

# DALLAS CHRISTIAN COLLEGE

*Catalog*

2005 - 2006

# Dallas Christian College

2700 Christian Parkway  
Dallas, Texas 75234-7299

972-241-3371

972-241-3371 x 101

800-688-1029

972-241-8021

[www.dallas.edu](http://www.dallas.edu)

[dcc@dallas.edu](mailto:dcc@dallas.edu)

Main Office

Quest Office

Toll-Free Line

Fax Line

Home Page

E-mail



## 2005-2006 Catalog

Dallas Christian College reserves the right to make changes in policy, regulations, and fees, as circumstances dictate, after publication.

# CONTENTS

WELCOME FROM PRESIDENT RUBECK .....	5
GENERAL COLLEGE INFORMATION .....	6
History .....	7
Statement of Faith .....	8
Mission Statement .....	8
Institutional Goals .....	8
Program Objectives .....	9
Academic Recognition .....	9
Other Policies .....	10
Graduation and Placement Rates .....	11
ADMISSIONS & FINANCIAL INFORMATION.....	12
Admission Requirements .....	13
Financial Aid .....	15
Federal Programs .....	16
Scholarships .....	17
Financial Information .....	21
ACADEMIC REGULATIONS & PROCEDURES .....	27
Enrollment .....	28
Academic Policies .....	29
Grading .....	33
Graduation Requirements .....	39
Awards and Honors .....	39
Library .....	42
STUDENT LIFE .....	43
Lifestyle .....	44
Housing .....	44
Food Service .....	45
Chapel and Christian Service .....	45
Activities and Organizations .....	46
Bookstore .....	47

ACADEMIC PROGRAMS .....	48
Introduction .....	49
Arts and Sciences Division .....	51
Bible Division .....	56
Worship Arts Department .....	65
Business Administration Division .....	74
Teacher Education Division .....	77
ACCESS .....	84
Program Overview.....	85
Financial Information.....	87
Alternative Teacher Certification Programs.....	88
DCC ONLINE .....	90
Program Overview .....	91
Financial Information.....	93
Ministry and Leadership Program .....	95
QUEST DEGREE COMPLETION PROGRAM .....	97
Program Overview .....	98
Financial Information .....	101
Ministry and Leadership Program .....	103
Management and Ethics Program .....	106
Education and Ethics Program .....	109
COURSE DESCRIPTIONS .....	113
Course Numbering .....	114
Bible and Theology .....	114
Business .....	116
Arts and Sciences Studies .....	120
Professional Studies .....	126
Independent Study and Special Topics .....	138
Internships .....	138
PERSONNEL .....	140
Trustees .....	141
Administration .....	141
Faculty .....	142
Staff .....	148
CALENDAR .....	149

**GREETINGS FROM  
PRESIDENT RUBECK**

*For more than half a century, Dallas Christian College has been a place where men and women have come to dream about their places in the kingdom. More than that, it has been the place where they were actually equipped to fulfill those dreams.*



*Within these pages are the answers to many of your questions about the offerings and services of DCC. But if you are on a dream quest, this catalog holds much more than information - it holds the beginnings of a roadmap to fulfill God's dream in your life. Our faculty and staff are uniquely equipped and fully committed to guiding you on this quest.*

*We hope your time here will be filled with learning and the creation of lifelong friendships. Greater still, we pray you will encounter true Wisdom - the ability to see through the eyes of God. Once you have found this gift, God will open your eyes to a life you cannot even imagine!*

*Welcome to the journey. May God bless your days in this place. . .and may you find Wisdom here.*

*In His Service,*

*Dustin D. Rubeck  
President*



---

---

## *GENERAL COLLEGE INFORMATION*

---

---

HISTORY  
STATEMENT OF FAITH  
MISSION STATEMENT  
INSTITUTIONAL GOALS  
PROGRAM OBJECTIVES  
ACADEMIC RECOGNITION  
OTHER POLICIES  
GRADUATION AND PLACEMENT RATES

## HISTORY

Near the midpoint of the twentieth century, many Texas Christians recognized the need for leadership in their churches and for starting new churches. On May 10, 1949, former missionary Vernon Newland met with forty concerned Texas church leaders. They discussed establishing a Bible college in Texas to train leaders for Christian ministry in the tradition of the Restoration Movement (Stone-Campbell Movement). Dallas Christian College (DCC) thus opened for classes on September 12, 1950, to educate the evangelistic leadership of Texas and the Southwest.

DCC has flourished over the years. It has grown from two downtown Dallas locations to its third location, on twenty-two acres in the historic northwest Dallas county community of Farmers Branch. With over three thousand students in DCC's history, many graduates serve in various ministries throughout the nation and the world.

Many outstanding Christian men and women have served DCC as trustees, faculty, staff, and administration. The College has been blessed by the following men who have served as President: Vernon M. Newland (1950-1952, 1964-1968), J. Thomas Segroves (1952-1960), Harold D. Platt (1963-1964), E. Dean Barr (1968-1973), Melvin M. Newland (1973-1981), Charles A. McNeely (1982-1984), Gene R. Shepherd (1985-1994), Keith H. Ray (1995-1998), John L. Derry (1998-2003), and presently Dustin D. Rubeck (2004- ).

Currently, DCC offers bachelors degrees with a double major in Bible and in a professional field of study. Students combine the double major with general studies courses from a Christian world view and core courses in ministry. The College provides instruction in three different formats: (1) Traditional day and evening classes requiring the double major; (2) The Quest adult degree-completion program, which began in 1995 and presently offers three degrees: Ministry and Leadership, Management and Ethics, and Education and Ethics; and (3) DCC On-Line which provides distance students the opportunity to earn a degree in Ministry and Leadership via the Internet.

In 2003, the State of Texas authorized DCC to offer an alternative teacher certification program. This ACCESS program permits students with a bachelor degree the opportunity to earn public school teacher certification by attending an eight-week block of instructional courses, followed by supervised teaching in the public school system for a year.

DCC students participate in an active program of Christian service and chapel attendance. They serve in volunteer, internship, and full-time capacities at area churches and on ministry teams of praise and proclamation to churches, youth groups, and the inner city. Also, DCC faculty and staff lead in their home congregations, provide counsel to Metroplex churches, and speak throughout Texas and the Southwest.

Dallas Christian College strives to meet the educational needs of an increasingly diverse student body and to encourage leadership of churches and Christian organizations in Texas, the Southwest, and around the globe. With the Spirit's guidance, DCC serves Christ in the hope of building God's kingdom.

## STATEMENT OF FAITH

All regents, faculty members, and other persons acting as recognized representatives of this institution shall be willing sincerely to affirm and contend for the following statement:

*That the Bible or Holy Scriptures alone is the divinely inspired Word of God, and therein is contained the revelation of the deity of Jesus Christ, the plan of salvation for mankind, and the faith and work of the Church; furthermore, that the testimony of such Scriptures testifies to prophecy concerning His advent, virgin birth, miraculous life, blood atonement, bodily resurrection, ascension into heaven, and final return, and is expressly and historically true in the commonly accepted meaning of the terms; in addition, that the Church of the New Testament ought everywhere to be restored with its divine plan of admission: faith, repentance, and baptism, with consequent godly life; and finally, that the Scriptures are wholly sufficient to build the kingdom of God.*

The college's Biblically oriented and Christ-centered instruction emphasizes spiritual concerns, loyalty to the historic ideals of the Restoration Movement, and the unity of all Christians.

## MISSION STATEMENT

Dallas Christian College educates students for Christian leadership in the church, community, and world.

## INSTITUTIONAL GOALS

The following institutional goals support the mission of DCC and reflect the specific objectives generated by the trustees, administration, faculty, and staff:

1. Foster spiritual, intellectual, and professional excellence
2. Provide students with ministry and leadership experiences
3. Participate with the church and community to promote the mission of the church
4. Develop and manage fiscal and physical resources responsibly

Dallas Christian College is committed to preparing these examples of leadership:

- Ministers for local churches
- Missionaries for cross-cultural ministries
- Workers for para-church ministries
- Teachers for public and private schools
- Employees with a Christian world view for the business environment



## PROGRAM OBJECTIVES

After completing a program of Biblical, professional, and general courses, graduates of Dallas Christian College should achieve the following:

1. Know the general content of the Bible
2. Understand basic theological and ethical concepts
3. Apply exegesis to selected Biblical passages
4. Understand basic concepts and methods in one's professional context
5. Apply leadership skills in one's professional context
6. Know the core content of various general-studies disciplines
7. Integrate understanding from various disciplines
8. Apply knowledge and understanding creatively, constructively, and compassionately
9. Communicate effectively in speaking and writing
10. Develop moral appreciation of self, others, cultures, and nature

## ACADEMIC RECOGNITION

Dallas Christian College is accredited by the Commission on Accreditation of the Association for Biblical Higher Education (ABHE), formerly the Accrediting Association of Bible Colleges (AABC), The ABHE is a member of the American Council on Education and is listed in Part 3 of its directory. The ABHE is also recognized by the United States Office of Education (USOE) and the Coordinating Board of the Texas College and University System as the national institutional accrediting agency for Bible colleges.

Students who have a complaint against the College may contact in writing or call the ABHE, 5575 South Semoran Boulevard, Suite 26, Orlando, Florida 32822-1781 (407-207-0808).

### MEMBER OF THE FOLLOWING:

American Association of Collegiate Registrars and Admissions Officers (AACRAO)  
American Council on Education (ACE)  
Association of Christian College Admissions Personnel (ACCAP)  
Association of Christian Schools International (ACSI)  
National Association of College and University Business Officers (NACUBO)  
National Association of Student Financial Aid Administrators (NASFAA)  
National Christian College Athletic Association (NCCAA)  
Southwest Association of Student Financial Aid Administrators (SWASFAA)  
Texas Association of Collegiate Registrars and Admissions Officers (TACRAO)  
Texas Association of Student Financial Aid Administrators (TASFAA)

**RECOGNIZED** by the United States Office of Education and listed in the Education Directory of the Office of Education, United States Department of Health, Education and Welfare, as a recognized institution of higher education.

**CERTIFIED** by the United States Treasury Department Internal Revenue Service as a 501(c)3 tax-exempt educational institution to which contributions, bequests, legacies, or transfers are tax-deductible.

**APPROVED** by the Texas Workforce Commission for the training of veterans, the dependents of certain disabled or deceased veterans, and the widows of veterans who died while in service. Approved

by the United States Department of Health, Education and Welfare for the enrollment of students eligible to receive financial aid from federal grant programs, federal work study, and federally insured student-loan programs.

**AUTHORIZED** under federal law to enroll non-immigrant alien students.

## **OTHER POLICIES**

### **INCORPORATION**

The name “Dallas Christian College” is the property of Dallas Christian College, incorporated in the State of Texas on February 16, 1950. The College name and associated seals and logos may not be used or reproduced in media of any form without the approval of the college administration and the express written permission of the president of the College.

### **GOVERNANCE**

Dallas Christian College is supported by independent Christian Churches and Churches of Christ, a non-denominational fellowship with a heritage that began in the early 19th century known as the “Restoration Movement.” The plea of this movement is the restoration of New Testament Christianity through a commitment to the authority of the Bible as God’s word and to the unity of God’s people.

The College is governed by a Board of Trustees (see list in the Administration Section), charged with the oversight of the College by establishing policies relative to fiscal matters, educational programs, and physical facilities. A Board of Regents, composed of representatives from supporting churches and other interested persons, serves as an advisory body to the Board of Trustees. The Board of Trustees select the President who is responsible for the daily operation of the College.

### **PRINCIPLE OF EQUAL OPPORTUNITY**

Dallas Christian College does not discriminate on the basis of race, color, sex, age, national origin, handicap, or veteran status in any aspect of its programs and activities, including admission or access to, or treatment or employment therein.

### **PRINCIPLE OF EQUAL EDUCATION POLICY**

In compliance with Title VI and Title IX, complete equality exists in the offering of all benefits to students without regard to sex, race, color, or national origin.

### **STUDENT RIGHT-TO-KNOW AND CAMPUS SECURITY ACT**

Dallas Christian College is in compliance with the Student Right-To-Know and Campus Security Act, Public Law 101-542. Any individual desiring student right-to-know information should contact the Academic Office or for campus security information contact the Vice President for Student Development.

## PRIVACY OF INFORMATION

Under the Family Educational Rights and Privacy Act of 1974, the following is designated as directory information and may be made public unless the student desires to withhold it:

Student's name, local address, home address, telephone listing, date and place of birth, major field of study, military service status, religious preference, participation in officially recognized activities and sports, dates of college attendance, degrees and awards received, and all educational agencies or institutions previously attended by the student.

## GRADUATION AND PLACEMENT RATES

Dallas Christian College has had over 850 graduates during its 54-year history. During that time, over 3,700 students have attended DCC for at least one semester.

In the last few years, there has been a major emphasis on the graduation rate of the student. This means the incoming freshman completed his/her course of study within six years of their entrance date. Using this criterion, the current graduation rate of the freshman class in 1999 at DCC is 30%. The graduation rate of transfer students is 47%.

Another area of major concern during the 1990's has been whether the education that a college student receives has prepared him/her to work within their chosen field of employment. DCC has a placement rate of 77% of its most recent graduates. It should be noted that individuals change careers from time to time, causing this number to change on a regular basis. We are pleased to note that an additional 30% of the graduates of DCC are enrolled in various graduate schools.





---

---

***ADMISSIONS & FINANCIAL INFORMATION***

---

---

ADMISSION REQUIREMENTS  
FINANCIAL AID  
FEDERAL PROGRAMS  
SCHOLARSHIPS  
FINANCIAL INFORMATION

## ADMISSION REQUIREMENTS

Dallas Christian College offers a distinctly Christian curriculum and environment. All interested in attending Dallas Christian College are encouraged to visit the campus and explore the many opportunities. Appointments should be made through the Office of Admissions. Dallas Christian College does not discriminate on the basis of age, sex, race, color, or national and ethnic origin in educational policies, admission policies, scholarship and loan programs, or in other school-administered programs.

New students should complete and return the application materials found within the application packet. Application packets are available on request by contacting the Office of Admissions. Electronic filing is also available through the web page at [www.dallas.edu](http://www.dallas.edu). Early application is strongly recommended. Students should contact the Office of Admissions with any questions concerning the application process.

### HIGH-SCHOOL GRADUATES

High-school (or home-school) graduates are encouraged to apply by following these steps in the admissions procedure:

1. The student should request from the Office of Admissions an application packet containing application, reference forms, and transcript-request forms.
2. The student should then return the completed application along with an application fee of \$40.00 to the Office of Admissions.
3. The application will go before the Admissions Committee for review when the following materials have been received and are on file: academic transcript from high school or home-school agency, ACT or SAT scores\*, and two personal references. If one has graduated from a home-school program, a GED score may be required if standardized scores are not consistent with one's published high-school grade-point average. The Admissions Committee may request a personal interview under certain circumstances.

*\*If a student is 25 or older and has not taken the ACT or SAT test, the student may petition the Admissions Committee to waive the ACT or SAT score requirement.*

4. The Office of Admissions will notify the applicant of his or her application status once a review is complete. The final acceptance of a student is subject to the successful completion of high school. Conditional acceptance is granted until that time.
5. All students accepted to Dallas Christian College must pay a \$200 enrollment deposit. If the student attends Dallas Christian College, the funds will be applied to the student's account. However, if the student does not attend Dallas Christian College, the student must inform the Office of Admissions by June 1 (for fall enrollment) and November 1 (for spring enrollment) in order to

receive a refund. No refunds will be made after that time.

## **NON-HIGH-SCHOOL GRADUATES**

Non-high-school graduates, nineteen or older, will be permitted to enroll if the student has followed the previously mentioned steps of admission and has obtained a GED and completed the ACT or SAT. The student may qualify to be a degree-seeking student if the minimum freshman grade-point average is achieved at the end of the first semester enrolled. The GED and ACT or SAT test must be completed before full admission to the college is granted. Please note: To qualify for financial aid, a student must have graduated from high school or have passed the GED.

## **TRANSFER STUDENTS**

A student wishing to transfer from another college may apply for admission to Dallas Christian College, following the previously listed steps of admission, the student is in good social standing with the college or university previously attended, is eligible for readmission, and has paid in full all financial obligations. The student must have maintained a minimum 2.0 on a 4.0 scale in order to be eligible for degree-seeking status. Transcripts of grades and credits from all previous colleges and universities should be in the Office of Admissions at least three weeks before the semester attending.

## **NON-DEGREE-SEEKING STUDENT**

Non-degree-seeking students are those who are not seeking a degree at Dallas Christian College or who are not eligible for degree-seeking status. These students may be in one of the following categories:

**Transient Students.** These are students who are not seeking a degree at Dallas Christian College, but wish to take courses for personal enrichment and growth, or who are seeking certification or a degree at another institution. After 24 hours, they must file a degree plan with the Academic Office. In some instances, a student may be required to show academic verification or capability in order for certain courses to be taken.

**Audit Students.** These are students who wish to take a college class for no credit. Tuition cost will be one half of the normal tuition.

## **INTERNATIONAL STUDENTS**

International students must meet regular admissions requirements and submit the following information to the Office of Admissions before being accepted to the college:

- Test of English as a Foreign Language (TOEFL) score of 550 or above (paper-based test) or score of 213 (computer-based test). Scores more than two years old will not be accepted.
- Test of Written English (TWE) score of 4.5 or above. Scores more than two years old will not be accepted.
- Financial Arrangement Agreement form.

- A letter of commitment from those financially responsible while the applicant is a student at Dallas Christian College. This commitment must also guarantee a payment for a return-trip ticket.
- A written statement in English explaining the reasons the applicant is seeking admission to Dallas Christian College and stating plans after degree completion.
- A recommendation from a church or Christian agency (in addition to the two references required for regular admittance).
- A picture must be submitted with the admissions application.
- A Transfer of Eligibility form from the U.S. institution which you are transferring (if applicable).

An I-20 form will be filled out and issued to the student for their admission into the U.S. only after all admissions materials have been submitted and the student has been fully accepted to the institution. All forms and admission steps must be completed 60 days before the beginning of the semester. All tuition and fees must be paid at the beginning of each semester. Applicants must abide by the regulations of the Immigration and Naturalization Service, in every respect, or be subject to dismissal from Dallas Christian College.

## **FINANCIAL AID**

The primary use of financial aid is to assist students who, without such aid, would be unable to attend DCC. Financial aid may include scholarships, grants, participation awards, loans, and part-time employment, any of which may be awarded singly or in various combinations but the total of which does not exceed the cost of education.

DCC assumes that the student is the primary and responsible source for meeting educational costs. Students are expected to defray part of their expenses by contributing their savings or summer earnings or both. Parents are expected to contribute toward the cost of education, unless the student is determined to be totally independent of family. The actual amount of contribution expected from parents is determined by such circumstances as family income, total assets, and number of dependents.

All new and continuing students must establish financial need annually in order to receive financial aid. Requests for information and awards should be directed as follows:

Financial Aid Office  
Dallas Christian College  
2700 Christian Parkway  
Dallas, TX 75234-7299

(972) 241-3371, Ext. 105 or 142  
(800) 688-1029, Ext. 105 or 142  
finaid@dallas.edu

## FEDERAL PROGRAMS

To qualify for any of the federal programs, the student must demonstrate financial need by submitting the Free Application for Federal Student Aid (FAFSA) to the Financial Aid Office. The student must be accepted to DCC and enrolled as a regular student in an eligible degree or diploma program. The student is also expected to make satisfactory academic progress toward completion of the program of study and to comply with other requirements of the federal program. The amount of aid cannot exceed the cost of education. DCC participates in the following:

**Federal Pell Grant.** Pell eligibility is determined by the completion of the Free Application for Federal Student Aid (FAFSA).

**Federal Supplemental Education Opportunity Grant (SEOG).** SEOG is a grant for students demonstrating exceptional need. Funds are limited, with high Pell Grant recipients given first consideration on a priority-date basis.

**Federal Work-Study (FWS).** FWS is a federally-funded program which enables students to work part time. Eligibility is determined by the Free Application for Federal Student Aid (FAFSA). Pay is minimum wage. The deadline for application for federal work-study is on a priority-date basis. Jobs are limited and are not guaranteed.

**Federal Stafford Loans (subsidized or unsubsidized).** This program enables students to secure loans from participating lenders such as banks, credit unions, or savings and loan associations. Stafford Loans have a variable interest rate with a cap of 8.25%. A student may borrow \$2,625 as a freshman, \$3,500 as a sophomore, and \$5,500 as a junior and/or senior. Loan repayment begins six months after the student graduates, leaves school, or drops below half-time status. Students may qualify for a “subsidized” loan (interest paid while in school) based on financial need, or an “unsubsidized” loan (student responsible for interest while in school) not based on need, or a combination.

**Parent Loans (PLUS).** The PLUS loan is available to parents to finance their dependent’s educational costs; repayment of interest begins 60 days after the last loan disbursement.



## SCHOLARSHIPS

### GENERAL REQUIREMENTS

- To apply for any financial assistance, the student must first complete the Dallas Christian College Financial Aid/Scholarship Application and the FAFSA form.
- All Dallas Christian College academic scholarships, grants, and participation awards are for tuition only. Excess funding may not be carried over to the next academic year.
- All scholarships, grants, and participation awards require a minimum GPA of 2.0 to be received or renewed unless stated otherwise.
- One must be a full-time student to receive full amount of scholarship. If less than full-time, one receives a percentage of the scholarship, depending upon how many hours are taken. Full-time is considered 12 hours a semester. If one drops below full-time status prior to 60% of a completed semester, the scholarship is reduced accordingly.
- To receive a Dallas Christian College grant the student must fill out a FAFSA. The stated guidelines in the federal form will help determine a student's financial need.
- A student may receive only one academic scholarship.
- Grants and participation awards may be added to academic scholarships as long as they do not exceed tuition costs for each semester.
- Mary E. Bivins Scholarship recipients who also receive Dallas Christian College scholarships, grants, or participation awards may not receive a combined total of these awards above the cost of tuition and books.
- To receive priority status on awarding of scholarship and federal aid, the student must be accepted for admission to Dallas Christian College and have all necessary materials to the Financial Aid Office by APRIL 15. Awards will begin to be made as early as February 15 for students with completed files. Awards will be made after April 15 as long as funds are available. Applicants that apply after April 15 must still complete all necessary financial materials.
- Transfer or current students with less than 30 hours of college credit will be assessed for academic scholarships by their ACT/SAT score and college GPA. In some instances a high-school transcript may be required. If a transfer or current student has accumulated at least 30 hours of college credit, the college GPA will be the basis for the academic scholarship.

## ACADEMIC HONORS SCHOLARSHIPS

**President's Scholarship.** The President's Scholarship is a \$12,000 to \$16,000 scholarship awarded over eight semesters. Awards range from \$3000 to \$4000 per year for up to 4 years and are based on the following:

- Grade-point average (minimum of 3.5 on a 4.0 scale)
- College entrance scores (minimum ACT 28 or SAT 1260)
- Christian Service participation
- Personal references from the admissions application
- Essay from Dallas Christian College Financial Aid/Scholarship Application

Recipients must maintain a 3.5 cumulative GPA and remain in good social standing with the college. A limited number of President's Scholarships are available each year.

**Trustees' Scholarship.** The Trustees' Scholarship is an \$8,000 to \$12,000 scholarship awarded over eight semesters. Awards range from \$2,000 to \$3,000 per year for up to 4 years and are based on the following:

- Grade point average (minimum of 3.0 on a 4.0 scale)
- College entrance scores (minimum ACT 24 or SAT 1110)
- Christian Service participation
- Personal references from the admissions application
- Essay from Dallas Christian College Financial Aid/Scholarship Application

Recipients must maintain a 3.0 cumulative GPA and remain in good social standing with the college. A limited number of Trustees' Scholarships are available each year.

**Dean's Scholarship.** The Dean's Scholarship is a \$4,000 to \$8,000 scholarship awarded over eight semesters. Scholarships range from \$1,000 to \$2,000 per year for up to four years and are based on the following:

- Grade-point average (minimum of 2.5 on a 4.0 scale)
- Christian Service participation
- Personal references from the admissions application
- Essay from Dallas Christian College Financial Aid/Scholarship Application
- Academic major

Recipients must maintain a 2.5 cumulative GPA and remain in good social standing with the college. A limited number of Dean's Scholarships are available each year.

**Bible Bowl Scholarship.** Students who qualify for any of the following Bible Bowl categories will be eligible for scholarships. Copies of Bible Bowl certificates must be presented to the Financial Aid Office to receive this award. Students who receive multiple Bible Bowl awards may only apply for one scholarship per year.

National Level: For students on any of the top five teams nationally or scoring among the top ten on the national Individual Achievement Test, awards

range from \$8,000 to \$ 16,000 over four years, \$2,000 to \$4,000 per year for four years. This award is also based on high-school GPA, Christian service participation, personal references from the DCC Admissions Application, and the essay from the DCC Financial Aid/Scholarship Application. A minimum of \$8,000 over four years is awarded, based on all of the criteria.

**Regional Level:** For students who are All-Stars or who take first place on a regional Individual Achievement Test, this is an award of \$6,000 over four years, \$1,500 per year for four years.

**Local Level:** For students who have the highest cumulative score for the year on their local Individual Achievement Tests, this is an award of \$4,000 over four years, \$1,000 per year for four years.

## **ADDITIONAL SCHOLARSHIPS**

**Area Women's Retreat.** For female students who have attended Dallas Christian College at least one semester, this is awarded by the Area Women's Retreat. Applications and awards are made in the spring. Applicants are required to attend the spring Area Women's Retreat. Contact the Financial Aid Office for separate application.

**Betenbough Charitable Foundation Grant.** This scholarship is awarded on the basis of Christian character, career goals, and financial need. The award is for one year, with one half received each semester. Applicants must have a minimum cumulative GPA of 2.0 to qualify. Recipients must maintain a 2.0 cumulative GPA and remain in good social standing with the College to receive the second-semester award.

**Bible Bowl Participation.** Students who have participated in at least three years of Bible Bowl will receive \$400 a year for four years. Certificates must be presented to the Financial Aid Office for verification. Maximum award is \$400 per academic year per award.

**Bob and Carol Smith Memorial.** For a male or female sophomore planning to enter the Christian ministry. Recipients must maintain a 2.5 GPA. Awarded each spring semester to qualified students, this scholarship is in memory of Bob and Carol Smith.

**Camper of the Week.** Students who are chosen as campers of the week at a week of camp will receive \$400 a year for four years. Certificates must be presented to the Financial Aid Office for verification. Maximum award is \$400 per academic year per award.

**Chapel Hills Christian Church Scholarship.** The Chapel Hills Christian Church Scholarship is awarded in the spring semester for the upcoming school year to a student who has completed at least 12 semester hours with a 2.5 GPA. The award is for one year, one half applied each semester. The student must complete the fall semester having taken at least 12 semester hours with a 2.5 semester GPA to receive the scholarship for the spring semester. Any funds not used will be retained in the scholarship fund to be awarded at a later time.

**Christian Education Scholarship.** This scholarship is awarded to students who demonstrate strong potential in the field of education. The award is for one year, with one half received each semester.

**Christian Ministry Scholarship - Hispanic Ministry.** The Christian Ministry Scholarship - Hispanic Ministry is available to male students who reside in the State of Texas and who plan on entering the vocational ministry in the area of Hispanic Ministry. They must be a member of an Independent Christian Church or supporting church. A GPA of 2.75 or higher is required. This is a full-tuition scholarship. A personal interview is required.

**Christian Ministry Scholarship - Preaching.** The Christian Ministry Scholarship - Preaching is available to male students who reside in the State of Texas and who plan on entering the vocational ministry in the area of preaching. They must be a member of an Independent Christian Church or supporting church. A GPA of 2.75 or higher is required. This is a full-tuition scholarship. A personal interview is required.

**Daniel L. Pinney.** For students planning to enter the mission field or full-time Christian ministry, this scholarship is based on financial need. The student must be at least a sophomore and demonstrate Christian leadership. In memory of Daniel L. Pinney, beloved husband and father, Mrs. Dawn O'Banion has designated that this scholarship be awarded annually.

**Dennis James Morgan.** For male students entering a vocational Christian ministry, this scholarship is based on need. The student must maintain a 2.5 GPA. In memory of their son, Mr. and Mrs. William J. Morgan have designated this scholarship for a male student who displays potential for success in Christian ministry.

**Evangelistic Leadership Scholarship.** This scholarship is awarded to a male student who demonstrates an exceptional gift in evangelism and has been involved in the evangelistic tasks of his home church. This is open to new or returning students.

**Helen Crawford.** For female students who have attended Dallas Christian College for at least one year, this scholarship is in honor of Helen Crawford, a dedicated and beloved servant.

**Kiamichi Preaching Scholarship.** Presented to students who qualify for the following Preaching/Homiletics awards obtained at the Kiamichi Mountain Preacher Boy Contest: Top Achievement Award, First Runner-Up, Second Runner-Up, and Qualifying Participation. Copies of certificates must be presented to the Financial Aid office to receive the award. Award amounts are based on the level of award received.

**Les Hoyt Scholarship.** Presented to a student who will be at least a sophomore and who demonstrates Christian leadership in the school, church, and community. A minimum GPA of 2.5 is required. This scholarship is designated in memory of Les Hoyt by Evie Rubeck.

**Marilyn Foggin.** Recipient must have a 2.5 GPA, be a female, have attended Dallas Christian College at least one year, be planning to enter vocational Christian service, and

show Christian leadership. Not based on financial need, this scholarship is in memory of Marilyn Foggin.

**Minister/Missionary Dependent.** Students who are dependent children of a vocational minister or missionary will receive \$1000 a year for four years. The Financial Aid Office will verify the church or organization stated.

**SALTeens.** Students will receive \$400 a year for each year they have attended SALTeens. Certificates must be presented to the Financial Aid Office for verification. Maximum award is \$400 per academic year per award.

## **FINANCIAL INFORMATION**

### **VETERANS ASSISTANCE**

Veterans and veteran dependents may be eligible for educational benefits through the Veterans Administration. Veterans should contact their area Veterans Administration Office for eligibility requirements. Veterans are certified for enrollment through the Financial Aid Office.

### **ON-CAMPUS EMPLOYMENT**

DCC offers on-campus employment. However, the number of jobs is limited. In order to be considered for these positions, the student must complete the Free Application for Federal Student Aid (FAFSA), along with a DCC job application. These forms are available through the Financial Aid Office. This application will also accompany the student's Financial Aid Award Notification Letter.

### **OFF-CAMPUS EMPLOYMENT**

Job opportunities in the area are plentiful for students who desire to work. Assistance in job availability is obtained through the Student Development Office at DCC. A student must be careful to arrange the job to fit with the college schedule; i.e., academic preparation has priority over work.

### **FINANCIAL AID POLICIES AND REGULATIONS**

The student's family is expected to make a reasonable effort to assist the student with college expenses. Aid should be considered only as a supplement to the family contribution.

Granted financial aid is to be used only for legitimate educational purposes.

Applicants for financial aid must be accepted for admission, be enrolled at least half time in a degree or diploma program, and be making progress on that program. All financial aid applications for institutional assistance and for federal grants, loans, or work study must be completed in a timely manner.

## REFUND POLICIES

A student who withdraws during a semester must notify the Financial Aid Office and the Business Office.

Student eligibility for refund depends on the student recipient's enrollment status, cost of attendance, date of attendance, and the type of aid received.

Changes in any of these factors, such as dropping courses or withdrawing from the college, could result in the reduction of the student's aid package, thereby removing a potential credit balance. A student who withdraws from the College will receive only what balance remains, if any, after costs are calculated and aid is restored to the aid accounts, including the possible return of student loan funds (Stafford or PLUS) to the lender. Also, a student who receives a refund based wholly or partly on financial aid and later changes enrollment status may be required to return all or part of the refund to the College.

All scholarships are awarded for direct costs only (unless otherwise specified by the donor). If scholarship money exceeds direct costs (tuition, fees, books, room and board), the excess funds will be refunded to the scholarship funds as follows:

1. Dallas Christian College institutional scholarships
2. Private institutional scholarships
3. Bivins scholarships
4. Church scholarships
5. Private scholarships

Refunds of accounts with a credit balance because of financial aid will be made within a reasonable amount of time after the financial aid has been applied to the student's account. The student should make a formal written request to receive a check for the credit amount.

First-time recipients of Title IV Funds, the Higher Education Amendments Act of 1992 has established an institutional-refund policy for all institutions participating in Title IV student-aid programs. The pro rata refund is applicable to all students who receive a loan or grant under the Title IV programs.

The Title IV repayment/refund allocation of a student's financial assistance is refunded as follows:

1. Stafford Loans
2. Pell Grant
3. SEOG Grant
4. Other Title IV programs
5. Student

Amounts returned to each source are not to exceed the amount disbursed from that source.

