

# DALLAS CHRISTIAN COLLEGE

**CATALOG**

*2010 – 2011*

# Dallas Christian College

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## Catalog

Information in this catalog is accurate at the date of publication. Dallas Christian College reserves the right to make changes in policy, procedure, regulation, student expense, degree program, program requirements, and courses as circumstances dictate, after publication. Students are expected to know and follow the policies, procedures, and regulations presented in this catalog and the Dallas Christian College Student Handbook. Awareness of the college calendar, critical deadlines, and all college mail (physical or electronic) received in the student's college mail (receptacle or inbox) is the student's responsibility.

**GREETINGS FROM  
PRESIDENT RUBECK**



***“Dallas Christian College educates and mentors students to be people of influence, under God’s influence, for a life of influence.”***

*That is our mission. To fulfill it, we have created a unique blend of programs to equip you for your chosen field of service. There are only a few colleges anywhere in the world who can match this robust blend of educating and mentoring at the level which we have created.*

*The academic programs described in this catalog combine excellent professors, a strong biblical foundation, and opportunities for supervised experience. Our mentoring programs begin in the classroom and permeate all student activities, from academic tutoring and life coaching to spiritual formation and professional development.*

*This distinctive combination provides a dynamic environment where you will grow academically and spiritually toward a life of influence.*

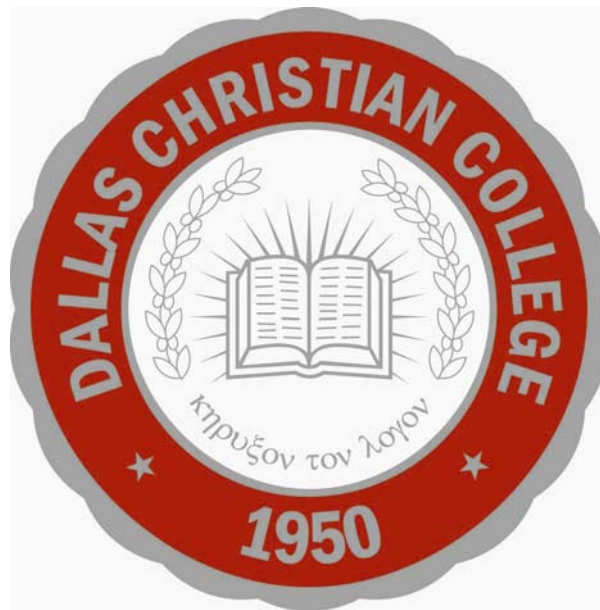
*Within these pages are the answers to many of your questions about the programs at DCC. I look forward to you exploring these programs and joining this great community.*

*May God bless your days at Dallas Christian College.*

*In His Service,*

A handwritten signature in black ink, which appears to read "Dustin D. Rubeck". The signature is stylized and written in a cursive-like font.

*Dustin D. Rubeck  
President*



## **GENERAL COLLEGE INFORMATION**

HISTORY  
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## 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 four thousand students in DCC's history, 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 associates and bachelors degrees with a variety of majors and minors to choose from. DCC's curriculum combines Bible, professional studies, and general studies courses from a Christian worldview. The College provides instruction in three different formats: (1) Traditional day and evening classes; (2) The Quest adult degree-completion program, which began in 1995; and (3) Online, which provides distance students the opportunity to earn a degree in Management and Ethics or Ministry and Leadership via the Internet.

In 2003, the State of Texas authorized DCC to offer an alternative teacher certification program. The Alternative Certification Curriculum to Ensure Student Success (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 and mentors students to be people of influence, under God's influence, for a life of influence.

## **INSTITUTIONAL GOALS**

The following institutional goals were developed for Dallas Christian College flowing out of the Mission Statement and its expansion:

### **Focusing upon Education**

1. Nurture spiritual, intellectual, and professional growth to equip students for lives of personal and professional influence.
2. Instruct students in biblical studies, liberal arts, and major fields of study by integrating significant texts, scholarship, and praxis.
3. Enable students to understand and evaluate themselves, their world, and their work from a biblical perspective.

### **Focusing upon Mentoring**

1. Foster a culture of mentoring that encourages every person to help others become like Christ.
2. Mentor students through formal programs assisting them to become people of influence.
3. Provide opportunities for students to practice personal and professional life skills, using their natural talents and spiritual gifts.

## **PROGRAM OBJECTIVES**

At the completion of a course of study, graduates of Dallas Christian College should demonstrate competency in the following:

### **General Studies Program Objectives**

Students will:

1. Communicate effectively in writing, using coherent content and appropriate organization, style, and grammar for the subject and audience
2. Communicate clearly and persuasively in speaking, constructing and conveying their message using appropriate techniques for the subject and audience
3. Understand themselves within various social contexts as they integrate into their Christian worldview the basic knowledge of these General Studies areas: Bible, history, literature, mathematics, science, and social science

4. Employ interpretation, analysis, evaluation, inference, and explanation in order to conclude, solve problems, and interpret events
- **Interdisciplinary Studies Program Objectives**  
Students will:
    1. Communicate effectively in writing, using coherent content and appropriate organization, style, and grammar for the subject and audience
    2. Communicate clearly and persuasively in speaking, constructing and conveying their message using appropriate techniques for the subject and audience
    3. Understand themselves within various social contexts as they integrate into their Christian worldview the basic knowledge of these General Studies areas: Bible, history, literature, mathematics, science, and social science
    4. Employ interpretation, analysis, evaluation, inference, and explanation in order to conclude, solve problems, and interpret events
  - **Psychology Program Objectives**  
Students will:
    1. Know the fundamental history, concepts, and theories of psychology
    2. Develop communication and helping skills suitable for service in secular and faith communities
    3. Integrate psychological knowledge with biblical perspectives
    4. Be adequately prepared for graduate and professional training

#### **Bible Program Objectives**

- Students will:
1. Know the general content of the Bible
  2. Understand basic theological concepts
  3. Apply exegesis to selected biblical passages
- **Ministry Leadership Program Objectives**  
Students will:
    1. Understand ministry methodologies
    2. Communicate effectively in various ministry contexts
    3. Apply theology through varied practicums
  - **Worship Arts Program Objectives**  
Students will:
    1. Demonstrate proficiency in areas of concentration
    2. Evaluate artistic expressions and performances using theological and aesthetic principles
    3. Apply artistic, musical, and organizational skills in a comprehensive worship arts program for the church

#### **Business Administration Program Objectives**

- Students will:
1. Know the core content of each discipline in the major
  2. Demonstrate the ability to communicate effectively in a business context, using business technologies
  3. Integrate a biblical worldview into business knowledge.

#### **Education Program Objectives**

- Students will:
1. Possess a working knowledge of the core content in education classes
  2. Articulate a philosophy of education based upon theories of learning and aligned with biblical principles

3. Identify strategies for excellent instruction drawn from a knowledge base of curriculum models and best practices
4. Select methods of diagnostic and assessment techniques appropriate to a variety of learning situations

## **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 as the national institutional accrediting agency for Bible colleges by the United States Office of Education (USOE), the Council for Higher Education Accreditation (CHEA), the successor of the Council on Postsecondary Education (COPA), and subsequently the Commission on Recognition of Postsecondary Accreditation (CORPA), and the Coordinating Board of the Texas College and University System.

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:**

ACCESS Christian Distance Education (ACCESS)  
American Association of Collegiate Registrars and Admissions Officers (AACRAO)  
Association of Christian Schools International (ACSI)  
National Association of Independent Colleges and Universities (NAICU)  
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.

**APPROVED** by the Texas State Board of Educator Certification for post-baccalaureate teacher training.

**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. The Board of Trustees selects 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 Community.

### **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:

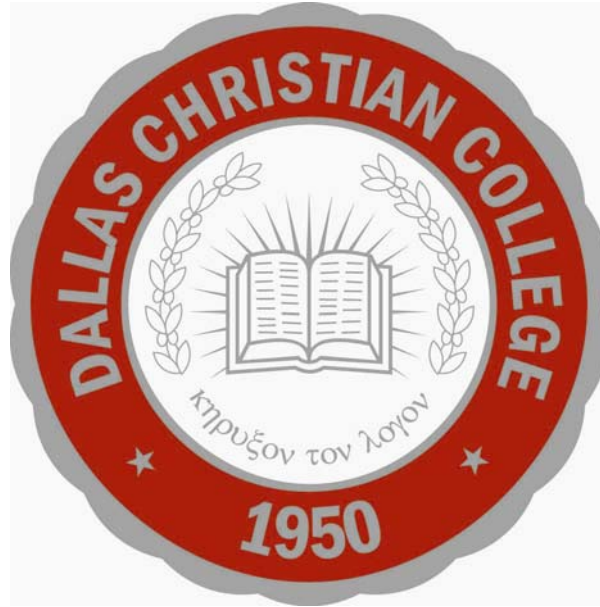
Student's name, local address, home address, telephone listing, e-mail address, date and place of birth, major field of study, photograph, military service status, religious preference, participation in officially recognized activities and sports, dates of college attendance, degrees and awards received,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

## **GRADUATION AND PLACEMENT RATES**

Dallas Christian College has had 1,133 graduates during its 59-year history. During that time, over 4,600 students have attended DCC for at least one semester.

In the last few years, there has been a major emphasis on student graduation rate. Graduation rate refers to how many freshmen completed the course of study within six years of their entrance date. Using this criterion, the current graduation rate of the freshman class in 2004 at DCC is 32%. The graduation rate of transfer students is 17%.

Another area of examination has been whether the education that a college student receives has prepared him/her to work within the chosen field of employment. DCC has a placement rate of 76% 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 22% of the graduates of DCC are enrolled in various post-baccalaureate and graduate programs.



## ***ADMISSIONS & FINANCIAL INFORMATION***

**ADMISSIONS  
FINANCIAL AID  
FEDERAL PROGRAMS  
SCHOLARSHIPS  
FINANCIAL INFORMATION**

## **ADMISSIONS**

Any student interested in attending Dallas Christian College is encouraged to visit the college. While on campus prospective students may meet with an admissions counselor, tour the facilities, and explore the many opportunities available to students of Dallas Christian College. Appointments may be made prior to the campus visit to meet with faculty and staff of the college while visiting DCC. Many students will want to meet with a representative from the Office of Community while on campus to discuss local ministry and job opportunities in the Dallas area. Campus visit requests can be made through the DCC website at [www.dallas.edu](http://www.dallas.edu).

Prospective students who wish to apply are encouraged to do so online at [www.dallas.edu](http://www.dallas.edu). Those who prefer to submit a written application may request an application packet by contacting the Office of Admissions. Early application is strongly recommended. Applicants are welcome to contact the Office of Admissions for any assistance with questions concerning the application process.

Dallas Christian College offers a distinctly Christian curriculum and environment. DCC does not discriminate on the basis of race, color, sex, age, national origin, handicap, or veteran status in educational policies, admission policies, scholarship and loan programs, or in other school-administered programs.

### **TRADITIONAL, QUEST, AND ONLINE ADMISSIONS**

The Office of Admissions uses a holistic process when evaluating an application for admission. Each component to the application is carefully considered. Applicants who do not meet some of the admissions criteria are encouraged to continue with the admissions process. Adult students are encouraged to apply for the Quest or Online program. Please contact an admissions representative if there is any question about the admissions process or eligibility for admissions.

#### **Traditional Program—Freshman Application Requirements**

Applicants to the traditional undergraduate program must have graduated from an accredited secondary institution or satisfactorily completed the General Education Development (GED) examination. Students educated at home are encouraged to apply and are subject to the same requirements.

A complete application consists of the following items:

- A fully completed DCC Application for Admissions
- A non-refundable \$25 application fee
- A 250 word essay  
The essay should describe your academic and spiritual goals and how you believe DCC can help you achieve these goals.
- An official high school transcript with a stamp and administrator's signature, which must arrive in a sealed envelope bearing the school's logo
- Official scores of either the ACT or SAT (waived for applicants age 25 and over)
- AP, IB, or dual credit college transcript (if applicable)
- Two (2) letters of recommendation  
One recommendation must come from a church pastor or leader; the second must come from an employer or previous educator.

#### **Traditional Program—Freshman Admissions Criteria**

High school students are encouraged to complete the application process as soon as possible as scholarship opportunities and campus housing are limited. Once an applicant

submits all final official high school transcripts reflecting graduation status, the applicant is eligible for unconditional acceptance. Applicants who submit official high school transcripts prior to graduation may be eligible for conditional acceptance. After graduation a final official high transcript must be submitted.

Traditional freshman admissions criteria includes the following specifications:

- 2.5 overall high school grade point average on a 4.0 scale (top 50% of high school graduating class recommended, preferably with a college-preparatory\* curriculum)
- SAT or ACT – (50<sup>th</sup> percentile recommended)
- An admissions essay indicating the student’s goals are a good fit with the mission of the College
- References indicating the student has the academic ability, character, motivation, and maturity to succeed at DCC

\*The following high school academic units are recommended for freshman admissions consideration:

- English - 4 credits
- Foreign Language - 2 credits
- History/Social Studies - 3 credits
- Mathematics - 3 credits
- Science - 2 credits

### **Traditional Program—Transfer Application Requirements**

Applicants to DCC who qualify as transfer students have been out of high school at least one full semester and have earned a minimum of 12 semester hours of transferable credit.

A complete application consists of the following items:

- A fully completed DCC Application for Admissions
- A non-refundable \$25 application fee
- A 250 word essay  
The essay should describe your academic and spiritual goals and how you believe DCC can help you achieve these goals.
- Official college transcript(s) from each institution attended or enrolled, with a stamp and administrator’s signature, which must arrive in a sealed envelope bearing the school’s logo
- Military transcript (if applicable)
- Two (2) letters of recommendation  
One recommendation must come from a church pastor or leader; the second must come from an employer or previous educator.

### **Traditional Program—Transfer Admissions Criteria**

Criteria for admissions for transfer students include a minimum of 12 hours of transferable credit. As a result, transcripts of grades and credits from all previous colleges and universities, including military transcripts must be sent to the Office of Admissions. It is highly recommended that transcripts be sent as early as possible for evaluation and classification to ensure entrance into the desired courses.

Transfer student admissions criteria includes the following specifications:

- 12 transferable hours of previous college coursework with a cumulative GPA of 2.6 or higher, OR
- 30 transferable hours of previous college coursework with a cumulative GPA of 2.0 or higher

- Student must be in good financial and social standing with each college or university previously and/or currently attending
- An admissions essay indicating the student's goals are a good fit with the mission of the College
- References indicating the student has the academic ability, character, motivation, and maturity to succeed at DCC

Applicants with less than 12 transferable hours or with a cumulative GPA below the required minimum of 2.6 must also observe the Freshman Admissions Requirements.

### **Quest and Online Program—Application Requirements**

Adult students whose lives do not work well with a traditional-format program are encouraged to apply to the Quest or Online programs.

A complete application consists of the following items:

- A fully completed DCC Application for Admissions
- A non-refundable \$25 application fee
- A 250-500 word essay  
The essay should address two points:
  - A. Describe your academic and spiritual goals and how you believe DCC can help you achieve them.
  - B. Tell why you believe the Quest or Online program fits your current life situation.
- Official college transcript(s) from each institution attended or enrolled, with a stamp and administrator's signature, which must arrive in a sealed envelope bearing the school's logo
- If no previous college coursework, an official high school transcript with a stamp and administrator's signature, which must arrive in a sealed envelope bearing the school's logo
- Military transcript (if applicable)
- Two (2) letters of recommendation  
One recommendation must come from a church pastor or leader; the second must come from an employer or previous educator

### **Quest and Online Program—Admissions Criteria**

Dallas Christian College recognizes the benefits of multiple course delivery options. Quest and Online programs offer courses in the evening and online formats to benefit the adult learner.

The following criteria have been established for applicants to the Quest or Online programs:

- Applicant must have graduated from an accredited secondary institution or satisfactorily completed the General Education Development (GED) examination
- The admissions committee considers any previous college coursework. If an applicant's total transfer GPA is below the DCC passing minimum of 2.0, the applicant should submit a letter of explanation, and the applicant may be allowed to enter DCC on academic probation
- Student must be in good financial standing with each college or university previously and/or currently attending
- An admissions essay that satisfactorily addresses points A and B
- References indicating the student has the academic ability, character, motivation, and maturity to succeed at DCC

## **ACCESS Program—Application Requirements**

Admission to the ACCESS Program is a two-step process. First, the applicant must meet the criteria for general admissions to the College. Second, the student must meet all the specific requirements for admissions to the ACCESS Program.

A complete application to Dallas Christian College consists of the following items:

- A fully completed DCC Application for Admissions
- A non-refundable \$50 application fee (includes ACCESS application fee)
- A 250 word essay  
The essay should describe your academic and spiritual goals and how you believe DCC can help you achieve these goals.
- Official college transcript(s) from each institution attended or enrolled, with a stamp and administrator's signature, which must arrive in a sealed envelope bearing the school's logo
- Military transcript (if applicable)
- Two (2) letters of recommendation  
One recommendation must come from a church pastor or leader; the second must come from an employer or previous educator

## **ACCESS Program—Admissions Criteria**

The applicant must meet all the criteria listed in the ACCESS section of the DCC Catalog in addition to the criteria listed below.

The following criteria have been established for applicants to the ACCESS program:

- Student must be in good financial standing with each college or university previously and/or currently attending
- A satisfactory admissions essay
- References indicating the student has the academic ability, character, motivation, and maturity to succeed at DCC

Please refer to the ACCESS section of the DCC Catalog for the more information.

## **APPEAL FOR ADMISSION**

Applicants who do not meet the admissions criteria are encouraged to continue with the application process. Application credentials that do not meet the criteria for admission will be submitted to the DCC Community Admissions Committee. When this occurs, the applicant is notified by an admissions representative and additional information may be required for the appeal process.

## **CONDITIONAL ACCEPTANCE**

Conditional acceptance to Dallas Christian College is granted to all high school students based on unofficial transcripts until the successful completion of high school. Official transcripts are required in order for the student to move to unconditional acceptance.

## **ACCEPTANCE ON ACADEMIC PROBATION**

Students on academic probation will be limited to 13 credit hours per semester and will be required to participate in academic mentoring. Quest and Online students on academic probation are limited to taking one class at a time. Applicants accepted on academic probation will be notified by the DCC Community Admissions Committee if they are eligible to participate in

extra-curricular activities such as intercollegiate sports, leadership roles with ministry teams, and other travel representing the College.

At the end of the first semester, students must attain a minimum semester GPA of 2.0. Students who entered DCC on academic probation and fail to attain the minimum GPA after their first semester will be placed on Academic Suspension. For a discussion of Academic Suspension see the Academic section of the catalog.

### **RETURNING STUDENTS (TRADITIONAL, QUEST, AND ONLINE PROGRAMS)**

Returning students who have attended DCC within the previous 12 months must submit the following requirements:

- A fully completed DCC Update Application
- Official transcripts from all institutions attended since leaving DCC

Returning students who have not attended DCC within the last 12 months must submit the following requirements:

- A fully completed DCC Application for Admissions
- Official transcripts from all institutions attended since leaving DCC
- A 250 word essay  
The essay should describe your academic and spiritual goals and how you believe DCC can help you achieve these goals.
- One letter of recommendation  
Recommendation must come from a church pastor or leader, an employer, or previous educator.

Returning students who have not attended DCC within the previous five years must follow the admissions process for new students.

In each situation, the criteria for the appropriate program (Traditional, Quest, or Online) will be applied in reviewing the application.

### **NON-DEGREE-SEEKING STUDENTS**

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. Transient students who earn 24 hours with DCC must declare a major with the Academic Office. In some instances, a student may be required to show academic verification or capability in order to register for certain courses. Transient students must submit the following requirements:

- A fully completed DCC Application for Admissions
- Transcripts from the institutions the applicant is currently attending (if any)

**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

Prospective international students must complete the following admissions requirements to the Office of Admissions a minimum of 60 days prior to consideration for admittance to Dallas Christian College:

- International Application Form (including Application Essay)
- Application Fee
- A Recommendation Form from a church or missionary\*
- A Recommendation Form from a teacher or employer\*
- A recommendation letter from a church or Christian agency\*  
\* *All Recommendation Forms or letters must be in English.*
- Official transcripts of all educational credits received above the eighth grade level  
All transcripts that are not in English or that do not correspond with U.S. standard educational credit system will need to be translated and evaluated by DCC or a previously approved agency. If an approved agency is necessary, the student will be advised and must pay the cost for translation (fee varies) and a \$75 Foreign Transcript Evaluation Fee for each transcript evaluated prior to having the transcripts processed. Translation and evaluation may take up to 12 weeks to complete. Translation and evaluation must be completed prior to acceptance to DCC.
- ACT or SAT score (if you are transferring fewer than 12 hours of college-level credit)  
For ACT information, go to [www.act.org](http://www.act.org). For SAT information, go to [www.sat.org](http://www.sat.org).
- Test of English as a Foreign Language (TOEFL) with a score of 80 or above and a minimum of 17 for each section (internet-based test), score of 550 or above (paper-based test), or score of 213 (computer-based test)  
Scores more than 2 years old will not be accepted. For TOEFL information, go to [www.ets.org](http://www.ets.org).
- Financial Arrangement Agreement Form
- An Affidavit of Support from all financial supporters
- A recent picture of the prospective student
- 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 processed and the student has been fully accepted to the institution. In addition, the student must have paid a \$2,000 deposit toward his/her balance. Should the prospective student's plans to attend Dallas Christian College change, or if he/she is denied an F-1 Visa, this deposit will be fully refunded upon the prospective student's written request. All tuition and fees must be paid in full at the beginning of each semester. All forms and admissions requirements must be completed 60 days prior to the beginning of the 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.

Other items to consider submitting along with the International Application forms listed above:

- Housing Application (if prospective students plans to live on campus)
- \$150 Housing Deposit (non-refundable after July 1 for the fall semester or December 1 for the spring semester)
- DCC Scholarship Application

## 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  
(800) 688-1029, Ext. 105  
finaid@dallas.edu

## FEDERAL PROGRAMS

To qualify for any of the federal programs, the student must demonstrate financial need by completing the Free Application for Federal Student Aid (FAFSA). 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 Direct Loans (subsidized or unsubsidized).** FDL is a loan in which a dependent student may borrow \$3,500 as a freshman, \$4,500 as a sophomore, and \$5,500 as a junior and/or senior. An additional \$2,000 per grade level in unsubsidized loans is also available. Independent students may borrow \$9,500 as a freshman, \$10,500 as a sophomore, and \$12,500 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. Parents of independent students are not eligible. Payment on PLUS loans begins within 60 days after the final disbursement of the loan. You may postpone repayment while the beneficiary student remains enrolled at least half time and for an additional six months afterward.

## **SCHOLARSHIPS**

### **GENERAL REQUIREMENTS**

- To apply for any financial assistance, the student must first complete the Dallas Christian College Scholarship Application and the FAFSA.
- 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.
- Unless stated otherwise, all scholarships, grants, and participation awards require a minimum GPA of 2.0 to be received or renewed.
- 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.
- 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 1**.
- 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 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 1860)

- 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 1650)
- 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.

## **ADDITIONAL SCHOLARSHIPS**

**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 and the general scholarship requirements of Dallas Christian College. 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.

**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.

**Minister/Missionary Dependent.** Students who are dependent children of a vocational minister or missionary will receive \$1000 a year for four years. Applicants are required to provide proof of minister or missionary employment on church or agency stationery signed by an elder or administrator of the church or agency to the Financial Aid Office for verification each year.

**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.

#### **HONOR 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.

**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.

**Brintnall Scholarship.** Awarded to a student who demonstrates Christian character and leadership consistent with the Dallas Christian College mission. Student must be at least a rising sophomore who has completed one full semester at DCC. Student must possess and maintain a 2.5 cumulative GPA.

