently).

Revelation and Daniel (3 semester credits)

An in-depth study of these two prophetic books with a special emphasis on their message for our times. The course will include: Israel in the Tribulation, the gentiles in the Tribulation, the campaign of Armageddon, the Second Advent of Christ, the Millennium, the New Jerusalem, and the eternal state. Prerequisites: Hermeneutics.

Signs and Wonders (2 semester credits)

A study of the nine spiritual gifts of I Corinthians 12 as they relate to the imagery of the body. The distinction between gifts and fruit of the Spirit. Practical aspects of the operation of the gifts and the confirmation of signs. Experience in practical “hands-on” ministry will be gained. Prerequisites: None.

Spiritual Formation for Ministry (2 semester credits)

This course studies the relationship between the spiritual life and its formation in the Christian and its relationship to ministry. Ministry formation is included in the course especially as it relates to the student's development of his/her walk with God, since ministry is the reflex of an intimate walk with God.

CHRISTIAN EDUCATION COURSES

Christian Curriculum (2 semester credits)

This course is designed to prepare the student to successfully lead a Christian training program in the local church. This will include selecting curriculum for Christian schools, advising home school parents in effective curriculum, and becoming a more effective teacher in the classroom. With many changes in the field of Christian education, this course will explore many options available to the teacher and/or supervisor in this field.

Christian School Administration (2 semester credits)

This course is designed to help prepare a Christian day school principal or the pastor of a church that operates a Christian school. It is a basic study of the professional and philosophical standards for establishing and operating a Christian day school program. Topics include: selection, supervision, and professional development of educational faculty and staff, record keeping, legal considerations, fund raising, maintaining growth, building parent-teacher relationships, evaluation of educational personnel, and selection and implementation of curriculum. Major administrative theories and models will be examined as they apply to the educational, evangelistic, and pastoral functions of the church. Prerequisites: None.

Discipline in the Home and Classroom (2 semester credits)

Purpose, philosophy, and techniques for establishing and maintaining discipline in the home or classroom. Practical, legal, and philosophical considerations as well as discipline as a part of discipleship are considered. Bible-based relationships which foster healthy discipline are also studied. Prerequisites: None.

Educational Psychology and Instruction (3 semester credits)

Personal and professional development of the teacher in the teaching-learning process. The parents and the teacher relationship: working as a team. Theories of cognition and the learning process, student motivation for learning, classroom management and discipline, teacher preparation for instruction: syllabi and lesson plans, measurement of student learning: test construction, grading, and student feedback are all addressed. Prerequisites: General Psychology or equivalent

Philosophy of Christian Education (2 semester credits)

An examination of major philosophical theories that drive education in the West with emphasis on evaluation of these ideas from a fundamentalist Christian perspective. An introduction to the essential connection between the philosophy and the professional behavior of the Christian educator. Students will be guided in forming a synthesis of the ideal philosophy of Christian education. Prerequisites: None.

Principles of Counseling (2 semester credits)

Techniques of effective counseling. Scripture-oriented methods of providing pastoral, educational, and professional counseling. Legal and ethical issues. Differences and similarities between spiritual and professional counseling. The characteristics of the effective counselor. Prerequisites: General Psychology or equivalent.

Student Teaching 1 (1 semester credit)

Students participate in supervised instruction in an actual classroom setting. Whenever possible, students will be placed in a traditional classroom at a public or private school. This course requires a significant investment of time and effort. Prerequisites: Junior or Senior standing, Educational Psychology and Instruction or equivalent and approval of the instructor.

Student Teaching 2 (1 semester credit)

This is a continuation of Student Teaching I. Students participate in supervised instruction in an actual classroom setting. Whenever possible, students will be placed in a traditional classroom at a public or private school. This course requires a significant investment of time and effort. Prerequisites: Junior or Senior standing, Educational Psychology and Instruction or equivalent and approval of the instructor.

Teacher Aide (1 semester credit)

Students assist a professional teacher in an actual classroom setting. Students gain experience in such teaching duties as grading, testing, record-keeping, supervising student activities, and providing instruction. This

course requires a significant investment of time and effort. Prerequisites: Educational Psychology and Instruction or equivalent.