Below are the tuition and board refund policies (fees are not refundable):

**Traditional Program**

Before the end of the FIRST week of school	90%
Before the end of the SECOND week of school	75%
Before the end of the FOURTH week of school	50%
Before the end of the SIXTH week of school	25%
After SIXTH week of the semester	NONE

An exception to the above policy would be leave of absence.

**Quest Program**

Before SECOND class meeting	50%
Before THIRD class meeting	25%
After THIRD class meeting	NONE

A drop fee will be assessed for classes not dropped two weeks prior to the class start date.

**Distant Learning Program**

Before beginning of the SECOND week	75%
Before beginning of the THIRD week	50%
Before beginning of the FOURTH week	25%
After FOURTH week	NONE

For evening classes that do not meet during the week of registration, the official first week is the week in which the class meets for the first time.

At the discretion of the College, students who leave the residence hall before the end of any semester may receive a reduction on room and board charges on the basis of time in the room. There is NO REFUND on fees. No adjustments to tuition charges are granted to those who are involved in disciplinary dismissal.

For veterans under subsidy, the College conforms to the Veterans Administration regulations regarding refunds.

Any military personnel called to active duty during a college semester will have his/her tuition reimbursed for that semester, IF they have not completed enough work for their professors to administer a grade for work completed. In addition, lenders will automatically postpone student loan payments, upon notification in writing, during the period of the borrower's active duty service. Letters of active duty status must be provided to the College Administration Offices (Registrar, Business Office, and the Financial Aid Office).

The college reserves the right to prorate charges incurred for room and board usage before active duty activation. Contact the Business Office for further information, if needed.

Students who simultaneously add and drop classes within the first week of a semester

without resulting in a change in the total credit hours enrolled are not subject to the above refund policies.

One is not officially withdrawn from the college until withdrawal procedures have been completed through the Academic Office, the Business Office, and the Financial Aid Office, if applicable. All refunds are based on this date. The student is solely responsible for initiating and completing the withdrawal process.

## STANDARDS OF ACADEMIC PROGRESS FOR FINANCIAL AID

Students receiving private, institutional, and federal financial aid are required to be making satisfactory progress toward their degree, according to the following standards:

- Cumulative GPA of 1.8 at the end of the first academic year
- Cumulative GPA of 1.9 at the end of the second academic year
- Cumulative GPA of 2.0 at the end of the third and fourth academic years

If a student fails to maintain satisfactory academic progress, the student is notified in writing and placed on financial-aid probation. The student will continue to receive federal aid during the probationary semester. If satisfactory academic progress is met at the end of the probationary semester, the student is removed from probationary status. If the required satisfactory academic progress is not met, financial aid is suspended until the student has brought the cumulative GPA up to the required standard.

At the end of each academic year, a student must have successfully completed a specific number of hours according to the following schedule:

After Academic Year	Full-time Student Minimum Credit Hours	Part-time Student Minimum Credit Hours
1	24	12
2	48	24
3	72	36
4	96	48
5	130	60
6		72
7		84
8		96
9		111
10		130

## PAYMENT OF ACCOUNTS

All tuition, room, board, and fees are due and payable in full at the time of registration. Payment may be made in the college Business Office by cash, check, or credit card (Discover, MasterCard, Visa, American Express). Payments are posted to the student's account and regular invoices are provided indicating the status of applicable scholarships, grants, or loans. For students who have a documented commitment of funds from the Financial Aid



Office, the difference between the total cost for the semester and the financial aid commitment (excluding Work Study) is payable at registration.

## **PAYMENT PLAN**

If the student's account is current, and he or she does not want to pay the full amount due (less financial aid awards that have been appropriately documented), an optional payment plan is available to persons enrolled for six or more hours per semester. A \$50 deferred payment plan fee is assessed to the student's account. The three-payment plan requires 1/3 of the balance due to be paid on the day of registration, 1/3 to be paid the sixth week of the semester, and 1/3 to be paid the twelfth week of the semester.

A student starting the Federal Aid application process at the beginning of the term for which funds are needed must pay in full or sign up for the payment plan and make the first 1/3 payment and subsequent payments until financial aid is confirmed and processed. After applying federal funds, a refund will be issued by check to the student if a credit has been generated on the student's account. This will occur once the student has completed six hours (Quest) or 61% of the semester (Traditional).

Students who are eligible for education reimbursement from their employer must pay in full at the beginning of the term or sign up for a payment plan and provide appropriate documentation from the employer and a copy of the company policy to the Business Office. Upon receipt of reimbursement funds, a refund will be issued by check to the student, if a credit has been generated on the student's account.

## **PAST DUE AND DELINQUENT ACCOUNTS**

Students will not be permitted to register for the current semester until all past due balances are paid in full. Transcripts, grades, and diplomas are not issued until the financial obligation is met. In addition, graduating students who do not have their student accounts paid in full will not be permitted to participate in the graduation ceremony. Transcripts will not be issued to individuals who are in default with Student Loans.

### **Student Account Classifications:**

<b>CURRENT:</b>	All payments made according to the payment schedule.
<b>ON-HOLD:</b>	Financial Aid or methods of payment in process.
<b>PAST DUE:</b>	Payment not made within the specified payment dates.
<b>DELINQUENT:</b>	Account is past due with no satisfactory arrangements made with Student Accounts Office.

Dallas Christian College reserves the right to deny enrollment, class attendance, or extension of credit to any student who does not meet past-due obligations or fulfill financial obligations to the college. Current students who do not comply with the college's Student Accounts policies may be referred to the Ethical Conduct Committee for appropriate disciplinary action.

On occasion, legitimate financial circumstances may warrant special consideration.

Should this occur, the student is encouraged to contact the College Business Office immediately to make appropriate arrangements and possibly avoid action by the Ethical Conduct Committee. If satisfactory arrangements are not made with the Business Office concerning the account, the student may also face action from a third-party collection agency.

### **RETURNED CHECKS**

Checks returned for Non-Sufficient Funds or credit card transactions that are denied will result in a NSF fee assessed to the student's account.

### **PROMISSORY NOTES**

Any student who leaves the college and has an outstanding balance will be required to sign a promissory note indicating the terms of payment.



---

---

***ACADEMIC REGULATIONS & PROCEDURES***

---

---

ENROLLMENT  
ACADEMIC POLICIES  
GRADING  
GRADUATION REQUIREMENTS  
AWARDS AND HONORS  
LIBRARY

## **ENROLLMENT**

### **REGISTRATION AND ADVISING**

The degree programs are listed in the catalog for the students and their advisors and can serve as worksheets to follow a student's progress through a given degree plan. Each student should study carefully the programs and the graduation requirements for each. While there are certain core courses common to all the degrees, there are also some vital differences. Faculty advisors help the student to understand program requirements clearly.

Registration packets and a faculty advisor are provided for the student at the time of registration. Degree plans are arranged so that the student may progress from one year to the next in an orderly sequence. Non-sequential scheduling of courses can cause schedule conflicts, which may make additional semesters necessary in order to meet requirements. Students should check carefully with their advisors on these matters. The Vice-President of Academic Affairs must give final approval to the program of each student.

Although provisional enrollment may be granted for a limited period, no student is officially enrolled in classes until the student's admission is completed, all enrollment forms are approved, and all fees and charges are paid.

### **SEMESTERS AND CREDIT HOURS**

The college academic calendar is based on two semesters, each composed of 16 weeks of classes, including one week of finals. Courses are offered on a credit-hour basis. One credit hour signifies that a course meets for one 50-minute period per week for 15 weeks, along with outside assignments and a final examination. The Quest program, an adult degree-completion program, offers courses in five-week minimum seminar format. See the Quest section for further details.

### **COURSE LOAD**

Eighteen credit hours are normally considered the maximum load. To complete a bachelor's degree (133 hours) in four years, the student should take 16 or 17 hours each semester. A course load of 12 hours or more constitutes a full-time load; fewer than 12 hours constitutes a part-time load, with 7 to 11 hours considered a 3/4 time load for financial-aid purposes. Unless the student's program calls for more than 18 hours, special permission to enroll in additional courses beyond this maximum must be secured through the student's advisor and the Vice-President of Academic Affairs. Certain courses: such as choir and physical education, in which outside assignments are minimal, require additional class time, labs, or practice time for the credit hours awarded.

Those who must work to help meet college expenses should plan to reduce their credit-hour load. It is recommended that students who work more than 12 hours per week reduce their course load one credit hour for each three hours of self-support work done.

## **ACADEMIC POLICIES**

### **CLASS ATTENDANCE**

Each student should attend every class session for all courses; in other words, attendance is required and roll is taken. A student may not miss more than two weeks of classes taken in the traditional program Monday-Wednesday-Friday classes (six sessions), Tuesday-Thursday classes (four sessions), and evening classes (two sessions). Students in the Quest program may not miss more than one class session per course. Class sessions missed during the late-registration period are counted as absences.

The professor may outline in the course syllabus at the beginning of the course additional attendance requirements that may affect the grade.

The student is responsible for reporting the reasons for the absences, preferably in advance, to the professor so that make-up work can be arranged. The student is also responsible for acquiring information missed during the absences from other students or preferably by recording the class sessions. A student with excessive absences may be subject to an administrative drop with a failing grade.

### **RETAKE POLICY**

A student may repeat enrollment in a course because of a low (C, D) or failing (F) grade. The College places no limit on the number of times a student may retake a course. When a course is repeated, the lower grade is recorded on the transcript along with the new grade, but the lower grade points and credits do not count toward the student's cumulative grade-point average. A course taken at another institution may not serve as a retake for the purposes of computing cumulative GPA. A course may not be retaken for credit if the grade is "B-" or better.

### **TRANSFER OF CREDITS**

Credits earned at an institution recognized by an approved accrediting agency are carefully evaluated, and those relevant are applied toward the requirements of a degree program at DCC, provided that the grade earned is C or above. Transferred work will be placed on the student's transcript at the end of one semester of full-time work (12 hours or more as designated in the catalog) or after completion of 12 hours, with an earned grade-point average of at least 2.0 (C).

### **CREDIT-BY-EXAMINATION POLICY**

Dallas Christian College welcomes a variety of students of all ages to our campus; many students bring a depth of knowledge of specific subjects. We recognize and honor such knowledge by accepting the following examinations by which a student may earn credit: the College-Level Examination Program (CLEP), the Defense Activity for Traditional Educational Support (DANTES), and the Advanced Placement (AP) Examinations. Assuming that an acceptable grade is attained on an examination, DCC grants full degree credit. Assuming an acceptable score, all CLEP, DANTES, and AP credits will be accepted for transfer students. All credit-by-examinations must be completed prior to pre-registration for the final semester.

The following examinations are accepted (“QE” means Quest Elective hours):

### CLEP EXAMINATIONS

General Examinations	Credit	Credit Granting Score	Course Equivalent
English Composition	6	50	ENGL 1310, ENGL 1320
Humanities	6	50	HUMA 2322, QE
Mathematics	6	50	MATH 1305, QE
Natural Sciences	6	50	SCIN 3310, QE
Social Sciences & History	6	50	QE

Subject Examinations	Credit	Credit Granting Score	Course Equivalent
<b>BUSINESS</b>			
Info Systems and Computer Applications	3	50	MGMT 3315
Principles of Management	3	50	BUAD 2310
Principles of Accounting	6	50	BUAD 3311, BUAD 3333 or MGMT 3311, MGMT 3333
Intro Business Law	3	50	BUAD 4303, MGMT 4303
Principles of Marketing	3	50	BUAD 4305, MGMT 4305
<b>COMPOSITION &amp; LITERATURE</b>			
American Literature	6	50	ENGL 2312, ENGL 2322
Analyzing and Interpreting Literature	6	50	ENGL 2340, QE
Composition, Freshman	6	50	ENGL 1310, ENGL 1320
English Literature	6	50	ENGL 2311, ENGL 2321
<b>FOREIGN LANGUAGES</b>			
College-Level French I	6	50	QE
College-Level French II	12	62	QE
College-Level German Language I	6	50	QE
College-Level German Language II	12	63	QE
College-Level Spanish Language I	6	50	SPAN 2315, QE
College-Level Spanish Language II	12	66	SPAN 2315, QE
<b>HISTORY &amp; SOCIAL SCIENCES</b>			
American Government	3	50	QE
History of the US I: Early Colonizations to 1877	3	50	HIST 2311
History of the US II: 1865 to the Present	3	50	HIST 2321
Human Growth and Development	3	50	PSYC 3311
Intro to Educational Psychology	3	50	PSYC 3320
Principles of Macroeconomics	3	50	MGMT 4302
Principles of Microeconomics	3	50	MGMT 4302
Introductory Psychology	3	50	PSYC 1320
Introductory Sociology	3	50	SOCI 2310
Western Civilization I Ancient Near East to 1648	3	50	HIST 1311
Western Civilization II: 1648 to the Present	3	50	HIST 1321

**SCIENCE & MATHEMATICS**

Calculus with Elementary Functions	6	50	QE
College Algebra	3	50	MATH 1310
Trigonometry	3	50	QE
College Algebra-Trigonometry	3	50	MATH 1310
General Biology	6	50	SCIN 2410, QE
General Chemistry	6	50	QE

**DANTES EXAMINATIONS**

<b>Subject Examinations</b>	<b>Credit</b>	<b>Credit Granting Score</b>	<b>Course Equivalent</b>
<b>APPLIED TECHNOLOGY</b>			
Technical Writing	3	46	ENGL 2315
<b>BUSINESS</b>			
Business Law II	3	52	BUAD 4303 or MGMT 4303
Business Mathematics	3	48	MATH 1305
Intro to Business	3	46	BUAD 2310
Intro to Computing	3	47	MGMT 3315
Management Info Systems	3	46	MGMT 3315
Money and Banking	3	48	QE
Personal Finance	3	46	QE
Human Resource Management	3	48	BUAD 3325 or MGMT 3325
Principles of Finance	3	46	BUAD 4309 or MGMT 4309
Principles of Financial Accounting	3	49	BUAD 3311 or MGMT 3311
Principles of Supervision	3	46	QE
Organizational Behavior	3	48	MGMT 4304
<b>HUMANITIES</b>			
Ethics in America	3	46	QE
Intro to World Religions	3	49	MISS 3311
Principles of Public Speaking	3	47	QE
<b>MATHEMATICS</b>			
Fundamentals of College Algebra	3	47	MATH 1310
Principles of Statistics	3	48	QE
<b>PHYSICAL SCIENCE</b>			
Astronomy	3	48	QE
Environment and Humanity: Race to Save the Planet	3	46	QE
Here's to Your Health	3	48	QE
Physical Geology	3	46	QE
Principles of Physical Science I	3	47	QE
<b>SOCIAL SCIENCE</b>			
Art of the Western World	3	48	QE
The Civil War and Reconstruction	3	47	QE
Contemporary Western Europe: 1946-1990	3	48	QE
Criminal Justice	3	49	QE
Drug and Alcohol Abuse	3	49	QE

Foundations of Education	3	46	QE
Fundamentals of Counseling	3	45	PMIN 4321
General Anthropology	3	47	MISS 3320
A History of Vietnam War	3	49	QE
Human/Cultural Geography	3	48	QE
Intro to Law Enforcement	3	45	QE
Intro to the Modern Middle East	3	44	QE
Lifespan Developmental Psychology	3	46	PSYC 3311
Rise and Fall of the Soviet Union	3	45	QE

## AP EXAMINATIONS

Subject Examinations	Credit	Credit Granting Score	Course Equivalent
<b>HISTORY &amp; SOCIAL SCIENCES</b>			
Government & Politics— Comparative	3	3	QE
Government & Politics—U. S.	3	3	QE
European History	6	3	HIST 1311, HIST 1321
United States History	6	3	HIST 2311, HIST 2321
World History	6	3	HIST 1311, HIST 1321
Psychology	3	3	PSYC 1320
Microeconomics	3	3	BUAD 4302 or MGMT 4302
Macroeconomics	3	3	BUAD 4302 or MGMT 4302
<b>LANGUAGES</b>			
English Language & Composition	6	3	ENGL 1310, ENGL 1320
English Literature & Composition	6	3	ENGL 2340, QE
French Language	6	3	QE
French Literature	6	3	QE
German Language	6	3	QE
International English Language	6	3	QE
Latin-Vergil	6	3	QE
Latin Literature	6	3	QE
Spanish Language	6	3	SPAN 2315, QE
Spanish Literature	6	3	QE
<b>MATHEMATICS</b>			
Calculus AB	3	3	QE
Calculus BC	6	3	QE
Statistics	3	3	QE
<b>OTHER</b>			
Art History	6	3	QE
Computer Science A	3	3	MGMT 3315
Computer Science AB	6	3	MGMT 3315, QE
Studio Art—General	6	3	QE
Studio Art—Drawing	6	3	QE
Music Theory	6	3	MUSC 1310, MUSC 1320



**SCIENCE**

Biology	8	3	SCIN 2410, QE
Chemistry	8	3	QE
Environmental Science	4	3	QE
Physics B	8	3	QE
Physics C—Mechanics	4	3	QE
Physics C—Electricity and Magnetism	4	3	QE

**CHALLENGE EXAMINATIONS**

A challenge exam may be requested by any DCC student who wishes to meet a requirement of any general-studies or elective course through a special examination. A challenge exam may not be requested for a course required in the major. The procedure is as follows: the student submits a written request to the Academic Office. If approved, an instructor will be contacted, and an exam will be constructed and administered by the Academic Office. A non-refundable fee is required at the time of application for the challenge exam. All approved challenge examinations must be completed prior to pre-registration for the final semester.

**GRADING**

Grades symbolize the student's work accomplished, personal achievement, and knowledge gained and retained in a usable form. Grades are not the only measure of a student's success, but they are one statement concerning student progress and achievement.

Students caught plagiarizing, cheating on a test, or violating the academic-integrity policies in any other fashion may be given a grade of "XF" which will be recorded on the student's permanent record and reflected on the transcript as "XF –Failure due to Academic Dishonesty."

The "XF" grade may be removed from the student's academic record when the student submits a formal written request to the Academic Office. This request must be submitted after the student has completed an additional semester of study at DCC, but before the end of one year after the "XF" grade was earned. A committee appointed by the Vice-President of Academic Affairs will review the request and meet with the student. This committee will make the final decision regarding the changing of the grade from "XF" to "F".

DCC uses the following grading system to indicate the grade points per credit hour, which are used to compute the grade-point average described below:

Letter	Description	Numerical Value	Grade Points
A	Excellent	96-100	4.00
A-		94-95	3.67
B+		92-93	3.33
B	Good	88-91	3.00
B-		85-87	2.67
C+		82-84	2.33
C	Average	78-81	2.00
C-		75-77	1.67
D+		72-74	1.33
D	Passing	68-71	1.00
D-		65-67	0.67
F	Failing	0-64	0.00

- P Pass in a Pass/Fail Option
  - I Incomplete
  - W Approved Withdrawal
  - W/P Approved Withdrawal Passing
  - W/F Withdrawal Failing
  - AW Administrative Withdrawal
  - NC No Credit
  - XF Failure due to Academic Dishonesty
- Grades of I, F, W/F, and XF are computed for grade-point average.

**GRADE-POINT AVERAGE**

The grade points earned in each course are computed by multiplying the number of credit hours for the course by the grade-point value of the letter grade received. The student’s grade-point average (GPA) each semester is determined by dividing the total number of grade points earned in all courses by the total number of credit hours taken. For example, if 45 grade points are earned in taking 15 credit hours, the GPA is 3.00. The cumulative grade-point average, which establishes academic progress, is determined by dividing the total number of grade points in all semesters by the total number of credit hours taken in all semesters. Transferred work is counted in computing the cumulative grade-point average.

DCC uses a two-place number for recording GPAs, e.g., 3.33. This guideline is established to set a policy of fairness and equality in areas such as academic honors and requirements set for athletic participation.

**STUDENT CLASSIFICATIONS**

The student’s class standing is based upon the number of hours successfully completed at the end of each semester. These classifications are as follows:

Freshman:	Fewer than 30 semester hours of credit
Sophomore:	At least 30 semester hours of credit
Junior:	At least 60 semester hours of credit
Senior:	At least 90 semester hours of credit

## **COURSE CHANGES AND WITHDRAWALS**

During the first week of classes courses may be dropped or added. These changes must be made through the Academic Office and be approved by the faculty advisor. A class-change form must be filled out for any class dropped or added. Changes may not be made until the second day of classes. Withdrawals made in the first two weeks are recorded on transcripts with a W and do not affect the grade-point average.

From the third through the twelfth week of classes, all withdrawals must be made with the permission of the professor, faculty advisor, and the Vice-President of Academic Affairs. A class-change form must be filled out for any class dropped.

Students withdrawing from Quest courses must do so with the approval of their academic advisor. A withdrawal form must be filled out. Withdrawals made up to the second class meeting are recorded on transcripts with a W and do not affect the grade-point average. After the second class meeting, all withdrawals must be made with the permission of the professor and academic advisor.

The student is solely responsible for initiating and completing the drop process. A student who withdraws while passing will receive a W/P, which is not calculated in the grade-point average. A W/F will be given if a student withdraws from a class with an F, and the grade will be calculated in the GPA as an F.

## **INCOMPLETE POLICY**

Incompletes must be filed by petition. Forms for incompletes may be picked up in the Academic Office, and a \$20 incomplete fee will be charged for each course in which a student requests an incomplete. Upon approval by the professor and Vice-President of Academic Affairs (or academic advisor for Quest students), an incomplete may be granted in circumstances of death in the immediate family, sickness, or extenuating circumstances. If the incomplete is not removed within six weeks of the end of the grading period, there will be no extension on the original incomplete, and the student's grade will automatically be recorded as the grade which the student would have received if an incomplete had not been granted. At no time will an incomplete be granted unless the majority of the work has already been completed.

## **EXAMINATION POLICY**

An announced test may be taken late only with the permission of the professor and the Vice-President of Academic Affairs. The student must first pick up a Late-Test Permission form from the Academic Office. The student must then obtain the signatures of the professor

and the Vice President of Academic Affairs and return the form to the Academic Office before taking the test. This policy does not apply to midterm and final examinations, which must be taken when scheduled. All students, including candidates for graduation, will be expected to take all final tests and attend all classes through the last day of school in each semester. No final examinations may be taken by students before the scheduled time without permission of the professor and the Vice-President of Academic Affairs.

## **REPORTS**

Semester grades for traditional courses are issued to students after the close of each semester, and grades are recorded on student transcripts. No grades or transcripts are issued to students who owe money to the college office, library, bookstore, or any other college department. Quest grades are mailed monthly and recorded on student transcripts.

## **CHANGE-OF-GRADE POLICY**

A student may petition to challenge a final grade through the Academic Office. A petition must occur within one calendar year from the end of the semester in which a grade is originally received.

## **AUDIT REQUIREMENTS**

Any course may be audited (taken without credit), provided the student has the permission of the instructor of the course and the Vice-President of Academic Affairs, and pays the audit tuition for the course.

## **TRANSCRIPT OF CREDITS**

The Registrar will furnish transcripts of credits upon written request from the student. Transcripts are available without charge. No transcripts are furnished until all financial obligations to the College, including library, bookstore, or any other college department, have been fulfilled. Any student who has defaulted on student loans will not be furnished a transcript.

## **ACADEMIC PROBATION**

Students who do not attain the necessary cumulative GPA requirement for their respective class level by the end of a semester are placed on academic probation for the next semester of enrollment. The required cumulative GPA for each class level is as follows:

Freshman—fewer than 30 credit hours	1.8
Sophomore—at least 30 credit hours	1.9
Junior—at least 60 credit hours	2.0
Senior—at least 90 credit hours	2.0

(Graduation requires a minimum cumulative GPA of 2.0.)

Transfer students entering the college with a probationary status from another institution are admitted on probationary status regardless of their resulting cumulative GPA from transferred credits.

In addition, students on academic probation will be limited to 12 credit hours. Students on academic probation are not permitted to participate in varsity team sports, leadership roles, ministry teams, or to travel representing the college. Students on academic probation may be required to participate in academic mentoring.

## **DEVELOPMENTAL STUDIES**

DCC's Developmental Studies program uses entrance test scores (ACT or SAT), high school and college transcripts, and proficiency tests to place a student in Developmental Studies courses. The student may challenge this placement with a challenge exam. A student may not withdraw from these courses and must pass the course with a C-. Failure to pass the course will lead to repeating the course. The credit hours do not apply to graduation and are non-transferable, but are included in the student's GPA. The Developmental Studies courses are all one credit hour and meet up to three hours per week.

- Students who score a 17 or below on ACT English or 415 or below on SAT Verbal must take Developmental English.
- Students who score a 64 or below on the DCC math proficiency test must take Developmental Math.

## **DISCIPLINARY PROBATION**

A student who seriously violates the college rules may be placed on disciplinary probation by action of the Ethical Conduct Committee. Continual violations while on probation will make the student subject to disciplinary dismissal. Students placed on disciplinary probation are not permitted to participate in varsity team sports, leadership roles, or ministry teams, or to travel for the College.

## **STUDENT LEAVE OF ABSENCE POLICY**

In accordance with the guidelines set forth by the Department of Education relative to Title IV funds, a student attending Dallas Christian College may request a "leave of absence" from classes should an appropriate situation arise.

The request for a leave of absence must be submitted to the Vice-President for Student Development prior to the leave of absence, unless unforeseen circumstances prevent the student from doing so, in which case the request must be submitted as soon as circumstances permit.

Any request must be written, signed and dated by the student. Upon receipt of the request, the Vice-President for Student Development will submit the request, along with his/her recommendation, to the President's Cabinet for final approval.

## **INCOMPLETE MATRICULATION**

Under unusual circumstances a student may be enrolled with an incomplete registration file. This student will be on conditional enrollment, limited to 12 hours, until the

essential items are received. If exceptions are allowed, high-school and college transcripts necessary for the file must be received within two weeks of registration. All other materials must be received by the end of the sixth week. If essential items are not received by this time, the student may be required to withdraw and may not register for additional courses.

## **ACADEMIC DISMISSAL**

Students who do not complete their registration file within the first three weeks of a semester may be dismissed from the college. Students on academic probation who do not improve their cumulative GPA to the minimum required during the probationary semester may be dismissed from the College. Students have one semester to remove themselves from probationary status.

Freshmen (fewer than 30 credit hours completed) on academic dismissal may appeal to the Academic Office to attend one more semester to retake only those courses they failed in order to remove themselves successfully from probationary status. They may not be qualified for any financial aid in such a case.

A student on academic dismissal is not allowed to attend the College for one academic year (fall and spring semesters). A student may reapply to the College following the full admissions process after one academic year.

## **DISCIPLINARY DISMISSAL**

A student who is in serious violation of College rules will be dismissed from the College under the conditions set forth in the DCC Student Handbook.

## **READMISSION**

For readmission to DCC after an absence of one year for any reason, a student must apply for readmission. After an absence of one year, a student must apply for admission under the same guidelines as a new student, and, if accepted, will come in under the current catalog. If dismissed for academic reasons, the student may apply for reinstatement after an absence of two semesters. The student must have a personal interview satisfactory to the Academic Office to be readmitted conditionally and must repeat all courses in which grades of D or F were earned. Should satisfactory progress not be evident, final readmission will not be granted. If dismissed for disciplinary reasons, the student may apply for reinstatement after an absence of two semesters. The student must have a personal interview satisfactory to the Academic Office and Ethical Conduct Committee. If readmitted, the student must maintain an academic standard and a standard of conduct consistent with the College's purposes.

## GRADUATION REQUIREMENTS

In addition to completion of the necessary hours of classroom work, candidates for graduation must complete the following conditions before graduation:

- Two semesters before the anticipated graduation date, the degree candidate must file a Graduation Review form, applying to the Vice-President of Academic Affairs for a degree program review and graduation requirements.
- The candidate must have taken 30 of the last 42 hours of course work at Dallas Christian College. The Chair of the Division of the student's major and the Vice President of Academic Affairs must approve in advance any course work not completed at DCC. The Academic Council may approve other special arrangements.
- The candidate must have attained a cumulative GPA of 2.00 or above in work at Dallas Christian College.
- The candidate must have attained a cumulative GPA of 2.50 or above in each major.
- The candidate must have the approval of the faculty.
- The candidate must have fulfilled all financial obligations to the College, including student account, library, bookstore, and any other College department.
- The candidate must have completed all class work and assignments by the week before commencement.
- The candidate must complete a Graduation Application and pay the graduation fee (non-refundable) the semester he or she plans to graduate.
- The candidate must have received one semester's credit for Christian service for each semester of eight or more hours of enrollment at Dallas Christian College.

## AWARDS AND HONORS

### ACADEMIC

**Valedictorian and Salutatorian.** The two graduating seniors with the highest cumulative GPA (3.4 or above) will be honored. These honors are based on no more than ten semesters of work toward the first bachelor's degree, with at least half of the 133 hours completed at DCC. (All transferable hours are included in the cumulative GPA.)

**Delta Epsilon Chi.** This is a national academic and leadership honor society sponsored by the Accrediting Association of Bible Colleges. Membership can be awarded by vote of the faculty to no more than 7% of the graduating class in any one year.

**Who's Who Among Students in American Colleges and Universities.** Students demonstrating scholastic achievement; participation and leadership in extracurricular activities; service to school, church, and community; and potential for future leadership are elected to Who's Who each year by the faculty.

**Highest GPA.** The student with the highest cumulative GPA for the class will be honored with an academic award presented in the spring. The freshman award is based on one semester of work, 12 hours or more; the sophomore award, on three semesters of work, 31 hours or more; the junior award, on five semesters of work, 61 hours or more.

**President's List.** At the end of each semester, the President will announce those students taking twelve hours or more who achieved a 3.8-4.0 GPA for that grading period.

**Dean's List.** At the end of each semester, the Vice President for Academic Affairs will announce those students taking twelve hours or more who achieved a 3.5-3.79 GPA for that grading period.

**Traditional Graduation Honors.**

Summa cum laude	3.8-4.00 cumulative GPA
Magna cum laude	3.6-3.79 cumulative GPA
Cum laude	3.4-3.59 cumulative GPA

**C.C. Crawford Merit Award.** This award may be conferred upon a graduating senior who has achieved a 3.7 or better cumulative GPA, who has contributed positively to campus life, who has demonstrated a willingness to serve and a cooperative attitude, and who aims to give first consideration to the pulpit ministry. Recipients of this award are chosen by unanimous approval of the faculty.

**Quest Graduation Honors.**

Summa cum laude	3.8-4.00 cumulative GPA
Magna cum laude	3.6-3.79 cumulative GPA
Cum laude	3.4-3.59 cumulative GPA

**Presidential Academic Award.** This award is given to the Quest student graduating with the highest cumulative GPA.

**Dean's Academic Award.** This award is given to the Quest student graduating with high academic achievement.

**Dr. Leroy C. Wineinger Memorial Quest Spirit Award.** This award is given to the Ministry and Leadership graduating student who demonstrates outstanding Christian character, academic ability, and commitment to Christian ministry.

**Lucille L. Perkins Memorial Quest Spirit Award.** This award is given to the Management and Ethics graduating student who demonstrates outstanding



an administrative context.

**Omicron-Psi Honor Society.** This is a national academic honor society for non-traditional students. Membership is open to non-traditional Ministry and Leadership, Management and Ethics, or Education and Ethics students graduating with a cumulative GPA of 3.4 or better.

## **OTHER AWARDS AND HONORS**

**Athletic Awards.** Presented to the most valuable players in each sport and to players demonstrating outstanding Christian sportsmanship; selected by the physical-education faculty and coaches.

**Biblical Studies Award.** Presented to a graduating senior who has demonstrated superior exegetical skills and who has developed an outstanding portfolio in Bible and theology classes; sponsored by the American Bible Society and selected by the Bible faculty.

**Church Musician Award.** Presented to the most outstanding student in music classes, one demonstrating not only musical talent and ability but also Christian character and goals; selected by the music faculty.

**Education Award.** Presented to the most outstanding student in the Bible and Education program, one demonstrating outstanding Christian character and teaching ability; selected by the Education Committee.

**Homiletics Award.** Presented to a graduating senior who has demonstrated outstanding preaching ability and shows promise for preaching ministry; selected by the homiletics faculty.

**Residence Awards.** Presented to one male and one female student who live in the residence halls and who make the greatest positive contribution through the year to campus living; selected by residents of the respective residence halls.

**Servant Award.** Presented to the student demonstrating exemplary Christian service, one demonstrating a servant's heart and attitude, expressing a willingness and desire to serve, and showing growth in ministry skills on a consistent basis.

**Zondervan/Dallas Christian College Greek Award.** Presented to the student who has completed four semesters of Greek at DCC and demonstrates a superior application of exegetical skills; sponsored by the Zondervan Publishing House and selected by the Bible faculty.