**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.** This scholarship was established in the spirit of II Timothy 4:2, "Preach the Word; be prepared in season and out of season; correct, rebuke, and encourage—with great patience and careful instruction." It is awarded to a full-time male student who is at least a rising junior who has completed one full semester at DCC. He must have expressed a career goal of full-time Christian ministry (preaching, youth and family, or intercultural studies), and must possess and maintain a cumulative GPA of 2.0 or higher.

**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.

**Edward Schorstein.** For a student who has a history of mentoring others. Must be at least a rising Sophomore with a Christian character consisted with the Dallas Christian College education purpose. Student must have a cumulative GPA of 2.5 or higher. This award is for one year and is disbursed one-half each semester.

**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.

**Henry Halff.** For a male or female sophomore majoring in cross-cultural missions. The student must maintain a 2.5 GPA. This scholarship was established by Central Christian Church, Richardson, Texas, in memory of Henry Halff.

**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.

**Mordecai Men Scholarship.** Male students must apply for this scholarship specifically including a 500-word essay on the topic, "How can my life be an influence like that of Mordecai." Student must be in good standing and have a GPA of 2.5 or better.

**William O. Gaslin.** This scholarship is awarded to a full-time male student seeking a degree in preaching ministry. Student must be an active member of an Independent Christian Church or Church of Christ. Student must be at least a rising Junior and must have completed one full semester at Dallas Christian College. Student must possess and maintain a minimum cumulative GPA of 2.5. This award is for one year and is disbursed one-half each semester.

\* Honor scholarships are awarded each spring.

## **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.

### **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 Office of Community 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, dates 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 financial aid package, thereby removing a potential credit balance. A student who withdraws from the College will receive only the remaining credit balance, if any, after costs are calculated and financial aid is restored to the financial aid accounts, including the possible return of Title IV funds.

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. Church scholarships
4. Private scholarships

Refunds of accounts with a credit balance due to the receipt of financial aid will be made within a reasonable period 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.

After applying federal funds, if any, 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 (DCC Online and Quest) or 61% of the semester (Traditional).

DCC returns unearned funds received from Federal student assistance programs to the proper program accounts or lenders in accordance with Federal Title IV student assistance regulations, as amended, under 34 CFR, section 668.22(d) of the Reauthorization of the Higher Education Act of 1965, with rules of the Texas Higher Education Coordinating Board, and with district board policies.

The student receiving assistance from Federal Title IV programs is required to complete a minimum number of hours for which assistance was received. If the student completely withdraws from school during the semester, or quits attending, but fails to officially withdraw, the student may be required to return the unearned part of the funds which were received to help pay

educational expenses for the semester. Liability for return of Federal Title IV funds will be determined according to the following guidelines:

1. If the student remains enrolled and attends class beyond the 60% mark of the semester in which aid is received, all federal aid is considered earned and not subject to this policy.
2. If the student completely withdraws from all classes before completing 60% of the semester, a *pro-rated* portion of the federal aid received must be returned to the federal aid programs equal to the percentage of the semester remaining.
3. If the student does not officially withdraw from classes, and stops attending all classes, a *pro-rated* portion of the federal aid received, based on the documented last date of attendance, must be returned to the federal aid programs. If the college is unable to document the last date of attendance, one-half of all federal aid received during the semester must be returned to the federal aid programs.

Below is the institutional tuition refund policy (fees are not refundable):

**Traditional 16-Week Courses**

Before the end of the FIRST week of school	90%
Before the end of the FOURTH week of school	60%
Before the end of the EIGHTH week of school	30%
After EIGHTH week of the semester	NONE

An exception to the above policy would be an approved leave of absence. (Please see “Student Leave of Absence Policy” in the Academic Regulations section.) No adjustments to tuition charges are granted to those who are involved in disciplinary dismissal.

**Seven-Week Courses**

Before beginning of the SECOND week	60%
Before beginning of the FOURTH week	30%
After FOURTH week	NONE

**Six-Week Courses**

Before SECOND class meeting	60%
Before THIRD class meeting	30%
After THIRD class meeting	NONE

A \$100 drop fee will be assessed for classes not dropped two weeks prior to the class start date for DCC Online and Quest classes.

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.

NO REFUNDS will be given after the first class day for special terms such as Maymester, Summer I, and Summer II.

At the discretion of the College, students who leave the residence halls before the end of any semester may receive a reduction on room and board charges. There is NO REFUND on fees.

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. Students who do not initiate or complete the withdrawal process and never attend the course will be administratively withdrawn and will be charged a \$250 Administrative Withdrawal fee.

## **RETURN OF TITLE IV FUNDS**

Return of Federal Title IV funds will be distributed according to statutory regulations. Worksheets provided by the U.S. Department of Education or calculations produced through the Return of Funds (ROF) subroutine will be used to determine the amounts and order of return. If a student's share of the return amount exists, the student will be notified and allowed 45 days from the date of determination to return the funds to the business office of the college for deposit into the federal programs accounts. If the student does not return the amount owed within the 45-day period, the amount of overpayment will be reported to the U.S. Department of Education (DOE) via the National Student Loan Database (NSLDS) and the student will be referred to the DOE for resolution of the debt.

Financial aid recipients who enroll and receive aid for a particular semester, then fail to complete more than 60% of that semester will have to repay part or all of the aid received for that semester. Additionally, any tuition, fees and room and/or board payments refunded by DCC as a result of a student's withdrawal must be returned to the financial aid programs in accordance with Federal law. Students who fail to complete the official withdrawal process but stop attending classes prior to the end of the semester and receive grades of "F" in all classes for that semester will also have to repay part or all of the aid received for that semester. Up through the 60% point in each semester, a *pro-rata* schedule is used to determine the amount of aid to be repaid by a student who withdraws. No adjustments in financial aid are required for students who withdraw after the 60% point in a semester.

## **STANDARDS OF ACADEMIC PROGRESS FOR FINANCIAL AID**

DCC requires students who receive financial aid to maintain the following standards of satisfactory academic progress (SAP). These measurements shall be used to determine your eligibility for all Federal Title IV aid and for other need-based financial assistance, unless the terms of a particular grant or funding source state otherwise.

**Qualitative Progress Measurement:** Minimum Cumulative Grade Point Average: To continue receiving financial aid payments, you are expected to successfully complete all your classes with good grades. You must have at least a 2.00 **cumulative GPA** at the end of the

spring semester each year, or you will be placed on Financial Aid Suspension at the start of the following fall semester.

**Quantitative Progress Measurement No. 1: Number of Credit Hours Required to Complete:** When you enroll in classes and receive financial aid to pay for them, you are expected to complete those classes. If you do not complete at least 67 percent of the credit hours that you started during the year, you will be placed on Financial Aid Suspension at the start of the following fall semester.

You must complete a minimum number of hours each year based on the number of hours that you attempted. In simple terms, if you are going at least half time (six hours or more) you must complete at least 67 percent of your enrollment successfully. If you are just taking a course or two which are less than six hours, you must complete 100 percent of your enrollment successfully.

To use the chart below, add the hours for which you enrolled in the fall and spring semesters. You must complete no fewer than the corresponding number of hours listed in the right column with a grade of "A," "B," "C," "D," or "P" in order to meet this requirement for continuing your financial aid eligibility.

Hours Attempted	Hours Required to Complete
24	17
23	16
22	15
21	15
20	14
19	13
18	13
17	12
16	11
15	11
14	10
13	9
12	9
11	8
10	7
9	7
8	6
7	5
6	5
1-5	All

**Quantitative Progress Measurement No. 2: Maximum Time to Complete a Degree:** When you receive financial aid to help pay for a program of study, you are expected to complete that program without wasting money and time. You must be a degree-seeking student before you can receive financial aid.

To make sure that you complete your program in a reasonable amount of time, a limit set by law has been placed on the number of hours that you can attempt in order to complete your program. The limit is 150 percent of the minimum number of hours required to complete your program. For example, if you are in a degree program that takes 66 hours to complete, you must finish your program within 99 attempted hours.

Once you reach the 150 percent limit, you will no longer be able to receive additional financial aid payments. For example, if you enroll in 12 hours but you only have three hours left before reaching the 150 percent limit, you will only be paid for the three hours you have left.

There are many variables that go into calculating that limit, including, but not limited to:

- All attempted credit hours are counted regardless of whether or not you received aid to pay for them.
- Any transfer hours that are accepted from other colleges toward completion of your program are counted. If you are a transfer student, you must submit transcripts from all previous colleges before the end of your first semester or second semester aid will be canceled.
- If you repeat a course, both attempts are counted.
- If you withdraw from a course, it is still counted as an attempt.

Note: If you cannot complete your program within the 150 percent limit, you will be placed on Financial Aid Suspension.

**Financial Aid Suspension:** If you fail to meet any one of the SAP measurements described above, you will be placed on Financial Aid Suspension for at least one award year. Once you exceed the 150 percent limit, you cannot regain satisfactory progress. However, in extreme circumstances you may appeal to extend your eligibility to complete a program. During the period of suspension, you will not be eligible to receive financial aid.

To regain financial aid eligibility, you must pay the expenses related to at least half-time enrollment (six hours at a time) and satisfy all SAP requirements. After meeting all SAP requirements, you must request reinstatement of eligibility in writing to the Financial Aid Office.

**Appeal Process;** If you are placed on Financial Aid Suspension, you may petition the Financial Aid Office to consider mitigating (special) circumstances that resulted in your inability to meet the SAP requirements. The appeal must be typed and must include supporting documentation regarding the circumstances (i.e., medical statements, divorce documents, letters of unemployment, etc.).

You will be notified by the Financial Aid Office within five days after a decision has been made regarding the appeal. If the Financial Aid Office denies the petition, you may follow the same written procedure to appeal to the college administrator who oversees the Financial Aid Office.

**Financial aid will not pay for:**

- Any credit hours in excess of the 150 percent maximum program limit (see discussion of Quantitative Measurement No. 2 above)
- Courses taken by audit
- Credit hours earned by placement tests
- Courses taken by transfer (transient) students attending for summer only

**The William D. Ford Federal Direct Loan Program;** In accordance with federal regulations, a school must verify that a loan recipient is meeting SAP each time funds are released to the student. If you have been awarded money under the Federal Direct Loan Program, all or part of your loan will be canceled if you are not meeting SAP at the time loan funds are available for disbursement (distribution).

You then will not be considered for future loans until the SAP requirements have been met. Other restrictions related to DCC's default management plan may limit how much you may borrow and when you will receive your loan payments.

**Summer Enrollment and the SAP:** When calculating the SAP status, summer hours attempted will be counted toward the 150 percent maximum, and summer grade points earned

will be calculated as part of the cumulative grade point average. The rule pertaining to completion of a minimum number of attempted credit hours will not be calculated for summer enrollment.

Note: The Return of Title IV Funds regulation does not dictate the institutional refund policy. The calculation of Title IV funds earned by the student has no relationship to the student's incurred institutional charges.

## **SCHOOL COSTS**

School costs for the 2010-2011 school year are:

### **UNDERGRADUATE TUITION:**

Credit Hour	\$359
Audit Hour	\$180

### **POST-BACCALAUREATE TUITION PACKAGE:**

ACCESS	\$4,995
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### **FEES:**

ACCESS Mentor	\$500
Administrative Withdrawal	\$250
Application	\$25
Credit by Demonstrated Competency	\$100 (per hour)
Challenge Exam	\$100 (per hour)
Choir Tour	\$100
Critical Thinking Test	\$18
DANTES	\$100
Deferred Payment	\$50
Residence Hall Reservation/Deposit	\$150
E-Portfolio (LiveText)	\$99
Graduation	\$150
Incomplete	\$50
Late Registration	\$50
Life Science Lab	\$30
Non-Sufficient Funds/Returned Check	\$30
Orientation	\$75
Online Class	\$65 (per class)
Private Instrumental Lesson	\$250
Private Voice Lesson	\$250
Quest Withdrawal	\$100 (per class)
Quest Class	\$65 (per class)
Student Services	\$300 (Traditional students enrolled in 9 or more hours)
Student Services	\$150 (Traditional students enrolled in less than 9 hours)
Student Technology	\$50 (Traditional students only)
Student Parking	\$25 (Quest and Traditional students only)
Student Government	\$25 (Traditional students only)
Student Teaching	\$250

### **ROOM AND BOARD:**

Double Occupancy & Meal Plan	\$3,300 (per semester)
Single Occupancy & Meal Plan	\$3,620 (per semester)

### **EDUCATIONAL MATERIALS:**

Estimated Textbooks	\$300-\$500 (per semester)
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## **PAYMENT OF SCHOOL COSTS**

All tuition, fees, room and board charges are due and payable in full at the time of registration. Payment is to be made in the Business Office by cash, check, or credit card (VISA, MasterCard, Discover, and American Express are accepted). Online credit card payments are also accepted via the student portal on the DCC website. Student account statements showing all charges and payments to date, including payments from all financial aid sources will be provided to all students on a monthly basis, or more often as needed. For those students who have a documented commitment of funds through the Financial Aid Office, any school costs not covered by said financial aid are due and payable at registration.

## **PAYMENT PLANS**

Students whose financial aid, if any, is not sufficient to cover a given semester's school costs and who do not have sufficient private sources to cover all school costs, and who have paid all previous semesters' costs may request a payment plan through the Business Office. Payment plans are subject to the criteria and discretion of the Business Office. The payment plan will vary depending on the length of the semester (Traditional 16-week long semester, Quest six week-long session, Online six or seven week-long session, or ACCESS nine months including course work and student teaching or internship). Payment plans are not available for Maymester.

**Traditional:** 3 payments are required: 1/3 of the amount to be financed at the time of registration; 1/3 due by the end of the 6<sup>th</sup> week of the semester; 1/3 due by the end of the 12<sup>th</sup> week.

**DCC Online:** 2 payments are required: ½ of the amount to be financed at the time of registration or before; ½ is due within 30 days of the start of class.

**Quest:** 2 payments are required: ½ of the amount to be financed at the time of registration or before; ½ is due within 30 days of the start of class.

**ACCESS:** Application and Registration fees are due and payable at the time of registration. One-half of the tuition due is payable at the conclusion of on-site coursework, approximately July 31<sup>st</sup>. The remaining balance (1/2 of tuition charged) is payable in nine monthly installments with payment due dates at the end of each month beginning with August and concluding in April.

Students desiring a payment plan with the Business Office will be required to sign a promissory note detailing the payment arrangements agreed to, and will be charged a one-time Deferred Payment Fee for each semester in which a payment plan is entered into.

Students who are eligible for educational 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 to the Business Office from the employer as well as a copy of the employer policy. If employer educational assistance payments are made to DCC directly, any credit balance that results will be refunded to the student.

## **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 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:

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

Dallas Christian College reserves the right to deny enrollment, class attendance, grades, 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.

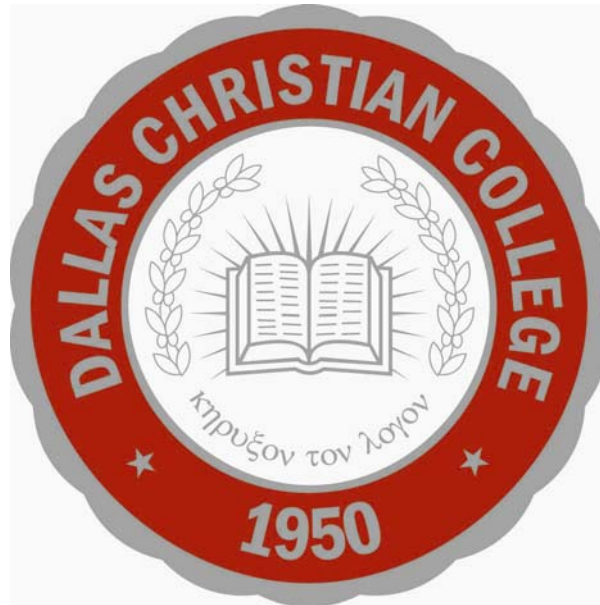
On occasion, legitimate financial circumstances may warrant special consideration. Should this occur, the student is encouraged to contact the College Business Office immediately to make appropriate arrangements and possibly avoid action by the Ethical Conduct Committee. If satisfactory arrangements 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 DEPARTMENT POLICIES  
GRADING  
GRADUATION REQUIREMENTS  
AWARDS AND HONORS  
LIBRARY

## **ENROLLMENT**

### **REGISTRATION AND ADVISING**

The degree programs are listed in the catalog 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 are available to assist the student to understand program requirements.

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. Not all courses are offered annually. 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. All students of Dallas Christian College are required to take GENS 1111—DCC 101 the first semester of enrollment with DCC. 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 a traditional two semester system 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. Quest and DCC Online classes are offered as six-week or seven-week courses.

### **COURSE LOAD**

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. Eighteen credit hours are normally considered the maximum load. To complete a bachelor's degree (129 hours) in four years, the student should take 16 or 17 hours each semester. 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, 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 DEPARTMENT POLICIES**

### **CLASS ATTENDANCE**

Class attendance is required; therefore, students should plan to attend every class session for all courses. Attendance for online students is defined as a substantive posting to the discussion board during the week assigned. A student cannot miss more than two weeks of classes taken in the traditional program three-day-per week classes (six sessions), two-day-per-week classes (four sessions), and one-day-per-week classes (two sessions). Students in the



Quest program cannot miss more than one class session per course. Students in the online program cannot miss more than one week. Class sessions missed during the late-registration period are counted as absences.

At the beginning of the course, the professor may outline in the course syllabus additional attendance and participation requirements that may affect the grade.

The student is responsible for reporting the reasons for the absences, preferably in advance, to the professor to see if make-up work can be arranged. The student is also responsible for acquiring course information missed during the absences. A student who never attends will be subject to an Administrative Withdrawal (AW) with applicable fees after the second week. A student with excessive absences will be subject to an instructor-initiated drop with a failing grade.

## **RETAKE**

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 can not be retaken for credit if the grade is "B-" or better.

## **TRANSFER OF CREDITS**

Transferable credit must meet the following criteria to be accepted:

- college-level credit earned at an approved accredited institution
- the grade earned must be a C- or above
- relevant credit must apply toward the DCC degree program sought

Approved accredited institutions are college and universities accredited by institutional and professional agencies recognized by the Council on Higher Education (CHEA).

No student may transfer in more than 75 percent of the requirements for any degree program.

Accepted transfer credit is placed in the accepted student's electronic file for advising purposes and will appear on the student transcript. The transfer credit is included in the cumulative GPA calculations and is used to determine:

- classification
- financial aid eligibility
- academic status (after the student's first semester)
- graduation eligibility
- graduation honors eligibility

Credit from unaccredited institutions may be considered if the student provides the following documentation:

- official transcripts (signed, sealed, and sent directly from the institution to DCC)
- college catalogs
- course syllabus for each course

In some instances, samples of the student's work and verification of the academic qualifications of the teaching faculty may also be requested. Furthermore, the student must

validate the transfer of unaccredited courses by earning at least a 2.0 (C) GPA during the first two semesters of study at Dallas Christian College.

### **EARNING ALTERNATIVE CREDIT**

A student can earn additional semester hours through the Credit for Demonstrated Competency (CDC) 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 registration 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, a CDC advisor 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.

### **CREDIT BY EXAMINATION**

DCC accepts five 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 (DCC is a DANTES test site.)
- Advanced Placement (AP) Examinations - a national set of exams on selected college-level topics studied at the high school (testing available off campus only)
- International Baccalaureate (IB) Higher-Level Examinations – An international set of exams on selected topics studied through the International Baccalaureate Diploma Programme (testing available off campus only)
- 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.

### **CREDIT-BY-EXAMINATION TRANSFERS**

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), the Advanced Placement (AP) Examinations, and the International Baccalaureate (IB) Higher-Level Examinations. Assuming that an acceptable grade is attained on an examination, DCC grants full degree credit. Assuming an acceptable score, all CLEP, DANTES, AP, and IB credits will be accepted for transfer students. Students may not receive

credit for CLEP, DANTES, AP, IB, and a college course covering the same subject matter, i.e. the course equivalency will only be awarded once. All credit-by-examinations must be completed prior to pre-registration for the final semester. In certain cases, departmental examinations may be required as a part of the evaluation process.

