

Dallas Christian College

2700 Christian Parkway
Dallas, Texas 75234-7299

972-241-3371
972-241-8021
www.dallas.edu
dcc@dallas.edu

Main Office
Fax Line
Home Page
E-mail

2013-2014 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.

The academic programs described in this catalog combine excellent professors, a strong biblical studies 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. There are only a few colleges in the world who can match this blend of experiences inside and outside of the classroom.

I look forward to meeting you as you join this great community.

May God bless your days at Dallas Christian College.

In His Service,

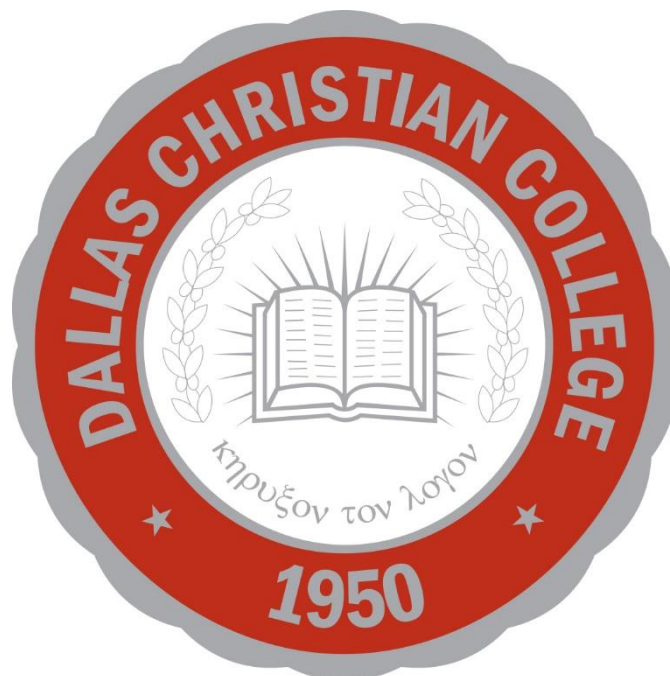
A handwritten signature in black ink, which appears to read "Dustin D. Rubeck". The signature is stylized and written in a cursive-like font.

Dustin D. Rubeck
President

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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 education courses from a Christian worldview. The College provides instruction in three different formats: (1) Traditional day and evening classes; (2) The Quest accelerated format in the evening, which began in 1995; and (3) Online, which provides distance students the opportunity to earn a degree with majors in Business or Practical Ministries via the Internet.

In 2003, the State of Texas authorized DCC to offer alternative teacher certification. Alternative Certification Curriculum to Ensure Student Success (ACCESS) 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 plan 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 trustees, 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.

Dallas Christian College—Since its founding in 1950, training for Christian ministry and service to the church have been core to the College mission. This commitment continues through educational and mentoring programs for a broader group of students and an expanded commitment to public service.

Educates· The College offers a course of post-secondary instruction leading to the Baccalaureate degree. The curriculum is built upon a broad foundation of Liberal Arts and Biblical studies, culminating in a major field of study. This program is designed to provide an education from a Christian perspective, preparing students for entry into professional fields and graduate studies.

Mentors· The College fosters a culture of mentoring that begins in the classroom and permeates all student activities. This covers a broad spectrum, from academic tutoring and life coaching to spiritual formation and professional development.

Students· The College provides access to educational opportunities and resources that meet the needs of a diverse student population. Programs are offered through multiple delivery platforms to degree- and non-degree-seeking students.

People of influence· People of influence are those whose example and work make a positive impact on the world around them through direct and indirect means.

Under God's influence . This combination of Christian education and mentoring develops students whose lives are guided by the life and teachings of Jesus, the Son of God.

Life of influence· The successful execution of this mission results in alumni who are impacting their spheres of influence through their professions and voluntary service. While leadership is a prime indicator of influence, these people will be known for service with a unique blend of wisdom, character, talents, and skills.

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 LEARNING OUTCOMES

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

General Education Learning Outcomes

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
3. Understand themselves in various social contexts as they integrate into their Christian worldview the basic knowledge of these General Education 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 Learning Outcomes

Students will:

1. Integrate the advanced academic knowledge gained in their upper-level courses from their required biblical, theological, and elected coursework in the humanities and social sciences into their Christian worldview
2. Apply oral and written communications skills to effective presentation of advanced materials related to their chosen focus of study
3. Demonstrate critical thinking especially in the ability to integrate and critique knowledge across disciplinary boundaries

Biblical Studies Learning Outcomes

Students will:

1. Demonstrate knowledge of the general content of the Bible
2. Demonstrate understanding of core theological concepts
3. Demonstrate competent exegesis of selected biblical passages
4. Demonstrate the ability to exegete New Testament Greek, using appropriate scholarly aids.

Practical Ministries Learning Outcomes

Students will:

1. Demonstrate understanding of ministries methodologies
2. Communicate effectively in various ministry contexts

3. Apply theology through varied practicums

Worship Arts Learning Outcomes

Students will:

1. Demonstrate proficiency in their 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 Learning Outcomes (Associates of Applied Science)

Students will:

1. Know the core content of Management
2. Demonstrate the ability to communicate effectively in a business context, using business technology
3. Be able to write a report that indicates a complete understanding of the special topic, reflects the impact on the responsibilities of the Human Resources department, and indicating the importance of Christian ethics with its impact of the topic

Business Learning Outcomes (Bachelor of Arts or Bachelor of Science)

Students will:

1. Know the core content in each of the following functional areas of Accounting, Marketing, and Management
2. Demonstrate the ability to communicate effectively in a business context, using business technology
3. Be able to analyze organizational viability and potential actions, while expressing an understanding of the importance Christian principles play in the environment of the organization

Education Learning Outcomes

Students will:

1. Exhibit Christian ethics and professional standards in educational settings
2. Use appropriate procedures to produce and maintain a respectful and effective classroom environment
3. Match content level and various teaching methodologies to the developmental age of the learners
4. Find and appropriately use the TEKS in understanding curriculum development
5. Evidence knowledge of both public and private educational philosophy and systems

ACCESS Learning Outcomes

1. Eighty percent of those students who begin the program will receive the recommended grade of A by the supervising teacher and supervising administrator in their student teaching or teaching internship
2. Ninety percent of those who begin the program will successfully complete the program by passing the Texas Education Agency (TEA) Pedagogy and Professional Responsibilities (PPR) exam and receive state certification

Psychology Learning Outcomes

Students will:

1. Know the history and fundamental concepts and theories of psychology
2. Demonstrate interpersonal and helping skills grounded in a Christian perspective
3. Be able to evaluate psychology theories and methodology critically from a Christian worldview
4. Be adequately prepared for graduate and professional training

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:

American Association of Collegiate Registrars and Admissions Officers (AACRAO)
Association of Christian College Athletics (ACCA)
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 Personnel 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:

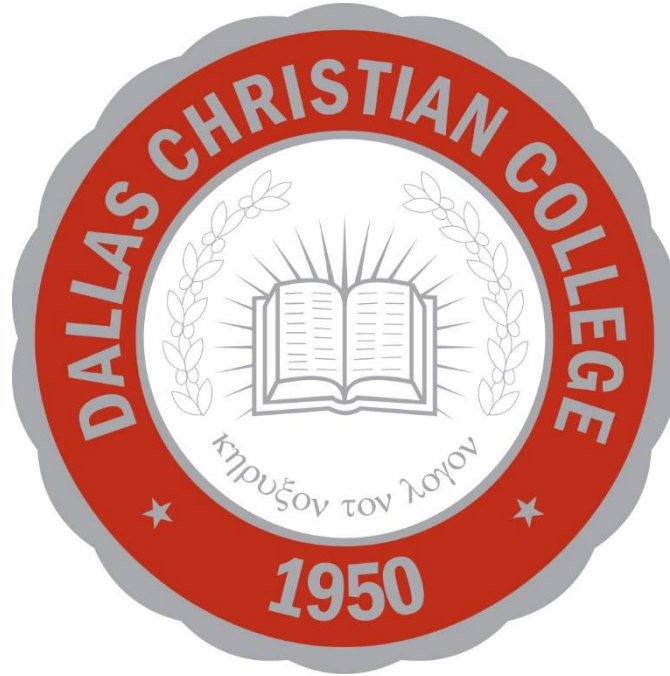
Student's name, local address, home address, telephone listing, e-mail address, date and place of birth, major field of study, photograph, military service status, religious preference, participation in officially recognized activities and sports, dates of college attendance, degrees and awards received,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

GRADUATION AND PLACEMENT RATES

Dallas Christian College has had 1,336 graduates during its 63-year history. During that time, over 5,000 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 2006 at DCC is 25%. The graduation rate of transfer students from the same entering class was 33%.