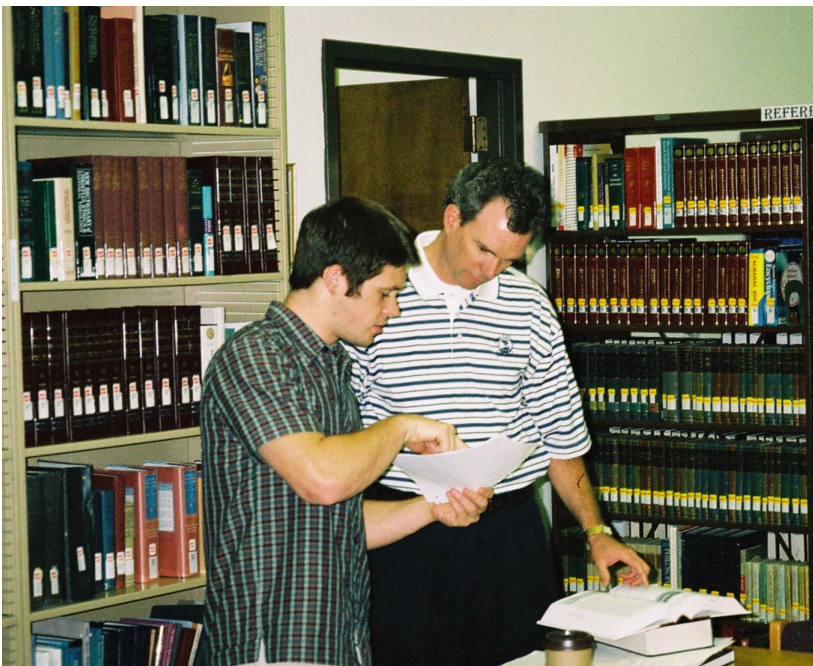
## LIBRARY

### C. C. CRAWFORD MEMORIAL LIBRARY

The C. C. Crawford Memorial Library honors the memory of Dr. Cecil Clement Crawford, who, with Mrs. Helen Crawford, came to Dallas Christian College in August, 1967. Dr. Crawford was a scholar, educator, preacher, writer, and popular professor during his years at DCC. Before his death in January 1976, Dr. Crawford donated his personal library to the College.

Located on the first floor of the administration building, the Crawford Memorial Library contains more than 32,000 printed volumes and over 250 periodicals. The library also serves the DCC community with 65 electronic databases available through Internet resources. Additionally, the library has 3,500 electronic full-text periodicals and 9,000 electronic books. The card catalog can be accessed online at <http://library.dallas.edu>. The computer labs, with Internet access, are located on the first and third floors. Memberships are with the American Library Association, AMIGOS, OCLC, and Christian Library Consortium. These memberships allow DCC students to borrow books, journals, and materials from thousands of libraries throughout the world.

A copy of the complete statement of mission, goals, and objectives is available from the office of the director of the library.





---

---

***STUDENT LIFE***

---

---

LIFESTYLE  
HOUSING  
FOOD SERVICE  
CHAPEL AND CHRISTIAN SERVICE  
ACTIVITIES AND ORGANIZATIONS  
BOOKSTORE

## **LIFESTYLE**

Dallas Christian College by its very nature provides a two-fold environment. First, it is a Bible college where men and women prepare themselves to serve God as ambassadors. Second, it is a family composed of students, staff, faculty, and administration. Since Christianity demands development of the whole person, DCC provides opportunities in both academic and social development.

The central building on campus is the three-story administration building which houses the chapel, classrooms, library, computer labs, bookstore, and administration and faculty offices. These academic facilities provide outstanding opportunities in study and research vital for developing Christian leaders.

The remaining four buildings on DCC's 22-acre campus provide a nucleus for social development. Single men and women have separate residence halls: Newland Hall and Winslow Hall, respectively. The Redman Gymnasium includes a basketball court, volleyball courts, and dressing rooms. There are also a softball field, soccer fields, and other open fields for general athletic activities. The cafeteria provides some of the best meals served in any cafeteria; both food and atmosphere promote fellowship among students and faculty.

All the facilities, activities, and educational opportunities at DCC focus on the assumption that people preparing for service should "grow in wisdom and in stature and in favor with God and men" (Luke 2:52). Therefore, in training the whole person, DCC emphasizes social, spiritual, and academic development.

A basic goal of education at DCC is the development and growth of the higher qualities of life in every student. As a foundation of this goal, DCC encourages students to exemplify Christ in all aspects of life—in attitudes, principles, and behavior.

The College aims to keep DCC as free as possible from any destructive elements that might hinder the best possible growth in Christian maturity and service. Students assume responsibility for abiding by the regulations of the college and for using discretion in relation to any activities which may be spiritually or morally destructive. Use of illicit drugs, alcohol, and tobacco is not permitted.

## **HOUSING**

All single students under the age of 25 not staying with parents or guardian must live in one of the residence halls, sharing together in this phase of the DCC community. Students desiring to live off campus must apply to the Vice President for Student Development. Each air-conditioned room is designed for two students, with two-room suites sharing private bath and toilet facilities. The student furnishes linens, is responsible for the appearance and care of the room, and shares in the general housekeeping of the residence hall. Televisions, microwaves, and refrigerators are allowed. If available, private rooms require permission of the Resident Director and are provided at added expense.

A residence hall reservation and damage fee is required to reserve a room. This fee is used to defray the cost of extraordinary damage caused by improper care of the residence hall. Room reservations should be in by July 1.

## **FOOD SERVICE**

The College cafeteria serves three meals per day Monday through Friday and two meals per day on Saturday and Sunday for residents, off-campus students, faculty, and guests. A hot breakfast is served Monday through Friday, 7:45-8:15 a.m. A continental breakfast is served 8:15-8:45 a.m. Lunch is served Monday through Friday, 12:00 noon.-12:45 p.m. Dinner is served daily, Monday through Friday, 5:30-6:00 p.m., Saturday and Sunday, 5:00-5:30 p.m. Brunch is served on Saturday, 11:00-11:45 a.m. and on Sunday 12:30 p.m.-1:15 p.m. No meals are scheduled when classes have been dismissed for announced holidays. A student living in the residence hall is required to be on the meal plan unless he or she has received exemption permission from the Business Office.

## **CHAPEL AND CHRISTIAN SERVICE**

DCC is a place for growing in relationship with God. Believing that campus life outside the classroom plays just as important a role in the spiritual growth of the students as what happens in the classroom, DCC strives to provide an environment to enhance such growth. Weekly devotions are provided for campus residents. Chapels for the traditional students are conducted two days a week, including Student Leadership Groups and Professional Development Seminars. Chapel for non-traditional students is conducted the second week of each month.

Christian service is the goal toward which Bible college education moves. Dallas Christian College thus requires Christian service of all students on a regular basis as required by the Association for Biblical Higher Education and as described in the DCC Student Handbook, which students receive at the beginning of each school year. A record of each student's Christian service is kept. Such Christian service involvement is required for graduation as stated in the requirements for graduation. Students are required to receive a passing grade in Christian service for every semester in which they take eight or more hours of classes.

The Christian service program is divided into five parts. First, students are required to attend chapel. Students are required to enroll and receive a passing grade for chapel during each semester in which they are classified as full-time students. Any student residing in the residence halls must enroll in and attend chapel, regardless of the hours taken. Non-traditional students are required to attend evening chapel, which is offered the second week of each month.

Second, students are required to complete at least two service projects each month they are enrolled at DCC. Opportunities abound for involvement in community service (e.g., hospital visitation, working with underprivileged youth, rest homes, special programs) or church service (e.g., Bible study classes, surveys, visitations, youth groups, and student preaching).

Third, church attendance is expected, in keeping with the philosophy and mission of Dallas Christian College.

Fourth, students are required to complete an internship satisfactorily as specified in their degree programs. This internship is described in the course description section of this catalog. It is to be approved by the Vice-President for Student Development.

Fifth, students may participate in special service projects. The Vice-President for Student Development and/or the Chair of the Practical Ministries Division organize these experiences for those interested in supplementing their normal Christian service activities. The opportunities for this experience include mission trips, inner-city work, local church work, and work in children's homes.

The Christian-service program is described more fully in the DCC Student Handbook. While these requirements appear at first to be above and beyond the necessary academic work in preparing for ministry, they are at the heart of preparing for service. There is no better way to apply material learned in the classroom than to serve regularly while at DCC.

## **ACTIVITIES AND ORGANIZATIONS**

### **GUIDANCE**

Students receive a DCC Student Handbook outlining the expectations of the college and are counseled individually and in small groups by qualified personnel. This guidance staff provides direction for students in personal difficulties, spiritual problems, vocational choice, academic weakness, and interpersonal relationships. Students must adhere to the regulations described in the student handbook.

Students are encouraged to become involved in a wide range of activities through the DCC community. Through service to others, academic enrichment, and social relationships, students progress toward the goal of developing their maximum potential.

### **STUDENT COUNCIL**

Students sponsor many activities and projects during the school year. Socials, intramural competitions, assemblies, and other events are planned and carried out by the student body under the student council. The student council provides valuable assistance in the operation of campus-hosted social and ministry events. The student council also serves as a sounding board and advisory panel for the college. Officers and representatives elected by the students help make DCC a community of involved, committed, and joyful Christians.

### **MUSIC**

Because music is invaluable in life, worship, evangelism, and growth, the development of musical ability is encouraged at DCC. The music program is designed to teach students to worship God and to communicate the Gospel effectively.

The concert choir, open to all students, presents a message in song while increasing musical skills. The choir takes a tour each school year.

Each summer, SALTeens, a group for students completing their ninth through 12th grades, gather on campus to rehearse, study, and minister together. This week of intense work is followed by a week-long tour. The purpose of these programs is to glorify God through the gift of music.

## **ATHLETICS**

Development of the whole person involves the body as well as the mind. Therefore, DCC offers both indoor and outdoor physical activities. Athletic facilities on campus include soccer fields, a softball field, and a gymnasium which includes weight-lifting equipment. Through intramurals, campus tournaments, and social activities, DCC students have many opportunities to stay physically active.

Dallas Christian College is a member of the National Christian College Athletic Association (NCCAA). DCC competes in intercollegiate men's basketball, women's basketball, men's soccer, and women's volleyball. Non-varsity sports include women's soccer, men's volleyball, and men's baseball. Through such avenues, students have the opportunity to use their athletic skills to minister to each other and to their opponents.

Students participating in varsity sports must enroll for PHED 1111.

## **OUTREACH**

Dallas Christian College is committed to serving the church. Many opportunities for practical experience are available to give the student the opportunity to preach, teach, lead in worship, and gain valuable leadership experience. Summer outreach teams travel throughout the summer. Many students also participate in summer internships and ministry experiences.

## **ALUMNI ASSOCIATION**

Dallas Christian College is proud of her graduates and former students and their support of their alma mater. Although the highest concentration of DCC alumni is found in the Southwestern United States, many alumni also serve in other states and throughout the world. DCC alumni continue support of their alma mater each year by recruiting new students, providing internships for students, and supporting the many outreach activities of the college.

## **BOOKSTORE**

The Dallas Christian College Bookstore serves the needs of the students. Students should plan to spend between \$250-300 per semester for books and supplies which may be purchased in the DCC Bookstore. While at DCC, students are encouraged to take every opportunity to develop a personal library for use in future Christian service. Therefore, in addition to course-related books and supplies, the bookstore sells books recommended by professors for additional study. The bookstore also carries a selection of DCC insignia items such as pens, shirts, coffee mugs, and hats.



---

---

*ACADEMIC PROGRAMS*

---

---

INTRODUCTION  
ARTS AND SCIENCES DIVISION  
BIBLE DIVISION  
WORSHIP ARTS DEPARTMENT  
BUSINESS ADMINISTRATION DIVISION  
TEACHER EDUCATION DIVISION



## INTRODUCTION

Dallas Christian College seeks to educate students for leadership in the church, community, and world. The educational programs seek to produce graduates who are able to lead in various ministry settings as well as in education and business.

Since God is the source of all wisdom, knowledge, and understanding, and since all of creation is His, education logically begins from Him. In light of this, all traditional degree programs of the College include a major in Bible, plus a second major, and all courses of the College begin from the assumption that all true knowledge, biblical and otherwise, comes from God and should be judged in light of His word.

Moreover, all the degree programs of DCC meet ABHE requirements of a balanced curriculum in Bible, general education, practical ministries, and specialized or professional studies.

The College requires a double major in all of the degrees offered with the exception of the adult degree-completion programs, Ministry and Leadership, Management and Ethics, and Education and Ethics. Each student graduates with a major in Bible, except Quest Management and Ethics students. This reflects the college's conviction that knowledge of Scripture is basic to education. A second major is selected from one of five specific areas of ministry or from one of the four areas of professional studies. In the ministry areas, the College offers a Bachelor of Arts (B. A.) and Bachelor of Science (B. S.) degree with majors in Bible and Preaching, Bible and Youth and Family Ministry, Bible and Christian Education, Bible and Cross-Cultural Missions, Bible and Worship and Youth Ministry, Bible and Worship Arts, and a Bachelor of Science in Bible and Music Ministry. The Bachelor of Arts degree is the same as the Bachelor of Science degree with the exception of the two-year Greek language requirement. All students desiring to study in one of the five ministry degrees listed above are encouraged to seek the B. A. degree, especially those who intend to preach or teach or go on to seminary.

In professional studies, the College offers a B. A. or B. S. degree with majors in Bible and Business Administration, Bible and Psychology, and Bible and General Studies. The Bible and Psychology and Bible and General Studies degrees serve as foundational undergraduate degrees preparing students for church and para-church ministries and for seminary or graduate professional studies.

The College also offers the Bachelor of Science degree in Bible and Education, with teaching specialization in English or history for elementary education, a combined specialization of English and history for secondary education, and a B. S. in Bible and Music Education for all levels. A Bachelor of Science degree in Bible and Education prepares students to attain Association of Christian Schools International (ACSI) certification for teaching in private Christian schools.

The adult degree-completion program, Quest, offers a Bachelor of Science in either Ministry and Leadership, Management and Ethics, or Education and Ethics. For detailed information, see the Quest section.

## **ADDITIONAL ACADEMIC OPPORTUNITIES**

Each of the degree programs offered by the College is built upon a core general studies curriculum. This core curriculum manifests the college's conviction that the study of the world and the human condition not only prepare the student for practical application of knowledge in Christian leadership, but also for personal enrichment and appreciation for all of God's domain.

- An extended internship is available for credit by special arrangement with the Vice-President for Student Development.
- A semester of study at the Focus on the Family Institute is available for credit. (DCC is a member of the Focus on the Family Institute.)

Contact the Academic Office for additional information about these special programs and opportunities.

## **ARTS AND SCIENCES DIVISION**

Each of the degree programs offered by the college is built upon a core of general studies. This core curriculum manifests the College's conviction that the study of the world and of the human condition not only prepares the student for practical application of knowledge in Christian leadership but also for personal enrichment and appreciation for all of God's domain.

The Arts and Sciences Division seeks to help students master the following objectives:

1. Know the core content of each discipline
2. Integrate learning with related disciplines
3. Apply this knowledge and understanding creatively, constructively, and compassionately
4. Communicate effectively
5. Develop a moral appreciation of self, others, cultures, and the natural world

The Arts and Sciences Division offers a B. A. or B. S. in Bible and Psychology or in Bible and General Studies. The double major in Bible and Psychology equips a student with the foundational tools in psychology and counseling from a Biblical perspective. The degree prepares students to continue studies in graduate school. Students should note that any undergraduate degree in psychology is preparatory for graduate studies. All licensing for psychology and counseling requires the minimum of a master's degree.

The degree in Bible and General Studies allows a student to pursue individual interests with at least 15 hours of emphasis selected from one of the following disciplines: history, English, psychology, or foreign language. Both degree programs require a three-hour internship designed to provide application of classroom content and practical experience specific to the major. It includes an intensive one-week orientation before entering the actual internship. The internship is arranged through the Office of Student Development in cooperation with the Arts and Sciences Division.

**BACHELOR OF ARTS  
BIBLE AND GENERAL STUDIES DEGREE  
133 hours**

**Freshman Year**

**Fall (17 hours)**

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
PHED 1112	CPR/First Aid/PE

**Spring (15 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (16 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
GREK 2310	Greek I
PMIN 2310	Evangelism
SCIN 2410	Life Science
SPCH 2310	Speech

**Spring (15 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
ENGL 23__	Literature Elective
GREK 2320	Greek II
MUSC 2312	Worship Theology & Practice
PMIN 2320	Homiletics

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 3310	Greek Exegesis I
CHRS 3010	Christian Service
HIST 3311	History of Christianity
PHIL 3320	Introduction to Philosophy
	General Studies Emphasis+
	General Studies Emphasis+

**Spring (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 3320	Greek Exegesis II
CHRS 3020	Christian Service
HIST 3320	American Christianity
MISS 3324	Missions
	General Studies Emphasis+
	General Studies Emphasis+

**Maymester (3 hours) - required**

INTR 3300 Internship

**Senior Year**

**Fall (15 hours)**

BIBL 43__	Old Testament Elective
BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
	General Studies Emphasis+

**Spring (13 hours)**

BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
THEO 4321	Biblical Theology II
	General Studies Elective*
	Open Elective**

+General Studies Emphasis refers to 15 hours of courses required in one of the following disciplines: history, English, psychology, or foreign language. A minimum of six of these hours must be at the upper division level.

\*General Studies electives may be selected from any general-studies discipline.

\*\*Open electives may be selected from any discipline.

**BACHELOR OF SCIENCE  
BIBLE AND GENERAL STUDIES DEGREE  
133 hours**

**Freshman Year**

**Fall (17 hours)**

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
PHED 1112	CPR/First Aid/PE

**Spring (15 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (16 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
PMIN 2310	Evangelism
SCIN 2410	Life Science
SPCH 2310	Speech
	General Studies Elective*

**Spring (15 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
ENGL 23__	Literature Elective
MUSC 2312	Worship Theology & Practice
PMIN 2320	Homiletics
	General Studies Elective*

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3010	Christian Service
HIST 3311	History of Christianity
PHIL 3320	Introduction to Philosophy
	General Studies Emphasis+
	General Studies Emphasis+

**Spring (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3020	Christian Service
HIST 3320	American Christianity
MISS 3324	Missions
	General Studies Emphasis+
	General Studies Emphasis+

**Maymester (3 hours) - required**

INTR 3300 Internship

**Senior Year**

**Fall (15 hours)**

BIBL 43__	Old Testament Elective
BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
	General Studies Emphasis+

**Spring (13 hours)**

BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
THEO 4321	Biblical Theology II
	General Studies Elective*
	Open Elective**

+General Studies Emphasis refers to 15 hours of courses required in one of the following disciplines: history, English, psychology, or foreign language. A minimum of six of these hours must be at the upper division level.

\*General Studies electives may be selected from any general-studies discipline.

\*\*Open electives may be selected from any discipline.

**BACHELOR OF ARTS  
BIBLE AND PSYCHOLOGY DEGREE  
139 hours**

**Freshman Year**

**Fall (17 hours)**

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
PHED 1112	CPR/First Aid/PE

**Spring (15 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (19 hours)\***

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
GREK 2310	Greek I
PMIN 2310	Evangelism
SCIN 2410	Life Science
SPCH 2310	Speech
PSYC 2315	Psychology and Christian Thought

**Spring (18 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
ENGL 23__	Literature Elective
GREK 2320	Greek II
MUSC 2312	Worship Theo. & Practice or PMIN 2320 Homiletics
PSYC 2325	Intro to Statistics
PSYC 3310	Marriage and Family

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 3310	Greek Exegesis I
CHRS 3010	Christian Service
HIST 3311	History of Christianity
PHIL 3320	Introduction to Philosophy
PSYC 3311	Developmental Psychology
PSYC 3315	Personality Theories

**Spring (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 3320	Greek Exegesis II
CHRS 3020	Christian Service
HIST 3320	American Christianity
MISS 3324	Missions
PSYC 3325	Abnormal Psychology
PSYC 3330	Psych. Tests & Measurement

**Maymester (3 hours) - required**

INTR 3300 Psychology Internship

**Senior Year**

**Fall (15 hours)**

BIBL 43__	Old Testament Elective
BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
PSYC 4315	Counseling Methods

**Spring (13 hours)**

BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
THEO 4321	Biblical Theology II
PSYC 4325	Counseling in the Church
PSYC 4330	Social Psychology

\*Special permission is required from the Academic Office to take over 18 credit hours in a semester. A student may need to consider taking a course during the summer in order to stay within the 18-hour limit.

**BACHELOR OF SCIENCE  
BIBLE AND PSYCHOLOGY DEGREE  
133 hours**

**Freshman Year**

**Fall (17 hours)**

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
PHED 1112	CPR/First Aid/PE

**Spring (15 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (16 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
PMIN 2310	Evangelism
SCIN 2410	Life Science
SPCH 2310	Speech
PSYC 2315	Psychology and Christian Thought

**Spring (15 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
ENGL 23__	Literature Elective
MUSC 2312	Worship Theo. & Practice or PMIN 2320 Homiletics
PSYC 2325	Intro. to Statistics
PSYC 3310	Marriage and Family

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3010	Christian Service
HIST 3311	History of Christianity
PHIL 3320	Introduction to Philosophy
PSYC 3311	Developmental Psychology
PSYC 3315	Personality Theories

**Spring (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3020	Christian Service
HIST 3320	American Christianity
MISS 3324	Missions
PSYC 3325	Abnormal Psychology
PSYC 3330	Psych. Tests & Measurement

**Maymester (3 hours) - required**

INTR 3300 Psychology Internship

**Senior Year**

**Fall (15 hours)**

BIBL 43__	Old Testament Elective
BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
PSYC 4315	Counseling Methods

**Spring (13 hours)**

BIBL 4220	Senior Bible Seminar
HUMA 4220	Senior Humanities Seminar
CHRS 4020	Christian Service
THEO 4321	Biblical Theology II
PSYC 4325	Counseling in the Church
PSYC 4330	Social Psychology

## BIBLE DIVISION

The Bible Division of Dallas Christian College prepares students for leadership ministry in a church or church-related setting. The division offers four double majors: the Bachelor of Arts and the Bachelor of Science in Bible and Preaching, Bible and Youth and Family Ministry, Bible and Christian Education, and Bible and Cross-Cultural Missions. The double majors in Bible and various ministry programs include 40 credit hours of general studies, 44 credit hours of Bible, 18 hours of core practical-ministry courses, 24 credit hours in the ministry major, including a three-hour internship, and six credit hours of open electives. The division also offers one degree through the Quest degree-completion program: the Bachelor of Arts or Bachelor of Science in Ministry and Leadership.

The Bible and Preaching degree prepares a student for a teaching and preaching ministry. The Bible and Youth and Family Ministry degree prepares a student to minister to youth and family in a local church or church-related organizations. The Bible and Christian Education degree prepares a student for the educational ministry in the local church. The Bible and Cross-Cultural Missions degree includes two tracks: Foreign Missions or Urban Missions. The degree prepares a student to enter into a foreign mission field and/or to minister in the urban context. Each degree provides the necessary foundation for continued studies in graduate school or seminary. The Bible Division encourages the Bachelor of Arts degree for each of these ministry programs.

A three-hour internship designed to provide application of classroom content and practical experience specific to the major is required for each of the degrees, with the exception of the Quest degree. It includes an intensive one-week orientation before entering the actual internship. The internship is arranged through the Office of Student Development.

The Bible Division contains two departments: the Department of Bible and the Department of Practical Ministries. Upon completion of the curriculum in Bible and Practical Ministries, the student should fulfill the following objectives.

The Bible Division has three objectives:

1. Know the general content of the Bible
2. Understand basic theological concepts
3. Apply exegesis to selected Biblical passages

The Department of Practical Ministries has three objectives:

1. Understand ministry methodologies
2. Communicate effectively in various ministry contexts
3. Apply theology through varied practicums

For more information, please contact the Bible Division at DCC.



**BACHELOR OF ARTS  
BIBLE AND PREACHING DEGREE  
133 hours**

**Freshman Year**

Fall (17 hours)

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
PHED 1112	CPR/First Aid/PE

Spring (15 hours)

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
PSYC 1320	General Psychology

**Sophomore Year**

Fall (16 hours)

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
GREK 2310	Greek I
PMIN 2310	Evangelism
SCIN 2410	Life Science
SPCH 2310	Speech

Spring (15 hours)

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
ENGL 23__	Literature Elective
GREK 2320	Greek II
MUSC 2312	Worship Theology & Practice
PMIN 2320	Homiletics

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

Fall (18 hours)

BIBL 33__	Old Testament Elective
BIBL 3310	Greek Exegesis I
CHRS 3010	Christian Service
HIST 3311	History of Christianity
PHIL 3320	Introduction to Philosophy
PMIN 3310	Expository Preaching Preaching Elective*

Spring (18 hours)

BIBL 33__	Old Testament Elective
BIBL 3320	Greek Exegesis II
CHRS 3020	Christian Service
HIST 3320	American Christianity
MISS 3324	Missions
PMIN 3322	Advanced Homiletics Preaching Elective*

**Maymester (3 hours) - required**

INTR 3300 Preaching Internship

**Senior Year**

Fall (15 hours)

BIBL 43__	Old Testament Elective
BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
	Open Elective**

Spring (13 hours)

BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
THEO 4321	Biblical Theology II
	Preaching Elective*
	Open Elective**

\*Preaching elective courses are CHED 3311 Educational Leadership, PMIN 2321 Introduction to Conflict Management, PMIN 3331 Women in Ministry, PMIN 4305 Church Leadership Development, PMIN 4312 Church Growth, PMIN 4321 Counseling, and PSYC 3310 Marriage and Family.

\*\* Open electives may be selected from any discipline.

**BACHELOR OF SCIENCE  
BIBLE AND PREACHING DEGREE  
133 hours**

**Freshman Year**

**Fall (17 hours)**

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
PHED 1112	CPR/First Aid/PE

**Spring (15 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (16 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
PMIN 2310	Evangelism
SCIN 2410	Life Science
SPCH 2310	Speech
	Preaching Elective*

**Spring (15 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
ENGL 23__	Literature Elective
MUSC 2312	Worship Theology & Practice
PMIN 2320	Homiletics
	Preaching Elective*

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3010	Christian Service
HIST 3311	History of Christianity
PHIL 3320	Introduction to Philosophy
PMIN 3310	Expository Preaching
	Preaching Elective*

**Spring (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3020	Christian Service
HIST 3320	American Christianity
MISS 3324	Missions
PMIN 3322	Advanced Homiletics
	Preaching Elective*

**Maymester (3 hours) - required**

INTR 3300 Preaching Internship

**Senior Year**

**Fall (15 hours)**

BIBL 43__	Old Testament Elective
BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
	Open Elective**

**Spring (13 hours)**

BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
THEO 4321	Biblical Theology II
	Preaching Elective*
	Open Elective**

\*Preaching elective courses are CHED 3311 Educational Leadership, PMIN 2321 Introduction to Conflict Management, PMIN 3331 Women in Ministry, PMIN 4305 Church Leadership Development, PMIN 4312 Church Growth, PMIN 4321 Counseling, and PSYC 3310 Marriage and Family.

\*\* Open electives may be selected from any discipline.

**BACHELOR OF ARTS  
BIBLE AND YOUTH AND FAMILY MINISTRY DEGREE  
133 hours**

**Freshman Year**

Fall (17 hours)

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
PHED 1112	CPR/First Aid/PE

Spring (15 hours)

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
PSYC 1320	General Psychology

**Sophomore Year**

Fall (16 hours)

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
GREK 2310	Greek I
PMIN 2310	Evangelism
SCIN 2410	Life Science
SPCH 2310	Speech

Spring (15 hours)

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
ENGL 23__	Literature Elective
GREK 2320	Greek II
MUSC 2312	Worship Theology & Practice
PMIN 2320	Homiletics

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

Fall (18 hours)

BIBL 33__	Old Testament Elective
BIBL 3310	Greek Exegesis I
CHRS 3010	Christian Service
HIST 3311	History of Christianity
PHIL 3320	Introduction to Philosophy
PMIN 3315	Youth Ministry I
	Youth/Family Elective*

Spring (18 hours)

BIBL 33__	Old Testament Elective
BIBL 3320	Greek Exegesis II
CHRS 3020	Christian Service
HIST 3320	American Christianity
MISS 3324	Missions
PMIN 3325	Youth Ministry II
	Youth/Family Elective*

**Maymester (3 hours) - required**

INTR 3300 Youth/Family Internship

**Senior Year**

Fall (15 hours)

BIBL 43__	Old Testament Elective
BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
	Open Elective**

Spring (13 hours)

BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
THEO 4321	Biblical Theology II
	Youth/Family Elective*
	Open Elective**

\*Youth and Family electives are MISS 3322 Religions, Cults, and the Occult, MISS 4315 Urban Missions, PMIN 2321 Introduction to Conflict Management, PMIN 3310 Expository Preaching, PMIN 3313 Small Group Ministry, PMIN 3314 Social Issues, PMIN 3324 Urban Youth Ministry, PMIN 3331 Women in Ministry, PSYC 3310 Marriage and Family, and PSYC 3311 Developmental Psychology.

\*\*Open electives may be selected from any discipline.

**BACHELOR OF SCIENCE  
BIBLE AND YOUTH AND FAMILY MINISTRY DEGREE  
133 hours**

**Freshman Year**

**Fall (17 hours)**

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
PHED 1112	CPR/First Aid/PE

**Spring (15 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (16 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
PMIN 2310	Evangelism
SCIN 2410	Life Science
SPCH 2310	Speech
	Youth/Family Elective*

**Spring (15 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
ENGL 23__	Literature Elective
MUSC 2312	Worship Theology & Practice
PMIN 2320	Homiletics
	Youth/Family Elective*

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3010	Christian Service
HIST 3311	History of Christianity
PHIL 3320	Introduction to Philosophy
PMIN 3315	Youth Ministry I
	Youth/Family Elective*

**Spring (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3020	Christian Service
HIST 3320	American Christianity
MISS 3324	Missions
PMIN 3325	Youth Ministry II
	Youth/Family Elective*

**Maymester (3 hours) - required**

INTR 3300 Youth/Family Internship

**Senior Year**

**Fall (15 hours)**

BIBL 43__	Old Testament Elective
BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
	Open Elective**

**Spring (13 hours)**

BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
THEO 4321	Biblical Theology II
	Youth/Family Elective*
	Open Elective**

\*Youth and Family electives are MISS 3322 Religions, Cults, and the Occult, MISS 4315 Urban Missions, PMIN 2321 Introduction to Conflict Management, PMIN 3310 Expository Preaching, PMIN 3313 Small Group Ministry, PMIN 3314 Social Issues, PMIN 3324 Urban Youth Ministry, PMIN 3331 Women in Ministry, PSYC 3310 Marriage and Family, and PSYC 3311 Developmental Psychology.

\*\*Open electives may be selected from any discipline.

**BACHELOR OF ARTS  
BIBLE AND CROSS-CULTURAL MISSIONS DEGREE  
133 hours**

**Freshman Year**

**Fall (17 hours)**

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
PHED 1112	CPR/First Aid/PE

**Spring (15 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (16 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
GREK 2310	Greek I
PMIN 2310	Evangelism
SCIN 2410	Life Science
SPCH 2310	Speech

**Spring (15 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
ENGL 23__	Literature Elective
GREK 2320	Greek II
MISS 3324	Missions
PMIN 2320	Homiletics

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 3310	Greek Exegesis I
CHRS 3010	Christian Service
HIST 3311	History of Christianity
PHIL 3320	Introduction to Philosophy
MISS 3312	Applied Missions
MISS 3315	Cross-Cultural Communication

**Spring (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 3320	Greek Exegesis II
CHRS 3020	Christian Service
HIST 3320	American Christianity
MUSC 2312	Worship Theology & Practice
MISS 4325	Cross-Cultural Missions or
MISS 4315	Urban Missions
MISS 3320	Cultural Anthropology

**Maymester (3 hours) - required**

INTR 3300 Cross-Cultural Internship

**Senior Year**

**Fall (15 hours)**

BIBL 43__	Old Testament Elective
BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
	Open Elective**

**Spring (13 hours)**

BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
THEO 4321	Biblical Theology II
	Missions Elective*
	Open Elective**

\*Urban or Foreign Missions electives are MISS 3322 Religions, Cults, and the Occult, MISS 3330 Special Topics in Missions, either MISS 4315 Urban Missions or MISS 4325 Cross-Cultural Missions (depending on emphasis selected), PMIN 2321 Introduction to Conflict Management, PMIN 3324 Urban Youth Ministry, PMIN 4312 Church Growth, and SPAN 2315 Conversational Spanish (or other language).

may be selected from any discipline.