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

### CLEP EXAMINATIONS

Subject Examinations	Credit	Credit Granting Score	Course Equivalent
<b>BUSINESS</b>			
Financial Accounting	6	50	ACCT 2301, ACCT 2302
Info Systems and Computer Applications	3	50	COSC 1301
Introductory Business Law	3	50	BUAD 4303, MGMT 4303
Principles of Management	3	50	BUAD 2310
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, E
College Composition	6	50	ENGL 1310, ENGL 1320
College Composition Modular	3	50	ENGL 1310
English Literature	6	50	ENGL 2311, ENGL 2321
Humanities	6	50	HUMA 2322, E
<b>FOREIGN LANGUAGES</b>			
College-Level French I	6	50	E
College-Level French II	12	59	E
College-Level German Language I	6	50	E
College-Level German Language II	12	63	E
College-Level Spanish Language I	6	50	SPAN 2315, E
College-Level Spanish Language II	12	63	SPAN 2315, E
<b>SCIENCE &amp; MATHEMATICS</b>			
Biology	6	50	SCIN 2410, E
Calculus	6	50	E
Chemistry	6	50	E
College Algebra	3	50	MATH 1310
College Mathematics	6	50	MATH 1305, E
Natural Sciences	6	50	SCIN, E
Precalculus	3	50	E
<b>SOCIAL SCIENCE &amp; HISTORY</b>			
American Government	3	50	E
History of the United States I	3	50	HIST 2311
History of the United States II	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	ECON 2301
Principles of Microeconomics	3	50	ECON 2302
Introductory Psychology	3	50	PSYC 1320
Introductory Sociology	3	50	SOCI 2310
Social Sciences & History	6	50	E
Western Civilization I	3	50	HIST 1311
Western Civilization II	3	50	HIST 1321

## DANTES EXAMINATIONS

Subject Examinations	Credit	Credit Granting Score	Course Equivalent
<b>APPLIED TECHNOLOGY</b>			
Technical Writing	3	46	ENGL 2315
<b>BUSINESS</b>			
Business Ethics and Society	3	400	E
Business Law II	3	44	BUAD 4303 or MGMT 4303
Business Mathematics	3	400	MATH 1305
Intro to Business	3	400	BUAD 2310
Intro to Computing	3	400	COSC 1301
Management Info Systems	3	400	COSC 1301
Money and Banking	3	48	E
Personal Finance	3	400	E
Human Resource Management	3	46	BUAD 3325 or MGMT 3325
Principles of Finance	3	400	BUAD 4309 or MGMT 4309
Principles of Financial Accounting	3	47	ACCT 2301
Principles of Supervision	3	400	E
Organizational Behavior	3	48	MGMT 4304
<b>HUMANITIES</b>			
Ethics in America	3	400	E
Intro to World Religions	3	400	PHIL 1304
Principles of Public Speaking	3	47	E
<b>MATHEMATICS</b>			
Fundamentals of College Algebra	3	400	MATH 1310
Principles of Statistics	3	400	MATH 2342
<b>PHYSICAL SCIENCE</b>			
Astronomy	3	48	E
Environment and Humanity: Race to Save the Planet	3	46	E
Here's to Your Health	3	400	E
Physical Geology	3	46	E
Principles of Physical Science I	3	47	E
<b>SOCIAL SCIENCE</b>			
Art of the Western World	3	48	E
The Civil War and Reconstruction	3	47	E
Western Europe since 1945	3	45	E
Criminal Justice	3	400	E
Substance Abuse	3	400	E
Foundations of Education	3	46	E
Fundamentals of Counseling	3	45	PMIN 4321
General Anthropology	3	47	ANTH 2351
A History of Vietnam War	3	44	E
Human/Cultural Geography	3	48	E
Intro to Law Enforcement	3	45	E
Intro to the Modern Middle East	3	47	E
Lifespan Developmental Psychology	3	46	PSYC 3311
Rise and Fall of the Soviet Union	3	45	E

## AP EXAMINATIONS

Subject Examinations	Credit	Credit Granting Score	Course Equivalent
<b>HISTORY &amp; SOCIAL SCIENCES</b>			
Government & Politics— Comparative	3	3	E
Government & Politics—U. S.	3	3	E
European History	6	3	HIST

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	ECON 2302
Macroeconomics	3	3	ECON 2301
<b>LANGUAGES</b>			
English Language & Composition	6	3	ENGL 1310, ENGL 1320
English Literature & Composition	6	3	ENGL 2340, E
French Language	6	3	E
French Literature	6	3	E
German Language	6	3	E
International English Language	6	3	E
Latin-Vergil	6	3	E
Latin Literature	6	3	E
Spanish Language	6	3	SPAN 2315, E
Spanish Literature	6	3	E
<b>MATHEMATICS</b>			
Calculus AB	3	3	E
Calculus BC	6	3	E
Statistics	3	3	MATH 2342
<b>OTHER</b>			
Art History	6	3	E
Computer Science A	3	3	COSC 1301
Computer Science AB	6	3	COSC 1301, E
Studio Art—General	6	3	E
Studio Art—Drawing	6	3	E
Music Theory	6	3	MUSC 1310, MUSC 1320
<b>SCIENCE</b>			
Biology	8	3	SCIN 2410, E
Chemistry	8	3	E
Environmental Science	4	3	SCIN
Physics B	8	3	E
Physics C—Mechanics	4	3	E
Physics C—Electricity and Magnetism	4	3	E

## IB EXAMINATIONS

Subject Examinations	Credit	Credit Granting Score	Course Equivalent
<b>HISTORY &amp; SOCIAL SCIENCES</b>			
Economics	3	5	ECON 2301
Geography	3	5	E
History—Europe	6	5	HIST
History—Africa	3	5	HIST
History—American	3	5	HIST
History—Islamic	3	5	HIST
Philosophy	3	5	PHIL 3320
Psychology	3	5	PSYC 1320
Social Anthropology	3	5	ANTH 2351
<b>LANGUAGES</b>			
Arabic—Language B	14	5	E
Chinese—Language B	14	5	E
Danish—Language B	14	5	E
Dutch—Language B	14	5	E
English—Language A1	6	5	ENGL 1310, ENGL 1320
English—Language A2	6	5	ENGL 1310, ENGL 1320
French—Language B	14	5	E
German—Language B	14	5	E
Greek—Classical	6	5	GREK 2310, GREK 2320
Greek—Modern A2	6	5	E
Hebrew—Language B	14	5	E

Hindi—Language B	14	5	E
Italian—Language B	14	5	E
Japanese—Language B	14	5	E
Korean—Language B	14	5	E
Norwegian—Language B	14	5	E
Portuguese—Language B	14	5	E
Russian—Language	14	5	E
Spanish—Language B	14	5	SPAN 2315, E
Swedish—Language B	14	5	E
Vietnamese—Language B	14	5	E

#### MATHEMATICS

Mathematics	3	5	MATH 1305
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#### OTHER

Computer Science	8	5	COSC 1301, E
Management	3	5	BUAD 2310
Visual Arts	3	5	E

#### SCIENCE

Biology	8	5	SCIN 2410, E
Chemistry	8	5	E
Physics	8	5	E

### CHALLENGE EXAMINATIONS

A challenge exam can be requested by any DCC student who wishes to meet a requirement of any general-studies or elective course through 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, competencies, 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 cheating on a test, plagiarizing, or violating the academic-integrity standards in any fashion may be given a grade of "XF." An "XF" will be recorded on the student's permanent record and reflected on the transcript as "XF – Failure due to Academic Dishonesty."

The "XF" grade can 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		88-91	3.00
B-		85-87	2.67
C+	Average	82-84	2.33
C		78-81	2.00
C-		75-77	1.67
D+		72-74	1.33
D		68-71	1.00
D-	Passing	65-67	0.67
F		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 as 0.00 grade points 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 GPA, 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 rounds GPAs to two decimal places, e.g., 3.33. This guideline establishes fairness and equality in areas such as academic honors and requirements set for athletic participation.

### STUDENT CLASSIFICATIONS

The student's classification 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 the semester 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 and online 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.

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. The student is solely responsible for initiating and completing the withdrawal process. The date of withdrawal is determined by the date the completed form is submitted. Students who do not initiate and complete the withdrawal process and who never attend class will be administratively withdrawn and charged a \$250 Administrative Withdrawal Fee per class.

### **FILING FOR AN INCOMPLETE**

Incompletes must be filed by petition. Forms for incompletes may be requested from or picked up in the Academic Office. A \$50 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 and online 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. Granting an incomplete is predicated upon completion of 50% of the course content.

### **EXAMINATIONS**

Students are expected to take all examinations, including mid-term and final examinations, on their assigned dates. Professors may administer early or late examinations at their discretion.

### **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, library, or any other department of the college. Quest and Online grades are mailed monthly and recorded on student transcripts. After a semester has ended, students may also view grades on the DCC Student Portal at <https://portal.dallas.edu>.

### **CHANGE-OF-GRADES**

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**

Traditional and Quest courses 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. Online courses may not be taken for audit.



## **TRANSCRIPT OF CREDITS**

The Registrar will furnish transcripts of credits upon written request from the student. Forms for requesting transcripts are available at [www.dallas.edu](http://www.dallas.edu). Transcripts are available without charge. No transcripts are furnished until all financial obligations to the college, including the library or any other department of the college, have been fulfilled. Any student who has defaulted on student loans will not be furnished a transcript.

## **ACADEMIC PROBATION**

Students who do not attain a cumulative GPA requirement of 2.0 by the end of a semester are placed on academic probation for the next semester of enrollment. First semester transfer students who do not attain a semester GPA requirement of 2.0 by the end of the semester are placed on academic probation for the next semester of enrollment. (Quest and Online students are assessed once 12 hours have been attempted.)

Any full-time student whose semester GPA falls below 1.0 will be automatically placed on academic probation for the following semester regardless of the cumulative GPA.

Students on academic probation will be required to participate in academic mentoring. Traditional students on academic probation will be limited to 13 credit hours per semester. Quest and Online students on academic probation are limited to taking one class at a time. Students on academic probation must receive permission from the Academic Office to participate in extra-curricular activities such as intercollegiate sports, leadership roles with ministry teams, and other travel representing the College.

## **ACADEMIC SUSPENSION**

Students on academic probation who do not improve their cumulative GPA to the minimum required during the probationary semester will be suspended from the College.

Students on academic suspension are not allowed to attend the College for one academic semester, but they may return to the College following the semester of suspension. If students do not return for the semester immediately following the semester of suspension, they must reapply to the College following the full admissions process.

Students on academic suspension 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. If an appeal is granted, students will be limited to six hours, may not be qualified for any financial aid, and may not participate in extra-curricular activities such as intercollegiate sports, leadership roles with ministry teams, and other travel representing the College.

Students who do not improve their cumulative GPA at the end of the semester following the Academic Suspension period will be Academically Dismissed.

## **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.

## **DISCIPLINARY PROBATION**

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

## **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.

## **STUDENT LEAVE OF ABSENCE**

In accordance with the guidelines set forth by the U.S. 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 Community 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 Community 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 admissions 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 can be required to withdraw and may not register for additional courses.

## **READMISSION**

For readmission to DCC after an absence of one year for any reason, a student must apply for readmission. Students who are readmitted 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 as outlined in the DCC Student Handbook.

## 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 Department 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 and the DCC Board of Trustees.
- The candidate must have fulfilled all financial obligations to the college, including student account, library, and any other department of the college.
- 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 six or more hours of enrollment at Dallas Christian College.

## AWARDS AND HONORS

### ACADEMIC

**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 (traditional fall semester) of work, 12 hours or more; the sophomore award, on three semesters (two traditional fall and one traditional spring semesters) of work, 31 hours or more; the junior award, on five semesters (three traditional fall and two traditional spring 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 have achieved a 3.5-3.79 GPA for that grading period.

## **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

**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 70 hours of coursework completed at DCC. (All transferable hours are included in the cumulative GPA.)

**Delta Epsilon Chi.** A national academic and leadership honor society sponsored by the Association for Biblical Higher Education. Membership can be awarded by vote of the faculty to no more than 7% of the graduating class in any one year.

**Dr. C.C. Crawford Merit Award.** May be conferred upon a graduating senior who has achieved a 3.7 or better cumulative GPA, with at least 70 hours of coursework completed at DCC, 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. It is considered the highest student award given at Dallas Christian College.

**Dr. Leroy C. Wineinger Award.** Presented to the Bible Department graduating student who demonstrates outstanding Christian character, academic ability, and commitment to Christian ministry. Recipients of this award are chosen by the Bible faculty.

**Lucille L. Perkins Award.** Presented to the Business Administration Department graduating student who demonstrates outstanding Christian character, academic ability, and commitment to Christian service within an administrative context. Recipients of this award are chosen by the Business faculty.

## **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; selected by the Bible faculty.

**Business Student Association Award.** Presented to the Business Administration Department student who has made the greatest positive contribution throughout the year to the Business Administration Department of Dallas Christian College; selected by the Business Administration Department students.

**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 faculty.

**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.

**Roaring Lambs Award.** Presented to the most outstanding student in the Business Administration Department student who demonstrates outstanding Christian character, an exceptional understanding of major business principles from a Christian perspective, and promotes the mission of Dallas Christian College; selected by the Business faculty.

**Servant Awards.** Presented to the students 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; selected by peers of the program.

**Zondervan 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**

### **THE CRAWFORD LIBRARY**

The Crawford 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 Library contains more than 50,000 printed volumes and more than 100 print periodicals. Additionally, the library serves the DCC community with over 50 electronic databases, over 21,000 electronic periodicals and over 18,000 electronic books.

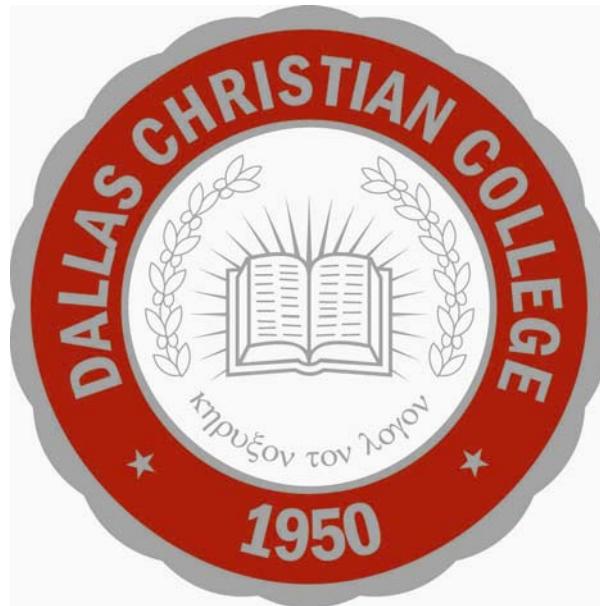
The Crawford Library also houses computers with internet access, access to the library's online catalog and databases, and two workstations that provide access to Bible study software.

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.

In addition to the above, students who physically attend DCC may also access the electronic and physical resources of the Manske Public Library in the city of Farmers Branch. Students who wish to access these resources should take a valid drivers license to Manske Library; they will then be issued a library card.

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

For more information about The Crawford Library, please visit the web site at [www.dallas.edu/library](http://www.dallas.edu/library).



## ***STUDENT LIFE***

LIFESTYLE  
HOUSING  
FOOD SERVICE  
CHAPEL AND CHRISTIAN SERVICE  
ACTIVITIES AND ORGANIZATIONS  
WALLACE'S  
VIRTUAL BOOKSTORE

## **LIFESTYLE**

Dallas Christian College by its very nature provides a two-fold environment. First, it is a Christian 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, student lounge, and administration and faculty offices. These academic facilities provide outstanding opportunities in study and research vital for developing people of influence.

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. "Wallace's," a student lounge and coffee bar located on the third floor of the administration building is a center for students and faculty to relax, fellowship, and experience opportunities for mentoring.

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 21 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 Community. 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. Should students leave the College or move out of the residence hall prior to the end of the semester, it is considered a "breach of the lease" and there will be no refund.

The residence halls at DCC foster a culture unique to young men and women. Accordingly, DCC does not permit students over 26 years of age to live in the residence halls.



The Vice-President for Community and the Residence Director may make exceptions under certain circumstances. Generally, however, students older than 26 years of age should make alternative housing arrangements.

## **FOOD SERVICE**

The College cafeteria serves three meals per day Monday through Friday and two meals per day on Saturday for residents, off-campus students, faculty, and guests. A continental breakfast is served during the breakfast hour. Lunch is served Monday through Friday. Dinner is served Monday through Saturday. Brunch is served on Saturdays. In addition, a late night breakfast is served Thursday nights. No meals are scheduled when classes have been dismissed for announced holidays. The last meal served before a holiday will be lunch. A student living in the residence hall is required to be on the meal plan.

## **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. Chapel is conducted two days a week for daytime students, provided once each class term for the evening students, and the message of each chapel service is recorded and are available online at [www.dallas.edu](http://www.dallas.edu). In addition, traditional daytime students attend spiritual formation, mentoring, and life-skills sessions on Wednesdays called "Illuminate."

Christian service is central to a person living a life of influence, under God's influence. 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 is available online at [www.dallas.edu](http://www.dallas.edu). 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 six or more hours of classes.

The Christian service program consists of five parts. Requirements of each part vary depending on the students' program and the way they take the majority of their classes: e.g. daytime, evening, or online.

First, students are required to participate actively in their face-to-face community of faith. Traditional (daytime) students are required to attend church services and to attend DCC chapel service held on campus twice each week. Quest (evening) students are required to attend church services as well as the DCC chapel service offered in the evening during the first week of each Quest class start. Online students are required to attend church services and to reflect on how they are applying what they are learning at DCC to their faith community.

Second, students are required to complete at least six hours of service each month they are enrolled at DCC. Quest and Online students are required to complete at least six hours of service for each class term. 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, in accordance with DCC's mission to educate and mentor, students are required to participate in the required aspects of DCC's mentoring program designed for each type of program delivery (daytime, evening, or online). Traditional students have a day each week

dedicated to mentoring, life skills, and spiritual formation (Illuminate). Students will reflect on these sessions along with other activities in an online e-portfolio called "LiveText." Online students actively integrate each of these growth areas into their courses.

Fourth, students may participate in special service projects. The Vice-President for Community and/or the Chair of the Practical Ministries Department organizes these experiences for those interested in supplementing their normal Christian service activities. The opportunities for this experience include mission trips (Kingdom Week), inner-city work, local church work, and work in children's homes. Quest and Online students are welcome to participate in these activities, but must make arrangements to be on-campus for these events.

Fifth, students required to complete field mentoring (Mentored Ministry or Internship) must do so satisfactorily as specified in their degree program. Mentored Ministry and Internship are described in the course description section of this catalog. It is to be approved by the Vice-President for Community.

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 a life of service and influence. There is no better way to apply material learned in the classroom than to serve regularly while at DCC.

## **ACTIVITIES AND ORGANIZATIONS**

### **GUIDANCE**

Students may view the DCC Student Handbook online at [www.dallas.edu/studentlife](http://www.dallas.edu/studentlife) 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 GOVERNMENT**

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 government. The student government provides valuable assistance in the operation of campus-hosted social and ministry events. The student government 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 Worship Arts 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.

## **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, women's soccer, men's baseball, and women's volleyball. 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 or PHED-1121.

## **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, semester-long, year-long, or extended field mentoring (Mentored Ministry or Internship) and ministry experiences (non-credit). The College experiences a campus-wide day of service each semester, which gives students, faculty, staff, and administration the opportunity to serve the community together.

## **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 field mentoring (Mentored Ministry, Internships, or non-credit ministry experiences) for students, and supporting the many outreach activities of the College.

## **WALLACE'S**

"Wallace's" is a student lounge, coffee bar, and campus store located on the third floor of the administration building. It also provides a center for students and faculty to fellowship and enhances the mentoring opportunities. Wallace's offers a coffee bar that also sells other beverages and snacks and carries a selection of Dallas Christian College insignia items such as pens, coffee mugs, shirts, and hats. The student lounge includes a home theatre system, internet-capable computers, games and entertainment, and an area to relax from the rigors of study.

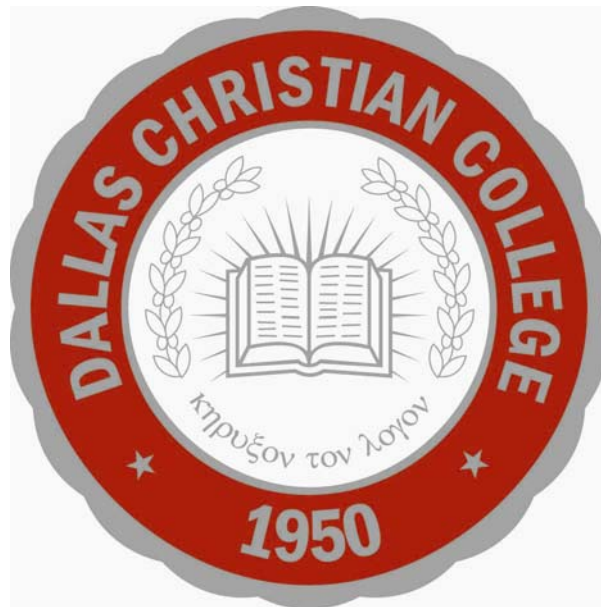
## **VIRTUAL BOOKSTORE**

The Dallas Christian College Virtual Bookstore is available to meet student's texts and study material needs. Visit the DCC website at [www.dallas.edu/bookstore](http://www.dallas.edu/bookstore). Full instructions are listed on the Virtual Bookstore home page.

Students should plan to spend between \$250-500 per semester for books and supplies. If a student is receiving financial aid, purchases can be made at the DCC Virtual Bookstore using

a \$400 book allowance. If the student does not spend this entire amount, the balance will be refunded to their account. Students who do not receive financial aid can make their purchases using a credit card or check.

Students may also sell books back to Virtual 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 DCC Virtual Bookstore sells books recommended by professors for additional study.



## ***ACADEMIC PROGRAMS***

**INTRODUCTION  
GENERAL STUDIES PROGRAM  
ARTS AND SCIENCES DEPARTMENT  
BIBLE DEPARTMENT  
BUSINESS ADMINISTRATION DEPARTMENT  
EDUCATION DEPARTMENT**

## INTRODUCTION

Dallas Christian College seeks to educate and mentor students to be people of influence, under God's influence, for a life of influence. The educational programs seek to produce graduates who are able to influence others 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 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 studies, and specialized or professional studies. This reflects the college's conviction that knowledge of scripture is basic to education.

The General Studies Program emerges from the College's conviction that all students need an understanding of themselves, their world, and their community, combined with the ability to think and communicate effectively. This curriculum is required in all degree plans; this foundation prepares students to apply this knowledge in their major and to become people of godly influence who appreciate God's entire domain.

The College offers a Bachelor of Arts (B.A.), a Bachelor of Science (B.S.), and an Associate of Applied Science (A.A.S.) degree. The Bachelor of Arts degree is the same as the Bachelor of Science degree with the exception of the 12-hour Greek language requirement. All students desiring to study in a ministry major are encouraged to seek the B. A. degree, especially those who intend to preach or teach or go on to seminary.

DCC offers the B.A. or B.S. degrees through the Bible Department with majors in Biblical Studies, Intercultural Studies, Ministry Leadership, Ministry and Leadership, and Worship Arts. It also offers minors in Biblical Languages, Education Ministry, Intercultural Studies, Ministry Studies, Preaching Ministry, Urban Studies, Worship Arts, and Youth and Family Ministry.

DCC offers the B.A. or B.S. degrees through the Arts and Sciences Department with majors in Interdisciplinary Studies or Psychology. These majors serve as foundational undergraduate degrees preparing students for church and para-church ministries and for seminary or graduate professional studies. In addition, it offers minors in English, History, or Psychology.

DCC offers the B.A. or the B.S. degree through the Business Department with majors in Business Administration or Management and Ethics. It also offers an A.A.S. degree in Business.

The College also offers the B.S. degree through the Teacher Education Department with majors in Elementary Education or Secondary Education with teaching specialization in English or history and a B. S. in Music Education for all levels. A B.S. degree in Education prepares students to attain Association of Christian Schools International (ACSI) certification for teaching in private Christian schools.

The College offers some degrees through DCC Online or Quest. DCC Online offers a B.S. in Ministry and Leadership or Management and Ethics. Quest offers a B.A. or B.S. in Ministry and Leadership or Management and Ethics.

## ADDITIONAL ACADEMIC OPPORTUNITIES

- An extended internship is available for credit by special arrangement with the Vice-President for Community.
- 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.

## ADDITIONAL ACADEMIC INFORMATION

Each Bachelor's Degree requires a minimum of 129 hours. The average student takes approximately 15 hours each semester. However, in order to earn a Bachelor's Degree in four years, a student must take an average of 16+ hours (depending on the program). The following chart gives an approximation of the hours needed each semester in order to complete a degree in four, five, or six years:

	<b>Four Years</b>	<b>Five Years</b>	<b>Six Years</b>
Fall Year 1	17	13	13
Spring Year 1	15	12	12
Fall Year 2	16	13	13
Spring Year 2	15	12	12
Maymester or Summer Year 2	3		
Fall Year 3	15	13	10
Spring Year 3	15	12	9
Maymester or Summer Year 3	3	3	3
Fall Year 4	18	12	9
Spring Year 4	12	12	9
Maymester or Summer Year 4	<b>Graduate</b>	3	3
Fall Year 5		12	9
Spring Year 5		12	9
		<b>Graduate</b>	
Fall Year 6			9
Spring Year 6			9
			<b>Graduate</b>
Total Hours	129	129	129

## REQUIRED STUDIES

Every degree plan at Dallas Christian College requires the General Studies Program which includes courses from both Arts and Sciences and Biblical/Theological studies. Depending upon the major, some degree plans may have specific requirements within the General Studies or Biblical/Theological studies. All full-time students at DCC are required to take a minimum of one Bible or theology course each semester they are enrolled unless all Biblical/Theological course requirements have been fulfilled.

## GENERAL STUDIES PROGRAM

The General Studies Program emerges from the College's conviction that all students need an understanding of themselves, their world, and their community, combined with the ability to think and communicate effectively. This curriculum is required in all degree plans; this foundation prepares students to apply this knowledge in their major and to become people of godly influence who appreciate God's entire domain. The General Studies Program, overseen by the Arts and Sciences Department, is built with reference to the Texas Core Curriculum.