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 59% 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 19% 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

Dallas Christian College (DCC) seeks students who are committed to academic excellence and serving God and advancing his Kingdom. The mission of the College is to educate and mentor students to be people of influence, for a life of influence, under God's influence. Whether in or out of the classroom, faculty and staff disciple and mentor each student to be effective preachers and doers of God's word preparing them for service locally and around the globe. As a Christian college, DCC offers quality Christ-centered education. Therefore, the Office of Admissions' objective is to communicate to prospective students the College's academic, ethical, and spiritual standards.

Prospective students who wish to apply are encouraged to do so online at www.dallas.edu. Contact the Office of Admissions at admissions@dallas.edu for more information about the application process or to schedule a time to meet with a faculty representative from the major of interest. Prospective students are encouraged to visit the campus on Tuesdays and Thursdays during chapel and will be provided lunch following the chapel service.

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
- 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)
- Interview with an admissions counselor

Traditional Program—Freshman Admissions Criteria

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 school 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

- SAT or ACT . Minimum SAT Combined Critical Reading and Math Scores of 900 or minimum ACT Composite Score of 19
- 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
- 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
- DD 214 and Military transcript (if applicable)
- Interview with an admissions counselor

Traditional Program—Transfer Admissions Criteria

Admissions criteria 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 who prefer a non-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
- DD 214 and Military transcript (if applicable)
- One letter of recommendation
Recommendation must come from a church pastor or leader

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.
- 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
- Reference indicating the student has the academic ability, character, motivation, and maturity to succeed at DCC

ACCESS Program—Application Requirements

Dallas Christian College is currently not accepting applications for the ACCESS program.

APPEAL FOR ADMISSION

Applicants who do not meet the admissions criteria are encouraged to continue with the application process. At the applicant's request, application credentials that do not meet the criteria for admission will be submitted to the DCC Community Admissions Committee. 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. Additional information may be requested of applicants who are a candidate for probationary admission (such as recommendation letters, appeal letter, etc.).

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 required 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 them.
- 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.

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

International students should begin the application process **no later than 90 days prior to the beginning of the semester**. International students who have questions regarding the application process should contact the Associate Director of Admissions via telephone (972) 241-3371 xtn 102 or e-mail admissions@dallas.edu. The following documents will be needed in order to complete an international student application packet:

- **International Application Form (including Application Essay)**
- **Application Fee of \$25.00 (U.S. currency)**
- **Official Education/School Records**, including:
 - A. **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.**
 - B. **ACT or SAT score** (if fewer than 12 hours of college-level credit is being transferred). (To register for the ACT examination, please visit www.act.org. For SAT information, please visit <http://sat.collegeboard.org/home>.)
 - C. **Scores from the Test of English as a Foreign Language (TOEFL)**
Minimum internet-based score of 80 (minimum of 17 for each section)
Minimum computer-based score of 213
Minimum paper-based score of 550
Please be advised that scores more than 2 years old will **not** be accepted. For TOEFL information, please visit <http://www.ets.org/toefl>.
- **Recommendation Letters**, including:
 - A. One recommendation letter from a church, Christian agency, or missionary*
 - B. One recommendation letter from a teacher or employer*** All Recommendation Forms or letters must be in English.*
- **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)
- **DCC Residence Hall Application with the \$150 Housing Deposit** (which is non-refundable after July 1 for the fall semester or December 1 for the spring semester)
- **DCC Scholarship Application**

An I-20 form will be completed and issued to the student for his/her admission into the U.S. only after 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, then 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.

FINANCIAL AID

Dallas Christian College recognizes that many who wish to attend college do not have the financial resources available to pay the cost of higher education. DCC operates an Office of Financial Aid to assist students seeking a degree or certificate by making their educational goals possible financially. The primary purpose of financial aid is to assist students who, without such aid, would be unable to attend college. The financial aid office administers various types of financial aid programs including grants, loans, scholarships, and part-time employment.

No person shall be excluded from participation in, denied the benefits of, subject to discrimination under any program administered by DCC on any basis prohibited by applicable law, including but not limited to, race, color age, national origin, religion, sex, disability, or sexual orientation.

Most financial aid is awarded on the basis of need. In addition, most financial aid programs require annual applications. The Office of Financial Aid will make every effort to assist students in meeting his/her need utilizing all available resources. Each student has certain rights and responsibilities in the financial aid application process. Therefore, it is important to read all information carefully to ensure compliance with regulations governing receipt and maintenance of financial aid funds. Failure to comply with the regulations may result in loss of funding and/or eligibility.

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
financialaid@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). Pell grants are awarded to undergraduates students who have not earned a bachelor's or professional degree. For many students, Pell Grants provide a foundation of financial aid to which other aid may be added. Eligibility requirements include enrollment for at least one credit hour during an eligible enrollment period.

Lifetime Pell Eligibility. As part of the Consolidation Appropriations Act of 2012 that was assigned by President Obama, the new limits sets the maximum number of semesters a student can receive Pell Grant over their lifetime. Students only have up to 12 semesters or equivalent to 600% of Pell Grant eligibility. Once the maximum has been reached, students can no longer receive a Pell Grant from any institution.

The new provision applies to all students and takes into consideration all the Pell Grant funds previously received. Because of this, some of the students who would have been eligible for Pell Grant funds may no longer qualify for those funds. Some students who are close to their eligibility limit may be eligible for less Pell Grant funding than they would have been previously.

The Pell Grant Lifetime Eligibility Used (LEU) is calculated by adding together each of the annual percentages of a student's scheduled award that was actually disbursed to the student. For example, a student whose 2010-2011 Federal Pell Grant scheduled award was \$5,550, but who received \$2,775 because she/he was only enrolled for one semester, will have used 50% of that award year's scheduled award. If that same student enrolled three-quarter time for the 2011-2012 Award Year and received 75% of his/her scheduled award, her total LEU would be 125% (50% + 75%), provided no other Pell Grant funds were received outside of those two award periods. Visit www.nslsds.ed.gov for more information.

Federal Supplemental Education Opportunity Grant (SEOG). The Federal SEOG program is for undergraduates with exceptional financial need. These are the students with the lowest Expected Family Contributions (EFC). Federal regulations give priority to students who are receiving federal Pell Grant. Eligibility requirements include enrollment for at least 3 credit hours.

Federal Work-Study (FWS). The FWS Program provides part-time employment to students attending institutions of higher education who need the earnings to help meet the costs of postsecondary education and encourages students receiving FWS assistance to participate in community service activities.

FWS Award Amount. A Federal Work-Study award is determined by a student's financial need (must have a minimum of \$2000 unmet need), based on his or her financial aid budget, and FAFSA information. Financial Need is defined as the difference between the total cost of education and the amount of money the student and family can contribute toward these costs, known as the Expected Family Contribution (EFC) and other current financial aid awards.

FWS Job Placement. Federal Work-study jobs may be on or off campus. Most of Dallas Christian College FWS jobs are on campus. Off campus FWS jobs with federal, state or local public agencies, or non-profit organizations must be in the public interest. Off-campus FWS jobs with private, for-profit organizations must be academically relevant to the maximum extent possible.

FWS Timesheets. Student workers and supervisors must keep track of actual hours worked on a daily basis. This is to ensure that when timesheets are completed it will reflect the true data. Timesheets are completed online and must be filled out completely and approved by the supervisor before they can be processed.

Falsification of timesheets will result in immediate student termination without grounds for appeal.

FWS Pay Rate/Hours. For the 2013-2014 school year, the pay rate is a minimum of \$7.25 per hour up to a maximum of 19 hours per week.

Students may earn up to their awarded amount or up to the departmental allocated amount. Since total earnings are based upon a school-wide Federal allocation, students should be aware the amount they are allowed to earn could be less than the amount awarded to them. They will need to work with their employing department to determine the maximum amount they will be able to earn for the award year.

FWS Termination. Student employees must complete a termination form located in the Financial Aid Office if they voluntarily decide to withdraw from the program. If student employees do not perform their duties satisfactorily and are terminated, supervisors are required to notify the Financial Aid Office in writing. If an employee is terminated from their position, they are responsible for writing an appeal letter to the Financial Aid Office before applying for another position in the same semester. The Director of Financial Aid will evaluate the appeal and contact them in writing regarding probation or suspension of any future Federal Work Study awards. This process must be completed before moving into any new position.

FWS Criminal Background Check. Under the authority of the Texas Education Code and the Fair Credit Reporting Act, DCC shall require a criminal history check on its employees, applicants for employment, authorized volunteers, and employees of independent contractors that do business with DCC if the employment or relationship will require the individual to be classified as having regular contact with minor children, handling currency, access to debit/credit card information, or if the employees position allows access to security sensitive information.