**BACHELOR OF SCIENCE  
BIBLE AND CROSS-CULTURAL MISSIONS DEGREE  
133 hours**

**Freshman Year**

**Fall (17 hours)**

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
PHED 1112	CPR/First Aid/PE

**Spring (15 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (16 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
PMIN 2310	Evangelism
SCIN 2410	Life Science
SPCH 2310	Speech
	Missions Elective*

**Spring (15 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
ENGL 23__	Literature Elective
MISS 3324	Missions
PMIN 2320	Homiletics
	Missions Elective*

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3010	Christian Service
HIST 3311	History of Christianity
PHIL 3320	Introduction to Philosophy
MISS 3312	Applied Missions
MISS 3315	Cross-Cultural Communication

**Spring (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3020	Christian Service
HIST 3320	American Christianity
MUSC 2312	Worship Theology & Practice
MISS 4325	Cross-Cultural Missions or
	MISS 4315 Urban Missions
	Cultural Anthropology

**Maymester (3 hours) - required**

INTR 3300 Cross-Cultural Internship

**Senior Year**

**Fall (15 hours)**

BIBL 43__	Old Testament Elective
BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
	Open Elective**

**Spring (13 hours)**

BIBL 4220	Senior Bible Seminar
HUMA 4220	Senior Humanities Seminar
CHRS 4020	Christian Service
THEO 4321	Biblical Theology II
	Missions Elective*
	Open Elective**

\*Urban or Foreign Missions electives are MISS 3322 Religions, Cults, and the Occult, MISS 3330 Special Topics in Missions, either MISS 4315 Urban Missions or MISS 4325 Cross-Cultural Missions (depending on emphasis selected), PMIN 2321 Introduction to Conflict Management, PMIN 3324 Urban Youth Ministry, PMIN 4312 Church Growth, and SPAN 2315 Conversational Spanish (or other language).

\*\*Open electives may be selected from any discipline.

**BACHELOR OF ARTS  
BIBLE AND CHRISTIAN EDUCATION DEGREE  
133 hours**

**Freshman Year**

**Fall (17 hours)**

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
PHED 1112	CPR/First Aid/PE

**Spring (15 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (16 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
GREK 2310	Greek I
PMIN 2310	Evangelism
SCIN 2410	Life Science
SPCH 2310	Speech

**Spring (15 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
ENGL 23__	Literature Elective
GREK 2320	Greek II
MUSC 2312	Worship Theology & Practice
PMIN 2320	Homiletics

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 3310	Greek Exegesis I
CHRS 3010	Christian Service
HIST 3311	History of Christianity
PHIL 3320	Introduction to Philosophy
CHED 3315	Methods of Teaching II
	Christian Ed. Elective*

**Spring (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 3320	Greek Exegesis II
CHRS 3020	Christian Service
HIST 3320	American Christianity
MISS 3324	Missions
CHED 3311	Educational Leadership
	Christian Ed. Elective*

**Maymester (3 hours) - required**

INTR 3300 Christian Education Internship

**Senior Year**

**Fall (15 hours)**

BIBL 43__	Old Testament Elective
BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
	Open Elective**

**Spring (13 hours)**

BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
THEO 4321	Biblical Theology II
	Christian Education Elective*
	Open Elective**

\*Christian Education electives are CHED 3310 Curriculum Evaluation and Planning, CHED 4320 History and Philosophy of Christian Education, PMIN 2321 Introduction to Conflict Management, PMIN 3313 Small-Group Ministry, PMIN 3331 Women in Ministry, PSYC 3310 Marriage and Family, and PSYC 3311 Developmental Psychology.

\*\*Open electives may be selected from any discipline.

**BACHELOR OF SCIENCE  
BIBLE AND CHRISTIAN EDUCATION DEGREE  
133 hours**

**Freshman Year**

**Fall (17 hours)**

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
PHED 1112	CPR/First Aid/PE

**Spring (15 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (16 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
PMIN 2310	Evangelism
SCIN 2410	Life Science
SPCH 2310	Speech
	Christian Education Elective*

**Spring (15 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
ENGL 23__	Literature Elective
MUSC 2312	Worship Theology & Practice
PMIN 2320	Homiletics
	Christian Education Elective*

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3010	Christian Service
HIST 3311	History of Christianity
PHIL 3320	Introduction to Philosophy
CHED 3315	Methods of Teaching II
	Christian Education Elective*

**Spring (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3020	Christian Service
HIST 3320	American Christianity
MISS 3324	Missions
CHED 3311	Educational Leadership
	Christian Education Elective*

**Maymester (3 hours) - required**

INTR 3300 Christian Education Internship

**Senior Year**

**Fall (15 hours)**

BIBL 43__	Old Testament Elective
BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
	Open Elective**

**Spring (13 hours)**

BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
THEO 4321	Biblical Theology II
	Christian Education Elective*
	Open Elective**

\*Christian Education electives are CHED 3310 Curriculum Evaluation and Planning, CHED 4320 History and Philosophy of Christian Education, PMIN 2321 Introduction to Conflict Management, PMIN 3313 Small-Group Ministry, PSYC 3310 Marriage and Family, PSYC 3311 Developmental Psychology, and PMIN 3331 Women in Ministry.

\*\*Open electives may be selected from any discipline.



## WORSHIP ARTS DEPARTMENT

The Worship Arts Department of Dallas Christian College prepares students for music ministry, ministry in the worship arts, or music education. The department offers four degrees: Bachelor of Science Bible and Music Ministry, Bachelor of Arts or Science Bible and Worship and Youth Ministry, Bachelor of Arts or Science Bible and Worship Arts, and the Bachelor of Science Bible and Music Education.

Upon completing the worship arts curriculum, students will demonstrate understanding, appreciation, and application of worship arts skills in church music, worship arts, or music education contexts.

The Worship Arts Department has three objectives for students focusing on a music emphasis. Students will be able to do the following:

1. Demonstrate proficiency in their areas of concentration
2. Evaluate musical selections and their performances using theological and aesthetic principles
3. Apply musical and organizational skills in a comprehensive music program for the church or classroom

The Worship Arts Department has three objectives for students focusing on a worship arts emphasis. Students will be able to do the following:

1. Demonstrate proficiency in their areas of concentration
2. Evaluate artistic expressions and their performances using theological and aesthetic principles
3. Apply artistic and organizational skills in a comprehensive worship arts program for the church

Music students have specific academic requirements, including passing proficiency exams in piano, voice, and guitar. Music Ministry or Music Education students are required to enroll and receive a passing grade in choir for each semester in which they are classified as a full-time student, regardless of previous choir credit. Students in the Bible, Worship and Youth Ministry or Bible and Worship Arts degree plans are required to take choir in the consecutive order as outlined in the degree plan. Students in the Bachelor of Science Bible and Music Education must also meet the Education Division academic requirements.

For more information, please contact the Worship Arts Department at DCC.

**BACHELOR OF SCIENCE  
BIBLE AND MUSIC MINISTRY  
136 hours**

**Freshman Year**

**Fall (18 hours)**

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
MUSC 1100	Concert Choir
MUSC 1110	Applied Voice
MUSC 1111	Applied Piano
MUSC 1113	Eartraining/Sightsinging I
MUSC 1310	Theory I
PHED 1112	CPR/First Aid/PE

**Spring (16 hours)**

BIBL 1331	New Testament Survey
CHRS 1020	Christian Service
ENGL 1320	Composition II
MUSC 1101	Concert Choir
MUSC 1123	Eartraining/Sightsinging II
MUSC 1125	Applied Voice
MUSC 1126	Applied Piano
MUSC 1320	Theory II
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (18 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
MUSC 1116	Applied Guitar
MUSC 2100	Concert Choir
MUSC 2110	Applied Voice
MUSC 2111	Applied Piano
MUSC 2210	Theory III
MUSC 2301	Music History & Literature I
PMIN 2310	Evangelism
SPCH 2310	Speech

**Spring (18 hours)**

BIBL 2320	Life of Christ II
CHED 1315	Methods of Teaching I
CHRS 2020	Christian Service
MUSC 2101	Concert Choir
MUSC 2125	Applied Voice
MUSC 2126	Applied Piano
MUSC 2302	Music History & Literature II
MUSC 2312	Worship Theology & Practice
MUSC 3311	Children's Choral Methods

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (17 hours)**

BIBL 33__	Bible Elective
CHRS 3010	Christian Service
HIST 3311	History of Christianity
MATH 1305	Business Math
MUSC 3100	Concert Choir
MUSC 311_	Voice/Piano
MUSC 3315	Choral Conducting
PHIL 3320	Introduction to Philosophy

**Spring (16 hours)**

BIBL 3322	Psalms and Wisdom Literature
CHRS 3020	Christian Service
HIST 3320	American Christianity
MISS 3324	Missions or
	PMIN 2320 Homiletics
MUSC 3101	Concert Choir
MUSC 312_	Voice/Piano
MUSC 3212	Designing & Leading Worship
MUSC 3312	Choral Methods

**Maymester (3 hours) - required**

INTR 3300 Church Music Internship

**Senior Year**

**Fall (15 hours)**

BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
MUSC 4100	Concert Choir
MUSC 411_	Voice/Piano
MUSC 4222	Worship Music Literature
MUSC 4230	Music Ministry
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I

**Spring (12 hours)**

BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
MUSC 4101	Concert Choir
MUSC 422_	Voice/Piano with Recital
MUSC 4220	Choral Literature & Arranging
THEO 4321	Biblical Theology II

Senior recital required in voice or piano, 30 minutes in length.



**BACHELOR OF ARTS**  
**BIBLE AND WORSHIP AND YOUTH MINISTRY**  
**135 hours**

**Freshman Year**

**Fall (18.5 hours)**

BIBL 1311	How to Study the Bible
BIBL 1332	Old Testament Survey
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
MUSC 1109	Voice for Worship Leading
MUSC 1111	Piano
MUSC 1115	Choir

**Spring (17.5 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
MUSC 1125	Voice
MUSC 1126	Piano
MUSC 1131	Choir
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (17.5 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
GREK 2310	Greek I
MUSC 1113	Eartraining/Sightsinging I
MUSC 1310	Theory I
MUSC 2115	Choir
PHED 1112	CPR/First Aid/PE
PMIN 2310	Evangelism
SPCH 2310	Speech

**Spring (16.5 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
GREK 2320	Greek II
MISS 3324	Missions
MUSC 1108	Guitar Class
MUSC 2131	Choir
MUSC 2312	Worship Theology & Practice
PMIN 2320	Homiletics

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (18 hours)**

BIBL 33__	Bible Elective
BIBL 3310	Greek Exegesis I
CHRS 3010	Christian Service
HIST 3311	History of Christianity
MUSC 3315	Choral Conducting
PHIL 3320	Introduction to Philosophy
PMIN 3315	Youth Ministry I

**Spring (14 hours)**

BIBL 3320	Greek Exegesis II
BIBL 3322	Psalms and Wisdom Literature
CHRS 3020	Christian Service
HIST 3320	American Christianity
MUSC 3212	Designing & Leading Worship
PMIN 3325	Youth Ministry II

**Maymester (3 hours) - required**

INTR 3300 Worship/Youth Internship

**Senior Year**

**Fall (14 hours)**

CHRS 4010	Christian Service
MUSC 4222	Worship Music Literature
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
	Youth/Family Elective*
	Youth/Family Elective*

**Spring (13 hours)**

BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
THEO 4321	Biblical Theology II
	Youth/Family Elective*
	Youth/Family Elective*

\*Youth and Family electives are MISS 3322 Religions, Cults, and the Occult, MISS 4315 Urban Missions, PMIN 2321 Introduction to Conflict Management, PMIN 3310 Expository Preaching, PMIN 3313 Small Group Ministry, PMIN 3314 Social Issues, PMIN 3324 Urban Youth Ministry, PMIN 3331 Women in Ministry, PSYC 3310 Marriage and Family, and PSYC 3311 Developmental Psychology.

**BACHELOR OF SCIENCE  
BIBLE AND WORSHIP AND YOUTH MINISTRY  
135 hours**

**Freshman Year**

**Fall (18.5 hours)**

BIBL 1311	How to Study the Bible
BIBL 1332	Old Testament Survey
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
MUSC 1109	Voice for Worship Leading
MUSC 1111	Piano
MUSC 1115	Choir

**Spring (17.5 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
MUSC 1125	Voice
MUSC 1126	Piano
MUSC 1131	Choir
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (17.5 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
MUSC 1113	Eartraining/Sightsinging I
MUSC 1310	Theory I
MUSC 2115	Choir
PHED 1112	CPR/First Aid/PE
PMIN 2310	Evangelism
SPCH 2310	Speech
	Youth/Family Elective*

**Spring (16.5 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
MISS 3324	Missions
MUSC 1108	Guitar Class
MUSC 2131	Choir
MUSC 2312	Worship Theology & Practice
PMIN 2320	Homiletics
	Youth/Family Elective*

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3010	Christian Service
HIST 3311	History of Christianity
MUSC 3315	Choral Conducting
PHIL 3320	Introduction to Philosophy
PMIN 3315	Youth Ministry I

**Spring (14 hours)**

BIBL 3322	Psalms and Wisdom Literature
BIBL 33__	Bible Elective
CHRS 3020	Christian Service
HIST 3320	American Christianity
MUSC 3212	Designing & Leading Worship
PMIN 3325	Youth Ministry II

**Maymester (3 hours) - required**

INTR 3300 Worship/Youth Internship

**Senior Year**

**Fall (14 hours)**

BIBL 43__	Old Testament Elective
CHRS 4010	Christian Service
MUSC 4222	Worship Music Literature
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
	Youth/Family Elective*

**Spring (13 hours)**

BIBL 33__	New Testament Elective
BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
THEO 4321	Biblical Theology II
	Youth/Family Elective*

\*Youth and Family electives are MISS 3322 Religions, Cults, and the Occult, MISS 4315 Urban Missions, PMIN 2321 Introduction to Conflict Management, PMIN 3310 Expository Preaching, PMIN 3313 Small Group Ministry, PMIN 3314 Social Issues, PMIN 3324 Urban Youth Ministry, PMIN 3331 Women in Ministry, PSYC 3310 Marriage and Family, and PSYC 3311 Developmental Psychology.



**BACHELOR OF ARTS  
BIBLE AND WORSHIP ARTS  
134 hours**

**Freshman Year**

**Fall (18.5 hours)**

BIBL 1311	How to Study the Bible
BIBL 1332	Old Testament Survey
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
MUSC 1109	Voice for Worship Leading
MUSC 1111	Piano
MUSC 1115	Choir

**Spring (17.5 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
MUSC 1125	Voice
MUSC 1126	Piano
MUSC 1131	Choir
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (17.5 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
GREK 2310	Greek I
MUSC 1113	Eartraining/Sightsinging I
MUSC 1310	Theory I
MUSC 2115	Choir
PHED 1112	CPR/First Aid/PE
PMIN 2310	Evangelism
SPCH 2310	Speech

**Spring (16.5 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
GREK 2320	Greek II
MISS 3324	Missions
MUSC 1108	Guitar Class
MUSC 2131	Choir
MUSC 2312	Worship Theology & Practice
PMIN 2320	Homiletics

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (17 hours)**

BIBL 3310	Greek Exegesis I
BIBL 43__	Old Testament Elective
CHRS 3010	Christian Service
HIST 3311	History of Christianity
MUSC 3315	Choral Conducting
PHIL 3320	Introduction to Philosophy
WSHP 4230	Worship Arts Ministry

**Spring (14 hours)**

BIBL 3320	Greek Exegesis II
BIBL 3322	Psalms and Wisdom Literature
CHRS 3020	Christian Service
HIST 3320	American Christianity
MUSC 3212	Designing & Leading Worship
	Worship Arts Elective*

**Maymester (3 hours) - required**

INTR 3300 Worship Arts Internship

**Senior Year****Fall (14 hours)**

CHRS 4010	Christian Service
MUSC 4222	Worship Music Literature
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
	Worship Arts Elective*
	Worship Arts Elective*

**Spring (13 hours)**

BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
THEO 4321	Biblical Theology II
	Worship Arts Elective*
	Worship Arts Elective*

\*Worship Arts electives are CHED 3315 Methods of Teaching II, DRAM 2310 Introduction to Drama, HUMA 2322 Art and Music Appreciation, MUSC 2301 Music History and Literature I, MUSC 3311 Children's Choral Methods, MUSC 3312 Choral Methods, PMIN 3331 Women in Ministry, PSYC 3311 Developmental Psychology, WSHP 3320 Worship Technology and Media, WSHP 3325 Drama in Worship, WSHP 3330 Artistic Expression in Worship, and WSHP 4300 Special Topics.

**BACHELOR OF SCIENCE  
BIBLE AND WORSHIP ARTS  
134 hours**

**Freshman Year****Fall (18.5 hours)**

BIBL 1311	How to Study the Bible
BIBL 1332	Old Testament Survey
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
MUSC 1109	Voice for Worship Leading
MUSC 1111	Piano
MUSC 1115	Choir

**Spring (17.5 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
MUSC 1125	Voice
MUSC 1126	Piano
MUSC 1131	Choir
PSYC 1320	General Psychology

**Sophomore Year****Fall (17.5 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
MUSC 1113	Eartraining/Sightsinging I
MUSC 1310	Theory I
MUSC 2115	Choir
PHED 1112	CPR/First Aid/PE
PMIN 2310	Evangelism
SPCH 2310	Speech
	Worship Arts Elective*

**Spring (16.5 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
MISS 3324	Missions
MUSC 1108	Guitar Class
MUSC 2131	Choir
MUSC 2312	Worship Theology & Practice
PMIN 2320	Homiletics
	Worship Arts Elective*

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year****Fall (17 hours)**

BIBL 33__	Bible Elective
BIBL 43__	Old Testament Elective
CHRS 3010	Christian Service
HIST 3311	History of Christianity
MUSC 3315	Choral Conducting
PHIL 3320	Introduction to Philosophy
WSHP 4230	Worship Arts Ministry

**Spring (14 hours)**

BIBL 33__	Bible Elective
BIBL 3322	Psalms and Wisdom Literature
CHRS 3020	Christian Service
HIST 3320	American Christianity
MUSC 3212	Designing & Leading Worship
	Worship Arts Elective*



**Maymester (3 hours) - required**

INTR 3300 Worship Arts Internship

**Senior Year**

**Fall (14 hours)**

BIBL 43\_\_ Old Testament Elective  
CHRS 4010 Christian Service  
MUSC 4222 Worship Music Literature  
THEO 4305 Christian Ethics  
THEO 4310 Biblical Theology I  
Worship Arts Elective\*

**Spring (13 hours)**

BIBL 43\_\_ New Testament Elective  
BIBL 4220 Senior Bible Seminar  
CHRS 4020 Christian Service  
HUMA 4220 Senior Humanities Seminar  
THEO 4321 Biblical Theology II  
Worship Arts Elective\*

\*Worship Arts electives are CHED 3315 Methods of Teaching II, DRAM 2310 Introduction to Drama, HUMA 2322 Art and Music Appreciation, MUSC 2301 Music History and Literature I, MUSC 3311 Children's Choral Methods, MUSC 3312 Choral Methods, PMIN 3331 Women in Ministry, PSYC 3311 Developmental Psychology, WSHP 3320 Worship Technology and Media, WSHP 3325 Drama in Worship, WSHP 3330 Artistic Expression in Worship, and WSHP 4300 Special Topics.



## **BUSINESS ADMINISTRATION DIVISION**

The Business Administration Division offers the Bachelor of Arts or the Bachelor of Science degree in Bible and Business Administration. The program equips the student with business and administration skills, while also providing a solid Biblical foundation for Christian leadership in the workplace.

The degree includes a three-hour internship designed to apply the classroom content to practical experience specific to the major. The internship includes an intensive one-week orientation before entering the actual internship. The internship is arranged through the Office of Student Development in cooperation with the Business Administration Division.

The Quest program offers a Bachelor of Science degree in Management and Ethics. The degree prepares the student in managerial skills and the application of Christian ethical practices in a business setting.

Graduates of this program should demonstrate competency in each division, as follows:

The Bible Division:

1. Understand basic Biblical ethical concepts

The Business Administration Division:

1. Know basic business theory and principles
2. Be able to use current business technologies
3. Integrate business knowledge with Biblical ethics

For more information, please contact the Business Administration Division at DCC.

**BACHELOR OF ARTS  
BIBLE AND BUSINESS ADMINISTRATION DEGREE  
139 hours**

**Freshman Year**

Fall (17 hours)		Spring (15 hours)	
BIBL 1311	How to Study the Bible	BIBL 1331	New Testament Survey
BIBL 1332	Old Testament Survey	CHED 1315	Methods of Teaching I
CHRS 1010	Christian Service	CHRS 1020	Christian Service
ENGL 1310	Composition I	ENGL 1320	Composition II
GENS 1110	First-Year Experience	HIST 1321	World Civilization II
HIST 1311	World Civilization I	PSYC 1320	General Psychology
MATH 1305	Business Math		
PHED 1112	CPR/First Aid/PE		

**Sophomore Year**

Fall (19 hours)*		Spring (18 hours)	
BIBL 2310	Life of Christ I	BIBL 2320	Life of Christ II
CHRS 2010	Christian Service	CHRS 2020	Christian Service
GREK 2310	Greek I	ENGL 23__	Literature Elective
PMIN 2310	Evangelism	GREK 2320	Greek II
SCIN 2410	Life Science	MUSC 2312	Worship Theo. & Practice or
SPCH 2310	Speech		PMIN 2320 Homiletics
BUAD 2310	Principles of Business Mgmt.	BUAD 2320	Management Communications
		BUAD 4302	Managerial Economics

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

Fall (18 hours)		Spring (18 hours)	
BIBL 33__	Old Testament Elective	BIBL 33__	Old Testament Elective
BIBL 3310	Greek Exegesis I	BIBL 3320	Greek Exegesis II
CHRS 3010	Christian Service	CHRS 3020	Christian Service
HIST 3311	History of Christianity	HIST 3320	American Christianity
PHIL 3320	Introduction to Philosophy	MISS 3324	Missions
BUAD 3311	Accounting I	BUAD 3333	Accounting II
BUAD 3325	Human Resource Management	BUAD 3321	Organizational Management

**Maymester (3 hours) - required**

INTR 3300 Business Internship

**Senior Year**

Fall (15 hours)		Spring (13 hours)	
BIBL 43__	Old Testament Elective	BIBL 4220	Senior Bible Seminar
BIBL 43__	New Testament Elective	CHRS 4020	Christian Service
CHRS 4010	Christian Service	HUMA 4220	Senior Humanities Seminar
THEO 4305	Christian Ethics	THEO 4321	Biblical Theology II
THEO 4310	Biblical Theology I	BUAD 4303	Legal Environment of Business
BUAD 4309	Managerial Finance	BUAD 4305	Principles of Marketing

\*Special permission is required from the Academic Office to take over 18 credit hours in a semester. A student may need to consider taking a course during the summer in order to stay within the 18-hour limit.

**BACHELOR OF SCIENCE  
BIBLE AND BUSINESS ADMINISTRATION DEGREE**

**133 hours**

**Fall (17 hours)**

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
HIST 1311	World Civilization I
MATH 1305	Business Math
PHED 1112	CPR/First Aid/PE

**Spring (15 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
PSYC 1320	General Psychology

**Sophomore Year**

**Fall (16 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
PMIN 2310	Evangelism
SCIN 2410	Life Science
SPCH 2310	Speech
BUAD 2310	Principles of Business Mgmt.

**Spring (15 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
ENGL 23__	Literature Elective
MUSC 2312	Worship Theo. & Practice or
BUAD 2320	PMIN 2320 Homiletics
BUAD 4302	Management Communications
	Managerial Economics

**Maymester (3 hours) - required**

PMIN 3311 Ministry Leadership

**Junior Year**

**Fall (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3010	Christian Service
HIST 3311	History of Christianity
PHIL 3320	Introduction to Philosophy
BUAD 3311	Accounting I
BUAD 3325	Human Resource Management

**Spring (18 hours)**

BIBL 33__	Old Testament Elective
BIBL 33__	Bible Elective
CHRS 3020	Christian Service
HIST 3320	American Christianity
MISS 3324	Missions
BUAD 3333	Accounting II
BUAD 3321	Organizational Management

**Maymester (3 hours) - required**

INTR 3300 Business Internship

**Senior Year**

**Fall (15 hours)**

BIBL 43__	Old Testament Elective
BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
THEO 4305	Christian Ethics
THEO 4310	Biblical Theology I
BUAD 4309	Managerial Finance

**Spring (13 hours)**

BIBL 4220	Senior Bible Seminar
CHRS 4020	Christian Service
HUMA 4220	Senior Humanities Seminar
THEO 4321	Biblical Theology II
BUAD 4303	Business Legal Environment
BUAD 4305	Principles of Marketing

## TEACHER EDUCATION DIVISION

The Teacher Education Division of Dallas Christian College prepares students for teaching in elementary or secondary schools. DCC offers a Bachelor of Science in Bible and Education. Education students may choose elementary or secondary education with a concentration in English, history or music. In addition, the division, in cooperation with the Quest program, offers a Bachelor of Science in Education and Ethics.

Graduates of this program, with Christian sensitivity for a culturally diverse world should “teach effectively in various education environments.” The Education Division seeks to help the student in mastery of the following objectives:

1. Know basic content in area(s) of specialization
2. Understand basic developmental, philosophical, and psychological concepts of education
3. Communicate effectively in various educational contexts
4. Perform leadership skills professionally in educational settings

The course of study includes a specific teacher-education plan, Association of Christian School International and state-approved observations, education-oriented experiences, professional seminar attendance, portfolio development, and student teaching (in the bachelor degrees). Education students have specific academic requirements, as follows:

- Must take and pass the THEA test with the minimum state requirements before being accepted into the education program in the fall of the junior year.
- Must achieve a 3.0 or above in ENGL 1310 Composition I, ENGL 1320 Composition II, and SPCH 2310 Speech, and all Core Education courses.
- All level music students must achieve a 3.0 or above in each of the following courses: MUSC 2302 History and Literature II, MUSC 3311 Children’s Choral Methods, MUSC 3312 Choral Methods, and MUSC 3315 Choral Conducting.
- Must maintain a cumulative and semester GPA of 2.75 or above.
- Must maintain a 3.0 GPA average or better in the area of specialization; i.e., English, History, or Music
- Must participate in observations, seminars, and portfolio development.
- Must take a Bible or theology course each semester, except student teaching semester.

The Education Division provides each education student with an Education Division Handbook to explain the criteria and provide forms necessary for completing successful teacher-education training. For transfer, degree-completion, and post-baccalaureate students, the teacher-education certification officer will create a specific deficiency plan.

Admittance application to the DCC education program, including a portfolio, is to be completed by October 1 of the junior year for committee approval. Senior-year acceptance only upon completion of all coursework with the required GPA through junior year and the recommendation of the DCC Education Division.

For more information, please contact the Education Division at DCC.

**BACHELOR OF SCIENCE  
BIBLE AND EDUCATION  
English Specialization (Elementary)  
138 hours**

**Freshman Year**

Fall (14 hours)

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
GOVT 2310	National & State Government
PHED 1112	CPR/First Aid/PE

Spring (18 hours)

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
MATH 1310	College Algebra
PHED 1320	Wellness & Lifestyle

**Sophomore Year**

Fall (19 hours)\*

BIBL 2310	Life of Christ I
BIBL 3314	Acts
CHRS 2010	Christian Service
ENGL 2312	American Literature I
HIST 2311	United States History I
SCIN 2410	Life Science
SPCH 2310	Speech

Spring (18 hours)

BIBL 2320	Life of Christ II
BIBL 3322	Psalms and Wisdom Literature
CHRS 2020	Christian Service
ENGL 2322	American Literature II
HIST 2321	United States History II
HUMA 2322	Art & Music Appreciation
MATH 3320	Systems of Mathematics

**Junior Year**

Fall (18 hours)

CHRS 3010	Christian Service
EDUC 3310	Special Populations
ENGL 3310	World Literature I
ENGL 3312	Children's Literature
ENGL 3325	Advanced Communications
PSYC 3311	Developmental Psychology
THEO 4310	Biblical Theology I

Spring (18 hours)

CHRS 3020	Christian Service
EDUC 4320	Foundations of Reading
ENGL 3320	World Literature II
ENGL 3324	Creative Writing
MGMT 3315	Computer Applications
PSYC 3320	Educational Psychology
THEO 4321	Biblical Theology II

### Senior Year

#### Fall (18 hours)

BIBL 4310	Romans
CHED 4320	Philosophy/History of Christian Education
CHRS 4010	Christian Service
EDUC 4309	Discipline and Class. Mgmt.
EDUC 4310	Reading in the Elementary School
EDUC 4315	Curriculum and Instruction in Elementary School
ENGL 43__	English/Literature Elective

#### Spring (15 hours)

CHRS 4020	Christian Service
EDUC 4312**	Meth. of Teach. Math/Sci.
EDUC 4314**	Meth. of Read./Relat. L.A.
EDUC 4311**	Methods of Soc. St./Geog.
EDUC 4610***	Elementary Student Teaching

\*Special permission is required from the Academic Office to take over 18 credit hours in a semester. A student may need to consider taking a course during the summer in order to stay within the 18-hour limit.

All course work must be completed before \*\*Block courses (5 weeks) and \*\*\*Student Teaching (10-12 weeks). An additional 10 hours of Bible courses are required to apply for an ACSI Bible Specialist Certification. Education students must also meet all of the requirements for certification that are listed on Page No. 77 of this catalogue.

Students unable to meet the student teaching requirement must receive advance approval from the Vice-President for Academic Affairs. Failure to complete student teaching may cause the student to be ineligible for teacher certification.



**BACHELOR OF SCIENCE  
BIBLE AND EDUCATION  
History Specialization (Elementary)  
138 hours**

**Freshman Year**

**Fall (17 hours)**

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
GOVT 2310	National & State Government
HIST 1311	World Civilization I
PHED 1112	CPR/First Aid/PE

**Spring (18 hours)**

BIBL 1331	New Testament Survey
CHED 1315	Methods of Teaching I
CHRS 1020	Christian Service
ENGL 1320	Composition II
HIST 1321	World Civilization II
MATH 1310	College Algebra
PHED 1320	Wellness & Lifestyle

**Sophomore Year**

**Fall (16 hours)**

BIBL 2310	Life of Christ I
BIBL 3314	Acts
CHRS 2010	Christian Service
ENGL 2312	American Literature I
HIST 2311	United States History I
SCIN 2410	Life Science

**Spring (18 hours)**

BIBL 2320	Life of Christ II
BIBL 3322	Psalms and Wisdom Literature
CHRS 2020	Christian Service
ENGL 2322	American Literature II
HIST 2321	United States History II
HUMA 2322	Art & Music Appreciation
MATH 3320	Systems of Mathematics

**Junior Year**

**Fall (18 hours)**

CHRS 3010	Christian Service
EDUC 3310	Special Populations
HIST 3311	History of Christianity
HIST 3321	Adv. Studies in Civilizations
PSYC 3311	Developmental Psychology
SPCH 2310	Speech
THEO 4310	Biblical Theology I

**Spring (18 hours)**

CHRS 3020	Christian Service
EDUC 4320	Foundations of Reading
HIST 3322	Ancient World
HIST 43__	History Elective
MGMT 3315	Computer Applications
PSYC 3320	Educational Psychology
THEO 4321	Biblical Theology II

**Senior Year**

**Fall (18 hours)**

BIBL 4310	Romans
CHED 4320	Philos./History of. Chr. Ed.
CHRS 4010	Christian Service
EDUC 4309	Discipline & Class Mgmt.
EDUC 4310	Reading in the Elem. School
EDUC 4315	Curric. & Instr. in Elem. Sch.
HIST 4320	Texas History

**Spring (15 hours)**

CHRS 4020	Christian Service
EDUC 4311**	Methods of Soc. St./ Geog.
EDUC 4312**	Meth. of Teach. Math/Sci.
EDUC 4314**	Meth. of Read./Relat. L.A.
EDUC 4610***	Elementary Student Teaching

All other course work must be completed before: \*\*Block courses (5 weeks) and \*\*\*Student Teaching (10-12 weeks). An additional 10 hours of Bible courses are required to apply for an ACSI Bible Specialist Certification. Education students must also meet all of the requirements for certification that are listed on Page No. 77 of this catalog.

Students unable to meet the student teaching requirement must receive advance approval from the Vice-President for Academic Affairs. Failure to complete student teaching may cause the student to be ineligible for teacher certification.