- General Studies Program Objectives

Students will:

1. Communicate effectively in writing, using coherent content and appropriate organization, style, and grammar for the subject and audience
2. Communicate clearly and persuasively in speaking, constructing and conveying their message using appropriate techniques for the subject and audience
3. Understand themselves within various social contexts as they integrate into their Christian worldview the basic knowledge of these General Studies areas: Bible, history, literature, mathematics, science, and social science
4. Employ interpretation, analysis, evaluation, inference, and explanation in order to conclude, solve problems, and interpret events



## GENERAL STUDIES PROGRAM REQUIREMENTS

The General Studies Program includes the following requirements for the different degree programs:

### **Associate of Applied Science (22 hours)**

ENGL-1310 Composition I  
ENGL-1320 Composition II  
GENS-1111 DCC 101  
History Elective (3 hours)  
History Elective (3 hours)  
Humanities Elective (3 hours)\*  
Math Elective (3 hours)  
Social Science Elective (3 hours)  
\* Preferably PHIL-1304 World Religions

**Literature Electives:** ENGL 2312-American Literature I, ENGL 2322-American Literature II, ENGL 2313-World Literature I, ENGL 2323-World Literature II, or ENGL 2340-Literature Survey

**History Electives:** HIST 1311-World Civilization I, HIST 1321-World Civilization II, HIST 2311-United States History I, HIST 2321-United States History II

### **Bachelor of Arts or Bachelor of Science (51 hours)**

BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
ENGL-1310 Composition I  
ENGL-1320 Composition II  
GENS-1111 DCC 101  
SCIN-2410 Life Science  
SPCH-2310 Speech  
THEO-2310 Themes in Biblical Theology  
Literature Elective (3 hours)  
History Elective (3 hours)  
History Elective (3 hours)  
Humanities Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)  
Social Science Elective (3 hours)  
Major Dependent Core Course\* (3 hours)  
Major Dependent Core Course\* (3 hours)  
\* See Major for details.

**Humanities Electives:** HUMA 2322-Art and Music Appreciation, PHIL 1304-World Religions, or PHIL 3320-Introduction to Philosophy

**Math Electives:** MATH 1310-College Algebra, MATH 1332-College Mathematics, MATH 2342-Introduction to Statistics

**Physical Education Electives:** PHED 1111-Varsity Sports, PHED 1120-Varsity Sports, or PHED 1112-CPR/First Aid/PE

**Social Science Electives:** ANTH 2351-Cultural Anthropology, ECON 2301-Macroeconomics, ECON 2302-Microeconomics, GOVT 2310-National and State Government, PSYC 1320-General Psychology, or SOCI 2310-Introduction to Sociology

## First-Year Degree-Seeking Plan

Students entering Dallas Christian College as freshmen are encouraged to enroll initially in the First-Year Degree-Seeking Plan. This plan allows all freshmen to pursue entry-level General Studies Curriculum courses as well as explore courses in a major which may interest them before declaring a major in the spring of the freshman year.

### First Year

#### **Fall (12-17.5 hours)**

- BIBL-1331 New Testament Survey
- CHRS-1010 Christian Service
- ENGL-1301 Composition I
- GENS-1111 DCC 101  
History Elective\*  
Physical Education Elective\*  
Social Science Elective\*  
Major Elective\*

\* Pre-Biblical Studies/Ministry Leadership Majors are advised to take the following:  
CHED-1315 Methods of Teaching I, HIST-1311 World Civilization I, HIST-1321 World Civilization II, MATH-1332 College Mathematics, PSYC-1320 General Psychology, and PMIN-2310 Evangelism. Any physical education elective may be chosen.

\* Pre-Intercultural Studies Majors are advised to take the following:  
ANTH-2351 Cultural Anthropology, CHED-1315 Methods of Teaching I, HIST-1311 World Civilization I, HIST-1321 World Civilization II, MATH-1332 College Mathematics, and PHIL-1304 World Religions or PMIN-2310 Evangelism. Any physical education elective may be chosen.

\* Pre-Worship Arts Majors are advised to take the following:  
DVLS-0113 Music Fundamentals, MUSC-1109 Voice for Worship Leading, MUSC-1111 Piano, MUSC-1113 Eartraining and Sightsinging I, MUSC-1115 Choir, MUSC-1123 Eartraining and Sightsinging II, MUSC-1125 Voice, MUSC-1126 Piano, MUSC-1310 Theory I, and MUSC-1131 Choir. Any history, mathematics, physical education, and social science elective may be chosen.

\* Pre-Interdisciplinary Studies Majors are advised to take the following:  
PHIL-1304 World Religions. Any history, mathematics, physical education, and social science electives may be chosen.

\* Pre-Business Administration Majors are advised to take the following:  
BUAD-2310 Principles of Business Management, BUAD-2320 Management Communications, MATH-1332 College Mathematics, and SOCI-2310 Introduction to Sociology. Any history or physical education elective may be chosen.

#### **Spring (12-18.5 hours)**

- BIBL-1311 How to Study the Bible  
BIBL-1332 Old Testament Survey
- CHRS-1020 Christian Service
- ENGL-1320 Composition II  
History (or Worship Arts Major) Elective\*
- Math Elective\*  
Major Elective\*

\* Pre-Education Majors are advised to take the following:  
GOVT-2312 National and State Government, HIST-2311 United States History I, HIST-2321 United States History II, HUMA-2322 Art and Music Appreciation, MATH-1310 College Algebra, PHED-1112 CPR/First Aid/PE, and PHED-1320 Wellness and Lifestyle.

History Electives (unless specified) are the following:  
HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, or HIST-2321 United States History II.

Math Electives (unless specified) are the following: MATH-1310 College Algebra, MATH-1332 College Mathematics, or MATH-2342 Introduction to Statistics.

Physical Education Electives (unless specified) are the following:  
PHED-1112 CPR/First Aid/ PE, PHED-1111 Varsity Team Sports, or PHED-1121 Varsity Team Sports.

Social Science Electives (unless specified) are the following:  
ANTH-2351 Cultural Anthropology, ECON-2301 Macroeconomics, GOVT-2310 National and State Government, PSYC-1320 General Psychology, or SOCI-2310 Introduction to Sociology.

- Courses required during the first year of study.

For all students, Christian Service is required for each semester a student is enrolled for six or more hours.

## ARTS AND SCIENCES DEPARTMENT

The Arts and Sciences Department brings together the breadth and depth of human learning in the arts and sciences at Dallas Christian College. This department includes the humanities, mathematics, social sciences, and physical sciences at Dallas Christian College. Building upon the General Studies Curriculum, the Arts and Sciences Department directs programs in Interdisciplinary Studies and in Psychology, and minors in English, history, and psychology.

The Arts and Sciences Department contains two programs: the Interdisciplinary Studies Program and the Psychology Program. Upon completion of the curriculum, the student should master the following objectives (which are also the objectives of the General Studies Curriculum):

- Interdisciplinary Studies Program Objectives

Students will:

1. Communicate effectively in writing, using coherent content and appropriate organization, style, and grammar for the subject and audience
2. Communicate clearly and persuasively in speaking, constructing and conveying their message using appropriate techniques for the subject and audience
3. Understand themselves within various social contexts as they integrate into their Christian worldview the basic knowledge of these General Studies areas: Bible, history, literature, mathematics, science, and social science
4. Employ interpretation, analysis, evaluation, inference, and explanation in order to conclude, solve problems, and interpret events

- Psychology Program Objectives

Students will:

1. Know the fundamental history, concepts, and theories of psychology
2. Develop communication and helping skills suitable for service in secular and faith communities
3. Integrate psychological knowledge with biblical perspectives
4. Be adequately prepared for graduate and professional training

The Arts and Sciences Department offers a B.A. or B.S. in Interdisciplinary Studies. This degree program requires 30 credit hours with 21 upper-level hours and a three-hour practicum of either internship or directed-research project that applies classroom content to practical experience specific to the major. Interdisciplinary studies majors may opt instead for a project that includes academic and service learning. The area of the internship or project must have prerequisite study. The Interdisciplinary Studies program allows a student to pursue courses or an emphasis within the Arts and Sciences Department in either a programmed or individualized degree plan. These courses must fall in the humanities, social sciences, or physical sciences.

The Arts and Sciences Department offers a B.A. or B.S. in Psychology. This degree program requires 31 credit hours with 18 upper-level hours and a three-hour field mentored experience (Internship) designed to apply classroom content to practical experience specific to the major. The area of the internship must have prerequisite study. The psychology major 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 Arts and Sciences Department also offers minors in English, history, and psychology. These minors require 18 credit hours with at least nine upper-level hours.

# BACHELOR OF ARTS OR BACHELOR OF SCIENCE INTERDISCIPLINARY STUDIES

129 hours

## **Bible Core (18 hours)**

BIBL-4320 Senior Bible Seminar  
New Testament Elective (3 hours)  
New Testament Elective (3 hours)  
Old Testament Elective (3 hours)  
Old Testament Elective (3 hours)  
Theology Elective (3 hours)

## **General Studies (51 hours)**

BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
ENGL-1310 Composition I  
ENGL-1320 Composition II  
GENS-1111 DCC 101  
PHIL-1304 World Religions  
PHIL-3320 Intro to Philosophy  
SCIN-2410 Life Science  
SPCH-2310 Speech  
THEO-2310 Themes in Biblical Theology  
Literature Elective (3 hours)  
History Elective (3 hours)  
History Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)  
Social Science Elective (3 hours)  
Social Science Elective (3 hours)

## **Major (30 hours)**

Bible Elective (3 hours)  
Bible Elective (3 hours)  
Interdisciplinary Studies Elective (3 hours)  
Interdisciplinary Studies Elective (3 hours)  
Interdisciplinary Studies Elective (3 hours)  
Interdisciplinary Studies Elective (3 hours)  
Interdisciplinary Studies Elective (3 hours)  
Interdisciplinary Studies Elective (3 hours)  
Interdisciplinary Studies Elective (3 hours)  
Practicum (3 hours)

## **Open Electives (30 hours)**

*Bachelor of Arts (18 hours + 12 hours of Greek)*  
*Bachelor of Science (30 hours)*

**New Testament Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4307 Paul's Letters, BIBL-4310 Romans, or BIBL-4312 Revelation

**Old Testament Electives:** BIBL-3313 Pentateuch, BIBL-3322 Psalms and Wisdom Literature, BIBL-4300 Special Topics, BIBL-4306 Joshua-Esther, BIBL-4309 Interpretation of the Old Testament, or BIBL-4315 Hebrew Prophetic Literature

**Theology Electives:** THEO-4301 Christian Theology, THEO-4310 Biblical Theology I, THEO-4315 Ethics, or THEO-4321 Biblical Theology II

**History Electives (General Core):** HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, or HIST-2321 United States History II

**Literature Electives:** ENGL-2311 English Literature I, ENGL-2312 American Literature I, ENGL-2321 English Literature II, ENGL-2322 American Literature II, ENGL-2313 World Literature I, ENGL-2323 World Literature II, ENGL-2340 Literature Survey, or ENGL-3311 Introduction to Shakespeare

**Math Electives:** MATH-1310 College Algebra, MATH-1332 College Mathematics, or MATH-2342 Statistics

**Physical Education Electives:** PHED-1111 Varsity Team Sports or PHED-1112 CPR/First Aid/PE

**Social Science Electives:** ANTH-2351 Cultural Anthropology, ECON-2301 Macroeconomics, ECON-2302 Microeconomics, GOVT-2310 National and State Government, PSYC-1320 General Psychology, or SOCI-2310 Introduction to Sociology

**Interdisciplinary Studies Electives:** All courses must be in the same genre of humanities, social sciences, or physical sciences. This may include any course listed under the History, Literature, Psychology, or Social Science Elective categories, or other approved area of study.

**Bible Electives:** Any course listed under the New Testament or Old Testament Elective category.

**Practicum Options:** GENS-4300 Directed Research or INTR-4300 Internship

For the Bachelor of Arts students, 12 hours of Greek and 18 hours of open electives are required instead of 30 hours of open electives. Open electives may be selected from any discipline. For all students, Christian Service is required for each semester a student is enrolled for six or more hours.

## BACHELOR OF ARTS OR BACHELOR OF SCIENCE PSYCHOLOGY

129 hours

### **Bible Core (18 hours)**

BIBL-4320 Senior Bible Seminar  
New Testament Elective (3 hours)  
New Testament Elective (3 hours)  
Old Testament Elective (3 hours)  
Old Testament Elective (3 hours)  
Theology Elective (3 hours)

### **General Studies (51 hours)**

ANTH-2351 Cultural Anthropology  
BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
ENGL-1310 Composition I  
ENGL-1320 Composition II  
GENS-1111 DCC 101  
PHIL-3320 Intro to Philosophy  
PSYC-1320 General Psychology  
SCIN-2410 Life Science  
SOCJ-2310 Introduction to Sociology  
SPCH-2310 Speech  
THEO-2310 Themes in Biblical Theology  
History Elective (3 hours)  
History Elective (3 hours)  
Literature Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)

### **Major (31 hours)**

INTR-4300 Internship  
PSYC-1110 Psychology as a Profession  
PSYC-2315 Psychology and Christian Thought  
PSYC-2342 Introduction to Statistics  
PSYC-3312 History and Systems of Psychology  
PSYC-3315 Theories of Personality  
PSYC-3325 Abnormal Psychology  
PSYC-3330 Psychological Tests and Measurements  
PSYC-4312 Psychology Capstone (Readings)  
Psychology Elective (3 hours)  
Psychology Elective (3 hours)

### **Open Electives (29 hours)**

*Bachelor of Arts (17 hours + 12 hours of Greek)*  
*Bachelor of Science (29 hours)*

**New Testament Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4307 Paul's Letters, BIBL-4310 Romans, or BIBL-4312 Revelation

**Old Testament Electives:** BIBL-3313 Pentateuch, BIBL-3322 Psalms and Wisdom Literature, BIBL-4300 Special Topics, BIBL-4306 Joshua-Esther, BIBL-4309 Interpretation of the Old Testament, or BIBL-4315 Hebrew Prophetic Literature

**Theology Electives:** THEO-4301 Christian Theology, THEO-4310 Biblical Theology I, THEO-4315 Ethics, or THEO-4321 Biblical Theology II

**History Electives (General Core):** HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, or HIST-2321 United States History II

**Literature Electives:** ENGL-2311 English Literature I, ENGL-2312 American Literature I, ENGL-2321 English Literature II, ENGL-2322 American Literature II, ENGL-2313 World Literature I, ENGL-2323 World Literature II, ENGL-2340 Literature Survey, or ENGL-3311 Introduction to Shakespeare

**Math Electives:** MATH-1310 College Algebra or MATH-1332 College Mathematics

**Physical Education Electives:** PHED-1111 Varsity Team Sports or PHED-1112 CPR/First Aid/PE

**Psychology Electives:** PSYC-3310 Marriage and Family, PSYC-3311 Developmental Psychology, PSYC-3315 Personality Theories, PSYC-3320 Educational Psychology, PSYC-3321 Pastoral Counseling, PSYC-4300 Special Topics, PSYC-4315 Counseling Methods, or PSYC-4330 Social Psychology

For the Bachelor of Arts students, 12 hours of Greek and 17 hours of open electives are required instead of 29 hours of open electives. Open electives may be selected from any discipline. For all students, Christian Service is required for each semester a student is enrolled for six or more hours.

## ARTS AND SCIENCES MINORS

A maximum of six hours may be counted toward a minor and any core area of the degree plan. A minimum of nine hours of the minor must be at the upper level (3000-4000).

### ENGLISH

18 hours

#### English Courses

English/Literature Elective (3 hours)  
English/Literature Elective (3 hours)  
English/Literature Elective (3 hours)  
Upper-Level English/Literature Elective (3 hours)  
Upper-Level English/Literature Elective (3 hours)  
Upper-Level English/Literature Elective (3 hours)

**English/Literature Electives:** ENGL-2312 American Literature I, ENGL-2322 American Literature II, ENGL-2313 (or ENGL-3310) World Literature I, ENGL-2323 (or ENGL-3320) World Literature II, ENGL-2340 Literature Survey, ENGL-2311 (or ENGL-3314) English Literature I, ENGL-2321 (or ENGL-3322) English Literature II, ENGL-3311 Introduction to Shakespeare, ENGL-3312 Children's Literature, ENGL-3316 C.S. Lewis, ENGL-3324 Creative Writing, or ENGL-3325 Advanced Communications

### HISTORY

18 hours

#### History Courses

Foundational History Elective (3 hours)  
Foundational History Elective (3 hours)  
History Elective (3 hours)  
History Elective (3 hours)  
History Elective (3 hours)  
History Elective (3 hours)

**Foundational History Electives:** HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, or HIST-2321 United States History II

**History Electives:** HIST-3311 History of Christianity, HIST-3320 American Christianity, HIST-3321 Advanced Studies in Civilizations, HIST-3322 Ancient World, HIST-4320 Texas History, or HIST-4331 Special Topics in U.S. History

### PSYCHOLOGY

18 hours

#### Psychology Courses

PSYC-1320 General Psychology  
PSYC-2315 Psychology and Christian Thought  
Psychology Elective (3 hours)  
Psychology Elective (3 hours)  
Psychology Elective (3 hours)  
Psychology Elective (3 hours)

**Psychology Electives:** PSYC-3310 Marriage and Family, PSYC-3311 Developmental Psychology, PSYC-3312 History and Systems of Psychology, PSYC-3315 Theories of Personality, PSYC-3320 Educational Psychology, PSYC-3321 Pastoral Counseling, PSYC-3325 Abnormal Psychology, PSYC-3330 Psychology Tests and Measurements, PSYC-4300 Special Topics, PSYC-4315 Counseling Methods, or PSYC-4330 Social Psychology

## **BIBLE DEPARTMENT**

The Bible Department of Dallas Christian College prepares students for leadership ministry in a church or ministry setting. The department offers two degrees, the Bachelor of Arts and the Bachelor of Science. Students may choose from the following majors: Biblical Studies, Intercultural Studies, Ministry Leadership, Worship Arts, and Worship Arts (Music Ministry Track). The B.A. degree includes 18 credit hours of the Bible Core, 51 credit hours of the General Studies which includes 12 hours of Bible/Theology, a minimum of 30 credit hours of the major, 12 credit hours of biblical language, and 15 credit hours of open electives. The B.S. degree includes 18 credit hours of the Bible Core, 51 credit hours of the General Studies which includes 12 hours of Bible/Theology, a minimum of 30 credit hours of the major, and 27 credit hours of open electives. If desired, the student may choose to pursue a second major or a minor in lieu of open electives. Minors available through the department include Biblical Languages, Education Ministry, Intercultural Studies, Ministry Studies, Preaching Ministry, Urban Studies, Worship Arts, Worship Arts (Music Track), or Youth and Family Ministry. The department also offers one degree through DCC Online or Quest: the Bachelor of Science in Ministry and Leadership.

The Biblical Studies major prepares a student for a teaching ministry. The Intercultural Studies major prepares a student to enter into a foreign mission field and/or to minister in the urban context. The Ministry Leadership and Ministry and Leadership majors prepare students to minister in a local church or church-related context. The Worship Arts major prepares a student for a worship or music ministry. Each degree provides the necessary foundation for continued studies in graduate school or seminary. The Bible Department encourages the Bachelor of Arts degree for each of these ministry programs.

A three-hour field mentoring experience (Mentored Ministry or Internship) is designed to provide application of classroom content and practical experience specific to the major is required for each of the degrees. Internship includes an intensive one-week orientation before entering the actual internship. The field mentoring experience is arranged through the Office of Community.

The Bible Department offers three programs: the Bible Program, the Ministry Leadership Program, and the Worship Arts Program. Upon completion of the curriculum in Bible, Ministry Leadership, and Worship Arts, the student should fulfill the following objectives.

### **Bible Program Objectives**

Students will:

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

#### • Ministry Leadership Program Objectives

Students will:

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

#### • Worship Arts Program Objectives

Students will:

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

# BACHELOR OF ARTS BIBLICAL STUDIES

129 hours

## **Bible Core (21 hours)**

BIBL-4320 Senior Bible Seminar  
New Testament Elective (3 hours)  
New Testament Elective (3 hours)  
Old Testament Elective (3 hours)  
Old Testament Elective (3 hours)  
Theology Elective (3 hours)  
Theology Elective (3 hours)

## **General Studies (51 hours)**

BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
ENGL-1310 Composition I  
ENGL-1320 Composition II  
GENS-1111 DCC 101  
HIST-1311 World Civilization I  
HIST-1321 World Civilization II  
HIST-3311 History of Christianity  
HIST-3320 American Christianity  
PHIL-3320 Intro to Philosophy  
SCIN-2410 Life Science  
SPCH-2310 Speech  
THEO-2310 Themes in Biblical Theology  
Literature Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)  
Social Science Elective (3 hours)

## **Major (30 hours)**

BIBL-3310 Greek Exegesis I  
BIBL-3320 Greek Exegesis II  
INTR-4300 Internship  
PMIN-2310 Evangelism  
PMIN-3311 Ministry Leadership  
Bible Elective (3 hours)  
Bible Elective (3 hours)  
Bible Elective (3 hours)  
Ministry Elective (3 hours)  
Ministry Elective (3 hours)

## **Language (12 hours)**

GREK-2310 Greek I  
GREK-2320 Greek II  
BIBL-3310 Greek Exegesis I (see above)  
BIBL-3320 Greek Exegesis II (see above)

## **Open Electives (21 hours)**

*Open electives may be selected from any discipline.*

**New Testament Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4307 Paul's Letters, BIBL-4310 Romans, or BIBL-4312 Revelation

**Old Testament Electives:** BIBL-3313 Pentateuch, BIBL-3322 Psalms and Wisdom Literature, BIBL-4300 Special Topics, BIBL-4306 Joshua-Esther, BIBL-4309 Interpretation of the Old Testament, or BIBL-4315 Hebrew Prophetic Literature

**Theology Electives:** THEO-4301 Christian Theology, THEO-4310 Biblical Theology I, THEO-4315 Ethics, or THEO-4321 Biblical Theology II

**Literature Electives:** ENGL-2311 English Literature I, ENGL-2312 American Literature I, ENGL-2321 English Literature II, ENGL-2322 American Literature II, ENGL-2313 World Literature I, ENGL-2323 World Literature II, ENGL-2340 Literature Survey, or ENGL-3311 Introduction to Shakespeare

**Math Electives:** MATH-1310 College Algebra, MATH-1332 College Mathematics, or MATH-2342 Statistics

**Physical Education Electives:** PHED-1111 Varsity Team Sports or PHED-1112 CPR/First Aid/PE

**Social Science Electives:** ANTH-2351 Cultural Anthropology, ECON-2301 Macroeconomics, ECON-2302 Microeconomics, GOVT-2310 National and State Government, PSYC-1320 General Psychology, or SOCI-2310 Introduction to Sociology

**Bible Electives:** Any course listed under the New Testament or Old Testament Elective category.

**Ministry Electives:** CHED-1315 Methods of Teaching I, MISS-3324 Missions, MUSC-2312 Worship Theology and Practice, or PMIN-2320 Homiletics

In addition to the above requirements, Christian Service is required for each semester a student is enrolled for six or more hours.