DCC will not employ a person or contact with an independent contractor who has been convicted of any felony or misdemeanor involving any type of sexual offense of a minor, theft, burglary, or robbery as defined in the Texas Penal Code, as amended, unless the misdemeanor is minor in nature and the individual has a background that is otherwise clear of criminal convictions. A conviction includes adjudication.

FWS Eligibility Requirements.

- " Student must have a completed Financial Aid file.
- " Student must meet the Satisfactory Academic Progress as set by DCC
- " Student must be enrolled and certified in at least 6 hours (half time) for fall and spring
- " Student must be a U.S. citizen or eligible U.S. non-citizen
- " Student must not have any prior institutional balance or blocks

Federal Direct Loans (subsidized or unsubsidized). Federal Stafford loans to students are either subsidized or unsubsidized. A subsidized loan is awarded on the basis of financial need. The borrower is not charged any interest before beginning repayment or during authorized periods of deferment. The federal government subsidizes the interest during these periods.

An unsubsidized loan is not awarded on the basis of need. The borrower is charged interest from the time the loan is disbursed until it is paid in full. If the borrower allows interest to accumulate, it will be capitalized, that is, the interest will be added to the principal amount of the loan and additional interest will be based upon the higher amount. The borrower can receive a subsidized loan and an unsubsidized loan for the same enrollment period. A student must be enrolled in at least six credit hours to be eligible to borrow from the Stafford Loan Program.

Loan Entrance/Exit Counseling. Federal regulations require that every first-time borrower successfully complete loan entrance counseling before he or she can receive the first loan disbursement of a federal direct loan. As part of an overall plan to help students avoid delinquency and default, DCC requires loan entrance counseling for all federal loan student borrowers each year in which the student applies for a loan.

- **Loan Entrance Counseling Procedures**
 - Students complete entrance counseling each academic year, as part of the financial aid interview on the Virtual Financial Aid (VFAO) website at www.dallas.vfao.com.
 - Loans will not be awarded or released to students until after they have completed the interview. This information is verified through the www.studentloans.gov website as well.
 - Once verified as completed, the student's VFAO file is updated and loan certification continues.

- **Exit Counseling Procedures**
 - Borrowers are contacted through email to complete loan exit counseling session during the last semester before transferring or graduating. Students complete the loan exit counseling online at the U.S. Department of Education's National Student Loan Data System (NSLDS) website at www.studentloans.gov.
 - The Registrar submits a list of students that are not returning to DCC or have graduated to the Director of Financial Aid.
 - A hold is placed on each student's file through the academic software system until loan exit counseling has been completed. The Director of Financial Aid will determine when a student has completed the exit counseling to remove the hold.
 - A copy of the email notification is placed in the student file for documentation that contact has been made alerting student of the required exit counseling.
 - Federal regulations require the college to ensure that each borrower has been provided information about repayment benefits and obligations. Therefore, the college may withhold grades, transcripts, diplomas, and other academic records until the exit counseling has been completed and proof of the complete counseling session has been submitted to the college.

Students planning to become teachers may be interested in the Stafford Loan cancellation benefits for teachers. Borrowers may be able to cancel a portion of their Stafford Loans if they are teaching in a low-income school. To qualify, the borrower must work as a full-time teacher for five consecutive years in an elementary or secondary school that has been designated as a low-income school. The U.S. Department of Education each year designates low income elementary and secondary schools, and a list of these schools, by year, is posted on the department's website. A full list of qualifying conditions and other information concerning repayment of loans may be found at the federal Student Aid website at <http://www.studentaid.ed.gov>.

Loan Interest Rates by Disbursement Dates			
Loan Type	First Disbursed between July 1, 2012 and June 30, 2013 (Direct Loans Only)	First disbursed between July 1, 2006 and June 30, 2012	First Disbursed between July 1, 1998 and June 30, 2006
Direct and FFEL Subsidized Loans (Undergraduate Students)	Fixed at 3.4%	7/1/2006-6/30/2008: Fixed at 6.8% 7/1/2008-6/30/2009: Fixed at 6.0% 7/1/2009-6/30/2010: Fixed at 5.6% 7/1/2010-6/30/2011: Fixed at 4.5% 7/1/2011-6/30/2012: Fixed at 3.4%	The interest rate is variable (adjusted annually on July 1 st) and will not exceed 8.25%. Between 7/1/2011 and 6/30/2012, loans in repayment or forbearance have an interest rate of 2.36%, and loans in an in-school, grace, or deferment period have a lower rate of 1.76%.
Direct and FFEL Subsidized Loans (Graduate Students) (as of July 1, 2012, subsidized loans are no longer available to graduate and professional degree students.) Direct and FFEL Unsubsidized Loans	Fixed at 6.8%	Fixed at 6.8%	
Direct PLUS loans (Parent, Graduate and Professional Students)	Fixed at 7.9%	Fixed at 7.9%	The interest rate is variable (adjusted annually on July 1 st) and will not exceed 9.0%. Between 7/1/2011 and 6/30/2012, the interest rate is 3.16%.

SCHOLARSHIPS

FRESHMAN SCHOLARSHIP APPLICATION PROCESS

GENERAL REQUIREMENTS

The Dallas Christian College Scholarship Committee considers academics, character, and spiritual development when making a determination on awarding scholarships.

A completed scholarship application consists of the DCC Scholarship Application along with the Free Application for Federal Student Aid (FAFSA). To receive priority status, the applicant must be accepted for admission to Dallas Christian College and have all necessary materials to the Financial Aid Office by **April 1**.

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. Grants and participation awards may be added to academic scholarships as long as they do not exceed tuition costs for each semester.

Any student not enrolled in consecutive semesters must submit a new scholarship application. Students with scholarships and enrolled in consecutive semesters must reapply yearly using a returning student scholarship application.

All scholarship recipients will:

- Maintain full-time status (12 hours or more per semester)
- Maintain the minimum required GPA as specified by the scholarship awarded
- Fulfill all Christian Service participation requirements
- Receive only one academic scholarship

Note: Priority is given to applicants who will be living on campus. Students who move off campus will lose their current scholarship and will have to submit a new scholarship application. Institutional scholarships cannot be applied toward any repeat courses regardless of course grade or status.

ACADEMIC SCHOLARSHIPS

President's Scholarship. The President's Scholarship is a \$12,000 to \$16,000 scholarship awarded over eight consecutive semesters. Awards range from \$3,000 to \$4,000 per year for up to four 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 1240 combined math and reading only)
- 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 consecutive semesters. Awards range from \$2,000 to \$3,000 per year for up to four 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 1100 combined math and reading only)
- 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 consecutive 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)
- Personal references from the admissions application
- Essay from Dallas Christian College Financial Aid/Scholarship Application

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.

TRANSFER SCHOLARSHIP APPLICATION PROCESS

GENERAL REQUIREMENTS

The Dallas Christian College Scholarship Committee considers academics, character, and spiritual development when making a determination on awarding scholarships.

To be eligible for the Transfer Scholarship, applicants must have a minimum of 24 transferable college credits and have been out of High School for a minimum period of two semesters (one academic year). Transfer students with less than 24 transferable college credits may apply for Freshman Scholarships. A completed scholarship application consists of the DCC Scholarship Application along with the Free Application for Federal Student Aid (FAFSA). To receive priority status, the applicant must be accepted for admission to Dallas Christian College and have all necessary materials to the Financial Aid Office by **April 1**.

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. Grants, additional scholarships, and participation awards may not exceed tuition costs for each semester.

Any student not enrolled in consecutive semesters must submit a new scholarship application. Students with scholarships and enrolled in consecutive semesters must reapply yearly using a returning student scholarship application.

All scholarship recipients will:

- Maintain full-time status (12 hours or more per semester)
- Maintain the minimum required GPA as specified by the scholarship awarded
- Fulfill all Christian Service participation requirements
- Receive only one academic scholarship

Note: Priority is given to applicants who will be living on campus. Students who move off campus will lose their current scholarship and will have to submit a new scholarship application. Institutional scholarships cannot be applied toward any repeat courses regardless of course grade or status.

TRANSFER ACADEMIC SCHOLARSHIPS

Transfer Scholarship applicants must have a minimum of 24 transferable college credits and have been out of High School for a minimum period of two semesters (one

academic year). Transfer students are eligible for Transfer Academic Scholarships only. Students who transfer to Dallas Christian College may be eligible for one of the following three scholarships.