**BACHELOR OF SCIENCE  
BIBLE AND EDUCATION**  
**English and History Specialization (Secondary)**  
**138 hours**

**Freshman Year**

<p>Fall (17 hours)</p> <p>BIBL 1332 Old Testament Survey</p> <p>BIBL 1311 How to Study the Bible</p> <p>CHRS 1010 Christian Service</p> <p>ENGL 1310 Composition I</p> <p>GENS 1110 First-Year Experience</p> <p>GOVT 2310 National &amp; State Government</p> <p>HIST 1311 World Civilization I</p> <p>PHED 1112 CPR/First Aid/PE</p>	<p>Spring (18 hours)</p> <p>BIBL 1331 New Testament Survey</p> <p>CHED 1315 Methods of Teaching I</p> <p>CHRS 1020 Christian Service</p> <p>ENGL 1320 Composition II</p> <p>HIST 1321 World Civilization II</p> <p>MATH 1310 College Algebra</p> <p>PHED 1320 Wellness &amp; Lifestyle</p>
--	--

**Sophomore Year**

<p>Fall (19 hours)*</p> <p>BIBL 2310 Life of Christ I</p> <p>BIBL 3314 Acts</p> <p>CHRS 2010 Christian Service</p> <p>ENGL 2312 American Literature I</p> <p>HIST 2311 United States History I</p> <p>SCIN 2410 Life Science</p> <p>SPCH 2310 Speech</p>	<p>Spring (18 hours)</p> <p>BIBL 2320 Life of Christ II</p> <p>BIBL 3322 Psalms and Wisdom Literature</p> <p>CHRS 2020 Christian Service</p> <p>ENGL 2321 American Literature II</p> <p>HIST 2321 United States History II</p> <p>HIST 3322 Ancient World</p> <p>HUMA 2322 Art &amp; Music Appreciation</p>
--	---

**Junior Year**

<p>Fall (18 hours)</p> <p>CHRS 3010 Christian Service</p> <p>EDUC 3310 Special Populations</p> <p>ENGL 3310 World Literature I</p> <p>HIST 3311 History of Christianity</p> <p>HIST 3321 Adv. Studies in Civilizations</p> <p>PSYC 3311 Developmental Psychology</p> <p>THEO 4310 Biblical Theology I</p>	<p>Spring (18 hours)</p> <p>CHRS 3020 Christian Service</p> <p>EDUC 4320 Foundations of Reading</p> <p>ENGL 3320 World Literature II</p> <p>ENGL 3324 Creative Writing</p> <p>MGMT 3315 Computer Applications</p> <p>PSYC 3320 Educational Psychology</p> <p>THEO 4321 Biblical Theology II</p>
---	---

**Senior Year**

<p>Fall (18 hours)</p> <p>BIBL 4310 Romans</p> <p>CHED 4320 Philos./History of Chr. Ed.</p> <p>CHRS 4010 Christian Service</p> <p>EDUC 4309 Discipline &amp; Class Mgmt.</p> <p>EDUC 4325 Curriculum &amp; Instr. Sec. Sch.</p> <p>ENGL 3325 Advanced Communications</p> <p>HIST 4320 Texas History</p>	<p>Spring (12 hours)</p> <p>CHRS 4020 Christian Service</p> <p>EDUC 4311** Methods of Soc. St./Geog.</p> <p>EDUC 4314** Meth. of Read./Relat. L.A.</p> <p>EDUC 4620*** Secondary Student Teaching</p>
---	---

\*Special permission is required from the Academic Office to take over 18 credit hours in a semester. A student may need to consider taking a course during the summer in order to stay within the 18-hour limit.

All other course work must be completed before: \*\*Block courses (5 weeks) and \*\*\*Student Teaching (10-12 weeks). An additional 10 hours of Bible courses are required to apply for an ACSI Bible Specialist Certification. Education students must also meet all of the requirements for certification that are listed on Page No. 77 of this catalog.

Students unable to meet the student teaching requirement must receive advance approval from the Vice-President for Academic Affairs. Failure to complete student teaching may cause the student to be ineligible for teacher certification.

**BACHELOR OF SCIENCE  
BIBLE AND MUSIC EDUCATION  
(All Level) 141.5 hours**

**Freshman Year**

**Fall (18 hours)**

BIBL 1332	Old Testament Survey
BIBL 1311	How to Study the Bible
CHRS 1010	Christian Service
ENGL 1310	Composition I
GENS 1110	First-Year Experience
MUSC 1100	Concert Choir
MUSC 1110	Applied Voice
MUSC 1111	Applied Piano
MUSC 1113	Eartraining/Sightsinging I
MUSC 1310	Theory I
PHED 1112	CPR/First Aid/PE

**Spring (16 hours)**

BIBL 1331	New Testament Survey
CHRS 1020	Christian Service
ENGL 1320	Composition II
MUSC 1101	Concert Choir
MUSC 1123	Eartraining/Sightsinging II
MUSC 1125	Applied Voice
MUSC 1126	Applied Piano
MUSC 1320	Theory II
PHED 1320	Wellness and Lifestyle

**Sophomore Year**

**Fall (17 hours)**

BIBL 2310	Life of Christ I
CHRS 2010	Christian Service
HIST 2311	United States History I
MUSC 2100	Concert Choir
MUSC 2110	Applied Voice
MUSC 2111	Applied Piano
MUSC 2210	Theory III
MUSC 2301	Music History & Literature I
SPCH 2310	Speech

**Spring (18 hours)**

BIBL 2320	Life of Christ II
CHRS 2020	Christian Service
EDUC 3311	Children's Choral Methods
HIST 2321	United States History II
MATH 1310	College Algebra
MUSC 2101	Concert Choir
MUSC 2125	Applied Voice
MUSC 2126	Applied Piano
MUSC 2302	Music History & Literature II

The required courses GOVT 2310 National & State Government and MGMT 3315 Computer Applications are taken in an alternative format. (6 hours)

**Junior Year**

**Fall (17.5 hours)**

BIBL 33__	Bible Elective
CHRS 3010	Christian Service
MUSC 3115	Choir
MUSC 311_	Voice/Piano
MUSC 3315	Choral Conducting
PSYC 3311	Developmental Psychology
SCIN 2410	Life Science
THEO 4310	Biblical Theology I

**Spring (18.5 hours)**

BIBL 3322	Psalms and Wisdom Literature
CHRS 3020	Christian Service
MUSC 3131	Choir
MUSC 312_	Voice/Piano
MUSC 3312	Choral Methods
MUSC 4311	Instrumental Methods
PSYC 3320	Educational Psychology
THEO 4321	Biblical Theology II

**Senior Year**

**Fall (17.5 hours)**

BIBL 43__	New Testament Elective
CHRS 4010	Christian Service
EDUC 4315	Curriculum & Instr. Elem. Sch.
EDUC 4325	Curriculum & Instr. Sec. Sch.
ENGL 2312	American Literature I
MUSC 4115	Choir
MUSC 422_	Voice/Piano***
CHED 4320	Philosophy/History of Christian Ed.

**Spring (15 hours)**

CHRS 4020	Christian Service
EDUC 3310	Special Populations
EDUC 4309*	Discipline & Classroom Mgmt.
EDUC 4320*	Foundations of Reading
EDUC 4630**	All-Level Student Teaching

All other course work must be completed before: \* Block courses (5 weeks) and \*\* Student Teaching (12 weeks). An additional 10 hours of Bible courses is required to apply for an ACSI Bible Specialist Certification. Education students must also meet all of the requirements for certification that are listed on Page No. 77 of this catalog.

Students unable to meet the student teaching requirement must receive advance approval from the Vice-President for Academic Affairs. Failure to complete student teaching may cause the student to be ineligible for teacher certification.

\*\*\*Senior recital required in voice or piano, 30 minutes in length.





---

---

*ACCESS*

*Alternative Certification Curriculum to Ensure Student Success*

---

---

PROGRAM OVERVIEW  
FINANCIAL INFORMATION  
ALTERNATIVE TEACHER CERTIFICATION PROGRAMS

## PROGRAM OVERVIEW

**A** The Alternative Certification Curriculum to Ensure Student Success (ACCESS) Program at Dallas Christian College will provide highly qualified individuals with a bachelor degree the opportunity to launch a successful career in education with Texas public school certification. The need for effective teachers in Texas is critical and widely acknowledged. The need for teachers who experience confidence and joy in teaching because of successful, research-based practices is even more critical to retaining those teachers in Texas schools. The ACCESS Program will provide opportunities for teacher candidates to pursue a career in education while making a positive contribution to a local school. The ACCESS Program is based on the new standards for Texas educators. The Education Division of DCC provides the ACCESS Program. For more information, please contact the Education Division at DCC.

### PROGRAM BENEFITS

Students in the program will be able to do the following:

- Complete the program in 18 months
- Attend classes in an eight-week block format
- Teach as an intern in a SACS accredited/TEA approved public or private school
- Learn from faculty members who are professional practitioners in the teaching field
- Receive individualized support from a Mentor Teacher
- Complete program for consideration as a public school teacher in Texas
- Gain satisfaction from fulfilling an educational goal

### ADMISSIONS REQUIREMENTS

Application to DCC's ACCESS Program entails two phases of admissions. First, the applicant must apply to DCC as a student fulfilling all the admissions requirements of the college. Second, the applicant must fulfill all the admissions requirements of the Education Division of DCC, including completing a screening process, and meeting the academic criteria necessary to enter the ACCESS Program.

### SCREENING PROCESS

Applicants to the ACCESS Program must meet the following policies and procedures to be admitted:

1. Submit the following:
  - completed application form with non-refundable application fee
  - current resume showing full- and part-time work
  - completed form for a criminal background check
  - transcripts from all colleges/universities attended

*Foreign transcripts must be translated and evaluated at the applicant's expense.*

- THEA (formerly TASP) scores  
*TOEFL scores if applicable*
  - two letters of recommendation, one personal, one professional/academic
  - signed statement indicating support for the Christian mission of DCC to integrate faith and learning
2. Participate in an oral screening interview designed to assess oral language and social interaction and communication skills
  3. Participate in a written screening interview by responding appropriately to one written question

All admissions criteria apply to all applicants. The DCC Education Division will evaluate each applicant in a fair and consistent manner.

### ACADEMIC CRITERIA

All applicants to the ACCESS Program must meet the following academic criteria for admission:

- Official transcript from an accredited college/university documenting a bachelor's degree
- 24 or more hours of content coursework
- Minimum cumulative GPA of 2.75 on a 4.0 scale  
*Successful and/or exceptional work experience documented by the applicant may be accepted as an alternative if the applicant attended college more than five years ago.*
- Minimum THEA (or TASP) scores of 260 in reading, 230 in math, and 220 in writing  
*Minimum TOEFL score of 500 if applicable*
- Critical Thinking Test scores in the top 25% on test selected
- Documentation of a minimum of 20 clock hours of hands-on experience and observation or work experience with students at the same level for which certification is sought
- Strong communication skills demonstrated in admission interviews
- Passing scores on the TExES content test before final program acceptance/admission

### CONTENT AREAS FOR CERTIFICATION

DCC's ACCESS Program focuses on assisting teacher candidates with the required content proficiency in any one of the following areas to meet the requirements of the Pedagogy and Professional Responsibilities Test:

1. Early Childhood to Grade 4
  - Generalist
2. Grades 4 through 8
  - Generalist
  - English Language Arts and Reading
  - English Language Arts and Reading/Social Studies
  - Mathematics

- Mathematics/Science
  - Science
  - Social Studies
3. Grades 8 through 12
    - English Language Arts and Reading
    - Mathematics
    - History
    - Science
    - Life Science
    - Physical Science
    - Social Studies
  4. All Level—Early Childhood through grade 12
    - Art
    - Music
    - Health
    - Physical Education

## **FINANCIAL INFORMATION**

### **APPLICATION FEE**

Applicants must pay a non-refundable application fee of \$50 (includes college application fee) at the time of application.

### **REGISTRATION FEE**

Accepted applicants must pay a non-refundable registration fee of \$350 due prior to beginning ACCESS Program.

### **PROGRAM ADMINISTRATION FEE**

Accepted applicants must pay a non-refundable program administration fee of \$600.

### **TUITION**

Unless financial aid covers the balance due or optional payment plans are in place, tuition is due at registration prior to beginning ACCESS Program. The \$3,950 tuition covers the costs of the 27 credit hours, training, internship, and a probationary certificate fee (\$50).

### **ADDITIONAL FEES**

Additional fees not included in ACCESS Program include:

- THEA Test fee— \$29
- Content TExES fee— \$82
- Pedagogy and Professional Responsibilities Test fee— \$82
- Certification Application fee— \$85
- Textbooks— \$250 maximum

# ALTERNATIVE TEACHER CERTIFICATION PROGRAMS

## EARLY CHILDHOOD TO 4<sup>TH</sup> GRADE

27 hours

EDUC4363	Professional Expectations and Ethics
EDUC4345	Curriculum Design
EDUC4355	Teaching and Learning
EDUC4362	Teaching Diverse Learners
EDUC4360	Teaching Literacy Skills
EDUC4361	Educational Assessment
EDUC4350	Systems Management
EDUC4601	Professional Internship

## 4<sup>TH</sup> TO 8<sup>TH</sup> GRADE

27 hours

EDUC4363	Professional Expectations and Ethics
EDUC4346	Curriculum Design
EDUC4356	Teaching and Learning
EDUC4362	Teaching Diverse Learners
EDUC4360	Teaching Literacy Skills
EDUC4361	Educational Assessment
EDUC4351	Systems Management
EDUC4602	Professional Internship



**8<sup>TH</sup> TO 12<sup>TH</sup> GRADE  
27 hours**

EDUC4363	Professional Expectations and Ethics
EDUC4347	Curriculum Design
EDUC4357	Teaching and Learning
EDUC4362	Teaching Diverse Learners
EDUC4360	Teaching Literacy Skills
EDUC4361	Educational Assessment
EDUC4352	Systems Management
EDUC4603	Professional Internship

**EARLY CHILDHOOD TO 12<sup>TH</sup> GRADE  
(All Level)  
27 hours**

EDUC4363	Professional Expectations and Ethics
EDUC4348	Curriculum Design
EDUC4358	Teaching and Learning
EDUC4362	Teaching Diverse Learners
EDUC4360	Teaching Literacy Skills
EDUC4361	Educational Assessment
EDUC4353	Systems Management
EDUC4604	Professional Internship



---

---

*DCC ONLINE*

---

---

PROGRAM OVERVIEW  
FINANCIAL INFORMATION  
MINISTRY AND LEADERSHIP PROGRAM

## PROGRAM OVERVIEW

**D**allas Christian College developed the online degree completion program to meet the needs of individuals who need the flexibility and convenience of online learning. Students complete their weekly work on their schedule rather than at set meeting times.

**C**  
**C** We currently offer online a 130-hour Bachelor of Arts or Bachelor of Science in Ministry and Leadership. These degrees are designed to equip people with leadership and ministry skills in the church and in the community, as well as to build a solid Scriptural foundation. These degree completion programs can be entered with as little as 33 hours of previous college credit from any regionally accredited institution. Each course is seven weeks long and earns three semester hours of credit.

### Successful Online Learners Are Those Who:

- Have successfully completed at least 33 semester hours (primarily in general studies)
- Are highly motivated to finish their degree
- Can schedule their time carefully and discipline themselves to meet the rigorous demands of this program
- Are comfortable with working on their computer and on the Internet
- Are at ease with the higher volume of writing needed for online coursework

**O**  
**N**  
**L**  
**I**  
**N**  
**E** Those Who Choose The Ministry And Leadership Online Degree Program Are Those Who:

- Are presently working full time, have a busy home life, and are actively involved in their church
- Want to enhance their current ministry
- Want to prepare themselves for Christian service through formal study
- Have always wanted to finish a college degree, but the demands of daily life have always hindered that dream
- Want to develop or enhance leadership skills
- Want to complete their degree in a Christian college setting where the faculty and staff members are sincerely interested in their lives and future
- Have physical limitations that make traditional classroom education difficult
- Want a second degree for personal and spiritual fulfillment

### PROGRAM BENEFITS

Students in this program will be able to do the following:

- Complete their bachelor's degree in as little as 24 months (depending on previous college work)
- Convert significant work experiences into college credits by documenting past training, work-related projects, and past learning
- Attend online class at their convenience during the week, minimizing interference with work schedules, family life, and other activities
- Improve both writing and speaking skills

- Meet in a virtual environment and benefit from the varied experiences and ideas of their classmates
- Interact with other adults who care deeply about the work of the Church
- Learn from faculty members who are professional practitioners in ministry
- Receive individualized instruction and specific attention in problem areas
- Graduate with an accredited degree and be considered for admission to graduate schools
- Gain satisfaction from fulfilling an educational goal
- Equip Christians to be better church leaders and be more effective Bible teachers

## **PROGRAM PROCESS**

- Each course meets online for seven weeks.
- Students progress through the program, taking one course at a time.
- The curriculum is accessed on the Internet with detailed assignments for each week, helping students adjust their schedules accordingly.
- Two courses require a weekend visit to the DCC campus (two trips total). These are the residency requirement for all students completing the Bachelor of Arts or the Bachelor of Science in Ministry and Leadership.
- The online faculty includes members of DCC's full-time faculty and adjunct faculty.

## **EARNING CREDIT**

Students entering the online degree-completion program must have a minimum of 33 semester hours for admission (24 hours must be in general studies). Students can earn semester hours through the Credit for Demonstrated Competency process, credit by examination or a challenge examination. A maximum of 30 hours may be earned through alternative methods, which may be counted toward the 33-hour minimum.

## **CHALLENGE EXAMINATIONS**

Any DCC student who wishes to meet a requirement of any general-studies or elective course through a special examination may request a challenge exam. A challenge exam may not be requested for a course required in the major. The procedure is as follows:

- The student submits a written request to the Distance Education Office.
- If approved, an instructor will be contacted and will construct an exam to be administered by a proctor approved by the DCC office.
- A non-refundable fee is required at the time of application for the challenge exam.

CLEP tests are offered at local institutions. DCC is a DANTES test site. For additional information concerning DCC's Credit by Examination Policy, see Page No. 29.

## **OTHER ACADEMIC REQUIREMENTS**

All Dallas Christian College Academic Policies listed under “Academic Regulations & Procedures” apply to all Online Students.

## **CHRISTIAN SERVICE REQUIREMENTS**

As part of graduation requirements and in keeping with the ministry emphasis of this degree, DCC requires the student to be regularly involved in Christian service throughout the course of his or her studies. See the Student Life/Christian Service section of this catalog for complete information on Christian Service requirements.

## **BOOKS AND MATERIALS**

Online students are responsible for the cost of their textbooks. They are sent a book list for each class and are responsible for ordering their textbooks from any source they find appropriate. The syllabus and supplemental instructional materials for online courses are included on the course website.

## **FINANCIAL INFORMATION**

### **APPLICATION FEE**

Applicants must pay the non-refundable application fee at the time of application.

### **TUITION**

Unless financial aid covers the balance due or optional payment plans are in place, tuition is due at enrollment.

### **COURSE FEE**

A \$45 non-refundable course fee is assessed for each course. Payment should be made at registration for each course. This fee covers the cost of the Internet course platform and 24/7 technical support.

### **PAYMENT OF ACCOUNTS**

Refer to the Payment of Accounts Section on Page No. 24.

### **FINANCIAL AID**

Refer to the Financial Aid Section on Page No. 15.

## TUITION REFUND POLICY

The refund policy is as follows:

- Withdrawal from the program—The student will receive a full refund for any classes that have not started at the time the student withdraws.
- Refunds are based upon the policy beginning on Page No. 22.
- All refunds are subject to a \$50 withdrawal fee when the withdrawal is less than two weeks before class start date or after the start date.

Tuition refund for first-time recipients of Title IV Funds--The Higher Education Amendments Act of 1992 established an institutional refund policy for all institutions participating in Title IV student-aid programs. The pro rata refund is applicable to all students who receive a loan or grant under the Title IV programs.

The Title IV repayment/refund allocation of a student's financial assistance is refunded as follows:

Stafford Loans  
Pell Grant  
SEOG Grant  
Other Title IV programs  
student

Amounts returned to each source are not to exceed the amount disbursed from that source.



**BACHELOR OF ARTS  
MINISTRY AND LEADERSHIP  
130 hours**

**General Courses  
52 hours**

BIBL 1311	How to Study the Bible	MATH 1305	Business Math
BIBL 1331	New Testament Survey	MGMT 3315	Computer Applications
BIBL 1332	Old Testament Survey	MINL 1310	Foundations of Leadership
ENGL 1310	Composition I	PHIL 3320	Introduction to Philosophy
ENGL 1320	Composition II	SCIN 2410	Life Science
ENGL 2340	Literature Survey	SOCI 2310	Introduction to Sociology
HIST 1311	World Civilization I	SPCH 2310	Speech
HIST 1321	World Civilization II	PSYC 1320	General Psychology
HIST 3311	History of Christianity		

**Major Courses  
42 hours**

BIBL 4302	Synoptic Gospels	MINL 4310	Biblical Comm. Seminar II
BIBL 4307	Paul's Letters	MINL 4315	Group Leadership
BIBL 4309	Inter. of the Old Testament	PMIN 2310	Evangelism
BIBL 4315	Hebrew Prophetic Literature	PMIN 3313	Small Group Ministry
BIBL 4318	Biblical Research Seminar I	THEO 3303	Biblical Theo. of Leadership
BIBL 4319	Biblical Research Seminar II	THEO 4301	Christian Theology
MINL 2310	Biblical Comm. Seminar I	THEO 4305	Christian Ethics

**Language Courses  
12 hours**

GREK 2310	Greek I	BIBL 3310	Greek Exegesis I
GREK 2320	Greek II	BIBL 3320	Greek Exegesis II

**Elective Courses  
24 hours**

Elective course requirements may be fulfilled with transfer credit, credit for demonstrated competency, credit by examination, or taking additional courses selected from any discipline offered at Dallas Christian College.

**Additional Requirements:**

Complete the 14 courses in the Ministry and Leadership major with a grade-point average of 2.5 or better.

Complete the Graduation Application form and pay the graduation and diploma fees.

Satisfy all financial obligations to the college.

Satisfactorily complete the Christian service requirements of the college.

**BACHELOR OF SCIENCE  
MINISTRY AND LEADERSHIP  
130 hours**

**General Courses  
52 hours**

BIBL 1311	How to Study the Bible	MATH 1305	Business Math
BIBL 1331	New Testament Survey	MGMT 3315	Computer Applications
BIBL 1332	Old Testament Survey	MINL 1310	Foundations of Leadership
ENGL 1310	Composition I	PHIL 3320	Introduction to Philosophy
ENGL 1320	Composition II	SCIN 2410	Life Science
ENGL 2340	Literature Survey	SOCI 2310	Introduction to Sociology
HIST 1311	World Civilization I	SPCH 2310	Speech
HIST 1321	World Civilization II	PSYC 1320	General Psychology
HIST 3311	History of Christianity		

**Major Courses  
42 hours**

BIBL 4302	Synoptic Gospels	MINL 4310	Biblical Comm. Seminar II
BIBL 4307	Paul's Letters	MINL 4315	Group Leadership
BIBL 4309	Inter. of the Old Testament	PMIN 2310	Evangelism
BIBL 4315	Hebrew Prophetic Literature	PMIN 3313	Small Group Ministry
BIBL 4318	Biblical Research Seminar I	THEO 3303	Biblical Theo. of Leadership
BIBL 4319	Biblical Research Seminar II	THEO 4301	Christian Theology
MINL 2310	Biblical Comm. Seminar I	THEO 4305	Christian Ethics

**Elective Courses  
36 hours**

Elective course requirements may be fulfilled with transfer credit, credit for demonstrated competency, credit by examination, or taking additional courses selected from any discipline offered at Dallas Christian College.

**Additional Requirements:**

Complete the 14 courses in the Ministry and Leadership major with a grade-point average of 2.5 or better.

Complete the Graduation Application form and pay the graduation and diploma fees.

Satisfy all financial obligations to the college.

Satisfactorily complete the Christian service requirements of the college.





---

---

***QUEST DEGREE COMPLETION PROGRAM***

---

---

PROGRAM OVERVIEW  
FINANCIAL INFORMATION  
MINISTRY AND LEADERSHIP PROGRAM  
MANAGEMENT AND ETHICS PROGRAM  
EDUCATION AND ETHICS PROGRAM

## PROGRAM OVERVIEW

Dallas Christian College developed the Quest degree-completion program to meet the needs of adult individuals (age 25 and over) who:

- Have successfully completed at least 33 semester hours (24 hours must be in general education)
- Are highly motivated to finish their degree
- Have a busy schedule
- Can discipline themselves to meet the rigorous demands of this program
- Want to enhance their current ministry or prepare themselves for new fields of Christian service through formal study
- Want to prepare for the ministry
- Want to develop or enhance business management skills
- Want to complete their degree in a Christian college setting where the faculty and staff members are sincerely interested in the student and his or her future
- Want a second degree for personal and spiritual fulfillment
- Are presently working full time or have a busy home life and are actively involved in church
- Seek knowledge and skill in various business fields
- Want to prepare themselves to teach in a Christian school

### PROGRAM BENEFITS

Students in this program will be able to do the following:

- Complete their bachelor's degree in as little as 20 months
- Convert significant work experiences into college credits by documenting past training, work-related projects, and past learning
- Attend most classes only one evening each week, minimizing interference with work schedules, family life, and other activities
- Improve both writing and speaking skills
- Meet in a seminar format and benefit from the varied experiences and ideas of other classmates
- Learn from faculty members who are professional practitioners in business and ministry fields
- Attend small classes to develop group cohesiveness and an active network of associates
- Receive individualized and application-based instruction
- Graduate with a Bachelor's degree and be considered for admission to graduate schools
- Gain satisfaction from fulfilling an educational goal

The Quest program delivers curriculum in an accelerated format. The courses are taught in a short time, usually five weeks for classes in the major and six weeks for general electives or general education courses. Occasionally, special electives are taught in a longer format. The courses for the major are scheduled sequentially in order to:

1. maximize the student's ability to complete the program in a short time
  2. build upon skills and learning objectives throughout the program one class to the next
  3. provide for a clear degree plan from beginning to end
- Each course in the major meets from 6 to 10 p.m. one night per week for five or six weeks.
  - The schedule provides the students seven weeks of breaks throughout the year corresponding to the major holidays. General education courses and electives may be offered in varying forms.
  - Courses start throughout the year when students begin as a group and progress through the program together, taking one course at a time.
  - The courses for the major are scheduled over a period of less than 20 months, equaling 42 semester hours.
  - The curriculum is distributed in a series of syllabuses with detailed assignments for each week, helping the student adjust his or her study schedule accordingly.

The Quest faculty includes members of DCC's full-time faculty and adjunct faculty who serve as visiting professors. These professors share appropriate illustrations from their everyday experiences. All faculty members participate in a special orientation and regular workshops which prepare them for working with adult students, making each course an exciting and valuable learning experience.

## ARTS AND SCIENCES

All graduates from DCC must successfully complete a core of courses from the Arts and Sciences Division. Students in the Quest degree-completion program must complete required general-education hours. Objectives for the Arts and Sciences Division are the following:

1. Know the core content of each discipline
2. Integrate learning with related disciplines
3. Apply this knowledge and understanding creatively, constructively, and compassionately
4. Communicate effectively
5. Develop a moral appreciation of self, others, cultures, and the natural world

Adult learners interested in Quest may also enroll for general courses to fulfill prerequisite courses, elective requirements, or requirements to complete a minor. Graduates of other colleges should consult their Quest advisor about transferring of credit.

Quest cooperates with area Christian schools to provide summer classes for courses required for the Association of Christian Schools International (ACSI) Teacher Certification. These courses are occasionally offered in a block format.

## EARNING ALTERNATIVE CREDIT

A student can earn additional semester hours through the Credit for Demonstrated Competency process or credit by examination. A maximum of 30 hours may be earned through these alternative methods. All alternative credit must be completed prior to preregistration of the final semester.

### CREDIT FOR DEMONSTRATED COMPETENCY (CDC)

In the Credit for Demonstrated Competency process, the student prepares a portfolio documenting work experiences and the learning that has resulted from these experiences. These credits can be earned from many different sources, including workshops, seminars, independent study, non-credit classes, training programs, and work experiences. It is the learning, and not merely experience from these sources, that is evaluated and warrants the awarding of credit. In the admission process, the Quest staff will provide the student with an estimate of the number of CDC credits he or she might receive through this process. A non-refundable fee is required at the time of application for Credit for Demonstrated Competency.

Dallas Christian College will offer a Credit by Demonstrated Competency (CDC) Workshop in conjunction with the regularly scheduled Quest Group Starts (typically three times each year). The CDC Workshop will cover all the alternative credit options offered by Dallas Christian College, including Learning Application Essays, Sponsored Professional Training, and the various test-out options as described in the current Dallas Christian College Catalog. The workshop is required for anyone interested in securing alternative college credit from Dallas Christian College.

### CREDIT BY EXAMINATION

DCC accepts four examinations by which a student may earn credit in addition to the courses and the CDC process. These are:

- College Level Examination Program (CLEP)—a national set of exams on selected topics offered on a regular schedule (testing available off campus only)
- Defense Activity for Traditional Educational Support (DANTES) - a national set of exams developed by the military and covering college introductory courses in 50 different subject areas (testing available on campus)
- Advanced Placement (AP) Examinations - a national set of exams to substitute for specified courses at DCC
- A challenge exam may be requested by any DCC student in the Quest program who wishes to meet a requirement of any general-studies or elective course through a special examination. A challenge exam may not be requested for a course required in the major. The procedure is as follows: the student submits a written request to the Quest Office. If approved, an instructor will be contacted,

and an exam will be constructed and administered by the Quest Office. A non-refundable fee is required at the time of application for the challenge exam.

CLEP tests are offered at local institutions; the Quest Office has a list of locations and fees. DCC is a DANTESS test site. For additional information concerning DCC's Credit by Examination Policy, see Page No. 29.

### **OTHER ACADEMIC REQUIREMENTS**

All Dallas Christian College Academic Policies listed under "Academic Regulations & Procedures" apply to all Quest Students.

### **CHRISTIAN SERVICE REQUIREMENTS**

As part of graduation requirements and in keeping with the ministry emphasis of this degree, DCC requires the student to be regularly involved in Christian service throughout the course of his or her studies. See the Student Life/Christian Service section of this catalog for complete information on Christian Service requirements.

## **FINANCIAL INFORMATION**

### **APPLICATION FEE**

Applicants must pay the non-refundable application fee at the time of application.

### **TUITION**

Unless financial aid covers the balance due or optional payment plans are in place, tuition is due at registration before the first class session.

### **COURSE FEE**

A \$25 non-refundable course fee is assessed for each course. Payment should be made at registration each semester. This fee covers the cost of student instructional manuals, materials used in class, and all handbooks.

### **PAYMENT OF ACCOUNTS**

Refer to the Payment of Accounts Section on Page No. 24.

### **FINANCIAL AID**

Refer to the Financial Aid Section on Page No. 15.

**TUITION REFUND POLICY**

The refund policy is as follows:

- Withdrawal from the program—The student will receive a full refund for any classes that have not started at the time the student withdraws.
- Refunds are based upon the policy beginning on on Page No. 22.
- All refunds are subject to a \$50 withdrawal fee when the withdrawal is less than two weeks before class start date or after the start date.

Tuition refund for first-time recipients of Title IV Funds--The Higher Education Amendments Act of 1992 established an institutional refund policy for all institutions participating in Title IV student-aid programs. The pro rata refund is applicable to all students who receive a loan or grant under the Title IV programs.

The Title IV repayment/refund allocation of a student’s financial assistance is refunded as follows:

- Stafford Loans
- Pell Grant
- SEOG Grant
- Other Title IV programs
- student

Amounts returned to each source are not to exceed the amount disbursed from that source.

## MINISTRY AND LEADERSHIP PROGRAM

The Bible Division of Dallas Christian College prepares students for leadership ministry in a church or church-related setting. The division offers two degrees through the Quest Degree-Completion Program: the Bachelor of Arts in Ministry and Leadership and the Bachelor of Science in Ministry and Leadership. Students may also choose a minor in international management.

The Bachelor of Arts degree is similar to the Bachelor of Science degree, except for a 12-hour Greek language requirement. Students who intend to serve in a ministry involving preaching or teaching would be best served by the B. A. degree. Students who intend to seek employment apart from the local church might be best served by the B. S. degree.

The Bible Division contains two departments: the Department of Bible and the Department of Practical Ministries. Upon completion of the curriculum in Bible and Practical Ministries, the student should have fulfilled the following objectives.

The Bible Division has three objectives:

1. Know the general content of the Bible
2. Understand basic theological concepts
3. Apply exegesis to selected Biblical passages

The Department of Practical Ministries has two objectives:

1. Understand ministry methodologies
2. Communicate effectively in various ministry contexts

For more information, please contact the Bible Division at DCC.