## BACHELOR OF ARTS OR BACHELOR OF SCIENCE INTERCULTURAL STUDIES

129 hours

### **Bible Core (21 hours)**

BIBL-4320 Senior Bible Seminar  
New Testament Elective (3 hours)  
New Testament Elective (3 hours)  
Old Testament Elective (3 hours)  
Old Testament Elective (3 hours)  
Theology Elective (3 hours)  
Theology Elective (3 hours)

### **General Studies (51 hours)**

ANTH-2351 Cultural Anthropology  
BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
ENGL-1310 Composition I  
ENGL-1320 Composition II  
GENS-1111 DCC 101  
HIST-1311 World Civilization I  
HIST-1321 World Civilization II  
HIST-3311 History of Christianity  
PHIL-1304 World Religions  
PHIL-3320 Intro to Philosophy  
SCIN-2410 Life Science  
SPCH-2310 Speech  
THEO-2310 Themes in Biblical Theology  
Literature Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)

### **Major (30 hours)**

CHED-1315 Methods of Teaching I  
INTR-4300 Internship  
MISS-3312 Applied Missions  
MISS-3315 Cross-Cultural Communication  
MISS-3324 Missions  
PMIN-2310 Evangelism  
PMIN-2320 Homiletics  
PMIN-3311 Ministry Leadership  
Intercultural Studies Elective (3 hours)  
Missions Emphasis (3 hours)

### **Open Electives (27 hours)**

*Bachelor of Arts (15 hours + 12 hours of Greek)*  
*Bachelor of Science (27 hours)*

**New Testament Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4307 Paul's Letters, BIBL-4310 Romans, or BIBL-4312 Revelation

**Old Testament Electives:** BIBL-3313 Pentateuch, BIBL-3322 Psalms and Wisdom Literature, BIBL-4300 Special Topics, BIBL-4306 Joshua-Esther, BIBL-4309 Interpretation of the Old Testament, or BIBL-4315 Hebrew Prophetic Literature

**Theology Electives:** THEO-4301 Christian Theology, THEO-4310 Biblical Theology I, THEO-4315 Ethics, or THEO-4321 Biblical Theology II

**Literature Electives:** ENGL-2311 English Literature I, ENGL-2312 American Literature I, ENGL-2321 English Literature II, ENGL-2322 American Literature II, ENGL-2313 World Literature I, ENGL-2323 World Literature II, ENGL-2340 Literature Survey, or ENGL-3311 Introduction to Shakespeare

**Math Electives:** MATH-1310 College Algebra, MATH-1332 College Mathematics, or MATH-2342 Statistics

**Physical Education Electives:** PHED-1111 Varsity Team Sports or PHED-1112 CPR/First Aid/PE

**Intercultural Studies Electives:** MISS-3323 Cults and the Occult, MISS-3330 Special Topics, MISS-4315 Urban Missions, MISS-4325 Cross-Cultural Missions, MISS-4330 Urban Team, PMIN-2321 Introduction to Conflict Management, PMIN-3324 Urban Youth Ministry, PMIN-4312 Church Growth, or SPAN-2315 Conversational Spanish

**Missions Emphasis:** MISS-4315 Urban Missions or MISS-4325 Cross-Cultural Missions

For the Bachelor of Arts students, 12 hours of Greek and 15 hours of open electives are required instead of 27 hours of open electives. Open electives may be selected from any discipline. For all students, Christian Service is required for each semester a student is enrolled for six or more hours.

## BACHELOR OF ARTS OR BACHELOR OF SCIENCE MINISTRY LEADERSHIP

129 hours

### **Bible Core (21 hours)**

BIBL-4320 Senior Bible Seminar  
New Testament Elective (3 hours)  
New Testament Elective (3 hours)  
Old Testament Elective (3 hours)  
Old Testament Elective (3 hours)  
Theology Elective (3 hours)  
Theology Elective (3 hours)

### **General Studies (51 hours)**

BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
ENGL-1310 Composition I  
ENGL-1320 Composition II  
GENS-1111 DCC 101  
HIST-1311 World Civilization I  
HIST-1321 World Civilization II  
HIST-3311 History of Christianity  
HIST-3320 American Christianity  
PHIL-3320 Intro to Philosophy  
SCIN-2410 Life Science  
SPCH-2310 Speech  
THEO-2310 Themes in Biblical Theology  
Literature Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)  
Social Science Elective (3 hours)

### **Major (30 hours)**

CHED-1315 Methods of Teaching I  
INTR-4300 Internship  
MISS-3324 Missions  
MUSC-2312 Worship Theology and Practice  
PMIN-2310 Evangelism  
PMIN-2320 Homiletics  
PMIN-3311 Ministry Leadership  
Ministry Leadership Elective (3 hours)  
Ministry Leadership Elective (3 hours)  
Ministry Leadership Elective (3 hours)

### **Open Electives (27 hours)**

*Bachelor of Arts (15 hours + 12 hours of Greek)*  
*Bachelor of Science (27 hours)*

**New Testament Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4307 Paul's Letters, BIBL-4310 Romans, or BIBL-4312 Revelation

**Old Testament Electives:** BIBL-3313 Pentateuch, BIBL-3322 Psalms and Wisdom Literature, BIBL-4300 Special Topics, BIBL-4306 Joshua-Esther, BIBL-4309 Interpretation of the Old Testament, or BIBL-4315 Hebrew Prophetic Literature

**Theology Electives:** THEO-4301 Christian Theology, THEO-4310 Biblical Theology I, THEO-4315 Ethics, or THEO-4321 Biblical Theology II

**Literature Electives:** ENGL-2311 English Literature I, ENGL-2312 American Literature I, ENGL-2321 English Literature II, ENGL-2322 American Literature II, ENGL-2313 World Literature I, ENGL-2323 World Literature II, ENGL-2340 Literature Survey, or ENGL-3311 Introduction to Shakespeare

**Math Electives:** MATH-1310 College Algebra, MATH-1332 College Mathematics, or MATH-2342 Statistics

**Physical Education Electives:** PHED-1111 Varsity Team Sports or PHED-1112 CPR/First Aid/PE

**Social Science Electives:** ANTH-2351 Cultural Anthropology, ECON-2301 Macroeconomics, ECON-2302 Microeconomics, GOVT-2310 National and State Government, PSYC-1320 General Psychology, or SOCI-2310 Introduction to Sociology

**Ministry Leadership Electives:** PMIN-2321 Introduction to Conflict Management, PMIN-3310 Expository Preaching, PMIN-3313 Small Group Ministry, PMIN-3322 Advanced Homiletics, PMIN-3331 Women in Ministry, PMIN-4305 Church Leadership Development, PMIN-4312 Church Growth, or PSYC-3321 Pastoral Counseling

For the Bachelor of Arts students, 12 hours of Greek and 15 hours of open electives are required instead of 27 hours of open electives. Open electives may be selected from any discipline. For all students, Christian Service is required for each semester a student is enrolled for six or more hours.

# BACHELOR OF ARTS OR BACHELOR OF SCIENCE MINISTRY AND LEADERSHIP

129 hours

*This degree is offered in the DCC Online and Quest programs.*

## **Bible Core (18 hours)**

New Testament Elective (3 hours)  
New Testament Elective (3 hours)  
Old Testament Elective (3 hours)  
Old Testament Elective (3 hours)  
Theology Elective (3 hours)  
Theology Elective (3 hours)

## **General Studies (51 hours)**

BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
ENGL-1310 Composition I  
ENGL-1320 Composition II  
GENS-1111 DCC 101  
HIST-1311 World Civilization I  
HIST-1321 World Civilization II  
HIST-3311 History of Christianity  
HIST-3320 American Christianity  
PHIL-3320 Intro to Philosophy  
SCIN-2410 Life Science  
SPCH-2310 Speech  
THEO-2310 Themes in Biblical Theology  
Literature Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)  
Social Science Elective (3 hours)

## **Major (30 hours)**

BIBL-4318 Biblical Research Seminar I  
BIBL-4319 Biblical Research Seminar II  
MINL-1310 Foundations of Leadership  
MINL-2310 Biblical Communication Seminar I  
MINL-4300 Mentored Ministry  
MINL-4310 Biblical Communication Seminar II  
MINL-4315 Group Leadership  
PMIN-2310 Evangelism  
PMIN-3313 Small Group Ministry  
THEO-3303 Biblical Theology of Leadership

## **Open Electives (30 hours)**

*Bachelor of Arts (18 hours + 12 hours of Greek\*)*  
*Bachelor of Science (30 hours)*

**New Testament Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4307 Paul's Letters, BIBL-4310 Romans, or BIBL-4312 Revelation

**Old Testament Electives:** BIBL-3313 Pentateuch, BIBL-3322 Psalms and Wisdom Literature, BIBL-4300 Special Topics, BIBL-4306 Joshua-Esther, BIBL-4309 Interpretation of the Old Testament, or BIBL-4315 Hebrew Prophetic Literature

**Theology Electives:** THEO-4301 Christian Theology, THEO-4310 Biblical Theology I, THEO-4315 Ethics, or THEO-4321 Biblical Theology II

**Literature Electives:** ENGL-2311 English Literature I, ENGL-2312 American Literature I, ENGL-2321 English Literature II, ENGL-2322 American Literature II, ENGL-2313 World Literature I, ENGL-2323 World Literature II, ENGL-2340 Literature Survey, or ENGL-3311 Introduction to Shakespeare

**Math Electives:** MATH-1310 College Algebra, MATH-1332 College Mathematics, or MATH-2342 Statistics

**Physical Education Electives:** PHED-1111 Varsity Team Sports or PHED-1112 CPR/First Aid/PE

**Social Science Electives:** ANTH-2351 Cultural Anthropology, ECON-2301 Macroeconomics, ECON-2302 Microeconomics, GOVT-2310 National and State Government, PSYC-1320 General Psychology, or SOCI-2310 Introduction to Sociology

For the Bachelor of Arts students, 12 hours of Greek and 18 hours of open electives are required instead of 30 hours of open electives. Open electives may be selected from any discipline. For all students, Christian Service is required for each semester a student is enrolled for six or more hours.

\* Online students should note that Greek is not available through online courses.

## BACHELOR OF ARTS OR BACHELOR OF SCIENCE WORSHIP ARTS

129 hours

### **Bible Core (18 hours)**

BIBL-3322 Psalms and Wisdom Literature  
BIBL-4320 Senior Bible Seminar  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)

### **General Studies (51 hours)**

BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
ENGL-1310 Composition I  
ENGL-1320 Composition II  
GENS-1111 DCC 101  
HIST-3311 History of Christianity  
HIST-3320 American Christianity  
HUMA-2322 Art and Music Appreciation  
SCIN-2410 Life Science  
SPCH-2310 Speech  
THEO-2310 Themes in Biblical Theology  
History Elective (3 hours)  
History Elective (3 hours)  
Literature Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)  
Social Science Elective (3 hours)

### **Major (39 hours)**

INTR-4300 Internship  
MUSC-2312 Worship Theology and Practice  
MUSC-3325 Designing and Leading Worship  
MUSC-4312 Worship Music Literature  
PMIN-2310 Evangelism  
WSHP-4310 Worship Arts Ministry  
Applied Music: Guitar (1 hour)  
Applied Music: Piano (2 hours)  
Applied Music: Voice (2 hours)  
Ensemble: Choir (4 hours)  
Ministry Studies Elective (3 hours)  
Worship Arts Elective (3 hours)  
Worship Arts Elective (3 hours)  
Worship Arts Elective (3 hours)

### **Open Electives (21 hours)**

*Bachelor of Arts (9 hours + 12 hours of Greek)*  
*Bachelor of Science (21 hours)*

**Bible/Theology Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3313 Pentateuch, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4306 Joshua-Esther, BIBL-4307 Paul's Letters, BIBL-4309 Interpretation of the Old Testament, BIBL-4310 Romans, or BIBL-4312 Revelation, BIBL-4315 Hebrew Prophetic Literature, THEO-4301 Christian Theology, THEO-4310 Biblical Theology I, THEO-4315 Ethics, or THEO-4321 Biblical Theology II

**History Electives:** HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, or HIST-2321 United States History II

**Literature Electives:** ENGL-2311 English Literature I, ENGL-2312 American Literature I, ENGL-2321 English Literature II, ENGL-2322 American Literature II, ENGL-2313 World Literature I, ENGL-2323 World Literature II, ENGL-2340 Literature Survey, or ENGL-3311 Introduction to Shakespeare

**Math Electives:** MATH-1305 Business Math, MATH-1310 College Algebra, or MATH-2342 Statistics

**Physical Education Electives:** PHED-1111 Varsity Team Sports or PHED-1112 CPR/First Aid/PE

**Social Science Electives:** ANTH-2351 Cultural Anthropology, ECON-2301 Macroeconomics, ECON-2302 Microeconomics, GOVT-2310 National and State Government, PSYC-1320 General Psychology, or SOCI-2310 Introduction to Sociology

**Applied Music Options:** MUSC-1108 Guitar Class or MUSC-1116 Guitar; MUSC-1109 Voice for Worship Leading or MUSC-1110 Voice and MUSC-1125 Voice; MUSC-1111 Piano and MUSC-1126 Piano

**Ensemble:** MUSC-1115 Choir, MUSC-1131 Choir, MUSC-2115 Choir, MUSC-2131 Choir, MUSC-3115 Choir, MUSC-3131 Choir, MUSC-4115 Choir, and MUSC-4131 Choir

**Ministry Studies Electives:** CHED-1315 Methods of Teaching I or PMIN-2310 Homiletics

**Worship Arts Electives:** CHED-3315 Methods of Teaching II, DRAM-2310 Introduction to Drama, MUSC-1310 Theory I, MUSC-2301 Music History and Literature I, MUSC-2302 Music History and Literature II, 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, or WSHP-4300 Special Topics

For the Bachelor of Arts students, 12 hours of Greek and 9 hours of open electives are required instead of 21 hours of open electives. Open electives may be selected from any discipline. For all Worship Arts students, Choir is required for each semester a student is enrolled for 12 or more hours even if four hours of Ensemble credit has been fulfilled. For all students, Christian Service is required for each semester a student is enrolled for six or more hours.

## BACHELOR OF ARTS OR BACHELOR OF SCIENCE WORSHIP ARTS—MUSIC MINISTRY

129-141 hours

### **Bible Core (18 hours)**

BIBL-3322 Psalms and Wisdom Literature  
BIBL-4320 Senior Bible Seminar  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)

### **General Studies (51 hours)**

BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
ENGL-1310 Composition I  
ENGL-1320 Composition II  
GENS-1111 DCC 101  
HIST-3311 History of Christianity  
MUSC-2301 Music History and Literature I  
MUSC-2302 Music History and Literature II  
SCIN-2410 Life Science  
SPCH-2310 Speech  
THEO-2310 Themes in Biblical Theology  
History Elective (3 hours)  
History Elective (3 hours)  
Literature Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)  
Social Science Elective (3 hours)

### **Major (60 hours)**

INTR-4300 Internship  
MUSC-1113 Eartraining and Sightsinging I  
MUSC-1123 Eartraining and Sightsinging II  
MUSC-1310 Theory I  
MUSC-1320 Theory II  
MUSC-2210 Theory III  
MUSC-2312 Worship Theology and Practice  
MUSC-3312 Choral Methods  
MUSC-3315 Choral Conducting  
MUSC-3325 Designing and Leading Worship  
MUSC-4220 Choral Literature and Arranging  
MUSC-4312 Worship Music Literature  
PMIN-2310 Evangelism  
WSHP-4310 Worship Arts Ministry  
Applied Music: Guitar (1 hour)  
Applied Music: Piano (2 hours)  
Applied Music: Voice (2 hours)  
Applied Music: Concentration (7 hours)\*  
Applied Music: Secondary (2 hours)\*\*  
Ensemble: Choir (4 hours)  
Ministry Studies Elective (3 hours)  
Music Ministry Elective (3 hours)

**Bible/Theology Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3313 Pentateuch, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4306 Joshua-Esther, BIBL-4307 Paul's Letters, BIBL-4309 Interpretation of the Old Testament, BIBL-4310 Romans, or BIBL-4312 Revelation, BIBL-4315 Hebrew Prophetic Literature, THEO-4301 Christian Theology, THEO-4310 Biblical Theology I, THEO-4315 Ethics, or THEO-4321 Biblical Theology II

**History Electives:** HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, or HIST-2321 United States History II

**Literature Electives:** ENGL-2311 English Literature I, ENGL-2312 American Literature I, ENGL-2321 English Literature II, ENGL-2322 American Literature II, ENGL-2313 World Literature I, ENGL-2323 World Literature II, ENGL-2340 Literature Survey, or ENGL-3311 Introduction to Shakespeare

**Math Electives:** MATH-1310 College Algebra, MATH-1332 College Mathematics, or MATH-2342 Statistics

**Physical Education Electives:** PHED-1111 Varsity Team Sports or PHED-1112 CPR/First Aid/PE

**Social Science Electives:** ANTH-2351 Cultural Anthropology, ECON-2301 Macroeconomics, ECON-2302 Microeconomics, GOVT-2310 National and State Government, PSYC-1320 General Psychology, or SOCI-2310 Introduction to Sociology

**Applied Music Options:** MUSC-1108 Guitar Class or MUSC-1116 Guitar; MUSC-1109 Voice for Worship Leading or MUSC-1110 Voice and MUSC-1125 Voice; MUSC-1111 Piano and MUSC-1126 Piano; MUSC-1117 Percussion and MUSC-1127 Percussion  
*\*Concentration includes six semesters of study in an applied area plus Senior Recital. \*\*Secondary includes two additional semesters of study in a separate applied area.*

**Ensemble:** MUSC-1115 Choir, MUSC-1131 Choir, MUSC-2115 Choir, MUSC-2131 Choir, MUSC-3115 Choir, MUSC-3131 Choir, MUSC-4115 Choir, and MUSC-4131 Choir

**Ministry Studies Electives:** CHED-1315 Methods of Teaching I or PMIN-2310 Homiletics

**Music Ministry Electives:** MUSC-3311 Children's Choral Methods, MUSC-4311 Instrumental Methods, WSHP-3320 Worship Technology and Media, WSHP-3325 Drama in Worship, or WSHP-3330 Artistic Expression in Worship

For the Bachelor of Arts students an additional 12 hours of Greek are required. For all Worship Arts students, Choir is required for each semester a student is enrolled for 12 or more hours even if four hours of Ensemble credit has been fulfilled. For all students, Christian Service is required for each semester a student is enrolled for six or more hours.

## BIBLE MINORS

A maximum of six hours may be counted toward a minor and any core area of the degree plan. A minimum of nine hours of the minor must be at the upper level.

## BIBLICAL LANGUAGES

18 hours

### Language Courses

GREK-2310 Greek I  
GREK-2320 Greek II  
BIBL-3310 Greek Exegesis I  
BIBL-3320 Greek Exegesis II  
HEBR-3310 Hebrew I  
HEBR-3320 Hebrew II

## EDUCATION MINISTRY

18 hours

### Education Ministry Courses

CHED-3311 Educational Leadership\*  
CHED-3315 Methods of Teaching II\*  
CHED-4320 Philosophy and History of Christian Education  
Education Ministry Elective (3 hours)  
Education Ministry Elective (3 hours)  
Education Ministry Elective (3 hours)

**Education Ministry Electives:** CHED-3310 Curriculum Evaluation and Planning, PMIN-2321 Introduction to Conflict Management, PMIN-3313 Small Group Ministry, PMIN-3331 Women in Ministry, PSYC-3310 Marriage and Family, or PSYC-3311 Developmental Psychology \*These courses have a pre-requisite requirement of CHED-1315 Methods of Teaching I.

## INTERCULTURAL STUDIES

18 hours

### Intercultural Courses

ANTH-2351 Cultural Anthropology  
MISS-3315 Cross-Cultural Communication  
PHIL-1304 World Religions  
Intercultural Elective (3 hours)  
Intercultural Elective (3 hours)  
Intercultural Elective (3 hours)

**Intercultural Electives:** MISS-3323 Cults and the Occult, MISS-3330 Special Topics, MISS-4315 Urban Missions, MISS-4325 Cross-Cultural Missions, MISS-4330 Urban Team, PMIN-2321 Introduction to Conflict Management, PMIN-3324 Urban Youth Ministry, PMIN-4312 Church Growth, or SPAN-2315 Conversational Spanish

## MINISTRY STUDIES

18 hours

*This minor is designed for students taking a major outside of the Ministry Department.*

### **Ministry Courses**

PMIN-2310 Evangelism  
PMIN-3311 Ministry Leadership  
Ministry Studies Elective (3 hours)  
Ministry Studies Elective (3 hours)  
Ministry Elective (3 hours)  
Ministry Elective (3 hours)

**Ministry Studies Electives:** CHED-1315 Methods of Teaching I, MISS-3324 Missions, MUSC-2312 Worship Theology and Practice, or PMIN-2320 Homiletics

**Ministry Electives:** CHED-3311 Educational Ministry, PMIN-2321 Introduction to Conflict Management, PMIN-3331 Women in Ministry, PMIN-4305 Church Leadership Development, PMIN-4312 Church Growth, PSYC-3310 Marriage and Family, or PSYC-3321 Pastoral Counseling

## PREACHING MINISTRY

18 hours

### **Preaching Courses**

PMIN-3310 Expository Preaching\*  
PMIN-3322 Advanced Homiletics\*  
PMIN-4300 Special Topics\*  
Ministry Elective (3 hours)  
Ministry Elective (3 hours)  
Ministry Elective (3 hours)

**Ministry Electives:** CHED-3311 Educational Ministry, PMIN-2321 Introduction to Conflict Management, PMIN-3331 Women in Ministry, PMIN-4305 Church Leadership Development, PMIN-4312 Church Growth, PSYC-3310 Marriage and Family, or PSYC-3321 Pastoral Counseling *\*These courses have a pre-requisite requirement of PMIN-2320 Homiletics or MINL-2310 Biblical Communication Seminar I.*

## URBAN STUDIES

18 hours

### **Urban Studies Courses**

MISS-3315 Cross-Cultural Communication  
MISS-4315 Urban Missions  
MISS-4330 Urban Team  
PMIN-3324 Urban Youth Ministry  
Urban Studies Elective (3 hours)  
Urban Studies Elective (3 hours)

**Urban Studies Electives:** MISS-3323 Cults and the Occult, MISS-3330 Special Topics, MISS-4325 Cross-Cultural Missions, PMIN-2321 Introduction to Conflict Management, PMIN-4312 Church Growth, or SPAN-2315 Conversational Spanish

## WORSHIP ARTS

18 hours

*This minor is designed for students taking a major outside of the Worship Arts Department.*

### Worship Arts Courses

MUSC-2312 Worship Theology and Practice  
MUSC-3325 Designing and Leading Worship  
WSHP-4310 Worship Arts Ministry  
Worship Arts Elective (3 hours)  
Worship Arts Elective (3 hours)  
Worship Arts Elective (3 hours)

**Worship Arts Electives:** CHED-3315 Methods of Teaching II, DRAM-2310 Introduction to Drama, 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, or WSHP-4300 Special Topics

## WORSHIP ARTS—MUSIC

24 hours

*This minor is designed for students taking a major outside of the Worship Arts Department.*

### Worship Arts and Music Courses

MUSC-1113 Eartraining and Sightsinging I  
MUSC-1123 Eartraining and Sightsinging II  
MUSC-1310 Theory I  
MUSC-1320 Theory II  
MUSC-2312 Worship Theology and Practice  
MUSC-3325 Designing and Leading Worship  
WSHP-4310 Worship Arts Ministry  
Applied Music: Guitar (1 hour)  
Applied Music: Piano (2 hours)  
Applied Music: Voice (2 hours)  
Ensemble: Choir (2 hours)

**Applied Music Options:** MUSC-1108 Guitar Class or MUSC-1116 Guitar; MUSC-1109 Voice for Worship Leading or MUSC-1110 Voice and MUSC-1125 Voice; MUSC-1111 Piano and MUSC-1126 Piano

**Ensemble:** MUSC-1115 Choir, MUSC-1131 Choir, MUSC-2115 Choir, and MUSC-2131 Choir

## YOUTH AND FAMILY MINISTRY

18 hours

### Youth and Family Courses

PMIN-3315 Youth Ministry I  
PMIN-3325 Youth Ministry II  
PSYC-3310 Marriage and Family  
PSYC-3311 Developmental Psychology  
Youth and Family Elective (3 hours)  
Youth and Family Elective (3 hours)

**Youth and Family Electives:** MISS-3323 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, or PMIN-3331 Women in Ministry



## **BUSINESS ADMINISTRATION DEPARTMENT**

The Business Administration Department offers the Bachelor of Arts or the Bachelor of Science degree in Business Administration and the Associate of Applied Science in Business. The program equips the student with business and administration skills, while also providing a solid biblical foundation for Christian influence in the workplace.