Teacher Observation (1 semester credit)

This course is designed to familiarize students with common problems and good practices in education. Using professional evaluation instruments provided, students observe and report on instruction in various actual classroom settings. Students are encouraged to observe teaching in public, Christian, and parochial schools, and in primary, elementary, secondary, and postsecondary institutions. This course requires a significant investment of time and effort. Prerequisites: Philosophy of Christian Education or equivalent.

Teacher Training (2 semester credits)

This course conveys principles and methods for teaching in local church programs: Sunday School, children's church, and adult church. Correlation of visual aids with the lesson presentation. The teacher's personal preparation for teaching is also studied. Prerequisites: None. Enrollment in this course also enrolls a student in Teacher Training Lab.

Teaching and Learning (2 semester credits)

An intensive examination of research and findings in the cognitive sciences. Various theories of teaching and learning are examined. Prerequisites: Educational Psychology and Instruction or equivalent.

Tests and Measurements (1 semester credit)

This course provides the student with an introduction to test reliability and validity. Procedures for the construction, administration, and evaluation of classroom tests are examined. Instruction is given regarding using available test instruments for the assessment of academic achievement, personality, attitudes, and learning disabilities. Normative and criteria referenced tests are explained. Understanding test results and using test results in making educational decisions is also studied. Prerequisites: Educational Psychology and Instruction or equivalent.

CHRISTIAN MUSIC COURSES

Advanced Music Theory 1 (2 semester credits)

A review of the basics of harmonization. A more in-depth study of harmony. A study of secondary dominants, the dominant 9th, 11th, and 13th, the Neapolitan 6th and altered chords, modulation, the sequence, and non-dominant harmony. Prerequisites: Beginning Music Theory or equivalent.

Advanced Music Theory 2 (2 semester credits)

A continuation of Advanced Music Theory I. More complex four-part harmonization. A study of the Augmented Sixth: French, German, and Italian. A look at 20th-Century Music. Prerequisites: Advanced Music Theory 1 or equivalent.

Advanced Musicianship 1 (2 semester credits)

This course is a continuation of Beginning Musicianship 2. A continued development of aural skills with more complex melodic, harmonic, and rhythmic dictation. Sight-seeing of more difficult music. Prerequisites: Beginning Musicianship 2 or equivalent.

Advanced Musicianship 2 (2 semester credits)

This course is a continuation of Advanced Musicianship I. Dictation and sight-singing involving more complex four-part music. Prerequisites: Advanced Musicianship I or equivalent.

Applied Music (1 semester credit)

Private voice or musical instrument lessons. Lessons are geared to the student's level of knowledge and competence. Five hours of instrument or two hours of voice practice are required per week. This course may be repeated an unlimited number of times for credit. All music majors are required to take piano each semester. Prerequisites: None.

Beginning Music Theory 1 (2 semester credits)

This course includes a study of the rudiments of harmony, including note reading, intervals, scales, and the circle of fourths and fifths, and an introductory study of triads and inversions. Prerequisites: none

Beginning Music Theory 2 (2 semester credits)

This course is a continuation of Music Fundamentals. Topics include: a study of figured bass, four-part writing, and non-harmonic tones. The dominant seventh with inversions is introduced. Prerequisites: Music Fundamentals or equivalent.

Beginning Musicianship 1 (2 semester credits)

Development of aural skills (sight-singing: rhythmic, melodic, and harmonic dictation). Introduction to singing by syllable (do, re, mi, etc.) in major and minor modes. Prerequisites: Music Fundamentals (may be taken concurrently).

Beginning Musicianship 2 (2 semester credits)

This course is a continuation of Beginning Musicianship I. Prerequisites: Beginning Musicianship I or equivalent.

Children & Youth Music Ministry (1 semester credit)

A brief study of how music is perceived differently by children and youth. The course also considers various sources of repertoire. Choosing appropriate material for seasonal productions and gaining experience in writing children's music are surveyed. Prerequisites: Advanced Music Theory 2 and Advanced Musicianship 2 or equivalent.