**BACHELOR OF ARTS  
MINISTRY AND LEADERSHIP  
130 hours**

**General Courses  
52 hours**

BIBL 1311	How to Study the Bible	MATH 1305	Business Math
BIBL 1331	New Testament Survey	MGMT 3315	Computer Applications
BIBL 1332	Old Testament Survey	MINL 1310	Foundations of Leadership
ENGL 1310	Composition I	PHIL 3320	Introduction to Philosophy
ENGL 1320	Composition II	SCIN 2410	Life Science
ENGL 2340	Literature Survey	SOCI 2310	Introduction to Sociology
HIST 1311	World Civilization I	SPCH 2310	Speech
HIST 1321	World Civilization II	PSYC 1320	General Psychology
HIST 3311	History of Christianity		

**Major Courses  
42 hours**

BIBL 4302	Synoptic Gospels	MINL 2310	Biblical Comm. Seminar I
BIBL 4307	Paul's Letters	MINL 4310	Biblical Comm. Seminar II
BIBL 4309	Inter. of the Old Testament	PMIN 2310	Evangelism
BIBL 4315	Hebrew Prophetic Lit.	PMIN 3313	Small Group Ministry
BIBL 4318	Biblical Research Seminar I	THEO 3303	Biblical Theo. of Leadership
BIBL 4319	Biblical Research Seminar II	THEO 4301	Christian Theology
MINL 4315	Group Leadership	THEO 4305	Christian Ethics

**Language Courses  
12 hours**

GREK 2310	Greek I	BIBL 3310	Greek Exegesis I
GREK 2320	Greek II	BIBL 3320	Greek Exegesis II

**Elective Courses  
24 hours**

Elective course requirements may be fulfilled with transfer credit, credit for demonstrated competency, credit by examination, or taking additional courses selected from any discipline offered at Dallas Christian College.

**Additional Requirements:**

Complete the 14 courses in the Ministry and Leadership major with a grade-point average of 2.5 or better.

Complete the Graduation Application form and pay the graduation and diploma fees.

Satisfy all financial obligations to the college.

Satisfactorily complete the Christian service requirements of the college.



**BACHELOR OF SCIENCE  
MINISTRY AND LEADERSHIP  
130 hours**

**General Courses**

52 hours

BIBL 1311	How to Study the Bible	MATH 1305	Business Math
BIBL 1331	New Testament Survey	MGMT 3315	Computer Applications
BIBL 1332	Old Testament Survey	MINL 1310	Foundations of Leadership
ENGL 1310	Composition I	PHIL 3320	Introduction to Philosophy
ENGL 1320	Composition II	SCIN 2410	Life Science
ENGL 2340	Literature Survey	SOCI 2310	Introduction to Sociology
HIST 1311	World Civilization I	SPCH 2310	Speech
HIST 1321	World Civilization II	PSYC 1320	General Psychology
HIST 3311	History of Christianity		

**Major Courses**

42 hours

BIBL 4302	Synoptic Gospels	MINL 2310	Biblical Comm. Seminar I
BIBL 4307	Paul's Letters	MINL 4310	Biblical Comm. Seminar II
BIBL 4309	Inter. of the Old Testament	PMIN 2310	Evangelism
BIBL 4315	Hebrew Prophetic Literature	PMIN 3313	Small Group Ministry
BIBL 4318	Biblical Research Seminar I	THEO 3303	Biblical Theo. of Leadership
BIBL 4319	Biblical Research Seminar II	THEO 4301	Christian Theology
MINL 4315	Group Leadership	THEO 4305	Christian Ethics

**Elective Courses**

36 hours

Elective course requirements may be fulfilled with transfer credit, credit for demonstrated competency, credit by examination, or taking additional courses selected from any discipline offered at Dallas Christian College.

**Additional Requirements:**

Complete the 14 courses in the Ministry and Leadership major with a grade-point average of 2.5 or better.

Complete the Graduation Application form and pay the graduation and diploma fees.

Satisfy all financial obligations to the college.

Satisfactorily complete the Christian service requirements of the college.

## MANAGEMENT AND ETHICS PROGRAM

The Management and Ethics Division of Dallas Christian College prepares students for Christian leadership in a business-related setting. The division offers a Bachelor of Arts or Bachelor of Science in Management and Ethics through the Quest Degree-Completion Program. Students may also choose a minor in international management.

Graduates of this program should demonstrate competency in each division, as follows:

The Bible Division:

1. Understand basic Biblical ethical concepts

The Business Administration Division:

1. Know basic business theory and principles
2. Be able to use current business technologies
3. Integrate business knowledge with Biblical ethics

For more information, please contact the Business Administration Division at DCC.

**BACHELOR OF ARTS  
MANAGEMENT AND ETHICS  
130 hours**

**General Courses  
52 hours**

BIBL 1311	How to Study the Bible	MATH 1305	Business Math
BIBL 1331	New Testament Survey	MGMT 2320	Management Communications
BIBL 1332	Old Testament Survey	MGMT 3315	Computer Applications
ENGL 1310	Composition I	MGMT 1310	Foundations of Leadership
ENGL 1320	Composition II	SCIN 2410	Life Science
ENGL 2340	Literature Survey	SOCI 2310	Introduction to Sociology
HIST 1311	World Civilization I	SPCH 2310	Speech
HIST 1321	World Civilization II	PHIL 3320	Introduction to Philosophy
		PSYC 1320	General Psychology

**Major Courses  
42 hours**

BIBL 3316	Biblical Found. for Ethics	MGMT 4303	Business Legal Environment
BIBL 3330	Exposition of Ephesians	MGMT 4304	Org. Behavior/Responsibility
MGMT 3311	Accounting I	MGMT 4305	Marketing Concepts & App.
MGMT 3321	Organizational Management	MGMT 4308	Strategic Management
MGMT 3325	Human Resource Mgmt.	MGMT 4309	Managerial Finance
MGMT 3333	Accounting II	MGMT 4312	Group Leadership
MGMT 4302	Managerial Economics	THEO 4305	Christian Ethics

**Language Courses  
12 hours**

GREK 2310	Greek I	BIBL 3310	Greek Exegesis I
GREK 2320	Greek II	BIBL 3320	Greek Exegesis II

**Elective Courses  
24 hours**

Elective course requirements may be fulfilled with transfer credit, credit for demonstrated competency, credit by examination, or taking additional courses selected from any discipline offered at Dallas Christian College.

**Additional Requirements:**

Complete the 14 courses in the Management and Ethics major with a grade-point average of 2.5 or better.

Complete the Graduation Application form and pay the graduation and diploma fees.

Satisfy all financial obligations to the college.

Satisfactorily complete the Christian service requirements of the college.

**BACHELOR OF SCIENCE  
MANAGEMENT AND ETHICS  
130 hours**

**General Courses  
52 hours**

BIBL 1311	How to Study the Bible	MATH 1305	Business Math
BIBL 1331	New Testament Survey	MGMT 2320	Management Communications
BIBL 1332	Old Testament Survey	MGMT 3315	Computer Applications
ENGL 1310	Composition I	MGMT 1310	Foundations of Leadership
ENGL 1320	Composition II	SCIN 2410	Life Science
ENGL 2340	Literature Survey	SOCI 2310	Introduction to Sociology
HIST 1311	World Civilization I	SPCH 2310	Speech
HIST 1321	World Civilization II	PHIL 3320	Introduction to Philosophy
		PSYC 1320	General Psychology

**Major Courses  
42 hours**

BIBL 3316	Biblical Found. for Ethics	MGMT 4303	Business Legal Environment
BIBL 3330	Exposition of Ephesians	MGMT 4304	Org. Behavior/Responsibility
MGMT 3311	Accounting I	MGMT 4305	Marketing Concepts & Appl.
MGMT 3321	Organizational Management	MGMT 4308	Strategic Management
MGMT 3325	Human Resource Management	MGMT 4309	Managerial Finance
MGMT 3333	Accounting II	MGMT 4312	Group Leadership
MGMT 4302	Managerial Economics	THEO 4305	Christian Ethics

**Elective Courses  
36 hours**

Elective course requirements may be fulfilled with transfer credit, credit for demonstrated competency, credit by examination, or taking additional courses selected from any discipline offered at Dallas Christian College.

**Additional Requirements:**

Complete the 14 courses in the Management and Ethics major with a grade-point average of 2.5 or better.

Complete the Graduation Application form and pay the graduation and diploma fees.

Satisfy all financial obligations to the college.

Satisfactorily complete the Christian service requirements of the college.

## EDUCATION AND ETHICS PROGRAM

The Teacher Education Division of Dallas Christian College prepares students for teaching in elementary or secondary schools. DCC offers a Bachelor of Science in Education and Ethics. Education students may choose elementary or secondary education with a concentration in Bible and English or history.

Graduates of this program, with Christian sensitivity for a culturally diverse world should “teach effectively in various education environments.” The Education Division seeks to help the student in mastery of the following objectives:

1. Know basic content in area(s) of specialization
2. Understand basic developmental, philosophical, and psychological concepts of education
3. Communicate effectively in various educational contexts
4. Perform leadership skills professionally in educational settings

The course of study includes a specific teacher-education plan, Association of Christian School International and state-approved observations, education-oriented experiences, professional seminar attendance, portfolio development, and student teaching. Education students have specific academic requirements, as follows:

- Must take and pass the THEA test with the minimum state requirements before being accepted into the education program.
- Must achieve a 3.0 or above in ENGL 1310 Composition I, ENGL 1320 Composition II, and SPCH 2310 Speech, and all Core Education courses.
- Must maintain a cumulative and semester GPA of 2.75 or above.
- Must maintain a 3.0 GPA average or better in the area of specialization; i.e., English and History.
- Must participate in observations, seminars, and portfolio development.
- Must take a Bible or theology course each semester, except student teaching semester.

The Education Division provides each education student with an Education Division Handbook to explain the criteria and provide forms necessary for completing successful teacher-education training. For transfer, degree-completion, and post-baccalaureate students, the teacher-education certification officer will create a specific deficiency plan.

Admittance application to the DCC education program is to be completed in addition to acceptance to DCC. (See Page No. 77 for details.)

Quest cooperates with area Christian schools to provide summer classes for courses required for the Association of Christian Schools International (ACSI) Teacher Certification. These courses are occasionally offered in a block format.

For more information, please contact the Education Division at DCC.

**BACHELOR OF SCIENCE  
EDUCATION AND ETHICS  
(Elementary)  
130 hours**

**General Courses**  
49 hours

BIBL 1311	How to Study the Bible	HIST 3311	History of Christianity
BIBL 1331	New Testament Survey	MATH 1305	Business Math
BIBL 1332	Old Testament Survey	MGMT 1310	Foundations of Leadership
ENGL 1310	Composition I	MGMT 3315	Computer Applications
ENGL 1320	Composition II	SCIN 2410	Life Science
ENGL 2340	Literature Survey	SOCI 2310	Introduction to Sociology
HIST 1311	World Civilization I	SPCH 2310	Speech
HIST 1321	World Civilization II	PSYC 1320	General Psychology

**Major Courses**  
27 hours

BIBL 3316	Biblical Found. for Ethics	BIBL 4315	Hebrew Prophetic Literature
BIBL 3330	Exposition of Ephesians	BIBL 4318	Biblical Research Seminar I
BIBL 4302	Synoptic Gospels	BIBL 4319	Biblical Research Seminar II
BIBL 4307	Paul's Letters	THEO 4305	Christian Ethics
BIBL 4309	Inter. of the Old Testament		

**Education Courses**  
39 hours

CHED 1315	Methods of Teaching I	EDUC 4312	Meth. of Teach. Science/Math
CHED 4320	Phil. & Hist. of Christian Ed.	EDUC 4314	Meth. of Reading/Lang. Arts*
EDUC 3310	Special Populations	EDUC 4315	Curric. & Instr./Elementary
EDUC 4309	Disc. & Classroom Mgmt.	EDUC 4320	Foundations of Reading
EDUC 4310	Reading in the Elem. School	EDUC 4610	Elem. Student Teaching**
EDUC 4311	Meth. of Soc. Studies/Geog.*	ENGL 3325	Advanced Communications*

**Elective Courses**  
15 hours

Elective course requirements may be fulfilled with transfer credit, credit for demonstrated competency, credit by examination, or taking additional courses selected from any discipline offered at Dallas Christian College.

\*All coursework must be completed, except the three courses listed with the student teaching. These courses are taught in a block at the campus where student teaching is done.

\*\*Students must take student teaching in their last semester. Students unable to meet this requirement must receive advance approval from the Vice-President for Academic Affairs. Failure to complete student teaching may cause the student to be ineligible for teacher certification.

Students must meet all the qualifications and requirements of the Education Division as listed on Page No. 77.

This degree prepares the student for two certifications: Bible (36 hours) and Elementary Education (36 hours).

**BACHELOR OF SCIENCE  
EDUCATION AND ETHICS  
(Secondary)  
130 hours**

**General Courses  
40 hours**

BIBL 1311	How to Study the Bible	HIST 1321	World Civilization II
BIBL 1331	New Testament Survey	MATH 1305	Business Math
BIBL 1332	Old Testament Survey	MGMT 1310	Foundations of Leadership
ENGL 1310	Composition I	MGMT 3315	Computer Applications
ENGL 1320	Composition II	SCIN 2410	Life Science
ENGL 2340	Literature Survey	SPCH 2310	Speech
HIST 1311	World Civilization I		

**Major Courses  
21 hours**

BIBL 3316	Biblical Found. for Ethics	BIBL 4309	Inter. of the Old Testament
BIBL 3330	Exposition of Ephesians	BIBL 4318	Biblical Research Seminar I
BIBL 4302	Synoptic Gospels	BIBL 4319	Biblical Research Seminar II
BIBL 4307	Paul's Letters		

**Education Courses  
36 hours**

CHED 1315	Methods of Teaching I	EDUC 4320	Foundations of Reading
CHED 4320	Phil. & Hist. of Christian Ed.	EDUC 4325	Curric. & Instr./Secondary
EDUC 3310	Special Populations	EDUC 4620	Secondary Student Teaching**
EDUC 4309	Disc. & Classroom Mgmt.	ENGL 3325	Advanced Communications*
EDUC 4311	Meth. of Social Studies/Geo.*	PSYC 3320	Educational Psychology
EDUC 4314	Methods of Reading/Language Arts*		

**Content Courses  
24 hours**

Content area may be in English, history, or a combination of English and history. An English specialization requires at least 12 hours of upper-level courses. A history specialization requires at least 12 hours of upper-level courses. A combination specialization requires 12 hours of upper-level courses in each subject.

**Elective Courses  
9 hours**

Elective course requirements may be fulfilled with transfer credit, credit for demonstrated competency, credit by examination, or taking additional courses selected from any discipline offered at Dallas Christian College.

\*All coursework must be completed, except the three courses listed with the student teaching. These courses are taught in a block at the campus where student teaching is done.

\*\*Students must take student teaching in their last semester. Students unable to meet this requirement must receive advance approval from the Vice-President for Academic Affairs. Failure to

complete student teaching may cause the student to be ineligible for teacher certification.

Students must meet all the qualifications and requirements of the Education Division as listed on Page No. 77.

This degree prepares the student for two certifications: Bible (36 hours) and Secondary Education (36 hours), with a specialization in teaching English (24 hours), history (24 hours), or a combination of English and history (36 hours total, of which 24 are in the major).







---

---

## *COURSE DESCRIPTIONS*

---

---

COURSE NUMBERING  
BIBLE & THEOLOGY  
BUSINESS  
ARTS & SCIENCES  
PROFESSIONAL STUDIES  
INDEPENDENT STUDY & SPECIAL TOPICS  
INTERNSHIPS

## COURSE NUMBERING

Numbering code: Letters preceding the number indicate curricular area. The first digit of the four numbers indicates class level. The second digit indicates number of credit hours. The third and fourth digits differentiate courses. Courses indicated with (Q) are only offered through the Quest degree-completion or online program. Courses indicated with (A) are only offered through the ACCESS Alternative Certification Program.

## BIBLE AND THEOLOGY

### **GENERAL**

BIBL 1311 HOW TO STUDY THE BIBLE. An introduction to principles and methods of sound exegetical study of the Bible using inductive principles and various Bible study tools.

BIBL 1331 NEW TESTAMENT SURVEY. An introduction to the story of the Bible as it unfolds in the New Testament.

BIBL 1332 OLD TESTAMENT SURVEY. An introduction to the story of the Bible as it unfolds in the Old Testament.

BIBL 3316 BIBLICAL FOUNDATIONS FOR ETHICS. A study of the ethical standards of Scripture under the categories of the Ten Commandments and how Jesus approached ethical issues in the Sermon on the Mount. (Q)

BIBL 4220 SENIOR BIBLE SEMINAR. An integration of the various courses and experiences the student has had relating to Biblical exegesis, theology, preaching, and teaching. It aims to refine the student's ability to exegete Biblical passages and communicate Biblical truth. (Can only be taken last semester of attendance.)

BIBL 4318 BIBLICAL RESEARCH SEMINAR I. An integration of the various courses and experiences the student has had relating to Biblical research and exegesis. Prerequisite: BIBL 1311, BIBL 4309, and at least one of BIBL 4302 or BIBL 4307. (Q)

BIBL 4319 BIBLICAL RESEARCH SEMINAR II. A continuation of BIBL 4318. (Q)

### **OLD TESTAMENT**

BIBL 3313 PENTATEUCH. An introduction to Genesis, Exodus, Leviticus, Numbers, and Deuteronomy, with study of selected portions of the creation and patriarchal narrative, the Law and Israel's wandering in the wilderness.

BIBL 3322 PSALMS AND WISDOM LITERATURE. An introduction to and study of selected portions of Job, Psalms, Proverbs, Ecclesiastes, and Song of Songs, with discussion of the relevance of the literature for spiritual formation, practical wisdom, and ministry task.

BIBL 4309 INTERPRETATION OF THE OLD TESTAMENT. An application of the procedures of Biblical interpretation to Old Testament literature with a view toward applying the teaching in contemporary ministry contexts. (Q)

BIBL 4315 HEBREW PROPHETIC LITERATURE. An introduction to and study of significant portions of the Hebrew literary prophets, emphasizing the unfolding of God's redemptive plan. Doctrinal implications and ministry values of the literature are discussed.

### **NEW TESTAMENT**

BIBL 2310 LIFE OF CHRIST I. A study of the life and teaching of Jesus (up to the Transfiguration) as set forth in the four Gospels.

BIBL 2320 LIFE OF CHRIST II. A study of the life and teaching of Jesus (from the Transfiguration through the Ascension) as set forth in the four Gospels.

BIBL 3310 GREEK EXEGESIS I. A thorough review of forms and syntax of Greek with a more advanced study of Greek grammar. Special attention is given to the areas in which one's knowledge of Greek makes a unique impact on understanding the New Testament. (Cross-referenced as GREK 3310.)

BIBL 3320 GREEK EXEGESIS II. A continuation of BIBL 3310. (Cross-referenced as GREK 3320.)

BIBL 3314 ACTS. A historical and theological study of the life and teaching of the early church with attention to the implications for the church today.

BIBL 3315 HEBREWS. An introduction to and study of the book of Hebrews, with a review of exegetical principles and skills especially relevant for students lacking skill in the original languages of Scripture.

BIBL 3323 PASTORAL EPISTLES. An introduction to and examination of 1 and 2 Timothy and Titus, with emphasis on the characteristics of church leadership.

BIBL 3324 JOHANNINE LITERATURE. An overview and examination of some of the terms and symbols of the Gospel of John, the epistles of John, and Revelation. Special emphasis will be given to the various interpretive approaches of Revelation.

BIBL 3325 PRISON EPISTLES. An exegetical study of Ephesians, Philippians, Colossians, and Philemon.

BIBL 3330 EXPOSITION OF EPHESIANS. An exposition and application of Paul's epistle to the Ephesians, with emphasis on inductive Bible study principles.

BIBL 4302 SYNOPTIC GOSPELS. A study of the life and teaching of Jesus as found in Matthew, Mark, and Luke. (Q)

**BIBL 4307 PAUL'S LETTERS.** A study of the letters written by the Apostle Paul with special emphasis given to the student's use of correct hermeneutical principles and procedures. (Q)

**BIBL 4310 ROMANS.** An analysis of the epistle to the Romans with emphasis on the logical structure of the book. Special attention is given to the formation of a personal world view, based on an overview of Romans and God's grace within it.

**BIBL 4312 REVELATION.** A discussion of the various interpretive approaches to Revelation with careful exposition of the text.

**BIBL 4331 GOSPEL OF JOHN.** A study of the fourth Gospel in light of its unique contribution to the record of the life and teaching of Jesus Christ.

## ***THEOLOGY***

**THEO 3303 BIBLICAL THEOLOGY OF LEADERSHIP.** A study of Biblical leadership with application of the concepts for both personal and career goals.

**THEO 4301 CHRISTIAN THEOLOGY.** An introduction to the discipline of theology with study of such doctrines as God, Christ, the Holy Spirit, man, sin, and salvation.

**THEO 4305 CHRISTIAN ETHICS.** A study of theoretical and practical problems of moral conduct and proposed solutions, with an emphasis on the nature of ethics, values, rights, obligations, and opportunities.

**THEO 4310 BIBLICAL THEOLOGY I.** An introduction to the discipline of theology and its relevance to all of life, including Old Testament teachings on certain topics and themes, and approaches to contemporary issues from a Biblical-theological perspective.

**THEO 4321 BIBLICAL THEOLOGY II.** A continuation of THEO 4310, dealing primarily with the New Testament.

## **BUSINESS**

### ***BUSINESS ADMINISTRATION***

**BUAD 2310 PRINCIPLES OF BUSINESS MANAGEMENT.** An introduction to the process of managing and working effectively with people. Emphasis is given to clarifying and sharpening management values, knowledge, and skills with special focus on decision-making, leadership, ethics, and quality.

**BUAD 2320 MANAGEMENT COMMUNICATIONS.** The course is a study of the theory and function of communication within business, government, hospitals, schools, industrial firms, and other organizations, with emphasis on concepts and principles for effective information management. The course introduces communication skills needed in business and professional contexts. The focus is on developing a working knowledge of theory and

skills for interpersonal communication, groups and teams, and presentations, and applying these skills in contemporary organizations. (Cross-referenced as MGMT 2320)

**BUAD 2321 INTRODUCTION TO CONFLICT MANAGEMENT.** A study of various communication theories and their impact on conflict situations, with an examination of the styles of conflict management and the integration of these theories into the necessary tools for effective negotiation. (Cross-referenced as PMIN 2321.)

**BUAD 3311 ACCOUNTING I.** An introduction to the theory and practice of measuring and interpreting financial data for business units: basic concepts, principles, and procedures. (Cross-referenced as MGMT 3311)

**BUAD 3321 ORGANIZATIONAL MANAGEMENT.** An exploration of businesses and other organizations, including design, structure and culture. The focus is on understanding different organizational cultures and processes and enhancing ability to evaluate and improve organizational processes. (Cross-referenced as MGMT 3321)

**BUAD 3325 HUMAN RESOURCE MANAGEMENT.** A study of the fundamental functions of human-resource management as they affect the relationship between management and the personnel of the organization. (Cross-referenced as MGMT 3325)

**BUAD 3333 ACCOUNTING II.** A continuation of BUAD 3311, including uses of accounting data by business management, cost behavior analysis, cost-volume profit analysis, budgetary controls, responsibility accounting, standard costing, capital budgeting, analysis of financial reports, and income taxation. Prerequisite: BUAD 3311. (Cross-referenced as MGMT 3333)

**BUAD 4302 MANAGERIAL ECONOMICS.** A study of the role of prices and markets in the modern, mixed, free-enterprise economy, including tools needed in economic policy debates and decisions. (Q) (Cross-referenced as MGMT 4302)

**BUAD 4303 BUSINESS LEGAL ENVIRONMENT.** A study of the legal rights and social forces that shape governments, business, and society, including regulatory law, contracts, personal property, bailments, and sales. (Cross-referenced as MGMT 4303)

**BUAD 4305 PRINCIPLES OF MARKETING.** An overview of marketing functions, marketing concept, marketing research, and marketing ethics, including market segmentation and target marketing. (Cross-referenced as MGMT 4305)

**BUAD 4309 MANAGERIAL FINANCE.** A study of the practice and policies applicable to financial management of business enterprises. Prerequisite: BUAD 3311, BUAD 3333. (Cross-referenced as MGMT 4309)

## ***MANAGEMENT***

**MGMT 1310 FOUNDATIONS OF LEADERSHIP.** The establishing of a firm foundation is vital for effective leadership. This course emphasizes how those goals and priorities relate to the realities and aspirations of leadership and how the attitude of the individual and psychological make-up affect the ability and willingness to establish a lasting foundation of

leadership. (Q)

**MGMT 2320 MANAGEMENT COMMUNICATIONS.** The course is a study of the theory and function of communication within business, government, hospitals, schools, industrial firms, and other organizations, with emphasis on concepts and principles for effective information management. The course introduces communication skills needed in business and professional contexts. The focus is on developing a working knowledge of theory and skills for interpersonal communication, groups and teams, and presentations, and applying these skills in contemporary organizations. (Cross-referenced as BUAD 2320)

**MGMT 3305 INTERNATIONAL MARKETING.** A study for managers of the role of marketing for an organization within the global community, with emphasis on the cultural factors that affect consumer behavior, the development and evaluation of an organization's marketing strategies, and fundamental marketing variables. (Q)

**MGMT 3310 INTERNATIONAL COMMUNICATION.** A study of culture, the values held by various cultures, and methods to manage cultural conflict, including cultural similarities and differences and ways to improve cross-cultural communication (verbal and non-verbal). Designed for business people, travelers, and other individuals interacting with others from around the world. (Q)

**MGMT 3311 ACCOUNTING I.** An introduction to the principles of accounting and the basic accounting cycle, including the fundamentals of reporting, summarizing, and analyzing various business transactions. Recording to books, posting to ledger, completion of period summary, and preparation of statements are also covered. (Q) (Cross-referenced as BUAD 3311)

**MGMT 3315 COMPUTER APPLICATIONS.** An introduction to the personal computer, its operating system, and word processing, with special emphasis on word-processing application and technique.

**MGMT 3321 ORGANIZATIONAL MANAGEMENT.** An exploration of businesses and other organizations, including design, structure and culture components. The focus is on understanding different organizational cultures and processes and enhancing ability to evaluate and improve organizational processes. (Q) (Cross-referenced as BUAD 3321)

**MGMT 3325 HUMAN RESOURCE MANAGEMENT.** Development of a model to determine factors that affect individual performance. Job motivation is studied in the context of personality, attitudes, perception, roles, aptitude, and the work culture. The impact of interpersonal communication skills upon individual performance is examined. (Q) (Cross-referenced as BUAD 3325)

**MGMT 3331 CONTEMPORARY WORLD ISSUES.** An overview of modern economic, social, and political concerns, focusing on major international issues affecting the United States and transnational businesses. Topics include origins of economic and political conflicts, the impact of trade agreements, and social concerns related to business practices. (Q)

MGMT 3333 ACCOUNTING II. A study of the acquisition, analysis, and reporting of financial information to and by managers and the organization, with special attention to the planning and control responsibilities of managers. Individuals should gain confidence in their ability to interpret and use financial information for more effective decision-making. Prerequisite: MGMT 3311. (Q) (Cross-referenced as BUAD 3333)

MGMT 4302 MANAGERIAL ECONOMICS. A study of the role of prices and markets in the modern, mixed, free-enterprise economy, including tools needed in economic policy debates and decisions. (Q) (Cross-referenced as BUAD 4302)

MGMT 4303 BUSINESS LEGAL ENVIRONMENT. A study of the legal rights and social forces that shape governments, business, and society including regulatory law, contracts, personal property, bailments, and sales. (Q) (Cross-referenced as BUAD 4303)

MGMT 4304 ORGANIZATIONAL BEHAVIOR AND RESPONSIBILITY. A study of the responsibilities of both manager and organization, including the social responsibility of an organization, public policy toward business organizations, and individual managerial ethics. (Q)

MGMT 4305 MARKETING CONCEPTS AND APPLICATIONS. A study for managers of the role of marketing for an organization, with emphasis on the factors that affect consumer behavior, the development and evaluation of an organization's marketing strategies, and the fundamental marketing variables. (Q) (Cross-referenced as BUAD 4305)

MGMT 4307 INTERNATIONAL MANAGEMENT. An overview of international trade, including managerial, human-resource, financial, marketing, and cultural issues as well as adaptation to various socio-cultural, politico-legal characteristics. (Q)

MGMT 4308 STRATEGIC MANAGEMENT. A capstone course examining and formulating strategic goals, objectives, and policies to enhance organizational effectiveness, incorporating knowledge from all previous business courses into a holistic demonstration of the importance of corporate strategic planning and management. (Q)

MGMT 4309 MANAGERIAL FINANCE. A study of the practice and policies applicable to financial management of business enterprises. Prerequisite: MGMT 3311, MGMT 3333. (Q) (Cross-referenced as BUAD 4309)

MGMT 4312 GROUP LEADERSHIP. Reading, discussion, and development of papers pertaining to relevant case studies and ethical issues in business. (Q)

MGMT 4315 TRAVEL/STUDY MODULE. A study of social, cultural, historical, and business insights as applied in other countries. Students travel to other countries on tours directed by Dallas Christian College faculty. Each tour is individually tailored, depending on the locale selected, current events, and expressed interest of faculty and students. Students may repeat the course for credit.

## ARTS AND SCIENCES

### **DEVELOPMENTAL**

DVLS 0101 STUDY SKILLS. A review of study skills necessary for success in college, including note taking, organizing, test taking, time management, reading comprehension, and vocabulary skills. May be required of new students who score a 17 or below on ACT English or 415 or below on SAT Verbal. Also may be required of students on academic probation. Students who want to improve their study skills may take this course. May be repeated. This course accompanies the student's Bible courses and meets up to three hours per week. (Credit for this course does not count toward a degree and is ordinarily non-transferable.)

DVLS 0102 DEVELOPMENTAL ENGLISH. A review of the basics of writing, emphasizing creative writing and the writing of good, clear sentences and paragraphs. Required of students who score a 17 or below on ACT English or 415 or below on SAT Verbal. This course accompanies Composition I as a writing lab and meets up to three hours per week. (Credit for this course does not count toward a degree and is ordinarily non-transferable.)

DVLS 0103 DEVELOPMENTAL MATH. A review of basic arithmetic and an introduction to beginning topics in algebra to ease the transition to business math, college algebra, or other college-level work. Required of students who score 17 or below on ACT math, 415 or below on SAT math, or 64 or below on the DCC math proficiency test. (Credit for this course does not count toward a degree and is ordinarily non-transferable.)

### **GENERAL STUDIES**

GENS 1110 FIRST-YEAR EXPERIENCE. Study of and practice in the basic skills needed for success in college, including academic, computer, social, and spiritual skills. Teachers provide personal advising. Required of incoming freshmen.

DRAM 2310 INTRODUCTION TO DRAMA. A survey of drama that will emphasize the interpretation, creative process, and dramatic texts for the stage or screen. Acting fundamentals such as voice, body, and movement are introduced. This course will look at the usefulness of drama in the Christian as well as secular realms. Course work culminates in preparation of a group dramatic performance.

### **HISTORY**

HIST 1311 WORLD CIVILIZATION I. A survey of world history and culture from prehistory to the seventeenth century, with emphasis on ancient civilizations and their development.

HIST 1321 WORLD CIVILIZATION II. A survey of world history and culture from the seventeenth century to the present, with emphasis on global civilizations and the development of modern world views.

HIST 2311 UNITED STATES HISTORY I. A survey of United States history and culture from



the colonial period to the Civil War, with emphasis on colonial and antebellum societies, including a detailed study of the Civil War.

HIST 2321 UNITED STATES HISTORY II. A survey of United States history and culture from Reconstruction to the present, with emphasis on the rise of the United States as a world power and the growing pluralism of contemporary society.

HIST 3311 HISTORY OF CHRISTIANITY. A survey of Christian history and theology from the apostolic era to the present, with special focus on the theological, institutional, and social context. Prerequisite: HIST 1311, HIST 1321.

HIST 3320 AMERICAN CHRISTIANITY. A survey of Christian history in America, with special focus on the Stone-Campbell Movement in its North American context. Prerequisite: HIST 3311.

HIST 3321 ADVANCED STUDIES IN CIVILIZATIONS. An advanced study of world history from prehistory to the present, with emphasis on cross-cultural contacts. Prerequisite: HIST 1311, HIST 1321.

HIST 3322 ANCIENT WORLD. An advanced study of Near Eastern and Greco-Roman society and civilization from prehistory to late antiquity, with emphasis on the cultural, political, and religious developments. Prerequisite: HIST 1311.

HIST 4320 TEXAS HISTORY. An advanced study of the history and culture of Texas from prehistory to the present, with emphasis on the origin of Texas and its developing pluralism. Prerequisite: HIST 2311, HIST 2321.

HIST 4331 SPECIAL TOPICS IN U.S. HISTORY. An advanced study of the American Civil War, with emphasis on the political, social, and religious developments in the war.

## ***HUMANITIES***

HUMA 2322 ART AND MUSIC APPRECIATION. A study of master works of art and music and their creators, to develop appreciation and knowledge of them and to acquaint students with various media in art and music.

HUMA 4220 SENIOR HUMANITIES SEMINAR. A guided, integrative project drawing on the content and insights from the curriculum's general-studies courses and demonstrating the interrelationship between Christian faith and human learning. (Can only be taken last semester of attendance.)

## ***LANGUAGE***

GREK 2310 GREEK I. An introduction to the basic elements of New Testament Greek, stressing familiarity with vocabulary, forms, grammar, and translation skills.