The Bachelor's degrees include 18 credit hours from the Bible Core, 51 credit hours from the General Core, 30 credit hours in the major, and 30 credit hours of open electives. If desired, the student may choose to pursue a second major or a minor in lieu of open electives. Included in the major is 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 Community in cooperation with the Business Department.

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

The Associate of Applied Science in Business is available through Quest. This degree prepares students to be people of influence in the workplace. It includes 15 credit hours in the Bible Core, 22 credit hours in the General Core, 15 credit hours in the major, and 9 credit hours of open electives.

### **Business Administration Program Objectives**

Students will:

1. Know the core content of each discipline in the major
2. Demonstrate the ability to communicate effectively in a business context, using business technologies
3. Integrate a biblical worldview into business knowledge.

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

## ASSOCIATE OF APPLIED SCIENCE BUSINESS

61 hours

*This degree is offered in the Quest program.*

### **Bible Core (15 hours)**

BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
THEO-2310 Themes in Biblical Theology  
Bible Elective (3 hours)

### **General Studies (22 hours)**

ENGL-1310 Composition I  
ENGL-1320 Composition II  
GENS-1111 DCC 101  
History Elective (3 hours)  
History Elective (3 hours)  
Humanities Elective (3 hours)  
Math Elective (3 hours)  
Social Science Elective (3 hours)

### **Major (15 hours)**

ECON-2301 Macroeconomics  
MGMT-1310 Foundations of Leadership  
MGMT-2320 Management Communications  
MGMT-3321 Organizational Management  
MGMT-3325 Human Resources Management

### **Open Electives (9 hours)**

*Open electives may be selected from any discipline.*

**Bible Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3313-Pentateuch, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3322 Psalms and Wisdom Literature, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4306 Joshua-Esther, BIBL-4307 Paul's Letters, BIBL-4309 Interpretation of the Old Testament, BIBL-4310 Romans, BIBL-4312 Revelation, or BIBL-4315 Hebrew Prophetic Literature

**History Electives:** HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, or HIST-2321 United States History II

**Humanities Electives:** HUMA 2322-Art and Music Appreciation, PHIL 1304-World Religions, or PHIL 3320-Introduction to Philosophy

**Math Electives:** MATH-1310 College Algebra, MATH-1332 College Mathematics, or MATH-2342 Introduction to Statistics

**Social Science Electives:** ANTH-2351 Cultural Anthropology, ECON-2302 Microeconomics, GOVT-2310 National and State Government, PSYC-1320 General Psychology, or SOCI-2310 Introduction to Sociology

In addition to the above requirements, Christian Service is required for each semester a student is enrolled for six or more hours.

# BACHELOR OF ARTS OR BACHELOR OF SCIENCE BUSINESS ADMINISTRATION

129 hours

## **Bible Core (18 hours)**

BIBL-4320 Senior Bible Seminar  
New Testament Elective (3 hours)  
New Testament Elective (3 hours)  
Old Testament Elective (3 hours)  
Old Testament Elective (3 hours)  
Theology Elective (3 hours)

## **General Studies (51 hours)**

BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
BUAD-2320 Management Communications  
ECON-2301 Macroeconomics  
ENGL-1310 Composition I  
ENGL-1320 Composition II  
GENS-1111 DCC 101  
MATH-1332 College Mathematics  
PHIL-3320 Intro to Philosophy  
SCIN-2410 Life Science  
SPCH-2310 Speech  
THEO-2310 Themes in Biblical Theology  
History Elective (3 hours)  
History Elective (3 hours)  
Literature Elective (3 hours)  
Physical Education Elective (1 hour)  
Social Science Elective (3 hours)

## **Major (30 hours)**

ACCT-2301 Accounting I  
ACCT-2302 Accounting II  
BUAD-2310 Principles of Business Management  
BUAD-3325 Human Resource Management  
BUAD-4303 Business Legal Environment  
BUAD-4305 Principles of Marketing  
INTR-4300 Internship  
Business Elective (3 hours)  
Business Elective (3 hours)  
Business Elective (3 hours)

## **Open Electives (30 hours)**

*Bachelor of Arts (18 hours + 12 hours of Greek)*  
*Bachelor of Science (30 hours)*

**New Testament Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4307 Paul's Letters, BIBL-4310 Romans, or BIBL-4312 Revelation

**Old Testament Electives:** BIBL-3313 Pentateuch, BIBL-3322 Psalms and Wisdom Literature, BIBL-4300 Special Topics, BIBL-4306 Joshua-Esther, BIBL-4309 Interpretation of the Old Testament, or BIBL-4315 Hebrew Prophetic Literature

**Theology Electives:** THEO-4301 Christian Theology, THEO-4310 Biblical Theology I, THEO-4315 Ethics, or THEO-4321 Biblical Theology II

**History Electives:** HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, or HIST-2321 United States History II

**Literature Electives:** ENGL-2311 English Literature I, ENGL-2312 American Literature I, ENGL-2321 English Literature II, ENGL-2322 American Literature II, ENGL-2313 World Literature I, ENGL-2323 World Literature II, ENGL-2340 Literature Survey, or ENGL-3311 Introduction to Shakespeare

**Physical Education Electives:** PHED-1111 Varsity Team Sports or PHED-1112 CPR/First Aid/PE

**Social Science Electives:** ANTH-2351 Cultural Anthropology, GOVT-2310 National and State Government, PSYC-1320 General Psychology, or SOCI-2310 Introduction to Sociology

**Business Electives:** ACCT-3301 Accounting for Managers, ACCT-4309 Managerial Finance, BUAD-2321 Introduction to Conflict Management, BUAD-4304 Organizational Behavior and Responsibility, BUAD-4308 Strategic Management, or ECON-2302 Microeconomics

For the Bachelor of Arts students, 12 hours of Greek and 18 hours of open electives are required instead of 30 hours of open electives. Open electives may be selected from any discipline. For all students, Christian Service is required for each semester a student is enrolled for six or more hours.

## BACHELOR OF ARTS OR BACHELOR OF SCIENCE MANAGEMENT AND ETHICS

129 hours

*This degree is offered in the DCC Online and Quest programs.*

### **Bible Core (18 hours)**

BIBL-3330 Exposition of Ephesians  
THEO-3316 Biblical Foundations for Ethics  
THEO-4315 Ethics  
Bible Elective (3 hours)  
Bible Elective (3 hours)  
Bible Elective (3 hours)

### **General Studies (51 hours)**

BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
ECON-2301 Macroeconomics  
ENGL-1310 Composition I  
ENGL-1320 Composition II  
GENS-1111 DCC 101  
MATH-1332 College Mathematics  
MGMT-1310 Foundations of Leadership  
MGMT-2320 Management Communications  
PHIL-3320 Introduction to Philosophy  
SCIN-2410 Life Science  
SPCH-2310 Speech  
THEO-2310 Themes in Biblical Theology  
History Elective (3 hours)  
History Elective (3 hours)  
Literature Elective (3 hours)  
Physical Education Elective (1 hour)

### **Major (30 hours)**

ACCT-2301 Accounting I  
ACCT-2302 Accounting II  
ACCT-3301 Accounting for Managers  
ECON-2302 Microeconomics  
MGMT-3321 Organizational Management  
MGMT-3325 Human Resource Management  
MGMT-4303 Business Legal Environment  
MGMT-4304 Organizational Behavior & Responsibility  
MGMT-4305 Principles of Marketing  
MGMT-4308 Strategic Management

### **Open Electives (30 hours)**

*Bachelor of Arts (18 hours + 12 hours of Greek)*  
*Bachelor of Science (30 hours)*

**Bible Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3313 Pentateuch, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4306 Joshua-Esther, BIBL-4307 Paul's Letters, BIBL-4309 Interpretation of the Old Testament, BIBL-4310 Romans, or BIBL-4312 Revelation, BIBL-4315 Hebrew Prophetic Literature

**History Electives:** HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, or HIST-2321 United States History II

**Literature Electives:** ENGL-2311 English Literature I, ENGL-2312 American Literature I, ENGL-2321 English Literature II, ENGL-2322 American Literature II, ENGL-2313 World Literature I, ENGL-2323 World Literature II, ENGL-2340 Literature Survey, or ENGL-3311 Introduction to Shakespeare

**Physical Education Electives:** PHED-1111 Varsity Team Sports or PHED-1112 CPR/First Aid/PE

For the Bachelor of Arts students, 12 hours of Greek and 18 hours of open electives are required instead of 30 hours of open electives. Open electives may be selected from any discipline. For all students, Christian Service is required for each semester a student is enrolled for six or more hours.

\* Online students should note that Greek is not available through online courses.

## EDUCATION DEPARTMENT

The Teacher Education Department of Dallas Christian College prepares students for teaching in elementary, middle, or secondary schools. DCC offers a Bachelor of Science in Elementary, Middle, Secondary, or All Level Education. Elementary, Middle, and Secondary Education students may choose a Content area in English or history. Music Education students will prepare for all levels of teacher education.

The B.S. in Elementary Education includes 30 credit hours of Bible courses (12 hours included in General Studies), 51 credit hours of General Studies, 42 credit hours in the Education Major, and 18 credit hours in the Content Area. The B.S. in Middle School Education includes 30 credit hours of Bible courses (12 hours included in General Studies), 51 credit hours of General Studies, 36 credit hours in the Education Major, 18 credit hours in the Content Area, and six credit hours of open electives. The B.S. in Secondary Education includes 30 credit hours of Bible courses (12 hours included in General Studies), 51 credit hours of General Studies, 36 credit hours in the Education Major, 18 credit hours in the Content Area, and six credit hours of open electives. The B.S. in Music Education includes 30 credit hours of Bible courses (12 hours included in General Studies), 51 credit hours of General Studies, 30 credit hours in the Education Major, and 37.5 credit hours in the Content Area (for a total of 136.5 credit hours).

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

### Education Program Objectives

Students will:

1. Possess a working knowledge of the core content in education classes
2. Articulate a philosophy of education based upon theories of learning and aligned with biblical principles
3. Identify strategies for excellent instruction drawn from a knowledge base of curriculum models and best practices
4. Select methods of diagnostic and assessment techniques appropriate to a variety of learning situations

The course of study includes a specific teacher-education plan, Association of Christian School International (ACSI) 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 Education Department 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.

Admittance application to the DCC education program is to be completed by October 1 of the sophomore year for committee approval. ACSI certification is offered only upon completion of all coursework, including a portfolio, with the required GPA and the recommendation of the DCC Education Department.

Please note: All students who contemplate getting teacher certification should make an appointment with Education personnel early during their sophomore year for coursework advising.

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

# BACHELOR OF SCIENCE ELEMENTARY EDUCATION (EC-6)

129 hours

## **Bible Core (18 hours)**

BIBL-4320 Senior Bible Seminar  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)

## **General Studies (51 hours)**

BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
ENGL-1310 Composition I\*  
ENGL-1320 Composition II\*  
ENGL-2312 American Literature I  
GENS-1111 DCC 101  
GOVT-2310 National and State Government  
HIST-2311 United States History I  
HIST-2321 United States History II  
HUMA-2322 Art and Music Appreciation  
MATH-1310 College Algebra  
PHED-1112 PE/CPR/1<sup>st</sup> Aid  
PHED-1320 Wellness and Lifestyle  
PSYC-3311 Developmental Psychology  
SCIN-2410 Life Science  
SPCH-2310 Speech\*  
THEO-2310 Themes in Biblical Theology

## **Major (42 hours)**

CHED-1315 Methods of Teaching I  
CHED-4320 Philosophy & History/Christian Education  
EDUC-3310 Special Populations  
EDUC-4301 Educational Technology\*\*  
EDUC-4309 Discipline and Classroom Management\*\*  
EDUC-4310 Reading in the Elementary School  
EDUC-4311 Methods of Social Studies/Geography  
EDUC-4312 Methods of Teaching Math and Science  
EDUC-4314 Methods/Reading/Related Language Arts  
EDUC-4315 Curriculum/Instruction/Elementary School  
EDUC-4320 Foundations of Reading  
EDUC-4610 Elementary Student Teaching\*\*  
PSYC-3320 Educational Psychology

## **Content Area (18 hours)**

*English or History*

**Bible/Theology Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3313 Pentateuch, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4306 Joshua-Esther, BIBL-4307 Paul's Letters, BIBL-4309 Interpretation of the Old Testament, BIBL-4310 Romans, or BIBL-4312 Revelation, BIBL-4315 Hebrew Prophetic Literature, THEO-4301 Christian Theology, THEO-4310 Biblical Theology I, THEO-4315 Ethics, or THEO-4321 Biblical Theology II

**English Content:** ENGL-2322 American Literature II, ENGL-3312 Children' Literature, ENGL-3324 Creative Writing, ENGL-3325 Advanced Communications, and six hours of English content electives. English content electives include: ENGL-2340 Literature Survey, ENGL-3310 World Literature I, ENGL-3311 Introduction to Shakespeare, ENGL-3314 English Literature I, ENGL-3316 C.S. Lewis, ENGL-3322 English Literature II, or ENGL-3320 World Literature II

**History Content:** HIST-1311 World Civilization I, HIST-1321 World Civilization II, and 12 hours of history content electives. History content electives include: HIST-3311 History of Christianity, HIST-3320 American Christianity, HIST-3321 Advanced Studies in Civilizations, HIST-3322 Ancient World, HIST-4320 Texas History, or HIST-4331 Special Topics in U.S. History

\* Education students must earn a "B" or higher in these courses.

\*\* Block Courses—All other degree requirements must be met prior to Block Courses (Student Teaching semester).

In addition to the above requirements, Christian Service is required for each semester a student is enrolled for six or more hours.

# BACHELOR OF SCIENCE MIDDLE SCHOOL EDUCATION (4-8)

129 hours

## **Bible Core (18 hours)**

BIBL-4320 Senior Bible Seminar  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)

## **General Studies (51 hours)**

BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
ENGL-1310 Composition I\*  
ENGL-1320 Composition II\*  
ENGL-2312 American Literature I  
GENS-1111 DCC 101  
GOVT-2310 National and State Government  
HIST-2311 United States History I  
HIST-2321 United States History II  
HUMA-2322 Art and Music Appreciation  
MATH-1310 College Algebra  
PHED-1112 PE/CPR/1<sup>st</sup> Aid  
PHED-1320 Wellness and Lifestyle  
PSYC-3311 Developmental Psychology  
SCIN-2410 Life Science  
SPCH-2310 Speech\*  
THEO-2310 Themes in Biblical Theology

## **Major (36 hours)**

CHED-1315 Methods of Teaching I  
CHED-4320 Philosophy & History/Christian Education  
EDUC-3310 Special Populations  
EDUC-4301 Educational Technology\*\*  
EDUC-4309 Discipline and Classroom Management\*\*  
EDUC-4311 Methods of Social Studies/Geography  
EDUC-4314 Methods/Reading/Related Language Arts  
EDUC-4325 Curriculum/Instruction/Secondary School  
EDUC-4320 Foundations of Reading  
EDUC-4620 Secondary Student Teaching\*\*  
PSYC-3320 Educational Psychology

## **Content Area (18 hours)**

*English or History*

## **Open Electives (6 hours)**

*Open electives may be selected from any discipline.*

**Bible/Theology Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3313 Pentateuch, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4306 Joshua-Esther, BIBL-4307 Paul's Letters, BIBL-4309 Interpretation of the Old Testament, BIBL-4310 Romans, or BIBL-4312 Revelation, BIBL-4315 Hebrew Prophetic Literature, THEO-4301 Christian Theology, THEO-4310 Biblical Theology I, THEO-4315 Ethics, or THEO-4321 Biblical Theology II

**English Content:** ENGL-2322 American Literature II, ENGL-3324 Creative Writing, ENGL-3325 Advanced Communications, and nine hours of English content electives. English content electives include: ENGL-2340 Literature Survey, ENGL-3310 World Literature I, ENGL-3311 Introduction to Shakespeare, ENGL-3314 English Literature I, ENGL-3316 C.S. Lewis, ENGL-3322 English Literature II, or ENGL-3320 World Literature II

**History Content:** HIST-1311 World Civilization I, HIST-1321 World Civilization II, and 12 hours of history content electives. History content electives include: HIST-3311 History of Christianity, HIST-3320 American Christianity, HIST-3321 Advanced Studies in Civilizations, HIST-3322 Ancient World, HIST-4320 Texas History, or HIST-4331 Special Topics in U.S. History

\* Education students must earn a "B" or higher in these courses.

\*\* Block Courses—All other degree requirements must be met prior to Block Courses (Student Teaching semester).

In addition to the above requirements, Christian Service is required for each semester a student is enrolled for six or more hours.

## BACHELOR OF SCIENCE SECONDARY EDUCATION (8-12)

129 hours

### **Bible Core (18 hours)**

BIBL-4320 Senior Bible Seminar  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)

### **General Studies (51 hours)**

BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
ENGL-1310 Composition I\*  
ENGL-1320 Composition II\*  
ENGL-2312 American Literature I  
GENS-1111 DCC 101  
GOVT-2310 National and State Government  
HIST-2311 United States History I  
HIST-2321 United States History II  
HUMA-2322 Art and Music Appreciation  
MATH-1310 College Algebra  
PHED-1112 PE/CPR/1<sup>st</sup> Aid  
PHED-1320 Wellness and Lifestyle  
PSYC-3311 Developmental Psychology  
SCIN-2410 Life Science  
SPCH-2310 Speech\*  
THEO-2310 Themes in Biblical Theology

### **Major (36 hours)**

CHED-1315 Methods of Teaching I  
CHED-4320 Philosophy & History/Christian Education  
EDUC-3310 Special Populations  
EDUC-4301 Educational Technology\*\*  
EDUC-4309 Discipline and Classroom Management\*\*  
EDUC-4311 Methods of Social Studies/Geography  
EDUC-4314 Methods/Reading/Related Language Arts  
EDUC-4325 Curriculum/Instruction/Secondary School  
EDUC-4320 Foundations of Reading  
EDUC-4620 Secondary Student Teaching\*\*  
PSYC-3320 Educational Psychology

### **Content Area (18 hours)**

*English or History*

### **Open Electives (6 hours)**

*Open electives may be selected from any discipline.*

**Bible/Theology Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3313 Pentateuch, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4306 Joshua-Esther, BIBL-4307 Paul's Letters, BIBL-4309 Interpretation of the Old Testament, BIBL-4310 Romans, or BIBL-4312 Revelation, BIBL-4315 Hebrew Prophetic Literature, THEO-4301 Christian Theology, THEO-4310 Biblical Theology I, THEO-4315 Ethics, or THEO-4321 Biblical Theology II

**English Content:** ENGL-2322 American Literature II, ENGL-3324 Creative Writing, ENGL-3325 Advanced Communications, and nine hours of English content electives. English content electives include: ENGL-2340 Literature Survey, ENGL-3310 World Literature I, ENGL-3311 Introduction to Shakespeare, ENGL-3314 English Literature I, ENGL-3316 C.S. Lewis, ENGL-3322 English Literature II, or ENGL-3320 World Literature II

**History Content:** HIST-1311 World Civilization I, HIST-1321 World Civilization II, and 12 hours of history content electives. History content electives include: HIST-3311 History of Christianity, HIST-3320 American Christianity, HIST-3321 Advanced Studies in Civilizations, HIST-3322 Ancient World, HIST-4320 Texas History, or HIST-4331 Special Topics in U.S. History

\* Education students must earn a "B" or higher in these courses.

\*\* Block Courses—All other degree requirements must be met prior to Block Courses (Student Teaching semester).

In addition to the above requirements, Christian Service is required for each semester a student is enrolled for six or more hours.



# BACHELOR OF SCIENCE ALL-LEVEL EDUCATION—MUSIC

136.5 hours

## **Bible Core (18 hours)**

BIBL-4320 Senior Bible Seminar  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)  
Bible/Theology Elective (3 hours)

## **General Studies (51 hours)**

BIBL-1311 How to Study the Bible  
BIBL-1331 New Testament Survey  
BIBL-1332 Old Testament Survey  
ENGL-1310 Composition I\*  
ENGL-1320 Composition II\*  
ENGL-2312 American Literature I  
GENS-1111 DCC 101  
GOVT-2310 National and State Government  
HIST-2311 United States History I  
HIST-2321 United States History II  
MATH-1310 College Algebra  
MUSC-2301 Music History and Literature I  
PHED-1112 PE/CPR/1<sup>st</sup> Aid  
PHED-1320 Wellness and Lifestyle  
PSYC-3311 Developmental Psychology  
SCIN-2410 Life Science  
SPCH-2310 Speech\*  
THEO-2310 Themes in Biblical Theology

## **Major (30 hours)**

CHED-4320 Philosophy & History/Christian Education  
EDUC-3310 Special Populations  
EDUC-3311 Children's Choral Methods  
EDUC-4301 Educational Technology\*\*  
EDUC-4309 Discipline and Classroom Management\*\*  
EDUC-4320 Foundations of Reading  
EDUC-4630 All-Level Student Teaching\*\*  
PSYC-3320 Educational Psychology  
Curriculum Course (3 hours)

## **Music Content Area (37.5 hours)**

MUSC-1113 Eartraining and Sightsinging I  
MUSC-1123 Eartraining and Sightsinging II  
MUSC-1310 Theory I  
MUSC-1320 Theory II  
MUSC-2210 Theory III  
MUSC-2302 Music History and Literature II  
MUSC-3312 Choral Methods  
MUSC-3315 Choral Conducting  
MUSC-4311 Instrumental Methods  
Applied Music: Piano (4 hours) & Voice (4 hours)  
Applied Music: Concentration (4 hours)  
Ensemble: Choir (3.5 hours)

**Bible/Theology Electives:** BIBL-2310 Life of Christ I, BIBL-2320 Life of Christ II, BIBL-3313 Pentateuch, BIBL-3314 Acts, BIBL-3315 Hebrews, BIBL-3323 Pastoral Epistles, BIBL-3324 Johannine Literature, BIBL-3325 Prison Epistles, BIBL-3330 Exposition of Ephesians, BIBL-4300 Special Topics, BIBL-4302 Synoptic Gospels, BIBL-4306 Joshua-Esther, BIBL-4307 Paul's Letters, BIBL-4309 Interpretation of the Old Testament, BIBL-4310 Romans, or BIBL-4312 Revelation, BIBL-4315 Hebrew Prophetic Literature, THEO-4301 Christian Theology, THEO-4310 Biblical Theology I, THEO-4315 Ethics, or THEO-4321 Biblical Theology II

**Curriculum Options:** EDUC-4315 Curriculum and Instruction in the Elementary School or EDUC-4325 Curriculum and Instruction in the Secondary School

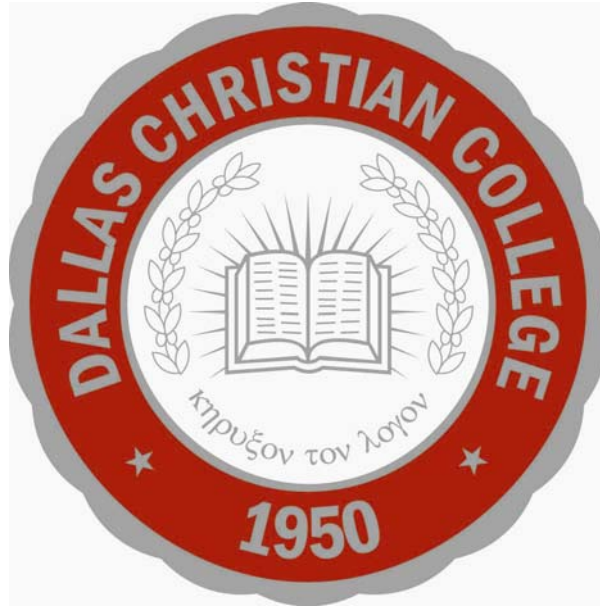
**Applied Music Options:** MUSC-1109 Voice for Worship Leading or MUSC-1110 Voice and MUSC-1125 Voice, MUSC-2110 Voice, and MUSC-2125 Voice; MUSC-1111 Piano, MUSC-1126 Piano, MUSC-2111 Piano, and MUSC-2126 Piano  
*\*Concentration includes two semesters of study in an applied area plus Senior Recital.*

**Ensemble:** MUSC-1115 Choir, MUSC-1131 Choir, MUSC-2115 Choir, MUSC-2131 Choir, MUSC-3115 Choir, MUSC-3131 Choir, MUSC-4115 Choir, or MUSC-4131 Choir

\* Education students must earn a "B" or higher in these courses.