Transfer Honors Scholarship. The Transfer Honors Scholarship is a \$2,500 to \$3,000 per year scholarship awarded each consecutive semester up to the anticipated graduation date as determined upon acceptance to the College and are based on the following:

- Cumulative grade-point average (minimum of 3.5 on a 4.0 scale)
- Personal references from the admissions application
- Essay from Dallas Christian College Financial Aid/Scholarship Application

Recipients must maintain a 2.5 cumulative GPA and remain in good social standing with the College. A limited number of Transfer Honors Scholarships are available each year.

Transfer Merit Scholarship. The Transfer Merit Scholarship is a \$1,500 to \$2,000 per year scholarship awarded each consecutive semester up to the anticipated graduation date as determined upon acceptance to the College and are based on the following:

- Grade point average (minimum of 3.0 on a 4.0 scale)
- Personal references from the admissions application
- Essay from Dallas Christian College Financial Aid/Scholarship Application

Recipients must maintain a 2.5 cumulative GPA and remain in good social standing with the College. A limited number of Transfer Merit Scholarships are available each year.

Transfer Scholarship. The Transfer Scholarship is a \$500 to \$1,000 per year scholarship awarded each consecutive semester up to the anticipated graduation date as determined upon acceptance to the College and are based on the following:

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

Recipients must maintain a 2.5 cumulative GPA and remain in good social standing with the College. A limited number of Transfer 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 \$500 a year for four years. Certificates must be presented to the Financial Aid Office for verification. Maximum award is \$500 per academic year per award.

Minister/Missionary Dependent. Students who are dependent children of a vocational minister or missionary will receive \$1,000 a year for four years. Applicants are required to provide proof of minister or missionary employment on church or agency stationary signed by an elder or administrator of the church or agency to the Financial Aid Office for verification each year.

SALTeens. Students will receive \$1,000 a year for each year they have attended SALTeens. Certificates must be presented to the Financial Aid Office for verification. Maximum award is \$1,000 per academic year per award.

HONOR SCHOLARSHIPS*

Area Women's Retreat Scholarship. 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.

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.

Marilyn Foggin Scholarship. In memory of 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.

Kory Ford Memorial Scholarship. 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 or Esther." Student must be in good standing and have a GPA of 2.5 or better.

William O. Gaslin Scholarship. 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.

Henry Halff Scholarship. 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.

Dennis James Morgan Scholarship. 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.

Daniel L. Pinney Scholarship. 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.

Myron and Eleanor Reichardt Memorial Scholarship. For a rising sophomore who has completed a minimum of one full semester at Dallas Christian College. The student must possess and maintain a 2.5 cumulative GPA and be in good social and academic standing.

Edward Schorstein Scholarship. 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.

Bob and Carol Smith Memorial Scholarship. 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.

Roy Wheeler Scholarship. For a student who is majoring in pastoral ministry. Must have Christian character consisted with the Dallas Christian College education purpose. Student must have a cumulative GPA of 3.0 or higher and be in good social standing. Priority is given to Texas residents.

* 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 in an eligible degree program, and be making academic progress in that program. All financial aid applications for institutional assistance and for federal grants, loans, or work study must be completed in a timely manner.

STUDENT CREDIT BALANCES (STIPEND) RELEASE PROCEDURE

- Any aid remaining that produces a credit balance due to the student is processed for release within 14 calendar days by the institution business office.
- Student is contacted via email by the business office, of the option to pick up the check from the campus or request it to be mailed to their address on file with the Academic Office.
- Student may elect to have the credit balance held on their student account until the end of the financial aid award year, only if DCC obtains authorization to hold or apply to other charges outside of the normal cost of tuition and fees, room and board, and/or other authorized charges for a program with the school. Student can obtain this authorization form via email, in the business office, or on the institution website.
- In the event the credit balance is due from the awarding of a Parent Plus Loan (PLUS), DCC will review the PLUS loan application to determine the origin to whom the credit balance can be released. If the application designates the release of excess funds to the student, the student will be issued the check within the 14 calendar day limitation or complete the authorization to hold request. If the application designates the parent, the parent will be issued the check within the 14 calendar day limitation or complete the authorization to hold request.
- Checks that are returned as undelivered will be credited back to the student's account by the business office. (Assuming the institution is unable to locate the student for a valid address.) Failure to obtain a valid address will result in the funds being returned to the Title IV program in which the aid was funded by the Business Office.

STUDENT RIGHT TO CANCEL FINANCIAL AID

The student has the right to cancel any Title IV aid awarded within 14 days of receipt. Once this time has elapsed, in the event that a credit disbursement is due to the student, the institution will not hold on their account unless a request to hold excess credit has been submitted.

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

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

DCC returns unearned funds received from Federal student assistance program accounts or lenders in accordance with the Federal Title IV student assistance regulations, as amended, under 34 CFR, section 688.22(d) of the Reauthorization of the Higher Education Act of 1965, with rules of the Texas Higher Education Coordinating Board (THECB), and with DCC 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 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 all eligible aid was not already disbursed to the student before the student withdrew, the earned portion of aid will be paid to the student as a post-withdrawal disbursement.
4. 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.

Funds are returned in the following order:

1. Direct Unsubsidized Loan
2. Direct Subsidized Loan
3. Direct Plus Loan
4. Federal Pell Grant
5. FSEOG

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

The Higher Education Act of 1965, as amended by Congress, mandates that institutions of higher education monitor the academic progress of students who receive Federal Financial Aid. Dallas Christian College has established the following minimum standards and practices for Federal Financial Aid Satisfactory Academic Progress (SAP) for students to be eligible for and continue to receive federal financial aid. Please note that some state and institutional aid programs may have higher academic requirements, and eligibility for those financial aid programs is subject to the requirements of each program. DCC is updating its SAP policy as of April 1, 2012, in order to comply with new federal regulations regarding SAP that went into effect on July 1, 2011. DCC will use this new SAP policy beginning with the Summer I semester, and SAP will be reviewed at the end of each payment period (fall, spring, and summer semesters) going forward, after grades for that semester have been posted. The new policy may be accessed online at www.dallas.edu.

To be in compliance with federal, state, or institutional student aid programs, we must apply qualitative and quantitative measurements to academic work.

The qualitative and quantitative standards for SAP are defined as:

1. Qualitative Standard . Cumulative Grade Point Average (Cum GPA)
Undergraduate students must maintain a minimum Cumulative Grade Point Average (Cum GPA) of 2.0 for all course work completed.
2. Quantitative Standard . Pace of Progression
Pace of progression is determined by dividing the cumulative number of credit hours successfully completed by the cumulative number of credit hours attempted, including transfer hours that have been accepted. Undergraduate students must maintain a pace of progression of 66.67% for all course work attempted, including transfer credits.
3. Program Completion Time Frame:
Students may receive financial aid, if they otherwise qualify, if they have not yet attempted 150% of the hours required for their degree program. Attempted hours include all transferred credits and all DCC courses passed, failed, repeated, or withdrawn.

If a student meets ALL of the above standards, the student will receive a SAP status of SATISFACTORY and will be able to continue receiving federal and institutional aid at DCC. If a student fails to meet one or more of the above standards, the student will be placed on one of two Financial Aid SAP statuses, as described below:

- **Warning Status:** If the student was previously under a Satisfactory SAP status, the student's status will be moved to a Warning Status for one semester, meaning that the student is being warned that he/she is not meeting SAP eligibility and has one semester to correct his/her eligibility before being placed on financial aid suspension. During this semester, the student will continue to be able to receive financial aid. A Warning Status cannot be appealed since students are still eligible to receive financial assistance.
- **Probation Status:** If a student is placed on financial aid suspension, he/she has the option of appealing this suspension through the SAP appeal process. If the appeal is granted, the student will be placed on financial aid probation for the next semester, and he/she must bring his/her SAP eligibility to Satisfactory during that semester or be placed on financial aid suspension. While on Probation Status, the student may continue to receive federal, state, and institutional aid if he/she is otherwise eligible.
- **Suspension Status:** If the student was previously under a Warning Status or Probation Status and fails to meet SAP eligibility requirements during the next semester, the student's status will be moved to a Suspension Status and he/she will not be able to receive federal, state, or institutional financial aid during the next semester he/she attends. Students who are placed on financial aid suspension may appeal this decision by completing the Satisfactory Academic Progress Appeal Process (see below).

Please note: Financial Aid Satisfactory Academic Progress eligibility is different from Academic Probation or Academic Suspension. Students who are on financial aid suspension may be allowed to register for and attend classes in future semesters at their own expense if they are not also on Academic Suspension.