GREK 2320 GREEK II. A continuation of GREK 2310.

GREK 3310 GREEK EXEGESIS I. A thorough review of forms and syntax with a more advanced study of Greek grammar, stressing areas where a knowledge of Greek makes a unique impact on understanding the New Testament. (Cross-referenced as BIBL 3310.)

GREK 3320 GREEK EXEGESIS II. A continuation of GREK 3310. (Cross-referenced as BIBL 3320.)

HEBR 3310 HEBREW. An introduction to the basic elements of Hebrew, stressing familiarity with vocabulary, forms, grammar, and translation skills.

HEBR 4\_11 HEBREW EXEGESIS. An application of elementary Hebrew to exegesis in specific passages of the Hebrew Bible.

SPAN 2315 CONVERSATIONAL SPANISH. An introduction to a working vocabulary for developing relationships in the Hispanic world. Initiates students into the basic understanding of a second language. Upon completion, students should be able to converse on a beginning level.

### ***LANGUAGE ARTS***

ENGL 1310 COMPOSITION I. A study of effective written composition, including reading and writing of informal and analytical essays, study of word parts, and review of grammar, usage, and punctuation.

ENGL 1320 COMPOSITION II. A continuation of ENGL 1310, including conducting research, research writing, and reading and writing about various literary genres.

ENGL 3324\*\* CREATIVE WRITING. An exploration of the structure of various literary genres, including practice in writing and editing for publication. Prerequisite: ENGL 1310, ENGL 1320.

ENGL 3325\*\* ADVANCED COMMUNICATIONS. The study of essential elements for effective speaking, writing, listening, and reading, with emphasis on the principal parts of speech, techniques of traditional, transformational, and structural grammar; and the phonetic, phonemic, and phonic sound systems. This course will also trace the development of the English language. Prerequisite: ENGL 1310, ENGL 1320.

\*\* May not be taken to fulfill B.A. or B.S. literature requirements.

### ***LITERATURE***

ENGL 2312 or 3313 AMERICAN LITERATURE I. A survey of American prose and poetry from the Colonial period through the latter nineteenth century, including writers of African, American, Asian, and European cultural origin. Prerequisite: ENGL 1310, ENGL 1320.

ENGL 2322 or 3323 AMERICAN LITERATURE II. A continuation of ENGL 2312, to the present. Prerequisite: ENGL 1310, ENGL 1320.

ENGL 2311 or 3314\* ENGLISH LITERATURE I. A survey of English prose and poetry from the Anglo-Saxon period through the neo-classic period. Prerequisite: ENGL 1310, ENGL 1320.

ENGL 2321 or 3322\* ENGLISH LITERATURE II. A continuation of ENGL 2311, from Romanticism to the present. Prerequisite: ENGL 1310, ENGL 1320.

ENGL 2313 or 3310\* WORLD LITERATURE I. A study of selected masterpieces of prose and poetry from ancient Asian, European, and African cultures through the sixteenth century. Prerequisite: ENGL 1310, ENGL 1320.

ENGL 2323 or 3320\* WORLD LITERATURE II. A continuation of ENGL 2313, to the present, including writers of African, American, Asian, and European cultural origin. Prerequisite: ENGL 1310, ENGL 1320.

ENGL 2314 or 3311\* INTRODUCTION TO SHAKESPEARE. A study of at least twelve plays, including comedy, tragedy, history, and romance. Prerequisite: ENGL 1310, ENGL 1320.

ENGL 2340 LITERATURE SURVEY. An introduction to masterpieces of Western civilization, including the epic, narrative poetry, drama, the novel, and the short story, designed to develop analytical reading skills and an appreciation for literature that reflects diverse cultures. Prerequisite: ENGL 1310, ENGL 1320.

ENGL 3312\*\* CHILDREN'S LITERATURE. A study of the types and styles of literature written for children at different levels of reading ability and comprehension, including analysis of what is suitable literature for children. Prerequisite: ENGL 1310, ENGL 1320.

\*Bachelor of Arts and Bachelor of Science students may take these courses at the sophomore level (2000) to fulfill the literature requirement. Education students need to take them at the upper level (3000). Assignments differ in the two levels.

\*\*May not be taken to fulfill B.A. or B.S. literature requirements.

## ***MATHEMATICS***

MATH 1305 BUSINESS MATH. A basic study of math and its applications in business, including bank services, payroll, business discounts and mark-ups, simple and compound interest, stocks and bonds, consumer loans, taxes and insurance, depreciation, financial statements, and business statistics.

MATH 1310 COLLEGE ALGEBRA. A thorough study of the binomial theorem, progressions, exponents, quadratic equations, and ratio and proportion. The theory and use of logarithms are included. Prerequisite: 2 years of high-school algebra.

MATH 3320 SYSTEMS OF MATHEMATICS. Study of the logical structure of arithmetic and algebra, the nature of numbers and systems of enumeration, relations and their graphs, and applications in problem solving.

## ***PHILOSOPHY***

PHIL 3320 INTRODUCTION TO PHILOSOPHY. A survey of the continuing questions raised by philosophic inquiry, with assessment of key philosophic systems in relationship to Christian thought and values.

## ***PHYSICAL EDUCATION***

PHED 1111 VARSITY TEAM SPORTS. Intercollegiate basketball, soccer, and volleyball, with emphasis on developing Christian attitudes and values in a competitive climate.

PHED 1112 CPR/FIRST AID/PE. An introduction to physical education, with emphasis on developing healthy bodies through individual exercise programs and team sports, basic first-aid principles and techniques, and the life-support procedure of cardiopulmonary resuscitation (CPR). This course provides experience helpful in emergency situations.

PHED 1121 VARSITY TEAM SPORTS. Continuation of PHED 1111.

PHED 1320 WELLNESS AND LIFESTYLE. An introduction to the lifestyle necessary to achieve wellness and total fitness, including aerobic- training principles, exercise and weight control, and life sports. The course combines lecture, physical activity, and a life-sports lab, with the student choosing from tennis, jogging, fitness walking, cycling, golf, and bowling.

## ***PSYCHOLOGY***

PSYC 1320 GENERAL PSYCHOLOGY. An introduction to psychology as a system of scientific inquiry, with special attention to the bases of human behavior, origin and development of processes of human behavior, human learning and memory, motivations to behavior, and personal and social control of behavior.

PSYC 2315 or 3305\* PSYCHOLOGY AND CHRISTIAN THOUGHT. An introduction to the ways in which Christ's teaching and Christian thought undergird and apply in the study and practice of psychology.

PSYC 2325 INTRODUCTION TO STATISTICS. An introduction to descriptive and inferential statistics, including parametric and nonparametric methods, and computer techniques for data analysis. Prerequisite: MATH 1305 or its equivalent.

PSYC 3310 MARRIAGE AND FAMILY. An introduction to the Biblical foundation for courtship, marriage, and family development. Factors which challenge the family as a healthy organism are discussed.

PSYC 3311 DEVELOPMENTAL PSYCHOLOGY. An examination of the normal growth patterns of childhood and adolescence in the physical, cognitive, personality, social, and spiritual realms.

PSYC 3315 PERSONALITY THEORIES. A survey of the primary schools of personality theory, including the analytic or dynamic, the humanistic-existential, and the behavioral,

plus an integrative model. Prerequisite: PSYC 1320.

PSYC 3320 EDUCATIONAL PSYCHOLOGY. A study of the variables influencing learning, including theoretical and practical advice for various teaching-learning situations.

PSYC 3325 ABNORMAL PSYCHOLOGY. A study of the classification and nature of abnormal behavior, and causes and treatments. Prerequisite: PSYC 1320.

PSYC 3330 PSYCHOLOGICAL TESTS AND MEASUREMENT. An introduction to theory and principles of measurement, including the construction, reliability, validity, and application of measurement devices in professional settings. Prerequisite: PSYC 2325.

PSYC 4315 COUNSELING METHODS. A study of counseling theory and techniques, with attention to strengths and weaknesses of each approach. (May not be taken in place of PSYC 4321.) Prerequisite: PSYC 1320, PSYC 2315.

PSYC 4321 COUNSELING. An overview of counseling techniques and procedures, including brief analysis of human personality emphasizing root causes of behavior and relational problems of people. Several types of special counseling situations are examined to assess appropriate counselor style and technique. Prerequisite: PSYC 1320. (Cross-referenced as PMIN 4321; may not be taken in place of PSYC 4315 Counseling Methods or PSYC 4325 Counseling in the Church, in the psychology major).

PSYC 4325 COUNSELING IN THE CHURCH. An examination of the distinctives of pastoral counseling in a church or para-church agency, including qualifications of counselors and appropriate techniques. Prerequisite: PSYC 4315. (May not be taken in place of PSYC 4321.)

PSYC 4330 SOCIAL PSYCHOLOGY. A study of social behavior, including social cognition, attitude formation and change, conformity, prejudice, and group processes. Prerequisite: PSYC 1320.

\*Bachelor of Arts and Bachelor of Science students may take these courses at the sophomore level (2000) to fulfill the Psychology requirement. General Studies students need to take them at the upper level (3000). Assignments differ in the two levels.

## **SCIENCE**

SCIN 2110 LIFE SCIENCE LAB ONLY. Laboratory experience allows students to use scientific methods to examine and test many of the facts and concepts of biology.

SCIN 2410 LIFE SCIENCE. The fundamental concepts of biology with emphasis on human biology, including the organ systems. Both the place of humankind in the environment and the importance of the environment to humankind are examined. The theory of evolution is critiqued scientifically and Biblically. Required laboratory experience allows students to use scientific methods to examine and test many of the facts and concepts presented.

## ***SOCIAL SCIENCE***

GOVT 2310 NATIONAL AND STATE GOVERNMENT. An analysis of national, state, and local government in the United States, including the Articles of Confederation, the U.S. Constitution, the national party system, and the departments of government. History of state government and constitutions are examined, with special emphasis on the state of Texas, including the state legislature, the governor and state administration, the state court system, local government, and other state and local government issues.

SOCI 2310 INTRODUCTION TO SOCIOLOGY. An examination of the interrelationship of culture, social organization, and human personality and behavior, including analysis of group structure, types of social stratification, and the processes of social change.

## ***SPEECH***

SPCH 2310 SPEECH. An introduction to classical rhetoric and modern interpersonal communication theory, both spoken and written, including theory and practice in public speaking, to sharpen communication skills and sensitize the student to interpersonal behavior. Emphasis is placed on contemporary uses and ethics of persuasion.

## **PROFESSIONAL STUDIES**

### ***CHRISTIAN EDUCATION***

CHED 1315 METHODS OF TEACHING I. An examination and practical study of the methods, media, and techniques used in an educational environment from birth through adulthood.

CHED 3310 CURRICULUM EVALUATION AND PLANNING. A study of the objectives and principles of curriculum building, theory, and design. Prerequisite: CHED 3311

CHED 3311 EDUCATIONAL LEADERSHIP. A practical study of principles of organizing, administering, and supervising the total education program of the local church. Prerequisite: CHED 1315

CHED 3315 METHODS OF TEACHING II. An advanced study of the methods, media, and techniques used in an educational environment from birth through adulthood. Prerequisite: CHED 1315

CHED 4315 ADVANCED TEACHING METHODS. An advanced course designed for teachers in the field with emphasis on practical teaching strategies for use in preschool to adult classes.

CHED 4320 PHILOSOPHY AND HISTORY OF CHRISTIAN EDUCATION. An examination of education from the Christian and Biblical perspective, including the history of philosophical Christian concepts related to education. The literature of well-known Christian educators is studied along with integration of Christianity into the curriculum of elementary and secondary schools.

## **TEACHER EDUCATION**

EDUC 3310 SPECIAL POPULATIONS. An examination of current issues related to exceptional children present in early childhood to secondary schools. It will include, but not be limited to, culturally diverse, handicapped, bilingual, learning disabled, retarded, and gifted students.

EDUC 3311 CHILDREN'S CHORAL METHODS. A study of techniques in organizing and maintaining effective children's choirs, including rehearsal, performance procedures, and development of music styles and interpretation. Particular emphasis is on creative teaching methods, including Orff, Kodaly, and Gordon. (Cross-referenced as MUSC 3311.)

EDUC 4309 DISCIPLINE AND CLASSROOM MANAGEMENT. An examination of research-based techniques of classroom management applicable to early childhood to secondary classrooms and including historical perspectives of discipline, the value of parental support, legal and ethical guidelines, and suggestions for encouraging pro-social behavior and autonomous self-discipline in today's classroom.

EDUC 4310 READING IN THE EARLY CHILDHOOD AND ELEMENTARY SCHOOL. An examination of the basic principles of reading, processes of reading, and competencies needed to implement strategies for diverse demographic groups. Included are field observations and studies of current trends and issues in reading.

EDUC 4311 METHODS OF SOCIAL STUDIES AND GEOGRAPHY. A study of the techniques of teaching social studies in the early childhood through secondary setting. Geography is presented as a separate component and within the context of constructive thematic social studies units.

EDUC 4312 METHODS OF TEACHING SCIENCE AND MATH. An examination of the methods used for teaching science and math in the early childhood and elementary classroom setting. Scope and sequence of each subject area will be presented with strategies and methods for use of problem solving, inquiry, hypothesis, prediction, discovery, experimentation, and application of theories in learning.

EDUC 4314 METHODS OF READING AND RELATED LANGUAGE ARTS. An introduction to the strategies and methods for teaching the comprehension and expansion of symbols into meaning through reading, writing, oral language, listening, and critical thinking in early-childhood through secondary setting; the interrelation of reading and the other language arts.

EDUC 4315 CURRICULUM AND INSTRUCTION IN EARLY CHILDHOOD AND ELEMENTARY SCHOOL. A field-based experience to provide information on using instructional media, measurement, evaluation, profiling, portfolio assessment, and lesson planning in the early-childhood and elementary school. Teacher competencies for diverse demographics are addressed.

EDUC 4320 FOUNDATIONS OF READING. An examination of the reading process, according to current research and sequential development in reading and literacy, from early childhood

to college. The course includes basic principles and techniques of analyzing, applying, and evaluating strategies for teaching reading at various levels, using methodology appropriate for diverse groups and various subject areas.

EDUC 4325 CURRICULUM AND INSTRUCTION IN THE SECONDARY SCHOOL. A field-based experience to provide information on using instructional media, measurement, evaluation, profiling, portfolio assessment, and lesson planning in the secondary school. Teacher competencies for diverse demographics will be addressed.

EDUC 4345 CURRICULUM DESIGN (EC-4). Students learn and apply effective schools research, trends, issues and processes of curriculum planning and evaluation in the elementary classroom and school. The design of differentiated, age-appropriate lessons for a diverse student population will provide students with a portfolio of sample lessons for use in the elementary classroom. Topics studied will include teaching for cognitive, affective and psychomotor domains, development of integrated unit plans, learning styles, inquiry and problem solving methods, character development, and authentic assessment strategies. Students will participate in field-based observations and teaching at the elementary (Early Childhood-4<sup>th</sup> grade). (A)

EDUC 4346 CURRICULUM DESIGN (4-8). Students learn and apply the effective schools research, trends, issues and processes of curriculum planning, lesson design and assessment techniques in the middle-level classroom. The development of age and content appropriate lessons developed for a diverse student population of middle-level students will provide the student with practical experience. Topics studied will include the domains of teaching, models of instruction, developmental stages of young adolescents, instructional media and technology integration. Students will learn a variety of processes for active student learning and authentic assessment. Students will participate in field-based observations and teaching at the middle school level. (A)

EDUC 4347 CURRICULUM DESIGN (8-12). Students learn and apply the effective schools research, trends, issues and processes of curriculum planning, lesson design and assessment techniques in the secondary classroom. The development of age and content appropriate lessons developed for a diverse student population will provide the student with practical experience. Topics studied will include the domains of teaching, models of instruction, developmental stages of adolescents, instructional media and technology integration. Students will learn a variety of processes for active student learning and authentic assessment. Students will participate in field-based observations and teaching at the secondary school (8-12<sup>th</sup> grade) level. (A)

EDUC 4348 CURRICULUM DESIGN (EC-12). Students learn and apply the effective schools research, trends, issues and processes of curriculum planning, lesson design and assessment techniques in the classroom. The development of age and content appropriate lessons developed for a diverse student population will provide the student with practical experience. Topics studied will include the domains of teaching, models of instruction, developmental stages of early childhood, elementary, middle level and adolescents, instructional media and technology integration. Students will learn a variety of processes for active student learning and authentic assessment. Students will participate in field-based observations and teaching at all levels (Early Childhood-12<sup>th</sup> grade). (A)



EDUC 4350 SYSTEMS MANAGEMENT (EC-4). Students will study and apply systems thinking in the development of a personal discipline, organization, and management model for the elementary classroom. Students will learn effective time-management skills, techniques for grading, conferencing with parents, documentation of teaching, lessons, and student records, timely comments to students and parents, and managing transitions. Discipline models, motivational theories and strategies will serve as the focus for development of a personal plan for discipline. Students will study and evaluate elementary classroom scenarios and case studies in terms of the legal, ethical, and safety considerations in today's elementary school. Classroom observations required. (A)

EDUC 4351 SYSTEMS MANAGEMENT (4-8). Students will study and apply systems thinking in the development of a personal discipline, organization, and management model for the middle-school classroom. Students will learn effective time-management skills, techniques for grading, conferencing with parents, documentation of teaching, lessons, and student records, timely comments to students and parents, and managing transitions. Discipline models, motivational theories, and strategies will serve as the focus for development of a personal plan for discipline. Students will study and evaluate middle-level classroom scenarios and case studies in terms of the legal, ethical, and safety considerations in today's middle school. Classroom observations required. (A)

EDUC 4352 SYSTEMS MANAGEMENT (8-12). Students will study and apply systems thinking in the development of a personal discipline, organization, and management model for the secondary-school classroom. Students will learn effective time-management skills, techniques for grading, conferencing with parents, documentation of teaching, lessons, and student records, timely comments to students and parents, and managing transitions. Discipline models, motivational theories, and strategies will serve as the focus for development of a personal plan for discipline. Students will study and evaluate secondary classroom scenarios and case studies in terms of the legal, ethical, and safety considerations in today's secondary school. Classroom observations required. (A)

EDUC 4353 SYSTEMS MANAGEMENT (EC-12). Students will learn and apply systems thinking to the development of a personal model for classroom organization, management, and discipline in an elementary, middle-level, and secondary classroom. Students will learn effective time-management skills, techniques for grading, parent conference skills, documentation of student and class records, and management of transitions in a secondary classroom. Motivational strategies, discipline models, and conflict management skills will be included in the development of a discipline plan. Students will study and evaluate a variety of secondary classroom scenarios and case studies in terms of the legal, ethical and safety considerations in the elementary, middle school, and secondary school environment. Classroom observations required. (A)

EDUC 4355 TEACHING AND LEARNING (EC-4). Students will develop skill in applying a variety of strategies for student learning. Students will study the impact of brain research on education and put these principles into practice in planning and implementing effective lessons aligned to the state curriculum, or TEKS. PDAS, Peer coaching and assessment strategies will be modeled and learned through practical application in a classroom setting. Students will plan for differentiation of learning styles, teaching styles, and thinking styles, as well as issues in literacy and diversity within the elementary classroom. (A)

EDUC 4356 TEACHING AND LEARNING (4-8). Students will develop skill in applying a variety of strategies for middle-level student learning. Students will study the impact of brain research on education and put these principles into practice in planning and implementing effective lessons aligned to the state curriculum, or TEKS. The Texas Teacher Appraisal System, or PDAS, and student assessment strategies will be modeled and learned through practical application in a classroom setting. Students will plan for differentiation of learning styles, teaching styles, and thinking styles, as well as issues in literacy and diversity within the middle-school classroom. (A)

EDUC 4357 TEACHING AND LEARNING (8-12). Students will develop skill in applying a variety of strategies for secondary student learning. Students will study the impact of brain research on education and put these principles into practice in planning and implementing effective lessons aligned to the state curriculum, or TEKS. The Texas Teacher Appraisal System, or PDAS, and student assessment strategies will be modeled and learned through practical application in a classroom setting. Students will plan for differentiation of learning styles, teaching styles, and thinking styles, as well as issues in literacy and diversity within the secondary classroom. (A)

EDUC 4358 TEACHING AND LEARNING (EC-12). Students will develop skill in applying a variety of strategies for elementary, middle level and secondary student learning. Students will study the impact of brain research on education and put these principles into practice in planning and implementing effective lessons aligned to the state curriculum, or TEKS. The Texas Teacher Appraisal System, or PDAS, and student assessment strategies will be modeled and learned through practical application in a classroom setting. Students will plan for differentiation of learning styles, teaching styles, and thinking styles, as well as issues in literacy and diversity within the classroom. (A)

EDUC 4360 TEACHING LITERACY SKILLS (EC-12). Literacy in reading, writing, speaking, and technology is the emphasis for this course. Students will learn and apply research skills, phonics, reading, writing, speaking, and listening assessment skills, content reading and writing skills, skills in teaching and maintaining comprehension, and a variety of technology skills relevant to the teaching and practice of literacy. The TEKS for English Language Arts and Reading and technology, as well as methods of teaching these skills, will be mastered. Students will study the research related to literacy, will learn how to do the TPRI, running records and a variety of literacy assessment tools. The student will administer literacy assessments to students at the level at which they are seeking certification Observations of content teaching of literacy skills required. (A)

EEDUC 4361 EDUCATIONAL ASSESSMENT (EC-12). Students focus on the developmental stages of learners; cognitive, affective, behavior and psychomotor domains; memory, transfer of thinking; types of tests and use of measurements. Students will analyze test results, apply principles of demographic analysis, and learn the terminology related to testing and measurement. Student profiles, TAKS reports, and case studies will be used for problem solving. Students will learn the education contributions of individuals, such as Piaget, Kohlberg, Maslow, Erikson, and Vygotsky. Students will study and demonstrate proficiency in the domains of the Professional Development and Appraisal System (PDAS). (A)

EDUC 4362 TEACHING DIVERSE LEARNERS (EC-12). Students will learn the characteristics,

behaviors, and needs of diverse learners, including students with special needs and disabilities, gifted students, second language learners, economically disadvantaged learners, etc. Learning styles, thinking styles, and multiple intelligence theory will be explored. Students will learn to identify and use the appropriate terminology related to the needs of the learner. Development of Individual Educational Plans (IEPs), teacher roles and responsibilities in the Admission-Review and Dismissal committee (ARDs), the Language Proficiency Assessment Committee (LPAC), and the legal and ethical considerations and issues in providing an appropriate educational environment for the diverse learner will be studied and applied. Students will know the requirements of the law related to Child Find, child abuse, and inclusion. Field practice observations required. (A)

EDUC 4363 PROFESSIONAL EXPECTATIONS AND ETHICS. This course will prepare the student for the requirements of teaching in Texas. The legal and ethical expectations of Texas educators, the standards of curriculum, and the test frameworks (TExES) will be reviewed, practiced and discussed in each course. This course will provide a review of the competencies and expectations of the PDAS and TxBESS. Students will participate in professional development activities and seminars related to the standards and certification requirements. Practice tests for state certification will be administered as a part of the course. (A)

EDUC 4601 PROFESSIONAL INTERNSHIP (EC-4). A field-based student teaching experience in an accredited school for students seeking elementary certification. Students apply the principles of the ACCESS program in the classroom under the supervision of a mentor teacher and the college. Internship is for those employed in an elementary school; student teaching is a 12-week course in an elementary classroom under a supervising teacher. Six hours of credit is required. (A)

EDUC 4602 PROFESSIONAL INTERNSHIP (4-8). A field-based student teaching experience in an accredited school for students seeking 4<sup>th</sup>-8<sup>th</sup> grade certification. Students apply the principles of the ACCESS program in the classroom under the supervision of a mentor teacher and the college. Internship is for those employed by a middle school; student teaching is a 12-week course in a middle-level classroom under a supervising teacher. Six hours of credit is required. (A)

EDUC 4603 PROFESSIONAL INTERNSHIP (8-12). A field-based student teaching experience in an accredited school for students seeking 8<sup>th</sup>-12<sup>th</sup> grade certification. Students apply the principles of the ACCESS program in the classroom under the supervision of a mentor teacher and the college. Internship is for those employed in a secondary school; student teaching is a 12-week course in an 8-12 grade classroom under a supervising teacher. Six hours of credit is required. (A)

EDUC 4604 PROFESSIONAL INTERNSHIP (EC-12). A field-based student teaching experience in an accredited school for students seeking EC-12<sup>th</sup> grade (All Level) certification. Students apply the principles of the ACCESS program in the classroom under the supervision of a mentor teacher and the college. Internship is for those employed in a school; student teaching is a 16-week course in a classroom under a supervising teacher. Experience at each level (elementary, middle school, and high school) is required. Six hours of credit is required. (A)

EDUC 4610 EARLY CHILDHOOD/ELEMENTARY STUDENT TEACHING. A field-based study for senior students of the early-childhood and elementary school, emphasizing multi-cultural settings and including observation of teaching in local accredited schools and practice teaching under the supervision of an experienced early-childhood/elementary-school teacher. Required for early-childhood and elementary certification. (Must be taken during last semester of attendance.)

EDUC 4620 SECONDARY STUDENT TEACHING. A field-based study for senior students of the secondary school, emphasizing multi-cultural settings and including observation of teaching in local accredited schools and practice teaching under the supervision of an experienced secondary-school teacher. Required for secondary certification. (Must be taken during last semester of attendance.)

EDUC 4630 ALL-LEVEL STUDENT TEACHING. A field-based study for senior students of the early-childhood, elementary and secondary school, emphasizing multi-cultural settings and including observation of teaching in local accredited schools and practice teaching under the supervision of an experienced elementary- and secondary-school teacher. Required for all-level certification. (Must be taken during last semester of attendance.) Prerequisite: Acceptance into the teacher education program.

### ***APPLIED MUSIC***

MUSC 1100,1101,2100,2101,3100,3101,4100,4101 CONCERT CHOIR. An auditioned mixed-voice choral group. Instruction in four- and eight-part singing is emphasized. Class attendance and tours are required. Entrance must be gained at the beginning of the college year. For students who major in church music or music education. Audit not permitted.

MUSC 1108 GUITAR CLASS. Instruction focusing on fundamental guitar-playing skills, including reading music as related to the instrument. Prerequisite: MUSC 1310 or permission of the instructor.

MUSC 1109 VOICE FOR WORSHIP LEADING. Designed for students with no previous vocal training. Students develop skills necessary to sing. Instruction focuses on breath control, relaxation, resonance, pitch, phrasing, articulation, and interpretation. Literature studies will include art songs and traditional vocal literature, as well as popular Christian music styles appropriate in the worship context. For students who major in the worship and youth ministry degree. Prerequisite: permission of the instructor.

MUSC 1110, 1125 APPLIED VOICE. Instruction focusing on breath control, voice placement, articulation, phrasing, interpretation, and performance. Open to all students. Prerequisite: permission of instructor.

MUSC 1111, 1126 APPLIED PIANO. Instruction focusing on technique, repertoire, style, and performance. Open to all students. Prerequisite: permission of instructor.

MUSC 1112 APPLIED ORGAN. An introduction to organ, focusing on technique, repertoire, and performance. Prerequisite: piano background and permission of the instructor.

MUSC 1115, 1131, 2115, 2131, 3115, 3131, 4115, 4131 CHOIR. An auditioned mixed-voice

choral group. Instruction in four- and six-part singing is emphasized. Class attendance and tours are required. Entrance must be gained at the beginning of the college year. Open to all students. Audit not permitted. One-half hour credit received for this course.

MUSC 1116 APPLIED GUITAR. Instruction focusing on technique, repertoire, style, and performance. Open to all students. Prerequisite: MUSC 1108 or passed guitar proficiency exam and permission of the instructor.

MUSC 2110, 2125 APPLIED VOICE. Instruction focusing on continued study of vocal technique, not only in compositions in English, but also in art songs, recitatives, and arias in foreign languages. Prerequisite: MUSC 1110 or MUSC 1125.

MUSC 2111, 2126 APPLIED PIANO. Continued studies in major and minor scales. Repertoire includes selected Bach two- and three-part inventions, Beethoven sonatas, Chopin mazurkas and preludes, works by Mozart, Clementi, and others. Basic hymn playing techniques, including improvisation and octave and full-chord styles. Prerequisite: MUSC 1111 or MUSC 1126.

MUSC 3110, 3125 APPLIED VOICE. Intensive study of advanced vocal techniques. The repertoire consists of more technically demanding French, German, Italian, and American art songs as well as recitatives and arias from both oratorio and opera. Prerequisite: MUSC 2110 or MUSC 2125.

MUSC 3111, 3126 APPLIED PIANO. Continued studies in technical exercises and arpeggios. Repertoire includes Bach's Well-Tempered Clavier, Beethoven sonatas, Chopin nocturnes and waltzes, works by Debussy, Ravel, Brahms, and others. Prerequisite: MUSC 2111 or MUSC 2126.

MUSC 4110, 4225 APPLIED VOICE. Emphasis is upon interpretation which is stylistically and artistically appropriate for the major periods of vocal literature. Music majors present a senior recital as part of 4225. \$100 accompanist fee for senior recital.

MUSC 4111, 4226 APPLIED PIANO. Repertoire expanded to include other composers and styles. Music majors present a senior recital as part of 4226. Prerequisite: MUSC 3111 or MUSC 3126.

### ***MUSIC THEORY AND EDUCATION***

MUSC 1113 EARTRAINING/SIGHTSINGING I. Development of the student's ability to sight read and take dictation. Emphasis is on singing and dictating all scales, intervals, and chords, including four-part chord dictation.

MUSC 1123 EARTRAINING/SIGHTSINGING II. A continuation of MUSC 1113 with emphasis on singing chromatic scales and melodies and dictation of four-part exercises involving more difficult chord structures. Prerequisite: MUSC 1113.

MUSC 1310 THEORY I. Analysis and writing of Western tonal harmony in the style of the seventeenth to nineteenth centuries. Study proceeds from fundamentals of scales and

triads to voice leading and musical form. Elementary skills in keyboard are developed.

MUSC 1320 THEORY II. Continuation of MUSC 1310 with study and analysis of chromatic harmony and early twentieth-century harmony and further development of keyboard skills. Prerequisite: MUSC 1310.

MUSC 2210 THEORY III. Continuation of MUSC 1320 through a preview of the principle compositional techniques of the twentieth century. Prerequisite: MUSC 1320.

MUSC 2301 MUSIC HISTORY AND LITERATURE I. A study of the history of Western art music from the Medieval era through the Baroque era, with emphasis on the master composers, music literature, and important musical forms associated with each musical style period.

MUSC 2302 MUSIC HISTORY AND LITERATURE II. A study of the history of Western art music from the Classical era through the Twentieth century, with emphasis on the master composers, music literature, and important musical forms associated with each musical style period. Prerequisite: MUSC 2301.

MUSC 2312 WORSHIP THEOLOGY AND PRACTICE. A study of the theological foundations for Christian worship, including an examination of the meaning and history of worship, the elements of worship, and different worship traditions. Attention is also given to developing basic worship leading skills, including conducting, worship planning, and appropriate use of worship music literature.

MUSC 3212 DESIGNING AND LEADING WORSHIP. Continuation of MUSC 2312 with further skill development in planning and designing effective worship services. Included are opportunities for worship leading and evaluation, and guidelines for working with contemporary vocal and instrumental ensembles in the worship context.

MUSC 3311 CHILDREN'S CHORAL METHODS. A study of techniques in organizing and maintaining effective children's choirs, including rehearsal, performance procedures, and development of music styles and interpretation. Particular emphasis is on creative teaching methods, including Orff and Kodaly. (Cross-referenced as EDUC 3311.)

MUSC 3312 CHORAL METHODS. A study of techniques in organizing and maintaining an effective adult choir, emphasizing effective rehearsal techniques and management, style and interpretation, selection of choral literature, and performance practices. Prerequisite: MUSC 3315.

MUSC 3315 CHORAL CONDUCTING. A study of methods in organizing and maintaining an effective adult choir, including elementary theory and practice of choral conducting, rehearsal and performance procedures, and development of musical style and interpretation.

MUSC 4220 CHORAL LITERATURE AND ARRANGING. An examination of the major choral music forms in music history, particularly those forms associated with church music such as mass, cantata, and oratorio. Attention is also given to basic choral and instrumental arranging skills. Prerequisites: MUSC 2210 and MUSC 3315.

MUSC 4222 WORSHIP MUSIC LITERATURE. A study in the development of music in

worship from the Old Testament to present times. Includes an overview of hymnology and contemporary praise music, emphasizing the literature and background of Christian song for the worship context. Prerequisite: MUSC 2312.

MUSC 4230 MUSIC MINISTRY. A study of qualification, responsibilities, and opportunities of the music minister, including the role of music in church life, working within a multiple staff, general administration of the church music program, and effective ministry with a congregation, music committee, or church board. Practical considerations such as instruments, sound, lighting, and multi-media are also examined as they relate to the corporate worship experience. Prerequisite: MUSC 1310 and MUSC 2312. (Cross-referenced as WSHP 4230.)