Choir (1 semester credit)

Open to students of all majors throughout their enrollment. May be repeated up to eight times for credit. The choir is involved in local off-campus performances as well as on-campus performances. Prerequisites: Audition, permission of the instructor.

Choral Arranging (2 semester credits)

A study of techniques of arranging choral music. Experience in writing vocal arrangements from previously recorded material. Prerequisites: Advanced Music Theory 2 and Advanced Musicianship 2 or equivalent.

Choral Literature (2 semester credits)

This course is a study of the language of music-tempo terms and stylistic terms. It seeks to acquaint the student with sources of repertoire available to the church music director. Experience in conducting a variety of styles of religious music is encouraged. Prerequisites: Beginning Music Theory and Beginning Musicianship 2 or equivalent.

Chorale (2 semester credits)

A select vocal group chosen from the choir. The chorale requires a higher level of commitment, including involvement in various off-campus engagements and tours throughout the academic year. Participation in a two-week tour at the end of the academic year is mandatory. May be taken up to eight times for credit. Prerequisites: Audition, permission of the instructor, and concurrent enrollment in Choir.

Church Music Administration (2 semester credits)

The administration of an effective music program within the church. How to choose instruments best suited for use in the church. Relationships between the minister of music and various church leaders. A study of the development of the church music department. Prerequisites: None.

Composition (2 semester credits)

A study of the elements of good composition, including rhyme, meter, lyric and harmony. Students will be required to compose and direct/perform their own composition. Prerequisites: Advanced Music Theory 1 and 2 or equivalent, or approval of the instructor.

Conducting (2 semester credits)

Development of technique for choral and orchestral conducting. Practical experience in teaching SATB arrangements by rote, and in conducting choral works from a score. Prerequisites: Advanced Musicianship 2 or equivalent (may be taken concurrently).

Introduction to Orchestration (1 semester credit)

The study of the instruments of the orchestra, with emphasis on recognition of their timbre and the ability to transpose each instrument. Prerequisites: Advanced Musicianship 2 and Advanced Music Theory 2 or equivalent.

MIDI Theory (1 semester credit)

This course is an introduction to the technology of Musical Instrument Digital Interface (MIDI). Experience in sequencing is provided. An overview of current music software for the personal computer and basic experience with computer-assisted arrangement or composition is presented. Prerequisites: Advanced Musicianship 2 and Advanced Music Theory 2 or equivalent.

Music Laboratory (1 semester credit)

Consisting of all Christian Life College music majors, the music lab provides an opportunity for experience with a wide variety of musical performance and theory including compositions for solos, duets, and small and large groups. This course may be repeated for credit up to four times. Prerequisites: Open only to music majors.

Music Recital (1 semester credit)

A public senior music recital. Prerequisites: Recital Planning (may be taken concurrently).

Orchestral Arranging (1 semester credit)

An introductory look at arranging for full orchestra or instrumental ensembles. Special emphasis on the use of instruments in church ensembles. Prerequisites: Introduction to Orchestration or equivalent.

Piano Pedagogy (2 semester credits)

A study of various aspects of teaching piano: available piano series, aims, relationships, laws of learning, working with beginners, etc. Experience in teaching in the classroom. Concentration on teaching by note and by ear. Prerequisites: Advanced Musicianship 2 and Advanced Music Theory 2 or equivalent.

Recital Planning (1 semester credit)

Planning and preparation for a public music recital demonstrating proficiency in vocal, keyboard, composition, choral arranging, and conducting skills. Prerequisites: Permission of the instructor.

Vocal Techniques (1 semester credit)

The techniques of vocal production. The vocal apparatus and vocal exercises. Prerequisites: None.

Voice (1 semester credit)

The techniques of vocal production. The vocal apparatus and vocal exercises. Prerequisites: None.

Worship in the Church (1 semester credit)

The study of the scriptural and theological basis for worship of God, the importance of the worship service and the practical aspects of conducting a worship service. Students will gain experience leading worship services. This course may be taken 4 times for credit. Prerequisite: None.