\*\* Block Courses—All other degree requirements must be met prior to Block Courses (Student Teaching semester).

For all Music students, Choir is required for each semester a student is enrolled for 12 or more hours even if 3.5 hours of Ensemble credit has been fulfilled. In addition to these requirements, Christian Service is required for each semester a student is enrolled for six or more hours.



## **ACCESS**

***Alternative Certification Curriculum to Ensure Student Success***

**PROGRAM OVERVIEW  
FINANCIAL INFORMATION  
ALTERNATIVE TEACHER CERTIFICATION PROGRAMS**

## PROGRAM OVERVIEW

The Alternative Certification Curriculum to Ensure Student Success (ACCESS) Program at Dallas Christian College provides 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 standards for Texas educators and is fully approved by the Texas Education Agency and the State Board for Educator Certification and qualified to provide standard Texas Teacher Certifications to eligible candidates. The Education Division of DCC provides the ACCESS Program. For more information, please contact the Education Department at DCC.

### PROGRAM BENEFITS

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

- Complete the program in as few as 12 months
- Attend classes in an eight-week block format
- Teach as an intern or student teacher 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 or Master 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 Department 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 criteria 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 experiences
  - Completed form for a criminal background check
  - Official transcripts from all colleges/universities attended  
*Foreign transcripts must be translated and evaluated at the applicant's expense.*
  - Acceptable 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
4. Documentation of 20+ clock hours of experience and observation with students at the same level and grade for which certification is sought. Observation hours must be completed at an accredited school.

All admissions criteria apply to all applicants. The DCC Education Department 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:

- Bachelor's degree or above from an accredited college or university approved by the U.S. Department of Education
- Completion of 24 or more hours of content coursework relevant to certification area
- Minimum cumulative GPA of 2.75 on a 4.0 scale
- Minimum GPA of 3.0 on a 4.0 scale in all content coursework
- Minimum THEA (or TASP) scores of 260 in reading, 230 in math, and 220 in writing
- Minimum TOEFL score of 500 if applicable
- Completion of Critical Thinking Test at an acceptable score
- Strong communication skills demonstrated in admission interviews

## **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 6
  - 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
  - Physical Education

## **FINANCIAL INFORMATION**

### **ACCESS 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.

### **TUITION COSTS**

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 \$4,995 tuition package covers the costs of the application, registration fee, 27 credit hours, training, internship, and supervision.

### **ADDITIONAL COSTS**

The following Texas Education Agency costs are in addition to the ACCESS tuition package:

- THEA Test fee
- Content TExES fee
- Pedagogy and Professional Responsibilities Test fee
- Standard Certification Application fee
- Probationary Certification fee

The following ACCESS costs are in addition to the ACCESS tuition package:

- Critical Thinking Test fee
- Mentor fee (if applicable)
- Textbooks

## **ALTERNATIVE TEACHER CERTIFICATION PROGRAMS**

### **EARLY CHILDHOOD TO 6<sup>TH</sup> GRADE 27 hours**

<b>EDUC 4363</b>	<b>Professional Expectations and Ethics</b>
EDUC 4349	Curriculum Design
EDUC 4359	Teaching and Learning
EDUC 4362	Teaching Diverse Learners
EDUC 4360	Teaching Literacy Skills
EDUC 4361	Educational Assessment
EDUC 4354	Systems Management
EDUC 4605	Professional Internship or <i>EDUC 4610 Early Childhood/Elementary Student Teaching</i>

### **4<sup>TH</sup> TO 8<sup>TH</sup> GRADE 27 hours**

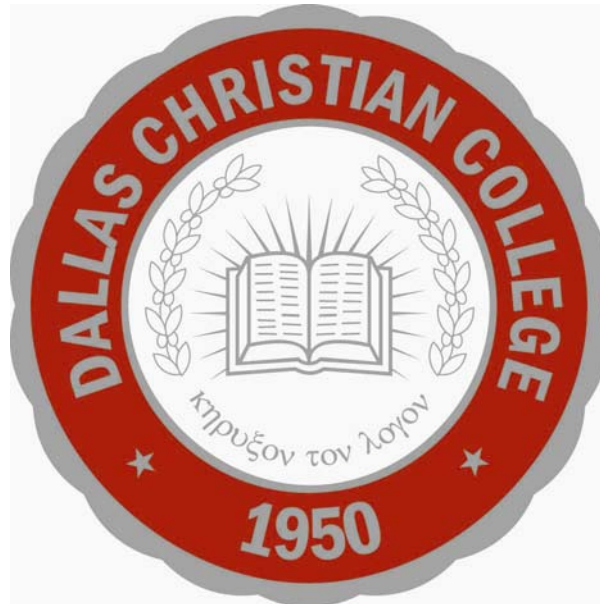
<b>EDUC 4363</b>	<b>Professional Expectations and Ethics</b>
EDUC 4346	Curriculum Design
EDUC 4356	Teaching and Learning
EDUC 4362	Teaching Diverse Learners
EDUC 4360	Teaching Literacy Skills
EDUC 4361	Educational Assessment
EDUC 4351	Systems Management
EDUC 4602	Professional Internship or <i>EDUC 4615 Middle School Student Teaching</i>

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

<b>EDUC 4363</b>	<b>Professional Expectations and Ethics</b>
EDUC 4347	Curriculum Design
EDUC 4357	Teaching and Learning
EDUC 4362	Teaching Diverse Learners
EDUC 4360	Teaching Literacy Skills
EDUC 4361	Educational Assessment
EDUC 4352	Systems Management
EDUC 4603	Professional Internship or <i>EDUC 4620 Secondary Student Teaching</i>

### **EARLY CHILDHOOD TO 12<sup>TH</sup> GRADE 27 hours**

<b>EDUC 4363</b>	<b>Professional Expectations and Ethics</b>
EDUC 4348	Curriculum Design
EDUC 4358	Teaching and Learning
EDUC 4362	Teaching Diverse Learners
EDUC 4360	Teaching Literacy Skills
EDUC 4361	Educational Assessment
EDUC 4353	Systems Management
EDUC 4604	Professional Internship or <i>EDUC 4630 All-Level Student Teaching</i>



## ***COURSE DESCRIPTIONS***

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

## **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 (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 Bible study principles and various Bible study tools. Computer-assisted biblical research is emphasized. (BIBL 1311 is a prerequisite for all upper-level Bible courses.)

**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. (Cross-referenced as THEO 2321) Prerequisite: BIBL 1311.

**BIBL 4320 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 in one of the two final semesters of attendance.) Prerequisite: BIBL 1311 and nine hours of 2000-, 3000-, or 4000-level Bible courses.

**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.

**BIBL 4319 BIBLICAL RESEARCH SEMINAR II.** A continuation of BIBL 4318. Prerequisite: BIBL 4318 or permission of the Bible Department.

### **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. Prerequisites: BIBL 1311 and BIBL 1332.

**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. Prerequisites: BIBL 1311 and BIBL 1332.

**BIBL 4306 JOSHUA-ESTHER.** A study of the background and content of the historical books of the Old Testament (Joshua, Judges, Ruth, 1 and 2 Samuel, 1 and 2 Kings, 1 and 2 Chronicles, Ezra, Nehemiah, and Esther). Prerequisites: BIBL 1311 and BIBL 1332.

**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. Prerequisites: BIBL 1311 and BIBL 1332.



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. Prerequisites: BIBL 1311 and BIBL 1332.

### **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. Prerequisite: BIBL 1311 or permission of the Bible Department.

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. Prerequisite: BIBL 1311 or permission of the Bible Department.

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.) Prerequisite: GREK 2320.

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. Prerequisites: BIBL 1311 and BIBL 1331.

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. Prerequisites: BIBL 1311 and BIBL 1331.

BIBL 3323 PASTORAL EPISTLES. An introduction to and examination of 1 and 2 Timothy and Titus, with emphasis on the characteristics of church leadership. Prerequisites: BIBL 1311 and BIBL 1331.

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. Prerequisites: BIBL 1311 and BIBL 1331.

BIBL 3325 PRISON EPISTLES. A study of the background of Ephesians, Philippians, Colossians, and Philemon, giving special attention to the exegesis of these epistles. Prerequisites: BIBL 1311 and BIBL 1331.

BIBL 3330 EXPOSITION OF EPHESIANS. An exposition and application of Paul's epistle to the Ephesians, with emphasis on inductive Bible study principles. Prerequisites: BIBL 1311 and BIBL 1331.

BIBL 4302 SYNOPTIC GOSPELS. A study of the life and teaching of Jesus as found in Matthew, Mark, and Luke. Prerequisite: BIBL 1311 and BIBL 1331.

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. Prerequisites: BIBL 1311 and BIBL 1331.

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 worldview, based on an overview of Romans and God's grace within it. Prerequisites: BIBL 1311 and BIBL 1331.

BIBL 4312 REVELATION. A discussion of the various interpretive approaches to Revelation with careful exposition of the text. Prerequisites: BIBL 1311 and BIBL 1331.

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. Prerequisites: BIBL 1311 and BIBL 1331.

## **THEOLOGY**

THEO 2310 THEMES IN BIBLICAL THEOLOGY. A study of overarching themes and ideas at the center of the biblical message and Christian worldview. Highlighted themes include God as creator and Lord, humans as responsible creatures before God and one another, God's provision of covenant for humanity, and the redemptive mission of the people of God in the world. Prerequisites: BIBL 1311, BIBL 1331, and BIBL 1332.

THEO 3303 BIBLICAL THEOLOGY OF LEADERSHIP. A study of biblical leadership with application of the concepts for both personal and career goals. Prerequisite: BIBL 1311.

THEO 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. (Cross-referenced as BIBL 3316) Prerequisite: BIBL 1311.

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. Prerequisites: One 3000-4000 level Old Testament elective and one 2000-4000 level New Testament elective.

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. Prerequisites: One 3000-4000 level Old Testament elective and one 2000-4000 level New Testament elective.

THEO 4315 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. Prerequisites: PHIL 3320, one upper-level New Testament elective, and one upper-level Old Testament elective.

THEO 4321 BIBLICAL THEOLOGY II. A continuation of THEO 4310, dealing primarily with the New Testament. Prerequisites: One 3000-4000 level Old Testament elective and one 2000-4000 level New Testament elective.

## **BUSINESS**

### **ACCOUNTING**

ACCT 2301 ACCOUNTING I. An introduction to the financial accounting process, the four basic financial statements and how they work together to report the financial condition of a company. Students will understand how accounting information is prepared, and more importantly, how to use that information to make business decisions. Prerequisite: MATH 1305.

ACCT 2302 ACCOUNTING II. A continuation of ACCT 2301 with an emphasis on revenue recognition, inventory, accounting for long-term assets and depreciation, long-term debt financing, and equity financing. Prerequisite: ACCT 2301.

ACCT 3301 ACCOUNTING FOR MANAGERS. A study focusing on the manager's ability to understand certain accounting information and react in a way that serves the best interests of the owners/shareholders of the company. Students will understand the information, its sources, and most importantly, how to transform that information into a plan of action that will enable the company to meet its financial, operating, and customer satisfaction objectives. Prerequisite: ACCT 2302.

ACCT 4309 MANAGERIAL FINANCE. An examination of the principles and practices needed by managers in the role and environment of managerial finance, financial statements and ratio analysis, important financial concepts such as basic investment and portfolio/risk theory, time value of money, and capital investment decisions, along with the criteria for making short-term and long-term financial decisions. Prerequisite: ACCT 2302.

## ***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. A study of the formal and informal written and oral communications in a business context, including the values, behaviors, and attitudes expressed in the communication of managers and individual in the organization. Prerequisite: ENGL 1310. (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 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 personnel including effects of personality, aptitudes, attitudes, and communication skills on job motivation and performance. (Cross-referenced as MGMT 3325)

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 concepts, marketing research, and marketing ethics, including market segmentation and target marketing. (Cross-referenced as MGMT 4305)

COSC 1301 COMPUTER APPLICATIONS. An introduction to the personal computer, its operating system, and word processing, with emphasis on word-processing application and technique.

## ***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.

MGMT 2320 MANAGEMENT COMMUNICATIONS. A study of the formal and informal written and oral communications in a business context, including the values, behaviors, and attitudes expressed in the communication of managers and individual in the organization. Prerequisite: ENGL 1310. (Cross-referenced as BUAD 2320)

MGMT 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 BUAD 3321)

MGMT 3325 HUMAN RESOURCE MANAGEMENT. A study of the fundamental functions of human-resource management as they affect the relationship between management and personnel including effects of personality,

aptitudes, attitudes, and communication skills on job motivation and performance. (Cross-referenced as BUAD 3325)

**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. (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.

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

**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. (Can only be taken last semester of attendance.)

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

**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 admitted on a provisional basis due to low ACT/SAT scores and/or who did not pass the assessment. 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. May be required of new students admitted on a provisional basis due to low ACT/SAT scores and/or who did not pass the assessment. 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. May be required of new students admitted on a provisional basis due to low ACT/SAT scores and/or who did not pass the assessment. (Credit for this course does not count toward a degree and is ordinarily non-transferable.)

**DVLS 0106 DEVELOPMENTAL ALGEBRA.** A review of beginning topics in algebra to ease the transition to college algebra or other college-level work. May be required of new students admitted on a provisional basis due

to low ACT/SAT scores and/or who did not pass the assessment. (Credit for this course does not count toward a degree and is ordinarily non-transferable.)

DVLS 0113 MUSIC FUNDAMENTALS. A review of the basic elements of pitch, rhythm, and chord structure. Special attention is given to scales, key signatures, intervals, note durations, beats, time signatures, triads and seventh chords, spelling chords, inversions, and figured bass. This course must be taken concurrently with MUSC-1113 Eartraining and Sightsinging I. Required of new students admitted on a provisional basis or due to failure to pass the music assessment exam. (Credit for this course does not count toward a degree and is ordinarily non-transferable.)

### **GENERAL STUDIES**

DRAM 2310 INTRODUCTION TO DRAMA. A survey of drama emphasizing interpretation, creative process, and dramatic texts for the stage or screen. Acting fundamentals such as voice, body, and movement are introduced, as well as the usefulness of drama in both the Christian and secular realm. Course work culminates in preparation of a group dramatic performance.

GENS 1111 DCC 101. Study of and practice in the basic skills needed for success at Dallas Christian College, including academic, technical, social, and spiritual skills. Each section will include elements targeted to a specific program, and will also introduce the basic skills needed for the other programs. Required of all students the first semester of enrollment.

GENS 4300 DIRECTED RESEARCH. Directed research in history, literature, music, or psychology. Required during final year for the interdisciplinary studies major in lieu of an internship.

### **HISTORY**

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

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

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 and HIST 1321 or MUSC 2301 or permission of the Department.

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.

### **LANGUAGE**

GREK 2310 GREEK I. An introduction to the basic elements of New Testament Greek, stressing familiarity with vocabulary, forms, grammar, and translation skills. Prerequisite: BIBL 1311.

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 one's knowledge of Greek makes a unique impact on understanding the New Testament. (Cross-referenced as BIBL 3310.) Prerequisite: GREK 2320.

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

HEBR 3310 HEBREW I. An introduction to the basic elements of Hebrew, stressing familiarity with vocabulary, forms, grammar, and translation skills. Prerequisite: BIBL 1311 and BIBL 1332.

HEBR 3320 HEBREW II. A continuation of HEBR 3310.

HEBR 4\_11 HEBREW EXEGESIS. An application of elementary Hebrew to exegesis in specific passages of the Hebrew Bible.

SPAN 1310 SPANISH I. An introduction to the basic elements of Spanish, stressing familiarity with vocabulary, forms, grammar, and translation skills.

SPAN 1320 SPANISH II. A continuation of SPAN 1310.

### **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 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 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. Prerequisites: ENGL 1310, ENGL 1320.

ENGL 3311\* INTRODUCTION TO SHAKESPEARE. A study of at least twelve plays, including comedy, tragedy, history, and romance. 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.

ENGL 3316\*\* C.S. LEWIS. An introduction to C.S. Lewis and his writing, surveying essential works in literature, philosophy, and theology. An analysis of writing styles and formats for autobiography, fiction, science fiction, fantasy, treatises, essays, poetry, philosophical theory, philosophical argumentation, literary criticism, literary theory, literary history, and letters. Prerequisites: 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 literature requirements.

## **MATHEMATICS**

MATH 1310 COLLEGE ALGEBRA. An examination 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 1332. COLLEGE MATHEMATICS. Designed for non-math majors, this course includes the study of formulas, percentages and statistics and their many applications in personal finance and decision-making. Students are challenged to consider the subjects of work, money, and investment from a Christian worldview, and consider the challenges of debt in our society today. Development of a budget plan, including all relevant calculations and a defense of the financial planning is required.

MATH 2342 INTRODUCTION TO STATISTICS. An introduction to the basic concepts, uses, and methods of statistical computation, including descriptive statistics, correlation, probability, estimation, sampling, design, hypothesis testing, t-tests, ANOVAs, and chi-square. A computational and interpretational statistics course designed to prepare students for upper-division/graduate courses in research, data evaluation, and analytical reasoning. Prerequisites: PSYC 1320 and one year of high-school algebra or permission of the instructor. (Cross-referenced as PSYC 2342)

## **PHILOSOPHY**

PHIL 1304 WORLD RELIGIONS. A study of major religions of the world as they relate to Christianity, including Hinduism, Buddhism, Taoism, Confucianism, Judaism, Islam, Sikhism, and others. Online prerequisite: permission of the academic advisor.

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, dance, golf, 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 1110 PSYCHOLOGY AS A PROFESSION. An introduction to the profession of psychology, including careers related to psychology in the church and in the secular world, and exposure to prerequisite computer, Internet, library, and report-writing skills important for successful completion of the degree in psychology.

PSYC 1320 GENERAL PSYCHOLOGY. A broad introduction to the field of contemporary psychology, which is explored as a natural and social science, a profession, and a means of promoting human welfare. Includes reading assignments, lectures, discussions, and demonstrations.

PSYC 2315 PSYCHOLOGY AND CHRISTIAN THOUGHT. An introduction to the nature and process of the application of Christian thought to the study and practice of psychology. Prerequisite: PSYC 1320.

PSYC 2342 INTRODUCTION TO STATISTICS. An introduction to the basic concepts, uses, and methods of statistical computation, including descriptive statistics, correlation, probability, estimation, sampling, design, hypothesis testing, t-tests, ANOVAs, and chi-square are presented. This is a computational and interpretational statistics course designed to prepare students for upper-division/graduate courses in research, data evaluation, and analytical reasoning. Prerequisites: PSYC 1320 and one year of high-school algebra or permission of the instructor. (Cross-referenced as MATH 2342)

PSYC 3310 MARRIAGE AND FAMILY. An introduction to the biblical foundation for courtship, marriage, and family development. Examines family development across generations from the perspectives of traditional psychology and family systems theorists. Introduces psychological interventions which further development and change. Prerequisite: PSYC 1320 or permission of the instructor.

PSYC 3311 DEVELOPMENTAL PSYCHOLOGY. A study of the theory and research concerning lifespan development. Consideration will be given to the physical, emotional, cognitive, social, and moral aspects of human development across the entire span from conception to death.



PSYC 3312 HISTORY AND SYSTEMS OF PSYCHOLOGY. An examination of the nature of psychology from an historical perspective, emphasizing trends of psychological thought, key concepts in various branches of psychology and their relationship in contemporary systems and the development of psychology as a discipline with leaders, schools, and issues. Prerequisite: PSYC 1320 or permission of the instructor.

PSYC 3315 THEORIES OF PERSONALITY. A study of the major theoretical paradigms of personality, including psychoanalytic, trait, behavioral, and humanistic models. The student acquires an understanding of the major theories of personality along a continuum of scientific rigor, a thorough understanding of human commonalities and differences, mind/body connections, hereditary and experiential influences, psychopathology and treatment of personality disorders, self-knowledge, and applications to relationships with others. Writing assignments supplement assigned readings. Prerequisite: PSYC 1320 or permission of the instructor.

PSYC 3320 EDUCATIONAL PSYCHOLOGY. An introduction to the psychological bases of instructional systems. Examines developmental learning of children, adolescents, and adults; teacher behavior and other applications of psychology to education; and construction, validation, and use of classroom measurement and diagnostic procedures.

PSYC 3321 PASTORAL COUNSELING. An introduction to pastoral counseling showing how to integrate therapeutic principles with religious experience to foster a high standard of care. The course defines the functions of a pastoral counselor and discusses the historical development of pastoral counseling, different types of pastoral counseling, and issues involved in combining a faith tradition with therapeutic psychology. A Code of Ethics in pastoral counseling is provided, as well as a bibliography and online resources.

PSYC 3325 ABNORMAL PSYCHOLOGY. A study of abnormal behavior, emphasizing cause, treatment, and prevention. Psychopathology, including its development, assessment, and treatment is approached using major paradigms and research findings as they relate to a range of disorders as listed in the current *DSM*. Prerequisite: 12 hours of PSYC courses.

PSYC 3330 PSYCHOLOGICAL TESTS AND MEASUREMENT. This course addresses standardization procedures, concept evaluation, item and test reliability and validity, indirect measurement issues, and ethics. Tests currently in use in educational psychological career fields are studied in depth. Projects on test development and interpretation are required. Prerequisites: PSYC 1320 and PSYC 2342 or permission of the instructor.

PSYC 4312 PSYCHOLOGY CAPSTONE (READINGS). In this capstone course, students demonstrate the ability to use psychological concepts and skills in the examination of a college-wide general-education theme. Integrative papers, oral presentations, research projects, and convocation attendance are required. Students also begin formal preparation for graduate school or careers and perform program skills self-assessments. Required of all psychology majors. Includes a weekly seminar meeting with faculty. Prerequisite: must be a psychology major in the last semester of senior year.

PSYC 4315 COUNSELING METHODS. A study of counseling theory and techniques, including theoretical models used in both individual and group practice and emphasizing the therapeutic process and issues in working with different client populations. Class format includes both didactic and experiential learning methods. Prerequisites: PSYC 1320 and PSYC 2315.

PSYC 4330 SOCIAL PSYCHOLOGY. An exploration of the theory and phenomena of social psychology, the nature and type of social variables and the methods used to study them, and the effect of social variables upon the behavior of individuals. Prerequisites: PSYC 1320 and SOCI 2310.

## **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***

ANTH 2351 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.

ECON 2301 MACROECONOMICS. An introduction to principles of macroeconomics within the framework of classical, Keynesian, monetarist and alternative models. Emphasis is given to national income determination, money and banking, and the role of monetary and fiscal policy in economic stabilization and growth. Other topics include international trade and finance.

ECON 2302 MICROECONOMICS. A study of the principles of microeconomics including the theory of demand, supply, and price of factors, as well as income distribution and theory of the firm. Emphasis on microeconomic applications of international trade and finance as well as other contemporary microeconomic problems.

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 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 and Kodaly. Classroom observations required. (Cross-referenced as MUSC 3311.)