REGAINING FINANCIAL AID SAP ELIGIBILITY

- Students who are placed on financial aid suspension for not maintaining the required SAP eligibility standards for cumulative GPA must complete courses at DCC at their own expense to regain their eligibility for financial aid. Students who are placed on financial aid suspension for not maintaining the required SAP eligibility standards for pace of progression must complete, at their own expense, courses at DCC, or courses that transfer from an accredited institution.
- Students who are placed on financial aid suspension because they have not met the program completion time frame requirements and have reached the maximum number of hours or time frame allowed to complete their degree program may not regain eligibility to receive financial aid. In order to complete a degree program and graduate from DCC, the student will have to complete those courses without receiving federal financial assistance. If the student feels that these calculations are incorrect, they may contact the Financial Aid Office and ask for a formal review of eligibility.
- After the student has completed sufficient coursework to remove the Suspension Status, his/her SAP status will be reevaluated at the end of the following semester, and his/her status will be updated based on current SAP standards. If a student wants an evaluation before that time, he/she must submit the Suspension Evaluation or Appeal Request Form to the Office of Financial Aid to formally request a review of his/her status. Forms are available in the Financial Aid Office.

SAP ELIGIBILITY APPEAL PROCESS

A student who has been placed on financial aid suspension for not meeting the required SAP guidelines may appeal his/her suspension if there were unusual or extenuating circumstances that contributed to the student's failure to meet these guidelines. If the appeal is granted, the student will be placed on a SAP Probation Status and will be allowed to receive financial aid for the next semester only (see Probation Status+above). All individuals granted an appeal are normally placed on a one-semester Probation Status or placed on a financial aid academic plan (see below). All appeal decisions are final. Students will be notified in writing as to the decision regarding their financial aid appeal. The appeal request must include a statement from the student regarding what has changed or what they will do differently that will allow them to meet SAP guidelines in the future. If a student makes more than one appeal request, each appeal must be for a different reason.

FINANCIAL AID ACADEMIC PLAN

If a student is placed on suspension, and successfully appeals the decision, but the student's academic situation is such that it would be mathematically impossible for him/her to regain SAP eligibility during the next semester as required by federal SAP guidelines, DCC may, at its sole discretion, place the student on a financial aid academic plan. This plan will be designed to outline steps of progress that, if followed by the student each semester, will lead to SAP eligibility being regained at a specific time in the future. If a student does not meet these progressive steps each semester, he/she will immediately be placed on financial aid suspension.

OTHER FINANCIAL AID SAP GUIDELINES

- Dual Enrollment: A student may not receive federal aid from more than one institution at the same time. A student transferring to DCC from another institution must have their aid canceled at the former institution.
- Repeat Courses: Students may receive federal financial aid for repeat courses in which a course was complete but previous grade of F+ was received. For courses in which a grade of D+ or higher is received, federal financial aid will pay for these courses once only.

If a student registers for a course in which he/she has previously received a grade of D+ or higher, an evaluation of the student's history taking that course will be made and aid will be paid accordingly. Institutional scholarships cannot be applied toward any repeat courses regardless of course grade or status.

- Incomplete grades: Courses in which a grade of "I" is received will affect a student's pace of progression and may lead to the student being placed on financial aid warning or suspension. Once the student has completed the course(s), he/she may request an evaluation to re-assess his/her SAP status using the Suspension Evaluation or Appeal Request Form.

Second Bachelor's Degree: Not all financial aid programs are available to students seeking a second bachelor's degree, including accredited and non-accredited degrees. Students should see their financial aid counselor for more information.

SCHOOL COSTS

School costs for the 2013-2014 school year are:

UNDERGRADUATE TUITION:

Credit Hour	\$434
Audit Hour	\$217

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
Graduation	\$150
Incomplete	\$50
Independent Study Fee	\$299 (per hour)
Late Registration	\$250
Life Science Lab	\$30
Non-Sufficient Funds/Returned Check	\$30
Orientation	\$75
Online Class	\$90 (per class)
Private Instrumental Lesson	\$250
Private Voice Lesson	\$250
Quest Withdrawal	\$100 (per class)
Quest Class	\$90 (per class)
Recital Fee	\$100
Student Services	\$400 (Traditional students enrolled in 9 or more hours)
Student Services	\$250 (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	\$3,600 (per semester)
Single Occupancy & Meal Plan	\$4,005 (per semester)

EDUCATIONAL MATERIALS:

Estimated Textbooks	\$450-\$550 (per semester)
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Effective 7/1/2013-6/30/2014

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, are available on the student portal on the DCC web site. Paper copies will be provided to all students with an outstanding balance on the 15th of each month. 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 one week before the first day of classes.

If students have not paid their charges in full or made satisfactory arrangements with the Business Office one week prior to the first day of classes, the students will be administratively withdrawn from their class schedules and they will be charged the Administrative Withdrawal Fee.

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 Wintermester, Maymester or Summer terms.

Dallas Christian College is pleased to make the services of Tuition Management Systems available to students and their families. The Interest-Free Monthly Payment Option allows for spreading educational expenses over smaller monthly installments for a small enrollment fee. This is a popular option with many families because it reduces the need to borrow and it gives families more control over their savings. Payment Plans are offered on a semester basis.

The payment plan is low cost and no approval is required. The cost for the plan is a one-time \$47 semester enrollment fee. Life insurance covering the student's payment balance is included. Students will receive an electronic or paper bill monthly. Payments may be made by check, money order, or credit card by mail, phone or online.

Automatic monthly payments may be made directly from a checking or statement savings account. Late payments may result in additional fees.

Four or five monthly payments are due on the 15th of each month. For example, if a student enrolls by July 5th, the first payment (including the one-time \$47 enrollment fee) is due immediately. The next payment is due July 15. If a student enrolls between July 16 . August 15, two payments will be due (July and August). The next payment is due September 15.

For more information on specific payment options or to enroll in the Interest-Free Monthly Payment Plan, visit Tuition Management Systems' web site at <https://dallas.afford.com> or call 1-800-356-8329.

Student with past due accounts desiring to set up a monthly payment plan may contact the DCC Business Office at 972-241-3371 ext. 143 or toll free at 1-800-688-1029 for assistance.

STUDENTS RECEIVING TUITION REIMBURSEMENT BENEFITS

Students who are eligible for educational reimbursement from their employer must pay in full at the beginning of the term or apply for a payment plan and provide appropriate documentation to the Business Office from the employer, including 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 or future semesters 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. Payment plans are available to students with past due and delinquent accounts. Please contact the Business Office for more information.

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 the Business 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.

On occasion, legitimate financial circumstances may warrant special consideration. Should this occur, the student is encouraged to contact the Business Office immediately to make appropriate arrangements.

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. If this occurs, the student will be subject to additional interest and collection charges.

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.



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.

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. Three credit-hour courses offered as online or Quest classes are scheduled in an accelerated six-week format. The reduced face-to-face contact time in the online and Quest and other non-traditional format courses is compensated for by increased non-classroom writing and other requirements.

COURSE LOAD

The average course load for a DCC student is 14 hours per semester. A course load of 12 hours or more constitutes a full-time load; fewer than 12 hours constitutes a part-time load. (Nine to 11 hours is considered a 3/4-time load for financial-aid purposes. Six to eight hours is considered a half-time load for financial-aid purposes.) The maximum course load is nineteen credit hours or five classes plus PHED-1112 CPR/First Aid/PE, PHED-1111/1121 Varsity Team Sports, or MUSC-115/131 Choir. Special approval to enroll in additional courses beyond the maximum must be secured through the student's academic advisor and the Vice-President for Academic Affairs. To be considered for special approval, the student must not work more than 12 hours per week and must have at least a 3.3 cumulative grade point average or higher.

Other considerations for planning the course load include the amount of additional time needed for lab-type courses or the student's goal for completing the degree. Certain courses such as choir and physical education require additional class time, labs, or practice time for the credit hours awarded. To complete a bachelor's degree (129 hours) in four years, the student will need to take 16 or 17 hours each semester.

Students enrolled in a Traditional degree program are limited to one online or Quest class in addition to the traditional course schedule at any given time in a semester. At no point can the student exceed the maximum course load limit per semester without written permission from the Vice President for Academic Affairs.

Online and Quest students may not take more than two courses at any given time. At no point can the student exceed the maximum course load limit per semester.