MEDIA COMMUNICATION COURSES

Beyond Media (2 Semester credits)

Beyond Media will introduce mass communication theory and application. It will incorporate an analysis of the structure and dynamics of contemporary mass media and its impact on society. Its application will be to

examine the role of technology in mass communication for Christian ministry. Prerequisites: Communication in Faith, Media, and Culture.

Broadcasting Techniques (2 semester credits)

Extended training and experience in radio control room operation, including “on-air” ministry for students who qualify. Prerequisites: Introduction to Radio or broadcasting experience and approval of instructor.

Christian Film Production (1 Semester credit)

Students in this course are allowed to focus on specific areas of interest in filmmaking and production. All areas of production are implemented: storyboarding, script writing, video technical skills development, video editing, sound engineering and editing, and media production. This course may be taken up to eight semesters for credit. The progressive element of this course allows students to build on their experience and talents in specific areas of interest. Prerequisites: none.

Communication in Faith, Media, and Culture (2 Semester credits)

This course introduces communication theory and the history of communication as a field. Cultural implications will be examined as they relate to the social, ethical, political, and historical function of various media. Further, it will explore how Christians might view and utilize communication theory. Students will be challenged to employ advanced research techniques. Prerequisites: Written Communications I & II.

Internship in Radio Broadcasting (1-3 semester credits)

Students receive supervised experience in the design, production, and editing of radio broadcasts. Experience in station office and radio control room operation, including “on-air” ministry. Credit varies according to the number of hours the intern works during the semester. This internship may be taken up to eight semesters for credit. Prerequisites: Introduction to Radio or previous broadcasting experience, and permission of the instructor.

Introduction to Radio (3 semester credits)

Introduction to the basics of radio studio operation. Introduction to F.C.C. regulations for radio station operators. Overview of the broadcast industry relative to development of a radio ministry. Introduction to production techniques and recording. Principles of good diction, news editing, program planning and format. A limited number of students may be allowed actual experience in broadcast station operation. Prerequisites: none.

Journalism 1 (2 semester credits)

Philosophy and ethical standards for journalism. Church publications: bulletins and promotional brochures. Public relations: appropriate letter styles for various promotions, bulletin boards, newspaper advertising. Introduction to layout styles. Students will choose a special emphasis project: yearbook production, school paper, etc. Prerequisites: none.

Journalism 2 (2 semester credits)

Techniques in layout and design. Techniques for mass distribution mail-outs including bulk mailing instructions. Students will choose a special emphasis project: yearbook production, school paper, etc. Prerequisites: Junior or Senior standing or permission of the instructor.

Media Internship 1 (2 Semester credits)

Students receive supervised experience in live video filming, production, and editing. This internship is introductory and is designed for the first year student. It is offered for students in their first two semesters of Media and Communications. Prerequisites: none.

Media Internship 2 (2 Semester credits)

Students receive additional supervised experience in live video filming, production, and editing. Application of advanced skills will be utilized and integrated in the learning environment. In addition to learning more advanced techniques in media broadcast elements, the student will provide training to first year students in

Media and Communications. This internship may be taken up to four semesters for credit. Prerequisites: Media Internship 1 and permission of the instructor.

Media Presentation Skills 1 (1 Semester credit)

This course will present basic design techniques using media technology focusing on presentation software such as PowerPoint and other presentation systems. Prerequisites: none.

Media Presentation Skills 2 (1 Semester credit)

This course will provide study of advanced design techniques using media technology focusing on presentation software such as PowerPoint and other presentation systems. Prerequisites: Media Presentation Skills 1 and permission of the instructor.

MISSIOLOGY COURSES

Cults and the Occult (2 semester credits)

A study of various cults to give the student discernment between cults and biblical Christianity. Topics include, but are not limited to: historical heresies; Mormonism, Seventh Day Adventists, Jehovah's Witnesses; Christian Science; New Thought and Unity: Health and Happiness; the Worldwide Church of God; the Way International; The Children of God; The Unification Church; Hare Krishna; Baha'I; Scientology and New Age.