EDUC 4301 EDUCATIONAL TECHNOLOGY. This course emphasizes issues and techniques related to the successful integration of technologies in the K-12 classroom setting. An introduction of classroom applications including multimedia, interactive media, and the Internet will be presented. Specific emphasis will be devoted to understanding the competencies expected of the beginning teacher as outlined in state and professional standards.

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 teaching 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 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 4349 CURRICULUM DESIGN (EC-6). 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-6<sup>th</sup> grade). (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 4354 SYSTEMS MANAGEMENT (EC-6). 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 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 4359 TEACHING AND LEARNING (EC-6). 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 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)

EDUC 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 4602 PROFESSIONAL INTERNSHIP (4-8). A field-based student internship experience, lasting two complete semesters, in a TEA-approved, accredited school. 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 as the "teacher of record" in their classroom. Provides six credit hours. (A)

EDUC 4603 PROFESSIONAL INTERNSHIP (8-12). A field-based student internship experience, lasting two complete semesters, in a TEA-approved, accredited secondary school. 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 as the "teacher of record" in their classroom. Provides six credit hours. (A)

EDUC 4604 PROFESSIONAL INTERNSHIP (EC-12). A field-based student internship experience, lasting two complete semesters, in a TEA-approved, accredited school. 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 as the "teacher of record" in their classroom. Provides six credit hours. (A)

EDUC 4605 PROFESSIONAL INTERNSHIP (EC-6). A field-based student internship experience, lasting two complete semesters, in a TEA-approved, accredited elementary school. 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 as the "teacher of record" in their classroom. Provides six credit hours. (A)

EDUC 4610 EARLY CHILDHOOD/ELEMENTARY STUDENT TEACHING (EC-6). A field-based experience for early childhood/elementary school teacher candidates, emphasizing multi-cultural settings and including observations of teaching in local, accredited, TEA-approved schools. This is a 12-week long, full-time student teaching assignment under the supervision of an experienced, early childhood/elementary school master teacher. Student teaching is for teacher candidates who are not hired as a "teacher of record" by a school or district and is not a paid assignment. Provides six credit hours. (Must be taken during last semester of attendance.)

EDUC 4615 MIDDLE SCHOOL STUDENT TEACHING (4-8). A field-based experience for middle school teacher candidates, emphasizing multi-cultural settings and including observations of teaching in local, accredited, TEA-approved schools. This is a 12-week long, full-time student teaching assignment, in the teacher candidate's content area subject, under the supervision of an experienced, middle school master teacher. Student teaching is

for teacher candidates who are not hired as a “teacher of record” by a school or district and is not a paid assignment. Provides six credit hours. (Must be taken during last semester of attendance.)

EDUC 4620 SECONDARY STUDENT TEACHING (8-12). A field-based experience for secondary school teacher candidates, emphasizing multi-cultural settings and including observations of teaching in local, accredited, TEA-approved schools. This is a 12-week long, full-time student teaching assignment, in the teacher candidate’s content area subject, under the supervision of an experienced, secondary school master teacher. Student teaching is for teacher candidates who are not hired as a “teacher of record” by a school or district and is not a paid assignment. Provides six credit hours. (Must be taken during last semester of attendance.)

EDUC 4630 ALL-LEVEL STUDENT TEACHING (EC-12). A field-based experience for all level school teacher candidates, emphasizing multi-cultural settings and including observations of teaching in local, accredited, TEA-approved schools. This is a 12-week long, full-time student teaching assignment, in the teacher candidate’s content area subject, under the supervision of an experienced, content area master teacher. Student teaching is for teacher candidates who are not hired as a “teacher of record” by a school or district and is not a paid assignment. Provides six credit hours. (Must be taken during last semester of attendance.)

### **APPLIED MUSIC**

MUSC 1108 GUITAR CLASS. Instruction focused 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, including 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. Prerequisite: permission of the instructor.

MUSC 1110, 1125 APPLIED VOICE. Instruction focused on breath control, voice placement, articulation, phrasing, interpretation, and performance. Open to all students. Prerequisite: permission of instructor.

MUSC 1111, 1126 APPLIED PIANO. Instruction focused on technique, repertoire, style, and performance. Open to all students. Prerequisite: permission of instructor.

MUSC 1112 APPLIED ORGAN. An introduction to organ, focused 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, 1118, 2116, 2118 APPLIED GUITAR. Instruction focused on technique, repertoire, style, and performance. Open to all students. Prerequisite: MUSC 1108 or passed guitar proficiency exam and permission of the instructor.

MUSC 1117, 1127 APPLIED PERCUSSION. Instruction focusing on technique, repertoire, style, and performance, emphasizing the role of the percussionist/drummer in the church context. Open to all students. Prerequisite: permission of the instructor.

MUSC 2110, 2125 APPLIED VOICE. Continued instruction focused on 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 instruction focused on technique, repertoire, style and performance appropriate for the student’s experience and ability. For declared Piano Concentration majors: 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. 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 instruction focused on technique, repertoire, style and performance appropriate for the student's experience and ability. For declared Piano Concentration majors: 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. Prerequisite: must pass all required proficiency exams prior to registration.

MUSC 4111, 4226 APPLIED PIANO. Continued instruction focused on technique, repertoire, style and performance appropriate for the student's experience and ability. For declared Piano Concentration majors: repertoire expanded to include other composers and styles. Music Ministry majors present a senior recital as part of 4226. Prerequisite: MUSC 3111 or MUSC 3126 and must pass all required proficiency exams prior to registration.

### ***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. Prerequisite: DVLS 0113 or passed the music-assessment exam.

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. Prerequisite: MUSC 1310.

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 given to formulating a philosophy of worship, understanding the role of worship in church evangelism, the ministry of music and effective use of music in the worship service, the planning and evaluation of worship services, and various forms of worship art.



MUSC 3325 DESIGNING AND LEADING WORSHIP. Continuation of MUSC 2312 with further skill development in planning and designing effective worship services. Includes 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. Classroom observations required. (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. Classroom observations required for music education majors. 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. Classroom observations required for music education majors. Prerequisites: MUSC 1310, MUSC 1320.

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 1320, MUSC 2301 or 2302.

MUSC 4312 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 4311 INSTRUMENTAL METHODS. An overview of the methods and materials for teaching instrumental music in the public or private school. The student is introduced to foundations of performance on band and stringed instruments, performance practices, rehearsal management and organization, and standard band and orchestra literature. Prerequisites: MUSC 1310, MUSC 1320, and permission of the instructor.

### **WORSHIP ARTS**

WSHP 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 given to formulating a philosophy of worship, understanding the role of worship in church evangelism, the ministry of music and effective use of music in the worship service, the planning and evaluation of worship services, and various forms of worship art.

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 study of current issues and theological considerations connected with the use of technology in worship. A final technology and media project will be presented. Prerequisite: MUSC 2312.

WSHP 3325 DRAMA IN WORSHIP. A practical course 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 4310 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 2312.

### **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.

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. Prerequisites: BIBL 1311 and SPCH 2310.

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 biblical genres. Prerequisites: BIBL 4319 and MINL 2310.

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.

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 3323 CULTS AND THE OCCULT. An introduction to the study of various 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 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 ethnically diverse, low-income 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 on 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 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 on 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 minister effectively.

PMIN 3322 ADVANCED HOMILETICS. An advanced course in homiletical theory and practice, focused 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, as well as methods for developing and leading urban youth ministries.

PMIN 3325 YOUTH MINISTRY II. A study of the various methods and models involved in current youth ministry, focused on helping the student determine and develop a style of ministry that fits their personality and giftedness as they work to meet kingdom goals. Students 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. Prerequisite: PMIN 3311.

PMIN 4312 CHURCH GROWTH. An introduction to the principles of church growth and the fundamentals of church planting. Prerequisite: PMIN 2310.

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.

## **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**

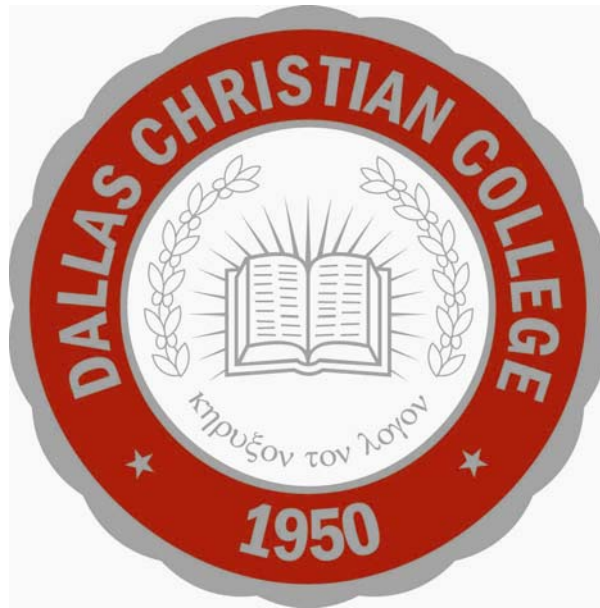
**INTR 4300 INTERNSHIP.** A field-based study applying classroom content to practical experience specific to the major. Includes an intensive one-week orientation before entering the actual internship. Arranged through the Office for Community in cooperation with the academic department. An Internship Application must be approved before registration. Prerequisites: determined by the academic department.

**MINL 4300 MENTORED MINISTRY.** A field-based study applying classroom content to practical experience specific to the ministry. Arranged through the Office for Community in cooperation with the Academic Office. Prerequisites: BIBL 1331, BIBL 1332, and MINL 2310.

**PMIN 3\_26 FIELD EXPERIENCE.** Special extended internship of one semester plus a summer, interning in the area of the student's 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. An Internship Application must be approved at least one semester in advance (and before registration) with the Vice-President for Community, the approved supervisor, and the appropriate academic department, in addition to meeting all of the requirements for a regular internship.

## **CHRISTIAN SERVICE**

**CHRS-\_010, \_020 CHRISTIAN SERVICE.** An overview of spiritual formation through participation in a community of faith, service, mentoring, special projects, and internship if required of the major. Required of all students enrolled in six or more hours per semester, regardless of how many semesters of Christian Service have already been earned. (Credit for this course is ordinarily non-transferable.)



## ***PERSONNEL***

TRUSTEES  
ADMINISTRATION  
FULL-TIME FACULTY  
ADJUNCT FACULTY  
STAFF

## TRUSTEES

### Term expires 2010

**Ron Bair**, Houston, TX  
**David Garison**, Spring, TX

### Term expires 2011

**Mike Bomgardner**, Farmers Branch, TX  
**Dr. Keith Keeran**, Grayson, KY  
**Sam Rudkin**, Palm Harbor, FL

### Term expires 2012

**Paul Diaz, Sr.**, Austin, TX  
**Bobby Duncan**, Cynthiana, KY  
**Mark Zimmerman**, Amarillo, TX

## ADMINISTRATION

### **Dustin Rubeck**, President (2004)

B.A., Dallas Christian College. M.B.A., Indiana Wesleyan University. Minister of Youth, Montrose, Colorado 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.

### **Mark Stanley**, Executive Vice President (2008)

B.S., Pacific Christian College. M.B.A., Texas Christian University. RadioShack Corporation, District Sales Manager, 1981-1991, Director of Real Estate Operations, 1991-1995, Director of Wireless Marketing and Business Development, 1995-1998, Vice President, Strategic Alliances, 1998-1999, Senior Vice President, Strategic Development, 1999-2000, Senior Vice President and General Manager, 2000-2001. Principal, Trinity Associates Strategic Business Solutions, Ltd., 2001-2004. Senior Vice President, Mosaic Sales Solutions, 2004-2005. Dallas Christian College, Vice President for Stewardship and Online Programs, 2006-2008.

### **Paul Kissling**, Vice President of Academic Affairs (2010)

B.Rel., Great Lakes Christian College. M.Div., Lincoln Christian Seminary. Th.M., Trinity Evangelical Divinity School. Ph.D., University of Sheffield, Sheffield, England. Youth Minister, Niles, Michigan, 1978-1980. Minister, Ancona, Illinois, 1980-1984. Minister, Saltney, Chester, England, 1986-1991. Part-time Teacher, Springdale College, 1986-1991. Professor of Old Testament, Chairperson of Bible/Theology Division, Great Lakes Christian College, 1991-2000. Vice President of Academic Affairs and Professor, Great Lakes Christian College, 2000-2004. Professor of Old Testament and Research Director, TCMI Institute, Vienna, Austria, 2005-2010.

### **Mark Worley**, Vice President for Community (1999)

B.A. Dallas Christian College. M.A., Johnson Bible College. Additional studies, Dallas Theological Seminary and University of North Texas. Youth Minister, Christian Church of Midland, Texas, 1976-1981. Dallas Christian College, Director for Student Recruitment, Alumni, and Church Relations, 1981-1995, Director of Christian Service, 1995-1997, Interim Vice-President for Institutional Advancement, 1998-1999.

**Ronald Rife**, Director of Institutional Effectiveness (2007)  
B.A., Minnesota Bible College. M.S., Ed.S., Ed.D., Indiana University. Additional Studies, Lincoln Christian Seminary, Purdue University, Northwestern University. Hobart, Indiana Township Schools, Teacher and Principal, 1958-67. Ghana Christian College and Seminary, Principal, 1967-1974. Ellettsville, Indiana Christian Church, Associate Minister, 1974-77. Dallas Christian College, Academic Dean, Professor of Education and Social Science, 1977-1984. Dallas Independent School District, Principal, 1984-96. Ghana Christian University, Educational Consultant, 1996-2007.

## **FULL-TIME FACULTY**

**Mark Berrier**, Professor of Bible (1971)  
B.A., Lincoln Christian College. M.A., M.Div., Lincoln Christian Seminary. Doctoral studies at University of Dallas. Adjunct Professor, University of Texas at Arlington, 1977-1979.

**Mark Fish**, Associate Professor of History (2007)  
B.A., Johnson Bible College. M.Div., Emmanuel School of Religion. Ph.D. (in progress), University of North Texas. Dallas Christian College, Director of Ministry and Leadership, 2000-2006, Admissions Counselor, 2006-2007.

**Bonnie Graem**, Associate Professor of Music (1971)  
B.M., Millikin University. M.M.E., University of North Texas.

**Mark Hahlen**, Professor of Bible (1992)  
B.A., Johnson Bible College. M.Div., Ph.D., Southern Baptist Theological Seminary. Additional studies, Indiana University, Emmanuel School of Religion. Louisville Bible College, Professor, 1985-1992, Visiting Professor, 1992-present.

**Gary Hardy**, Associate Professor of Missions (2000)  
B.Th., Ozark Christian College. M.A., Lincoln Christian Seminary. Missionary to Guam and the Northern Mariana Islands.

**Bruce Long**, Associate Dean of Distance Learning (2006)  
B.A., Manhattan Christian College. M.A.R., Emmanuel School of Religion. M.S. Educational Technology, Dakota State University. Dallas Christian College, Director of Distance Education, 2003-2006.

**Veronica Marshall**, Associate Professor of Education and Director of ACCESS (2008)  
B.A., University of Texas at Arlington. M.Ed., University of North Texas.

**Jane Reynolds**, Director of Library Services (2010)  
B.S., North Texas State University. M.S., University of North Texas.

**Cara Snyder**, Professor of English (1972)  
B.A., Vanderbilt University. M.A., Texas Christian University. M.R.E., Emmanuel School of Religion. Ph.D., University of North Texas. Summer teaching in China, 2000-present. Visiting Professor, Ghana Christian College, 1993-1994, 1998-1999.

**Scott Spies**, Associate Professor of Worship Arts (2002)  
B.M., Oklahoma City University. M.M.E., Southern Methodist University. Additional studies, University of Texas at Dallas and East Texas State University. Missionary to Russia. Dallas Christian College, Director of Ministry Outreach, 1989-1991, Resident missionary, 2002, Admissions Counselor, 2003, Vice President for Institutional Advancement, 2003-2004.

## ADJUNCT FACULTY

**Jon Bailey**, Bible, History

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**David Srygley**, Sociology  
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B.A., Dallas Christian College. M.A., Abilene Christian University.

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**Frank Wiggin**, Leadership, Bible

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**Brad Williams**, Bible

B.A., Cincinnati Bible College. M.A., Cincinnati Bible Seminary. Ph.D. (in process), McMaster Divinity College.

**George Winegeart**, Psychology

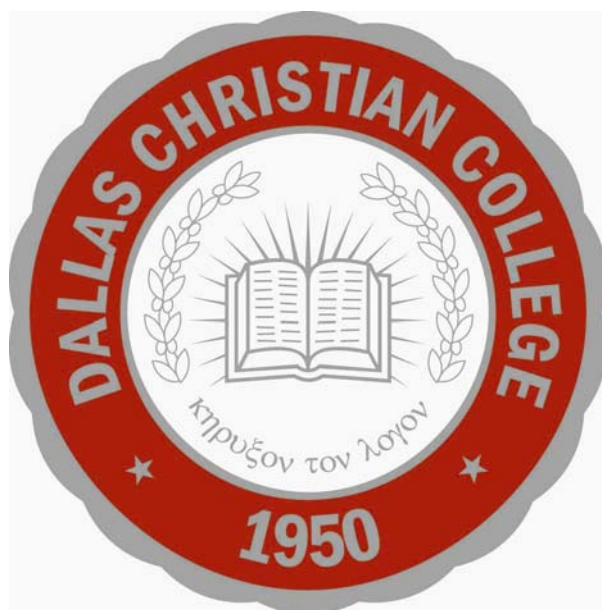
B.A., Pepperdine University. M.A., Ball State University. Additional studies, University of New Mexico.

**Caroline Worley**, Education

B.S., Dallas Christian College. M.A., The University of Texas of the Permian Basin. Additional studies, Southwestern Assemblies of God University and University of North Texas.

## STAFF

**Gary Adams**, Director of Facilities  
**Jonathan Barger**, Admissions Representative for Student Recruitment/Admissions Counselor  
**Paula Berrier**, Service Center  
**Annie Blair**, Senior Director of Administration  
**Phil Claycomb**, Executive Director of Nexus  
**Denny Dixon**, Men's Baseball Coach  
**Tom Dodgen**, Director of Finance and Controller  
**Annette Esclavon**, Administrative Assistant to Vice President of Academic Affairs  
**Jamie Gill**, Administrative Assistant to the President's Office  
**Thiago Goncalves**, Men's Soccer Coach  
**Lea Hale**, Assistant Director of Admissions  
**Eric Hinton**, Director of Student Life, Director of Men's Residence Hall  
**Amy Hudson**, Financial Administrator  
**Crystal Laidacker**, Registrar  
**Kenny Marchant, Jr.**, Relations Associate  
**Veronica Marshall**, Director of ACCESS  
**Matthew Meeks**, Director of Enrollment Management  
**Sparky Montoya**, Student Retention Manager  
**Miranda Orr**, Women's Volleyball Coach  
**Keith Owens**, Director of Financial Aid  
**Noelle Peterson**, Administrative Assistant to Distance Education  
**Jane Reynolds**, Director of Library Services  
**Denise Richards**, Director of Women's Residence Hall  
**Jean Claude St. Juste**, Assistant Registrar  
**Zollie Taylor**, Director of Food Service  
**Sheri Tesar**, Administrative Assistant to Education and Academic Affairs  
**Jeff Thorne**, Director of Community Relations  
**Sheila Tran**, Director of Marketing and Webmaster  
**Melody Trowell**, Online Instructional Designer  
**Charles Williams**, Men's Basketball Coach



## **CALENDAR**

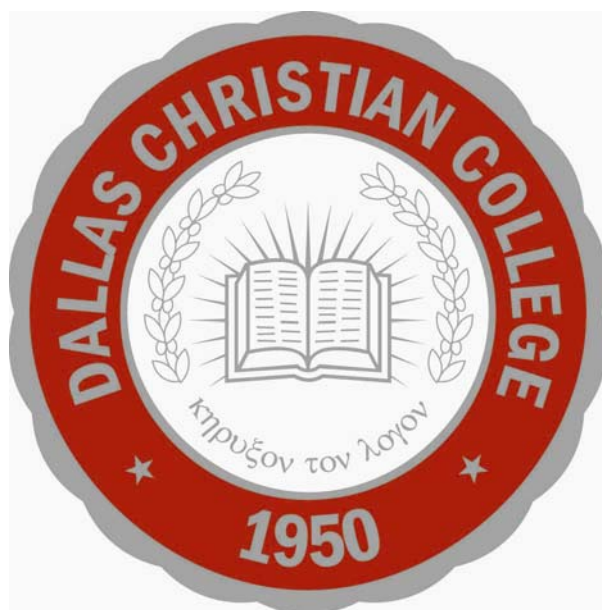
**DALLAS CHRISTIAN COLLEGE  
FALL 2010 – SPRING 2011 ACADEMIC CALENDAR**

August	4	Student payments for fall semester due
	21	Residence halls open to new students
	21-24	New Student Orientation
	23	Residence halls open to returning students
	25	First day of fall semester
	26	Convocation, 11:00 am, Barr Chapel
	30	Last day for late enrollment
	30	Last day for schedule changes
September	30	Last day to withdraw with 90% refund
	6	Labor Day – No classes, college closed
October	10	Follows Monday class schedule
	11-14	Mid-term exams
	15	Fall break – No traditional classes, offices open
	19	Campus Service Day – Service in lieu of traditional classes
November	25-31	Enrollment for spring 2011 continuing students
	1	Last day to withdraw passing
	1-5	Enrollment for spring 2011 continuing students (continues)
	5	Application deadline for May 2011 graduation
December	22-26	Thanksgiving holiday
	1	Last day to apply for incomplete
	6-10	No final exams or assignments due (Dead week)
	9	Last day of instruction
	10	Reading day – No classes
	13-16	Final exams (Grades due 48 hours after final exam)
	16	Student payments for spring semester due
January	17	Residence halls officially close
	20-31	Christmas Holiday
	8	Residence halls open to new students
	8	Residence halls open to returning students
	8-10	New Student Orientation
	10	First day of spring semester
	17	Martin Luther King, Jr. Day – College closed, no classes
February	18	Last day for late enrollment
	18	Last day for schedule changes
	18	Last day to withdraw with 90% refund
	4	Follows Monday class schedule
March	28	Mid-term exams
	1	Last day for continuing students fall 2011 scholarship applications
	1-4	Mid-term exams (continues)
	7-11	Kingdom Week/Spring break – No Classes
	24	Campus Service Day – Service in lieu of Traditional Classes
	28	Last day to withdraw passing
	28	Last day for off campus housing request for fall semester
28-31	Enrollment for fall 2011 continuing students	



April	1	Priority deadline for new student fall 2011 financial aid applications
	1	Last day for new student fall 2011 scholarship applications
	1-8	Enrollment for fall 2011 continuing students (continues)
	6	Skip Day – no traditional (daytime) classes
	20	Last day to apply for incomplete
	22	Good Friday – College closed, no classes
	25-28	No final exams or assignments due (Dead week)
	28	Honors Assembly, 11:00 am, Barr Chapel
	28	Last day of instruction
	29	Priority deadline for continuing student fall 2011 financial aid applications
	29	Reading day – No classes
May	2-5	Final exams (Grades due 48 hours after final exam)
	5	Grades due for graduates, 10:00 am
	6	Baccalaureate, 11:00 am, Barr Chapel
	6	Commencement, 7:00 pm
	9	Residence halls close to students not taking Maymester
	9-20	Maymester
	21	Residence halls officially close
	30	Memorial Day – College closed
June	TBA	ACCESS
	6-24	Summer I Session
	12-26	SALTeens
July	4	Independence Day – College closed
	TBA	ACCESS (continues)
	11-29	Summer II Session

(Dates are subject to change by official action of Dallas Christian College.)



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