Those who must work to help meet college expenses should plan to reduce their credit-hour load. The following chart shows a recommended maximum credit-hour limitation for working students:

Weekly Work Hours	Recommended Maximum Course Hours
0-12	18-19
13-21	15-17
22-30	12-14
31-39	9-11
40+	8 or less

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 without failure due to non-attendance. For three-day-per-week classes this is six sessions, for two-day-per-week classes this is four sessions, and for one-day-per-week classes this is two sessions. Students in the Quest program cannot miss more than one class session per course without failure due to non-attendance. Students in the online program cannot miss more than one week without failure due to non-attendance. 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. In semester-long classes, this may include alternate assignments that may replace the absences and/or arranging for video or audio capture of the lectures, with the prior approval of the professor. If this is done, the viewing or listening of the recorded class session must be completed in the tutorial service area. At this point, the professor may choose to dismiss the absence or not. This provision does not apply to intensive (six-week) classes (Flex, online, or Quest). (For information regarding an appeal or grievance, please see section 16.7 of the DCC Student Handbook.) A student who never attends will be subject to an Administrative Withdrawal (AW) with applicable fees after the second week. A student with absences over the maximum allowable will be subject to 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 cannot 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 (see below)
- 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 (70 hours of credit must be earned at DCC toward a bachelor's degree to be considered for graduation honors)

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. (See below.)

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)
- DCC institutional challenge exam (see below).

CREDIT-BY-EXAMINATION TRANSFERS

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
BUSINESS			
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
COMPOSITION & LITERATURE			
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
FOREIGN LANGUAGES			
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
SCIENCE & MATHEMATICS			
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

SOCIAL SCIENCE & HISTORY

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
APPLIED TECHNOLOGY			
Technical Writing	3	46	ENGL 2315
BUSINESS			
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
HUMANITIES			
Ethics in America	3	400	E
Intro to World Religions	3	400	PHIL 1304
Principles of Public Speaking	3	47	E
MATHEMATICS			
Fundamentals of College Algebra	3	400	MATH 1310
Principles of Statistics	3	400	MATH 2342
PHYSICAL SCIENCE			
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
SOCIAL SCIENCE			
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
HISTORY & SOCIAL SCIENCES			
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
LANGUAGES			
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
MATHEMATICS			
Calculus AB	3	3	E
Calculus BC	6	3	E
Statistics	3	3	MATH 2342
OTHER			
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
SCIENCE			
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
HISTORY & SOCIAL SCIENCES			
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

LANGUAGES

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 %F+. An %F+ will be recorded on the student's permanent record and reflected on the transcript as %F. Failure due to Academic Dishonesty.

The %F+ 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 %F+ 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 %F+ to %.

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

Letter	Description	Numerical Value	Grade Points
A	Excellent	96-100	4.00
A-		94-95	3.67
B+		92-93	3.33
B	Good	88-91	3.00
B-		85-87	2.67
C+		82-84	2.33
C	Average	78-81	2.00
C-		75-77	1.67
D+		72-74	1.33
D	Passing	68-71	1.00
D-		65-67	0.67
F	Failing	0-64	0.00
P	Pass in a Pass/Fail Option		
I	Incomplete		
W	Approved Withdrawal		
W/P	Approved Withdrawal Passing		
W/F	Withdrawal Failing		
AW	Administrative Withdrawal		
NC	No Credit		
XF	Failure due to Academic Dishonesty		

Grades of I, F, W/F, and XF are computed 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:	30-59.5 semester hours of credit
Junior:	60-89.5 semester hours of credit
Senior:	90 semester hours of credit or more

COURSE CHANGES AND WITHDRAWALS

Schedule changes must be made through the Academic Office. A class-change form must be filled out for any class dropped or added. Courses may be added until the end of the second week of the course. Students may withdraw during the drop/add period without the course appearing on their transcript until the end of the second week of Traditional courses. After the second week, a withdrawal is recorded on the transcript with a W/P (Withdraw/Passing) or a W/F (Withdraw/Failing).

From the third through the twelfth week of classes, all withdrawals must be made with the permission of the professor and the Academic Office.

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 prior to the beginning of the term may withdraw without the course appearing on their transcript. Once the term begins, withdrawals up to the second class meeting are recorded on transcripts with a W and do not affect the grade-point average. Once the second class meeting begins, all withdrawals must be made with the permission of the professor and academic advisor. After the second class meeting, a withdrawal is recorded on the transcript with a W/P or a W/F.

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.

ADMINISTRATIVE COURSE CHANGES

A minimum of five enrollees must be registered for a class in order for the class to be offered. (This does not apply to private music classes or approved independent studies.) If a class does not have the required minimum of five enrollees, the academic office administration will review the nature of the course to determine if there are compelling reasons to allow the course to still be offered as a regular course offering (i.e., a senior-level course required for pending graduation). If there are no compelling reasons to offer the class as a regular course offering for the current term, the course will be cancelled.

If a course is cancelled, the enrollees will be unregistered from the course and will be notified by the Registrar's Office of the schedule change. Should this occur, students will not be charged tuition, any associated course fees, or withdrawal fees. In some cases, students unregistered from a course due to lack of enrollment may need to add another course in order to meet financial aid and/or other scholarship or grant requirements.

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 prior completion of at least 50% of the course assignments.

EXAMINATIONS

Students are expected to take all examinations, including mid-term and final examinations, on their assigned dates. Professors may administer early examinations for the entire class at their discretion. Requests for movement of a final exam will be considered only if a student has three exams scheduled for one day. Requests must be made prior to Final Exam week. Requests to move any exam to accommodate travel will not be granted.

GRADE 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. (The entire process is detailed in the DCC Student Handbook.)

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 pays the audit tuition for the course. Online courses may not be taken for audit.

TRANSCRIPT OF CREDITS

The Registrar's Office will furnish transcripts of credits upon written request from the student. Forms for requesting transcripts are available at 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 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 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 minimum grade of C-. Failure to pass the course with at least a C- will lead to mandatory repeating the course at the next available opportunity. 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 and limited to 12 hours, until the essential items are received. If exceptions are allowed, high-school and college transcripts necessary for the file must be received within two weeks of registration. All other materials must be received by the end of the sixth week. If essential items are not received by this time, the student may be required to withdraw and may not register for additional courses.

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 at the time of readmission. 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 for the bachelor's degree 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. Active duty service members and their spouses, including Reservists and National Guardsmen on active duty, will be exempted from the requirement of 30 of the last 42 hours.
- The candidate for the associate's degree must have taken 15 of the last 26 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. Active duty service members and their spouses, including Reservists and National Guardsmen on active duty, will be exempted from the requirement of 15 of the last 26 hours.

- 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 obligations to the College, including Christian Service, student account, financial aid including exit counseling, library, and any other department of the College, including the academic department. All financial obligations and academic issues from previous terms must be resolved by April 1 before Commencement.
- The candidate must have completed all class work and assignments by the week before commencement.
- The candidate must complete a Graduation Application one semester prior to Graduation 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 (CHRS-1000 Developing Christian Influence) for each semester of six or more hours of enrollment at Dallas Christian College.
- The candidate must complete all departmental assessment exams selected by the Director of Institutional Effectiveness. Currently the departmental exams include the ETS Proficiency Profile, the ABHE Bible Exam, and the DCC Bible and Theology Exam. (Under special circumstances, students may apply for a waiver to the Vice President for Academic Affairs.)

AWARDS AND HONORS

ACADEMIC

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.

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

Biblical Studies Honor Graduate. Graduating students who have a 3.33-4.00 GPA in all of their Bible and theology courses (including transfer coursework). A minimum of 21 hours of biblical studies and theology courses must have been completed at DCC to be eligible.

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.)

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 demonstrates a strong inclination and aptitude toward ministry, whether vocational ministry or ministering through vocation. Recipients of this award are chosen by unanimous approval of the faculty. It is considered the highest student award given at Dallas Christian College.

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.

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.

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

Humanities Award. Presented to the most outstanding student in the Arts and Sciences Department; selected by the Arts and Sciences faculty.

Leadership and Service in Education Award. Presented to a graduating senior from the Education program who has a cumulative GPA of 3.0 or higher; who promotes leadership and service to individuals, the college, and community; and who fosters personal and professional development of peers through example. Candidates for the award must submit a portfolio for consideration; selected by the Vice President for Academic Affairs and the Education Department Chair.

Outstanding Psychology Student Award. Presented to a graduating senior from the Psychology Department who has a cumulative GPA of 3.5 or higher and a GPA in the Psychology major of 3.75 or higher and who plans to pursue graduate school in the field of psychology. Selected by the Psychology 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.

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 Award. Presented to the student demonstrating exemplary Christian service, one demonstrating a servant's heart and attitude, expressing a willingness and desire to serve, and showing growth in ministry skills on a consistent basis; selected by peers of the program.

Dr. Cara Snyder Christian Humanitarian Award. Presented to the student who has mentored and/or assisted other students in their academic and/or spiritual development while at Dallas Christian College. Recipients of this award are selected by the Arts and Science faculty from nominations submitted by the general DCC campus community.