Dynamics of Soul-Winning (2 semester credits)

Examination of the biblical basis for personal evangelism, the demeanor of the personal worker, and the methods and tools for the winner of souls. Prerequisites: none.

History of Modern Missions (2 semester credits)

A study of Christian missions since the beginning of the 19th Century with emphasis on modern oneness missions. Prerequisites: none.

Missions Trip (2 semester credits)

An on-site familiarization with various mission fields either in the United States or international locations. Prerequisites: Permission of instructor.

Introduction to Missions (2 semester credits)

An introductory course exploring with the biblical basis of missions, calling, qualifications, and preparation of the missionary candidate. A study of the Home Missions and Foreign Missionary Departments of the United Pentecostal Church. A study of the principal problems involved in setting up residence in a new location. The principles of the indigenous church are also examined. Prerequisites: none.

OTHER COURSES

Children's Ministries Seminar (1 semester credit)

Examining the need for ministry to children in the local church, and district. Specific topics of study vary, but will revolve around the ministry of the children's pastor, the unique spiritual needs and challenges faced by children, and developing a systematic program of child evangelism and discipleship. This course may be repeated up to two semesters for credit. Prerequisites: none.

Church Administration (2 semester credits)

Examination of the legal and ethical environment of nonprofit corporations, a pastor's principles of finance, infrastructure of the church, governmental relations, ministerial tax concepts, church business management ministry, ministry of growth, outreach for success, training and retention, building programs, fund raising, and selection of lay leaders. Prerequisites: None.

Creative Writing (2 semester credits)

This course introduces the student to the philosophy of Christian writing and publication. It also provides a survey of religious markets. Techniques for a well-written paper and regulations for manuscript preparation

are also studied. Guidelines and ethics for securing copyright for publication are introduced. Prerequisites: Written Communication 2 or equivalent.

Field Trip to the Holy Land (3 semester credits)

An on-site familiarization with the lands of Jordan, Israel, or other middle-eastern nation by means of a faculty-guided tour. Students are required to demonstrate genuine learning and a depth of knowledge about some aspect of geography, culture, or prophecy as it relates to the Middle East, based on their experiences during this trip. Prerequisites: Permission of instructor.

Homiletics 1 (2 semester credits)

Sermon construction and patterns of preparation and delivery with special emphasis on manner in which the Word of God is delivered. Prerequisites: Fundamental of Speech or equivalent (may be taken concurrently).

Homiletics 2 (2 semester credits)

Expository and topical preaching. Pulpit preaching in classroom and in assigned field work. Orderly presentation of factual materials so as to avoid common fallacies of inadequate sampling and faulty analogy. Practical help in evaluation and diagnosis of methods and results. Students are taught to adhere to and to sustain the point they are trying to develop. Students are evaluated on unity, delivery, and content. Students get practical experience in sermon preparation and delivery. Prerequisites: Fundamental of Speech or equivalent (may be taken concurrently)

Homiletics 3 (2 semester credits)

Biographical and doctrinal preaching. Principles for developing a sermon built around examples of lives of specific characters. Preparations and practice in developing sermons which support the Gospel message. Premises for applying examples of biblical truth to current life situations which are relevant and within the Word of God are examined. Practical experience in sermon preparation and delivery is provided. Students are evaluated specifically on factual and doctrinal points. Research materials as an important facet of the sermon preparation are conveyed. Prerequisites: Fundamental of Speech or equivalent (may be taken concurrently).

Men's Ministries Seminar (1 semester credit)

Examining the need for ministry to men in the local church, and district. Specific topics of study vary, but will revolve around the special needs and challenges of ministry to men, including the development of systematic programs for evangelizing and discipling men. This course may be repeated up to two semesters for credit. Prerequisites: None.

Ministerial Ethics (1 semester credit)

Doctrinal ethics, relationships of ministers to each other, confidentiality ethics in counseling, and relationship of pastor with members in other churches. Prerequisites: None.