MUSC 4311 INSTRUMENTAL METHODS. An overview of the methods and materials for teaching instrumental music in the public or private school. The student will be introduced to foundations of performance on band and stringed instruments, performance practices, rehearsal management and organization, and standard band and orchestra literature.

### ***WORSHIP ARTS***

WSHP 3320 WORSHIP TECHNOLOGY AND MEDIA. An introduction to the media technology used to enhance contemporary worship. The student will have hands-on experience as well as look at current issues and theological considerations connected with the use of technology in worship. A final technology and media project will be presented as part of the course requirements. Prerequisite: MUSC 2312.

WSHP 3325 DRAMA IN WORSHIP. A practical course designed to expose the student to a variety of dramatic experiences and expressions, such as acting, creative movement, mime, and storytelling, which will be incorporated into Christian worship, especially through the local church. Prerequisite: MUSC 2312.

WSHP 3330 ARTISTIC EXPRESSION IN WORSHIP. An examination of how the arts, including the visual arts, mime, music, and dance; may be used in a variety of artistic settings. The student will develop a Biblically-centered philosophy of art that accommodates and facilitates the use of the arts in personal and corporate expression. This course explores the valuable connection between worship and the arts, both currently and historically. Prerequisite: MUSC 2312.

WSHP 4230 WORSHIP ARTS MINISTRY. A study of qualification, responsibilities, and opportunities of the worship arts minister, including the role of worship in church life, working within a multiple staff, general administration of the church worship arts program, and effective ministry with a congregation, worship committee, or church board. Practical considerations such as instruments, sound, lighting, and multi-media are also examined as they relate to the corporate worship experience. Prerequisite: MUSC 1310 and MUSC 2312. (Cross-referenced as MUSC 4230.)

### ***PRACTICAL MINISTRY AND WORLD MISSIONS***

MINL 1310 FOUNDATIONS OF LEADERSHIP. A study of the basics required for effective leadership with emphasis on developing and implementing the attitudes, skills, and dynamics necessary to lead successfully. (Q)

**MINL 2310 BIBLICAL COMMUNICATIONS SEMINAR I.** An introductory study of the principles and methods of communicating Biblical truth, with particular focus on development and delivery of lessons and sermons. Prerequisite: BIBL 1311.

**MINL 4310 BIBLICAL COMMUNICATIONS SEMINAR II.** A continuation of MINL 2310, including additional study of the principles and methods of communicating Biblical truth, with particular focus on the preparation of lessons and sermons from various types of Biblical genres. Prerequisite: MINL 2310. (Q)

**MINL 4315 GROUP LEADERSHIP.** A study of groups in organizations, their effects on creativity, problem solving, decision making, and productivity; their formation and processes; their power and influence in organizations; and varying styles of group leadership. (Q)

**MISS 3311 WORLD RELIGIONS.** A study of major religions of the world as they relate to Christianity, including Islam, Buddhism, Judaism, Confucianism, and others.

**MISS 3312 APPLIED MISSIONS.** An examination of the practical aspects of missions ministry. Topics such as gathering and maintaining support, budgeting, and relationships with co-workers are emphasized.

**MISS 3315 CROSS-CULTURAL COMMUNICATION.** An examination of cultural and ethnic differences in communication, including problems encountered in communication settings, non-verbal communication, and interpersonal communication.

**MISS 3320 CULTURAL ANTHROPOLOGY.** A study of various theories of anthropology, including the diversity of cultures, the interrelationships of cultures to their physical organizations of cultures; and the roles of the arts, beliefs, and religions in cultures.

**MISS 3322 RELIGIONS, CULTS, AND THE OCCULT.** An introduction to the study of various world religions, and contemporary sects and cults, evaluated from the Christian perspective.

**MISS 3324 MISSIONS.** A study of the Biblical basis of missions and an evangelical interpretation of the theological issues facing the Christian mission in the world today.

**MISS 3330 SPECIAL TOPICS IN MISSIONS.** A special course on a specific aspect of missions. The course is taught by a Quest instructor or a visiting missionary with expertise in that aspect of missions.

**MISS 4315 URBAN MISSIONS.** An introduction to a Biblical theology of urban ministry as it relates to both foreign and domestic fields, with attention to the dynamics of ministry to low-income, non-white populace.

**MISS 4325 CROSS-CULTURAL MISSIONS.** An examination of ministry to individuals and groups from cultures around the world, from a theological and historical perspective.

**PMIN 2310 EVANGELISM.** A study of the nature, purpose, and process of biblical evangelism and its application to various ministries; a study of New Testament discipleship principles and their application, with special emphasis upon building discipling relationships.



**PMIN 2320 HOMILETICS.** A foundational course in theory and practice, presenting principles used in the art of sermon preparation and delivery. Special attention is given to the relationship of the preacher to Christ as a prerequisite to preaching. Prerequisite: SPCH 2310.

**PMIN 2321 INTRODUCTION TO CONFLICT MANAGEMENT.** A study of various communication theories and their impact on conflict situations, with an examination of the styles of conflict management and the integration of these theories into the necessary tools for effective negotiation. (Cross-referenced as BUAD 2321.)

**PMIN 3310 EXPOSITORY PREACHING.** A course concentrating on the hermeneutical and exegetical dimensions of homiletics, aimed at the preparation and delivery of expository sermons. Different types of Biblical literature are examined homiletically. Prerequisite: PMIN 2320.

**PMIN 3311 MINISTRY LEADERSHIP.** An introduction to the theological fundamentals of pastoral leadership, including an examination of Biblical and contemporary roles of the minister in equipping the church. Spiritual and ethical issues are addressed as they pertain to professional pastoral circumstances, responsibilities, church renewal, and vision.

**PMIN 3313 SMALL GROUP MINISTRY.** A study of the spiritual growth of small groups via prayer, worship, Bible study, and ministry, including exercises in each of these spiritual disciplines.

**PMIN 3314 SOCIAL ISSUES.** An examination of a Christian approach to problems encountered in society, with specific attention given to youth, family, and crisis issues.

**PMIN 3315 YOUTH MINISTRY I.** A study of the youth minister's personal life, role, and work in the local church. The course focuses more on the person of the Youth Minister rather than the methods and methodology of Youth ministry. Special emphasis is placed on personal and spiritual growth as well as developing the people skills needed to effectively minister.

**PMIN 3322 ADVANCED HOMILETICS.** An advanced course in homiletical theory and practice, focusing on preaching from various Biblical genres and difficult passages in the Old and New Testaments and on advance writing and delivery techniques, including inductive and narrative preaching. Attention is also given to homiletical concerns as they relate to contemporary United States culture. Prerequisite: PMIN 3310.

**PMIN 3324 URBAN YOUTH MINISTRY.** An introduction to ministering to youth in urban settings. Theological and sociological foundations are examined. Developing and leading urban youth ministries are major focuses.

**PMIN 3325 YOUTH MINISTRY II.** A study of the various methods and models involved in current youth ministry. The course will focus on helping the student determine and develop a style of ministry that fits their personality and giftedness as they work to meet kingdom goals. The student will also be equipped with practical skills involved in ministry with and to youth.

PMIN 3331 WOMEN IN MINISTRY. A study of women's roles in Christian leadership from a theological, historical, and practical perspective.

PMIN 4305 CHURCH LEADERSHIP DEVELOPMENT. A study of the principles of leadership and its development in the local church.

PMIN 4312 CHURCH GROWTH. An introduction to the principles of church growth and the fundamentals of church planting.

PMIN 4315 TRAVEL/STUDY MODULE. A study of social, cultural, historical, and ministry insights as applied in other countries. Students travel to other countries on tours directed by Dallas Christian College faculty. Each tour is individually tailored, depending on the locale selected, current events, and expressed interest of faculty/students. Students may repeat the course for credit.

PMIN 4321 COUNSELING. An overview of counseling techniques and procedures, including brief analysis of human personality emphasizing root causes of behavior and relational problems of people. Several types of special counseling situations are examined to assess appropriate counselor style and technique. Prerequisite: PSYC 1320. (Cross-referenced as PSYC 4321; may not be taken in place of PSYC 4315 Counseling Methods or PSYC 4325 Counseling in the Church, in the psychology major).

## INDEPENDENT STUDY AND SPECIAL TOPICS

\_\_\_\_\_4\_00 INDEPENDENT STUDY. Students may pursue independent study in areas of interest which may or may not be listed in the catalog. Independent study courses must be approved by the professor and academic dean. The four-letter prefix representing the content area will be added to the 4\_00 number to identify independent study courses. The number of hours for an independent study course will be agreed upon by the academic dean, faculty, professor, and student.

\_\_\_\_\_ \_300 SPECIAL TOPICS IN \_\_\_\_\_. Research and reading in a given area with permission from the academic dean and the professor who directs the study. The four-letter prefix representing the content area will be added to the 4300 number to identify special-topics courses.

## INTERNSHIPS

INTR 3300 INTERNSHIP. A field-based study designed to apply classroom content to practical experience specific to the major. It includes an intensive one-week orientation before entering the actual internship. The internship is arranged through the Office of Student Development in cooperation with the academic division. Prerequisites: CHED 1315 and PMIN 3311.

PMIN 3\_26 FIELD EXPERIENCE. Extended Internships are available. Dallas Christian College has a special educational opportunity through its Extended Internship program. Students can spend one semester, plus a summer, interning in the area of their academic emphasis. During the time spent on the internship, the student may also enroll in 12 hours of additional work. These courses will generally be taught by the student's internship supervisor in the student's area of academic emphasis. The student must apply at least one semester in advance with the Vice-President for Student Development, have the supervisor approved by the appropriate academic division, and meet all of the requirements for a regular internship.





---

*PERSONNEL*

---

TRUSTEES  
ADMINISTRATION  
FACULTY  
STAFF

## TRUSTEES

Ron Betenbough, Lubbock, TX  
Mike Bomgardner, Farmers Branch, TX  
Ray Capley, Missouri City, TX  
Paul Diaz, Austin, TX  
Bobby Duncan, Cynthiana, KY  
David Garison, Spring, TX  
William Harris, Amarillo, TX  
Leon A. Isbell, Wylie, TX  
Ron Key, Carrollton, TX  
Georgia Pruitt, Midland, TX  
Drew Sherman, Grapevine, TX  
Ken Thompson, Anchorage, AK  
Craig Thomure, Rowlett, TX

## ADMINISTRATION

### PRESIDENT

**Dustin D. Rubeck** - B.A., Dallas Christian College. M.B.A., Indiana Wesleyan University. Minister of Youth, Montrose Christian Church, 1983-1988. Director of Ministry Development, Christ in Youth, 1988-1989. Stewardship Consultant, Christian Missionary Fellowship, 1990-1992. Vice-President for Institutional Advancement, Kentucky Christian College, 1993-1996. Executive Director, North American Christian Convention, 1997-2000. President and CEO, The Worship Network, 1997-2003. President, Dallas Christian College, 2004-

### VICE-PRESIDENTS

**Stephen C. Bivins** - B.S., Oklahoma Christian University. Additional studies, University of Central Oklahoma, The University of Texas at Dallas. Development Officer, Oklahoma Christian University, 1998-1999. Director of Annual Giving, Oklahoma Christian University, 1999-2000. Assistant Director, Baylor Health Care System, 2000-2001. Associate Director, Baylor Health Care System, 2001-2002. Major Gifts Officer, Baylor Health Care System, 2002-2005. Vice-President for Institutional Advancement, Dallas Christian College, 2005-

**W. Ray Kelley** - B.A., Kentucky Christian College. M.A., Morehead State University. Ed.D., Nova Southeastern University. Additional studies, Marshall University, Emmanuel School of Religion. Ministries in Missouri and West Virginia. Professor and Administrator, Mid-South Christian College, 1977-1984. President, Winston-Salem Bible College, 1986-2001. Vice-President for Academic Affairs, Dallas Christian College, 2001-

**Mark C. Worley** - B.A. Dallas Christian College. M.A., Johnson Bible College. Additional studies, Dallas Theological Seminary and University of North Texas. Ministries in Texas. Director for Student Recruitment, Alumni, and Church Relations, Dallas Christian College,

1981-1995. Director of Christian Service, Dallas Christian College, 1995-1997. Interim Vice-President for Institutional Advancement, Dallas Christian College, 1998-1999. Vice-President for Student Development, Dallas Christian College, 1999-

## FACULTY

### FULL-TIME FACULTY

**Mark D. Berrier** - Bible, Language. B.A., Lincoln Christian College. M.A., M.Div., Lincoln Christian Seminary. Doctoral studies at University of Dallas. Ministries in Illinois and Texas. Professor, University of Texas at Arlington, 1977-1979. Dallas Christian College, 1971-

**Bonnie Graem** - Music. B.M., Millikin University. M.M.E., University of North Texas. Dallas Christian College, 1971-

**Mark Hahlen** - Bible, Language. B.A., Johnson Bible College. M.Div., Ph.D., Southern Baptist Theological Seminary. Additional studies, Indiana University, Emmanuel School of Religion. Youth and preaching ministries in Tennessee, Kentucky, and Texas. Professor, Louisville Bible College, 1985-1992. Visiting Professor, Louisville Bible College, 1992-, Dallas Christian College, 1992-

**Clay Ham** - New Testament, Preaching. B.A., Lincoln Christian College. M.Div., Lincoln Christian Seminary. Ph.D., Southwestern Baptist Theological Seminary. Additional studies, University of Dallas. Ministries in Illinois. Instructor, Lincoln Christian College and Seminary, 1984-88. Visiting Professor, Lakeview Bible College and Seminary, Chennai, India, 2004-, Dallas Christian College, 1988-

**Gary Hardy** - Missions. B. Th., Ozark Christian College. M.A., Lincoln Christian Seminary. Ministries in Oklahoma and Illinois. Missionary to Guam and the Northern Mariana Islands. Dallas Christian College, 2000-

**Dana J. Jobe** - Education. B.A., University of Texas at Dallas. M.Ed., Texas A&M University, Commerce. Program Manager, University of Texas at Dallas, 1993-1998. Teacher, Universal Academy, Independent School District, 1999-2001. Director of Reading Services, Universal Academy, Independent School District, 2001-2004. Dallas Christian College, 2004-

**Cara Snyder** - English, Literature. B.A., Vanderbilt University. M.A., Texas Christian University. M.R.E., Emmanuel School of Religion. Ph.D., University of North Texas. Missionary to Ghana and China. Professor, Ghana Christian College, 1993-1994, 1998-1999. Dallas Christian College, 1972-

**Scott R. Spies** - Worship Arts. B.M., Oklahoma City University. M.A. (in progress), Southern Methodist University. Additional studies, University of Texas at Dallas and East Texas State University. Ministries in Texas and Russia. Director of Ministry Outreach, 1989-1991. Resident missionary, 2002. Admissions Counselor, 2003. Vice-President for Institutional Advancement, 2003-2004. Dallas Christian College, 2002-

**Anthony J. Springer** - History. B.A., Johnson Bible College. M.Div., Ph.D., Southern Baptist Theological Seminary. Additional studies, Indiana University, Miami (Ohio) University, University of North Texas. Youth and preaching ministries in Indiana, Kentucky, Ohio, and Tennessee. Professor, College of the Scriptures, 1986-1988; University of Louisville, 1991-1992; Louisville Bible College, 1986-1987; 1988-1992. Librarian, Dallas Christian College, 1992-1996. Registrar, Dallas Christian College, 1996. Assistant to Academic Affairs, Dallas Christian College, 1997-1999. Dallas Christian College, 1992-

**Susan I. Springer** - Library. A.S., University of Cincinnati. B.S., Dallas Christian College. M.L.S., Southern Connecticut State University. Additional studies at Johnson Bible College and Texas Women's University. Ministries in Ohio, Indiana, Kentucky, and Texas. Assistant Librarian, Good Samaritan Hospital, University of Cincinnati, 1981-1986. Assistant Librarian, Jewish Hospital, University of Louisville, 1986-1988. Director of Admissions, Dallas Christian College, 1992-1995. Assistant, Business Office, Dallas Christian College, 1995-1996. Financial Aid Counselor, Dallas Christian College, 1996-1997. Library Director, Dallas Christian College, 1997-

#### **ADMINISTRATION TEACHING PART TIME**

**George Filpansick** - Communications, Management. B.A.S., M.A., Abilene Christian University. Ministries in Michigan. Adjunct Professor, Abilene Christian University, 1995-1996. Adjunct Professor, Dallas Christian College, 1998. Director of Management and Ethics, Dallas Christian College, 1998-

**Mark Fish** - History, Bible. B.A., Johnson Bible College. M.Div., Emmanuel School of Religion. Ph.D. in progress at University of North Texas. Additional studies, East Tennessee State University and Tarrant County College. Preaching ministries in Tennessee, Kentucky, and Texas. Director of Ministry and Leadership, Dallas Christian College, 2000 -

**Allison Hardy** - Communications, Worship Arts. A.A., Santa Fe Community College. B.A., Florida Baptist Theological College. M.A., Southwestern Baptist Theological Seminary. Ministries in Florida and Texas. Administrative Assistant, Enrollment Management and Adjunct Professor, Dallas Christian College, 2002-

**Shirley Kelley** - English, Literature. B.A., Kentucky Christian College. M.L.S., University of North Carolina Greensboro. Additional studies, Marshall University, Morehead State University, University of Mississippi. Professor, Mid-South Christian College, 1978-1984. Professor and Librarian, Winston-Salem Bible College, 1986-2001. Associate Librarian and Adjunct Professor, Dallas Christian College, 2001-

**Bruce Long** - Computer, Bible. B.A., Manhattan Christian College. M.A.R., Emmanuel School of Religion. M.S. Educational Technology, Dakota State University. Ministries in Kansas, Arkansas, Colorado, and South Dakota 1981-2000. Graphic and Web Designer 2001-2003. Director of Distance Education, Dallas Christian College 2003-

**Marty McKee** - Christian Education, Practical Ministries. A.A., Eastfield College. B.A., Harding University. M.A., Dallas Theological Seminary. Ministries in Texas. Coordinator for Student Development, Dallas Christian College, 1998-1999. Director of Admissions and

Adjunct Professor, Dallas Christian College, 1999-

**Jean-Claude St. Juste** - Communications, Management. B.A., Dallas Christian College. M.A., Abilene Christian University. Assistant Registrar and Adjunct Professor, Dallas Christian College, 2002-

**Caroline Worley** - Education, Literature. B.S., Dallas Christian College. M.A., University of Texas of the Permian Basin. Additional studies, Southwestern Assemblies of God University and University of North Texas. Adjunct Professor, Dallas Christian College, 1985-. Education Certification Officer, Dallas Christian College, 1999-

## ADJUNCT FACULTY

**Jon Nelson Bailey** - B.A., M.A., M.Div., Abilene Christian University. M.A., Ph.D., University of Notre Dame.

**Yannique Baird** - B.A., McMurry University. M.A., Eastern New Mexico University.

**Willie Bolden** - B.S., Biola University. Th.M., Talbot Seminary. D.Min. (in progress), Southwestern Baptist Theological Seminary.

**Chantel Brady** - B.A., University of Texas, Dallas. M.S.S.W., University of Texas, Arlington.

**Harold E. Brunson** - B.A., Central Baptist College. M.Div., Baptist Missionary Association Theological Seminar. M.A., University of Texas, Tyler. Ph.D., University of Texas, Dallas.

**S. Catherine Bryan** - B.A., Samford University. M.Div., Ph.D. (in progress), Southwestern Baptist Theological Seminary.

**Tom Caperton** - B.S., M.S., Abilene Christian University. Additional studies, University of Texas.

**Kelly D. Carter** - B.S., M.A., Abilene Christian University. M.Div., Regent College. Ph.D. (Candidate), Southern Methodist University.

**David W. Christine** - B.A., Criswell College. M.B.A., LeTourneau University. Ph.D. in progress, University of North Texas.

**Trevor D. Cochell** - B.A., Northwest Christian College. M.A., M.Div., Lincoln Christian Seminary. Additional studies, Baylor University.

**Joseph Cook** - B.A., Howard Payne University. M.A., Dallas Baptist University. M.Div., Southwestern Baptist Theological Seminary. D.Min., New Orleans Baptist Theological Seminary.

**Deonna J. Courtney** - Course work toward Accounting Degree, B.S., University of North Texas. M.E., Texas Wesleyan University. Mid-Management Certification Courses, University



of Texas at Arlington.

**Elizabeth Currey** - B.A., York University. B.S., M.A., Texas Women's University. Additional studies, University of Texas Southwestern Medical School.

**Benjamin L. Dilla** - B.S., United States Air Force Academy. M.S., Ph.D., Purdue University.

**E. Ann Farley-Parker** - B.A., Baylor University. M.Div., Ph.D. (in progress), Southwestern Baptist Theological Seminary.

**Jack R. Fleming** - B.A., Dallas Christian College. M.A., Wayland Baptist University.

**Matthew M. Ford** - B.A., Dallas Christian College. M.R.E., M.Div., Cincinnati Bible Seminary.

**Linda E. Glassel** - B.A., Pillsbury Baptist Bible College. B.S., Mankato State University. M.Ed., East Texas State University. Ed.D., Texas A&M University - Commerce.

**Kevin E. Griffith** - B.S., Southwest Texas State University. M.Div., Southwestern Theological Seminary. M.A., University of Virginia. Additional studies, Hebrew University of Jerusalem, Tel Aviv University, Baylor University, and University of Tubingen.

**Sheila Griffith** - B.A., M.B.A., Rice University. M.Div., Southwestern Baptist Theological Seminary. Ph.D., University of Virginia. Additional Studies, Aestivae Romae Latinitatis and University of Tubingen.

**Stephen D. Harmon** - A.A., Virginia Western Community College. B.A., Roanoke College. M.P.A., The George Washington University.

**Houston Heflin** - B.S., M.S., Abilene Christian University. Ed.D., Southern Baptist Theological Seminary.

**Harley Ihm** - B.B.L., Ozark Christian College. M.A., Johnson Bible College.

**Kurt I. Johanson** - B.A., Lincoln Christian College. M.A., Lincoln Christian Seminary. M.Div., Christian Theological Seminary. Additional studies, Iowa Western Community College.

**J. Don Jolly** - B.S., Dallas Christian College. M.A.R., Abilene Christian University. Additional studies, University of Houston.

**James W. Kelley** - B.A., Johnson Bible College. M.A., Cincinnati Bible College. Ed.D., Nova Southeastern University.

**Mary E. Kent** - B.S., University of Texas at Arlington. J.D., Southern Methodist University. M.D., University of Texas Southwest Medical School at Dallas.

**Debbie Lamb** - B.M.M., Ozark Christian College.

**Roger "Hank" Lamb** - B.S.R., Dallas Christian College. M.A., Cincinnati Bible Seminary. Additional studies, Sam Houston State University.

- Adrian L. Leday** - B.A., Texas A&M University, College Station. M.A. (in progress), Texas A&M University, Commerce.
- Deana Long** - B.S., Manhattan Christian College. B.S., Kansas State University. Additional studies, University of Texas, Dallas.
- Rob Maupin** - B.B.L., Ozark Christian College. M.A., Wheaton College Graduate School
- J. Wayne McReynolds** - B.A., Oklahoma College of Liberal Arts. M.Ed., North Texas State University.
- Jan Mercer** - B.S. and M.S., Louisiana Tech University. Ph.D., Cambridge Graduate School.
- Scott Middleton** - B.A., Dallas Christian College. M.A., Johnson Bible College.
- Brent Miller** - B.A., Abilene Christian University. M.B.A., Hardin-Simmons University.
- Janet Miranda** - B.S., University of Missouri. M.S., Texas A&M University, Commerce. Ph.D., University of North Texas. Additional studies, Harvard University.
- Cody Moore** - B.A., Dallas Christian College. M.A., Emmanuel School of Religion.
- Craig W. Moore** - B.Th., Ozark Christian College. M.A., Cincinnati Bible College and Seminary.
- William J. Morgan** - B.A., Kentucky Christian College. M.A., University of Texas at El Paso. Doctoral studies at Nova University.
- Don Mullins** - A.A., Mountain View College. B.A., Dallas Baptist University. M.S., Abilene Christian University at Dallas. Ph. D. (in progress), Christian Bible College and Seminary. Additional Studies, University of Texas at Arlington.
- Michelle Ann Holman Nietert** - B.S., Baylor University. M.A., Amber University.
- I. Smith Noland, Jr.** - B.A., Georgetown College. M.S., Eastern Kentucky University. Additional studies, Ohio State University and University of North Texas.
- Wendy Ogren** - B.A., M.S., Abilene Christian University.
- Milton Douglas Partin** - B.A., Dallas Christian College. M.Div., D.Min., Emmanuel School of Religion.
- Gary Pence** - B.A., Lubbock Christian University. M.L.A., Dallas Baptist University. Additional studies, Central State University, Oklahoma State University, and Rose State College.
- John B. Petree** - Diploma, Dallas Christian College. B.S., Southwestern Assemblies of God University. M.A., University of Texas of the Permian Basin.
- Willie Range** - B.A., East Texas State University. M.L.A., Southern Methodist University. Additional studies, E. Edwin Johnson Seminary.

**Christopher J. Respass** - B.A., Morehouse College. J.D., University of Texas. M.Div. in progress, Southwestern Baptist Theological Seminary. Additional studies, North Carolina Central University and El Centro College.

**James G. Reynolds** - B.A., S.T.B., Abilene Christian University. Th.D., Graduate Theological Union. J.D., Southern Methodist University.

**Joe D. Robbins** - B.A., Abilene Christian University. M.S., East Texas State University at Texarkana.

**George L. Shelley** - B.S., M.Ed., University of North Texas. Additional studies, Collin County Community College and Dallas County Community College.

**Joan Shelley** - B.S., M.Ed., University of North Texas. Additional studies at University of Texas at Arlington, Southern Methodist University, and Texas Woman's University.

**Kimberly Singleton** - B.B.A., M.B.A., University of Texas.

**Charles Theodore Smith** - B.A., Dallas Christian College. M.A., Johnson Bible College. Additional studies, Abilene Christian University, Oklahoma Christian University, Center for Christian Education, and Richland College.

**Jack B. Straus, Jr.** - B.A., Emory University. J.D., University of Georgia.

**Christina M. Tomczak** - B.S., Florida State University. M.Div., Ph.D., Southwestern Baptist Theological Seminary.

**Derek D. Voorhees** - B.B.L., Ozark Christian College. M.Div., M.A., Lincoln Christian Seminary.

**John E. Wasem** - B.A., Milligan College. M.Div., Emmanuel School of Religion. D.M. (in progress), University of Phoenix.

**George Winegeart** - B.A., Pepperdine University. M.A., Ball State University. Additional studies, University of New Mexico.

**Bob Yarbrough** - B.S., M.Ed., North Texas State University. Additional studies, University of Texas.

**Mark Yarbrough** - B.A., Dallas Christian College. Th.M., Ph.D. (in progress), Dallas Theological Seminary.

**Michael R. Young** - B.A., M.S., M.Div., Abilene Christian University. M.A., Ph.D., University of Dallas.

## STAFF

Gary Adams, Director of Physical Plant  
Yannique Baird, Administrative Assistant, Academic Affairs, Bookstore Assistant  
Paula Berrier, Administrative Assistant, Institutional Advancement  
Matt Brady, Admissions Counselor, Women's Basketball Coach  
David Buenting, Director of Technology  
Stephen Burnett, Assistant, Physical Plant  
David Christine, Administrative Assistant, Education  
Jason Duke, Admissions Counselor, Men's Soccer Coach  
Annette Esclavon, Information Technology, Bookstore Manager  
George Filpansick, Director of Management and Ethics  
Mark Fish, Director of Ministry and Leadership  
Amanda Grizzaffi, Administrative Assistant, Quest  
Joanna Hamilton, Women's Volleyball Coach  
Allison Hardy, Administrative Assistant, Enrollment Management,  
Women's Residence Hall Director  
Eric Hinton, Admissions Counselor  
Eric & Sarah Hinton, Men's Residence Hall Directors  
Johny Kautt, Director of Alumni Relations  
Shirley Kelley, Associate Library Director  
Maribeth Krukow, Assistant Director of Food Service  
Crystal Laidacker, Registrar  
Kerry Lewis, Administrative Assistant, Academic Affairs  
Rob Lewis, Information Technology, Maintenance  
Bruce Long, Director of Distance Education  
Robert Martin, Assistant to the President  
Marty McKee, Director of Admissions & Recruitment  
Erin Osowski, Associate Director of Marketing  
Brock Pembleton, Athletic Director & Men's Basketball Coach  
Jennifer Reeves, Assistant Financial Aid Officer  
Melissa Seegers, Manager of Students Accounts  
Linda Smith, Director of Accounting  
Ted Smith, Distance Education Advisor  
Susan Springer, Library Director  
Jean-Claude St. Juste, Assistant Registrar  
Zollie Taylor, Director of Food Service  
Candace Tiner, Administrative Assistant, Student Development  
Carolyn Vierheller, Administrative Assistant, President  
Robin Walker, Director of Financial Aid  
Amanda Wineinger, Assistant, Distance Education



---

*CALENDAR*  
*Fall 2005 - Spring 2006*

---

**DALLAS CHRISTIAN COLLEGE  
FALL 2005 - SPRING 2006 CALENDAR**

August	13	Residence Halls Open to New Students
	13 - 16	New Student Orientation
	14	Residence Halls Open to Returning Students
	15 - 16	Student Registration
	15	Financial Aid Recipients' Meeting
	17	First Day of Fall Semester
	17	Last Day for Schedule Changes in Full Refund Period
	19	Convocation - 11:00 AM - Barr Chapel
	23	Last Day for Late Enrollment
	23	Last Day to Withdraw in 90% Refund Period
30	Last Day for Schedule Changes	
September	5	Labor Day Holiday - Offices Closed, No Classes
	5 - 9	Quest Fall Break - No Quest Classes
	7	Last Day to Withdraw in 75% Refund Period
	21	Last Day to Withdraw in 50% Refund Period
	20 - 21	Piedmont Lecture Series
October	3 - 7	Mid-Term Exam Week
	5	Last Day to Withdraw in 25% Refund Period - NO Refunds After This Date
	10 - 11	Traditional Fall Break - No Traditional Classes
	14	Fall Crusader Day
	19	Campus Service Day - Service in lieu of Traditional Classes
	21	Final Day to Withdraw Passing
November	21 - 22	ACSI Convention
	21 - 25	Thanksgiving Break - No Classes
	21 - 25	Offices Closed
	30	Last Day to Apply for Incomplete
December	2 - 3	"Christmas Dinner Theater"
	2 - 3	Parents' Weekend
	13 - 16	Final Exam Week
	16	Last Day of Fall Semester
	21	Grades Due - 10 AM
	23 - 30	Quest Christmas Holiday - No Quest Classes
	26 - 30	Christmas Holiday - Offices Closed

January	6	Residence Halls Open to Freshmen
	6 - 9	New Student Orientation
	8	Residence Halls Open to Upperclassmen
	8	New Student Registration
	8	Financial Aid Recipients' Meeting
	9	Returning Student Registration
	10	First Day of Spring Semester
	10	Last Day For Schedule Changes in Full Refund Period
	16	Martin Luther King, Jr. Day - Offices Closed, No Classes
	17	Last Day to Withdraw in 90% Refund Period
	17	Last Day for Late Enrollment
	20	Winter Crusader Day
24	Last Day to Withdraw in 75% Refund Period	
24	Last Day for Schedule Changes	
February	7	Last Day to Withdraw in 50% Refund Period
	17 - 19	"The Challenge"
	21	Last Day to Withdraw in 25% Refund Period - NO Refunds After This Date
	27 - 28	Mid-Term Exam Week
March	1 - 3	Mid-Term Exam Week
	3 - 12	Choir Tour
	6 - 10	Spring Break - No Classes
	17	Final Day to Withdraw Passing
	23	Campus Service Day - Service in lieu of Traditional Classes
	30 - 31	"Destination DCC"
31	Final Day for Off-Campus Housing Request	
April	11	Skip Day - No Traditional Classes
	14	Good Friday - Offices Closed, No Classes
	17	Easter Break - No Classes, Evening classes begin at 6 PM
	28	Last Day to Apply for Incomplete
May	5	Honors Assembly
	8	Maymester Registration
	8 - 11	Final Exam Week
	11	Graduates' Grades Due - 10 AM
	12	Last Day of Spring Semester
	12	Baccalaureate - 11 AM - Barr Chapel
	12	Spring Commencement - 8 PM
	15 - 26	Maymester
	17	Grades Due - 10 AM
	29	Memorial Day - Offices Closed
29 - 2	Quest Memorial Day Break - No Quest Classes	
June	11 - 25	SALTeens
July	4	Independence Day - Offices Closed
	30 - 5	Worship Camp