Teaching Testament Award. Presented to a graduating senior from the Education program who has a cumulative GPA of 2.75 or higher and who promotes the concept of being a person of influence through teaching in the private or public school setting. Candidates for the award must submit a portfolio to the Education department for consideration; selected by the Vice President for Academic Affairs and the Education Department Chair.

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.

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 library contains a collection of 35,000 print volumes, 26,000 electronic books, 100 current print periodicals, and 3,000 full-text

electronic journals. In addition, the faculty and students have access to over 60 online databases. Computers are available for student use as well as wireless access for students' laptops. There is also access to a free printer/photocopier in the Library.

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 driver's 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.



ACADEMIC PROGRAMS

INTRODUCTION
GENERAL EDUCATION
ARTS AND SCIENCES DEPARTMENT
BIBLE DEPARTMENT
BUSINESS DEPARTMENT
EDUCATION DEPARTMENT
PSYCHOLOGY 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, business, and psychology.

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 Association for Biblical Higher Education (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 Education curriculum 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.) degree, a Bachelor of Science (B.S.) degree, 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, Practical Ministries, and Worship Arts. Within the Practical Ministries degree are three tracks from which to choose: Intercultural Studies, Ministry Leadership, and the Youth and Family Ministry tracks. Within the Worship Arts degree are two track options: Worship Ministry Leadership or Music Ministry Leadership. The Bible Department also offers minors in Biblical Languages, Church 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 a major in Interdisciplinary Studies. This major serves as a foundational undergraduate degree preparing students for church and para-church ministries and for seminary or graduate professional studies. In addition, it offers minors in English or History.

DCC offers the B.A. or the B.S. degrees through the Business Department with a major in Business. Within the Business major are two track options: Business Administration and Ethics and Nonprofit Management. It also offers an A.A.S. degree in Business as well as a Business Minor.

The College also offers the B.S. degree through the Education Department with a major in Education. Within the major are four different tracks to choose from: Elementary (Early Childhood-6), Middle School (4-8), Secondary (8-12), or Music (Early Childhood-12). Within the Elementary (EC-6), Middle School (4-8), and Secondary (8-12) tracks, students select a Content Area (teaching specialization) in either English or history. The B.S. degree in Education prepares students to attain Association of Christian Schools International (ACSI) certification for teaching in private Christian schools. Furthermore, the Education Department offers the Alternative Certification Curriculum to

Ensure Student Success (ACCESS) program which provides post-baccalaureate students an opportunity to earn Texas public school certification.

DCC offers the B.A. or B.S. degree through the Psychology Department with a major in Psychology. This major serves as a foundational undergraduate degree preparing students for church and para-church ministries and for seminary or graduate professional studies. In addition, it offers a minor in Psychology.

The College offers some degrees through DCC Online or Quest. Quest courses normally meet one night per week for four hours for six weeks. Quest courses require a minimum of 15 hours of outside preparation each week for the average student. Online courses normally are six weeks in length. Online courses lasting six weeks requires a minimum of 19 hours of outside preparation each week for the average student. DCC Online offers a B.S. in Practical Ministries (Ministry Leadership Track) and the B.S. in Business (Business Administration and Ethics Track or Nonprofit Management Track). Quest offers a B.A. or B.S. in Practical Ministries (Ministry Leadership Track), the B.A. or B.S. in Business (Business Administration and Ethics Track or Nonprofit Management Track), and the A.A.S. Business. In some courses, a hybrid of the Online and Quest classes are available offering the flexibility of sitting in an on-campus class or sitting in ~~live~~ via web-cam. Furthermore, in hybrid courses, students may choose to participate online only watching the recorded class session at their convenience.

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 Leadership Institute is available for credit. (DCC is a member of the Focus Leadership Institute.)
- “ A partnership with *I Teach Texas* (<http://www.iteachtexas.com>) provides opportunities for Dallas Christian College graduation candidates and alumni to pursue post-baccalaureate Texas state teaching certification.

Contact the Academic Office for additional information about these special 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:

	Four Years	Five Years	Six Years
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	Graduate	3	3
Fall Year 5		12	9
Spring Year 5		12	9
		Graduate	
Fall Year 6			9
Spring Year 6			9
			Graduate
Total Hours	129	129	129

REQUIRED STUDIES

Every degree plan at Dallas Christian College requires the General Education curriculum which includes courses from the Arts and Sciences and Bible. Depending upon the major, some degree plans may have specific requirements within the General Education or Bible Core.

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 Bible and Theology course requirements have been fulfilled.

All students enrolled for six or more hours during the fall or spring semester are required to enroll in CHRS-1000 Developing Christian Influence.

GENERAL EDUCATION

The General Education curriculum 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 Education curriculum, overseen by the Arts and Sciences Department, is built with reference to the Texas Core Curriculum.

General Education Learning Outcomes

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
3. Understand themselves in various social contexts as they integrate into their Christian worldview the basic knowledge of these General Education 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 EDUCATION REQUIREMENTS

The General Education curriculum includes the following requirements for the different degree programs:

Associate of Applied Science (22 hours)

ENGL-1310 Composition I (3 hours)
ENGL-1320 Composition II (3 hours)
GENS-1111 DCC 101 (3 hours)
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*

Bachelor of Arts or Bachelor of Science (51 hours)

BIBL-1311 How to Study the Bible (3 hours)
BIBL-1331 New Testament Survey (3 hours)
BIBL-1332 Old Testament Survey (3 hours)
ENGL-1310 Composition I (3 hours)
ENGL-1320 Composition II (3 hours)
GENS-1111 DCC 101 (1 hour)
SPCH-2310 Speech (3 hours)
THEO-2310 Themes in Biblical Theology (3)
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)
Science (4 hours)
Social Science Elective (3 hours)
Major-Determined Course* (3 hours)
Major-Determined Course* (3 hours)

* *See Major for details.*

Literature Electives: ENGL 2312-American Literature I, ENGL 2322-American Literature II, ENGL 2313-World Literature I, ENGL 2323-World Literature II, ENGL-2311 English Literature I, ENGL-2321 English 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, or HIST-3322 Ancient World

Humanities Electives: HUMA 2322-Art and Music Appreciation, PHIL 1304-World Religions, PHIL 2320-Worldviews and Ethics, 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

Science: SCIN-2110 Life Science Lab Only plus SCIN-2310 Life Science or SCIN-2410 Life Science

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 Education 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.

- Courses required during the first year of study.

Fall (12-17.5 hours)

- BIBL-1331 New Testament Survey (3 hours)
- CHRS-1000 Developing Christian Influence (0 hours)
- ENGL-1301 Composition I (3 hours)
- GENS-1111 DCC 101 (1 hour)
- History Elective* (3 hours)
- Physical Education Elective* (3 hours)
- Social Science Elective* (3 hours)
- Major Elective* (3-3.5 hours)

* Pre-Biblical Studies/Practical Ministries (Ministry Leadership Track and Youth and Family Ministry Track) 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-Practical Ministries (Intercultural Studies Track) 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, HIST-1311 World Civilization I, HIST-1321 World Civilization II, 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 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 Majors are advised to take the following: BUAD-2310 Principles of Business Management, MATH-1332 College Mathematics, and MGMT-2320 Management Communications. Any history, physical education, or social science electives may be chosen.

Spring (12-18.5 hours)

- BIBL-1311 How to Study the Bible (3 hours)
- BIBL-1332 Old Testament Survey (3 hours)
- CHRS-1000 Developing Christian Influence (0 hours)
- ENGL-1320 Composition II (3 hours)
- History (or Worship Arts Major) Elective* (3-3.5 hours)
- Math Elective* (3 hours)
- Major Elective* (3 hours)

* 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.

Pre-Psychology Majors are advised to take the following: MATH-1332 College Mathematics, PSYC-1110 Psychology as a Profession, and PSYC-1320 General Psychology.

History Electives (unless specified) are the following: HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, HIST-2321 United States History II, or HIST-3322 Ancient World.

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.

For all students, CHRS-1000 Developing Christian Influence 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, social sciences, mathematics, and the sciences at Dallas Christian College. Building upon the General Education curriculum, the Arts and Sciences Department oversees a major in Interdisciplinary Studies and minors in English and history.

The Arts and Sciences Department contains one major: the Interdisciplinary Studies major. Upon completion of the curriculum, the student will have mastered the following learning outcomes:

Interdisciplinary Studies Learning Outcomes

Students will:

1. Integrate the advanced academic knowledge gained in their upper-level courses from their required biblical, theological, and elected coursework in the humanities and social sciences into their Christian worldview
2. Apply oral and written communications skills to effective presentation of advanced materials related to the chosen focus of study
3. Demonstrate critical thinking especially in the ability to integrate and critique knowledge across disciplinary boundaries

The Arts and Sciences Department offers a B.A. and a B.S. in Interdisciplinary Studies. This degree program requires 30 credit hours with 24 (12 upper-level) hours and a three-hour internship that applies classroom content to practical experience specific to the major. The area of the internship must have prerequisite study. The Interdisciplinary Studies major 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 business, humanities, or social science areas.