Pastoral Seminar (2 semester credits)

Advanced course in sermon delivery for special occasions. Principles and forms of address for officiating at weddings, baptismal services, funerals, dedications, etc. The basic knowledge a pastor needs to facilitate an effective music program in the church. Concepts of music as worship in the church and in the community. Relationships between the pastor and minister of music in the local church. Prerequisites: Fundamentals of Speech and Homiletics I or equivalent.

Single Adult Relationships (1 semester credit)

This course studies the development of trans-gender friendships: normal and abnormal relationships. Dating, courtship, and engagement are discussed as they relate to biblical Christianity. Factors to be considered prior to marriage are studied. Prerequisites: None

Theology of Ministry (2 semester credits)

This course provides the student with the necessary tools and skills to assimilate their theological training into practical ministry situations. The course involves active reflection upon specific theological propositions to

see how those propositions are reflected in ministry settings. Emphasis is placed on leadership of self and others. Prerequisites: None.

Women's Ministries Seminar (1 semester credit)

Examining the need for ministry to women in the local church, and district. Specific topics of study vary, but will revolve around ministering to the unique needs of women, and developing systematic programs for evangelizing and discipling women. This course may be repeated up to two semesters for credit. Prerequisites: None.

Youth Ministries Seminar (1 semester credit)

Examining the need for ministry to youth in the local church, and district. Specific topics of study vary, but will revolve around the role of the youth minister in the development of systematic programs for evangelizing and discipling youth. This course may be repeated up to two semesters for credit. Prerequisites: None.

GENERAL EDUCATION COURSES

A. Communications Courses

Fundamentals of Speech (2 semester credits)

This course examines fundamental types of public address. Students learn the essential steps in speech preparation and gain experience in oral delivery. Prerequisites: none.

Written Communications 1 (3 semester credits)

This is a review of basic grammar, common usage errors, spelling, sentence structure and development, and paragraph development. Prerequisites: none. This course may be waived if the student has scored at least 450 on the verbal section of the Scholastic Aptitude Test or 20 on the ACT English assessment and pays the Advanced Placement Fee. Prerequisites: none.

Written Communications 2 (3 semester credits)

This is a writing course teaching the development of themes, research projects, and term papers. It stresses the utilization of critical thinking, analysis, and synthesis in written communication and in judgment of the written works of others. Prerequisites: Written Communications I or equivalent.

B. Natural Science Courses

Science and Creation (2 semester credits)

This course examines the relationship between science and the bible, as well as the role of science in a theistic worldview. This course will emphasize the integrity of a biblical worldview in general and of special creation in particular, both being founded on solid principles of faith and reason. This course will also prepare students to adequately support and defend a theistic worldview. Prerequisites: Hermeneutics (may be taken concurrently). (Entire Description Changed)

C. Social Science Courses

Ancient Near Eastern Customs and Cultures (2 semester credits)

In this course, the customs and cultures of the Ancient Near East (ANE) will be explored through an intensive examination of biblical and archeological sources. This course will emphasize the necessity of reading the biblical record with an awareness and understanding of its historical and cultural context. Prerequisites: none.

General Psychology (2 semester credits)

This course is an introduction to the basic concepts in psychology as related to Biblical standards. It includes an examination of the influences of heredity and environment on the individual, discipline for daily living, and a study of mental and physical development from infancy through adulthood. Prerequisites: none.

Introduction to Sociology (2 semester credits)

This course is intended to provide a coherent structure for the examination of basic social institutions and phenomena from a fundamentalist Christian perspective as informed by sociological theory. This is a critical thinking course providing a survey of major sociological theories, theorists, and the conducting of basic sociological studies. The student is encouraged to develop a more reflective attitude concerning personal behaviors in group settings and in society at large. Sociology is approached as a tool for helping the Christian leader understand the social milieu of the parishioner and to make informed decisions affecting the group. This course may require a significant investment of time and effort beyond what is commonly expected in a course of similar credit. Prerequisites: Junior or Senior standing.

Western Civilization 1 (3 semester credits)

This course is a brief survey of the development and history of Western civilization through the eighteenth century, with special emphasis on a Christian critique of ideological, social, and governmental trends and developments. It introduces some of the seminal events, persons, documents, and ideas that have shaped Western civilization, exposing some of the historical roots for modern beliefs, behaviors, and attitudes. The student is encouraged to adopt a Biblical perspective in examining and evaluating practices and concepts definitive of Western civilization and to begin formation of a uniquely Christian cultural perspective in the face of Western influences. Prerequisites: none.

Western Civilization 2 (2 semester credits)

A brief survey of the development in history of Western civilization during the nineteenth and twentieth centuries, with special emphasis on a Christian critique of ideological, social, and governmental trends and developments. This course is a continuation of Western Civilization I, but may be taken separately. Prerequisites: none.

D. Humanities Courses**Church History (2 semester credits)**

This is an introductory course intended to familiarize students with the people, events, and ideas that have shaped the modern church. A survey will be made of the growth of Christianity from 33 A.D. to the present. Subjects studied will include persecution of saints, the development of Trinitarianism, the Roman Church, the Reformation, and revival periods from the 16th to the 20th century. Special emphasis will be placed on Pentecostalism and the United Pentecostal Church International in the 20th century. Prerequisites: Western Civilization I or equivalent.

Elementary Spanish 1 (2 semester credits)

This course is an introduction to formal and informal Spanish as written and spoken in Mexico. Emphasis will be placed on developing a basic vocabulary, including words related to Christianity and the Bible, and correct grammar and syntax. The student will receive practice in pronunciation, translation of written passages between Spanish and English, and basic conversational skills. Prerequisites: Written Communications I or equivalent (may be taken concurrently).

Elementary Spanish 2 (2 semester credits)

This course is a continuation of Elementary Spanish I. Emphasis will be placed on the further development of vocabulary, including words related to Christianity and the Bible, and correct grammar and syntax. The student will receive further practice in pronunciation, translation of written passages between Spanish and English, conversational skills, and translation of oral sermons and speeches. Prerequisites: Elementary Spanish I.

Greek for Biblical Exegesis 1 (3 semester credits)

This course is an introduction to Koine Greek in the context of biblical exegesis. Students will study: the Greek alphabet with transliteration of Greek symbols into English letters for pronunciation, practice in pronouncing the Greek words as found in the Greek Bible, basic Greek grammar and vocabulary. An integral part of this course involves an introduction to basic Greek language tools including: general lexicons,

analytical lexicons, Interlinears, electronic resources and word study references. Prerequisites: Written Communications I or equivalent.

Greek for Biblical Exegesis 2 (3 semester credits)

This course is a continuation of Greek for Biblical Exegesis I. It continues the development of student vocabulary and sentence structure comprehension incorporating more complex grammatical issues from the Greek Bible. The basic introduction to exegetical studies from the previous semester will be further developed involving a more extensive use of the analytical tools in understanding the Greek structure of the scriptures. Prerequisites: Greek for Biblical Exegesis I or equivalent.

Hebrew for Biblical Exegesis 1 (3 semester credits)

This course is an introduction to biblical Hebrew in the context of biblical exegesis. Students will study: the Hebrew alphabet with transliteration of Hebrew symbols into English letters for pronunciation, practice in pronouncing the Hebrew words as found in the Hebrew Bible, basic Hebrew grammar and vocabulary. An integral part of this course involves an introduction to basic Hebrew language tools including: general lexicons, analytical lexicons, Interlinears, electronic resources and word study references. Prerequisites: Written Communications I or equivalent.

Hebrew for Biblical Exegesis 2 (3 semester credits)

This course is a continuation of Hebrew for Biblical Exegesis I. It continues the development of student vocabulary and sentence structure comprehension incorporating more complex grammatical issues from the Hebrew Bible. The basic introduction to exegetical studies from the previous semester will be further developed involving a more extensive use of the analytical tools in understanding the Hebrew structure of the scriptures. Prerequisites: Hebrew for Biblical Exegesis I or equivalent.

Introduction to Music History (2 semester credits)

This course is an overview of composers and their music from antiquity through Baroque, Classical, Romantic, and Contemporary periods and their influences on the music of today. Prerequisites: none.

Music Fundamentals (2 semester credits)

This course includes a study of the rudiments of harmony, including note reading, intervals, major and minor scales the circle of fourths and fifths, and major, minor, augmented and diminished triads and inversions. An introduction to musicianship/ear training is included with aural study identification of major and minor harmonic and melodic intervals, major, minor, diminished, augmented and dominant seventh chords. Prerequisites: none

Comparative Religions (2 semester credits)

This course is a study of Eastern religions, current knowledge and a comparison of these religions to Christianity, and principles to use in working with the people of these religions. Prerequisites: none.

E. Mathematics/Quantitative Reasoning

Basic College Mathematics (3 semester credits)

This course is a study in mathematics, and course content will include review of fundamentals of arithmetic including whole numbers, common fractions, decimal fractions, and percentages. Other topics include order of operations, signed numbers, complex fractions, exponents, and scientific notation, the algebra of polynomials and/or an introduction to graphing lines, applications of mathematics in economic and business contexts; functions and related business formulas; tables and graphs, finance (interest, annuities, and exponential models in economics).

Quantitative Reasoning (3 semester credits)

This course is a review of mathematical principles conducted as a guided self-study with emphasis on those areas of mathematics which are conducive to clear and logical thinking. Prerequisites: None. This course may be waived if the student has scored at least 500 on the math section of the Scholastic Aptitude Test or 20 on the math portion of the ACT College Assessment, and pays the Advanced Placement Fee.

F. Life Long Understanding and Development

Cross-Cultural Communications (2 semester credits)

This is an introduction to social norms and values in different cultures. It includes principles for the missionary to use in relating Christian moral standards to values in another culture and how the home or foreign missionary family survives “cultural” shock. Prerequisites: none.

Deaf Ministry (2 semester credits)

An introduction to the culture of the deaf and severely hearing impaired, this course deals with relationships between the hearing and the deaf, various systems of signing, and ministering to the unique needs of the deaf. Prerequisites: none.

Introduction to Computers – Computer Basics (1 semester credit)

This course is an introduction to the use of a personal computer and the language of computer terms. It will introduce various kinds of computers and programs available to an individual or a business, and explore potential benefits of the computer in the local church. A basic introduction to the Microsoft® Office software package, including Word, Excel, and PowerPoint is also included.

Introduction to Computers – Utility Software (1 semester credit)

This course is intended for students who have successfully completed Computer Basics or already have a working knowledge of computers. Students will be given a more thorough introduction to the abilities and features of the Microsoft® Office software package. Prerequisites: Introduction to Computers – Computer Basics.

Leadership for Men (1 semester credit)

An examination of leadership within the Christian community, this course focuses on assertiveness within Godly submission, conflict resolution, and the development of Godly leadership traits such as vision, spirituality, respect, sacrifice, and love. Prerequisites: none

Leadership for Women (1 semester credit)

An examination of leadership within the Christian community, this course focuses on assertiveness within Godly submission, conflict resolution, and the development of Godly leadership traits such as vision, spirituality, respect, sacrifice, and love. Prerequisites: none

Marriage and the Family (2 semester credits)

This course includes understanding God’s ideal marriage plans, how to successfully live the biblical roles of husband and wife, recognizing and valuing your mate’s differences, and skills of meaningful communication between spouses. Prerequisites: none.

Personal Finance (2 semester credits)

Topics of this course include scriptural concepts of stewardship, practical application to personal budgeting, consumer practices, and counseling on finance, and eternal planning: Wills, trusts, and extended stewardship. Prerequisites: none.

Personality Development(2 semester credits)

Topics of this course include concepts of Christian growth for success in life, basic principles for relating to yourself, family, and others, principles of communication with others, and use of various personality profile instruments. Prerequisites: none.

Social Etiquette (2 semester credits)

This course assists the student in the development of Christian social interaction, self-worth as a gift from God, effective relational skills, and the Christian ministry of hospitality from the perspective of the guest or the host. Prerequisites: none.