The Arts and Sciences Department also offers minors in English and history. 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 (3 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)

General Education (51 hours)

BIBL-1311 How to Study the Bible (3 hours)
BIBL-1331 New Testament Survey (3 hours)
BIBL-1332 Old Testament Survey (3 hours)
ENGL-1310 Composition I (3 hours)
ENGL-1320 Composition II (3 hours)
GENS-1111 DCC 101 (1 hour)
RELI-1304 World Religions (3 hours)
SPCH-2310 Speech (3 hours)
THEO-2310 Themes in Biblical Theology (3 hours)
Literature Elective (3 hours)
History Elective (3 hours)
History Elective (3 hours)
Math Elective (3 hours)
Philosophy Elective (3 hours)
Physical Education Elective (1 hour)
Science (4 hours)
Social Science Elective (3 hours)
Social Science Elective (3 hours)

Major (30 hours)

INDS-4310 Senior Interdisciplinary Seminar (3 hours)
INTR-4300 Internship (3 hours)
Interdisciplinary Studies Concentration A (3 hours)
Interdisciplinary Studies Concentration A (3 hours)
Interdisciplinary Studies Concentration A (3 hours)
Interdisciplinary Studies Concentration A (3 hours)
Interdisciplinary Studies Concentration B (3 hours)
Interdisciplinary Studies Concentration B (3 hours)
Interdisciplinary Studies Concentration B (3 hours)
Interdisciplinary Studies Concentration B (3 hours)

Open Electives (30 hours)

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

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.

Each Interdisciplinary Studies Concentration must include six hours of upper-level courses taken at DCC.

Open electives may be selected from any discipline.

For all students, CHRS-1000 Developing Christian Influence is required for each semester a student is enrolled for six or more hours.

Bible Core Courses

New Testament Electives: BIBL-2301 Synoptic Gospels, 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-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 or THEO-4305 Christian Ethics

General Education Courses

History Electives (General Ed): HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, HIST-2321 United States History II, or HIST-3322 Ancient World

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

Philosophy Electives: PHIL-2320 Worldviews and Ethics or PHIL-3320 Introduction to Philosophy

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

Major Courses

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

Interdisciplinary Studies Concentration B: All courses must be in a second singular area from the business, humanities, or social sciences areas of study.

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, or ENGL-3324 Creative Writing

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

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, Practical Ministries, and Worship Arts. Within the Practical Ministries degree are three tracks from which to choose: Intercultural Studies, Ministry Leadership, and the Youth and Family Ministry tracks. Within the Worship Arts degree are two track options: Worship Ministry Leadership or Music Ministry Leadership. The B.A. degree includes 18 credit hours (or more) of the Bible Core, 51 credit hours of the General Education 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 (or more) of open electives. The B.S. degree includes 18 credit hours (or more) of the Bible Core, 51 credit hours of the General Education which includes 12 hours of Bible/Theology, a minimum of 30 credit hours of the major, and 21 credit hours (or more) 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, Church 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 major through DCC Online or Quest: the Bachelor of Science in Practical Ministry (Ministry Leadership Track).

The Biblical Studies major prepares a student for a teaching ministry. The Practical Ministries major prepares students to minister in a local church, church-related context, urban or cross-cultural mission, or other ministry-related field. 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 (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 on campus or three-week online orientation before entering the actual internship.

Upon completion of the major curriculum in Biblical Studies, Practical Ministries, or Worship Arts, the student will have achieved the following learning outcomes:

Biblical Studies Learning Outcomes

Students will:

1. Demonstrates knowledge of the general content of the Bible
2. Demonstrates understanding of core theological concepts
3. Demonstrates competent exegesis of selected biblical passages
4. Demonstrates the ability to exegete New Testament Greek, using appropriate scholarly aids.

Practical Ministries Learning Outcomes

Students will:

1. Demonstrate understanding of ministries methodologies
2. Communicate effectively in various ministry contexts
3. Apply theology through varied practicums

Worship Arts Learning Outcomes

Students will:

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

Worship Arts-Music Ministry Leadership Track students have specific academic requirements, including passing proficiency exams in piano, voice, and a second applied

instrument. Music Ministry students are required to enroll and receive a passing grade in choir for each semester in which they are classified as a full-time student, regardless of previous choir credit. Students in the Worship Arts degree plan are required to take choir in the consecutive order as outlined in the degree plan.

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

BACHELOR OF ARTS BIBLICAL STUDIES

129 hours

Bible Core (21 hours)

BIBL-4320 Senior Bible Seminar (3 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 Education (51 hours)

BIBL-1311 How to Study the Bible (3 hours)
BIBL-1331 New Testament Survey (3 hours)
BIBL-1332 Old Testament Survey (3 hours)
ENGL-1310 Composition I (3 hours)
ENGL-1320 Composition II (3 hours)
GENS-1111 DCC 101 (1 hour)
HIST-1311 World Civilization I (3 hours)
HIST-1321 World Civilization II (3 hours)
HIST-3311 History of Christianity (3 hours)
HIST-3320 American Christianity (3 hours)
SPCH-2310 Speech (3 hours)
THEO-2310 Themes in Biblical Theology (3 hours)
Literature Elective (3 hours)
Math Elective (3 hours)
Philosophy Elective (3 hours)
Physical Education Elective (1 hour)
Science (4 hours)
Social Science Elective (3 hours)

Major (30 hours)

BIBL-3310 Greek Exegesis I (3 hours)
BIBL-3320 Greek Exegesis II (3 hours)
INTR-4300 Internship (3 hours)
PMIN-2310 Evangelism (3 hours)
PMIN-3311 Ministry Leadership (3 hours)
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 (3 hours)
GREK-2320 Greek II (3 hours)
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.

In addition to the above requirements, CHRS-1000 Developing Christian Influence is required for each semester a student is enrolled for six or more hours.

Bible Core Courses

New Testament Electives: BIBL-2301 Synoptic Gospels, 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-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 or THEO-4305 Christian Ethics

General Education Courses

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

Philosophy Electives: PHIL-2320 Worldviews and Ethics or PHIL-3320 Introduction to Philosophy

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

Major Courses

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, PMIN-2320 Homiletics, PMIN-3300 Special Topics, or WSHP-2312 Worship Theology and Practice

** Online and Quest students should note that Greek is only available through traditional courses.*

BACHELOR OF ARTS OR BACHELOR OF SCIENCE PRACTICAL MINISTRIES

129 hours

Bible Core (21 hours)

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

General Education (51 hours)

BIBL-1311 How to Study the Bible (3 hours)
BIBL-1331 New Testament Survey (3 hours)
BIBL-1332 Old Testament Survey (3 hours)
ENGL-1310 Composition I (3 hours)
ENGL-1320 Composition II (3 hours)
GENS-1111 DCC 101 (1 hour)
HIST-1311 World Civilization I (3 hours)
HIST-1321 World Civilization II (3 hours)
HIST-3311 History of Christianity (3 hours)
SPCH-2310 Speech (3 hours)
THEO-2310 Themes in Biblical Theology (3 hours)
Literature Elective (3 hours)
Math Elective (3 hours)
Philosophy Elective (3 hours)
Physical Education Elective (1 hour)
Science (4 hours)
Track-Specific General Ed Course (3 hours)
Track-Specific Social Science Course (3 hours)

Major (30 hours)

CHED-1315 Methods of Teaching I (3 hours)
INTR-4300 Internship (3 hours)
MISS-3324 Missions (3 hours)
PMIN-2310 Evangelism (3 hours)
PMIN-2320 Homiletics (3 hours)
PMIN-3311 Ministry Leadership (3 hours)
Track Courses (12 hours) *See at right.*

Open Electives (27 hours)

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

➤ **Intercultural Studies Track**

➤ MISS-3312 Applied Missions (3 hours)
➤ MISS-3315 Cross-Cultural Communication (3 hours)
➤ Intercultural Studies Elective (3 hours)
➤ Missions Emphasis (3 hours)

➤ **Ministry Leadership Track**

➤ WSHP-2312 Worship Theology and Practice (3 hours)
➤ Ministry Leadership Elective (3 hours)
➤ Ministry Leadership Elective (3 hours)
➤ Ministry Leadership Elective (3 hours)

➤ **Youth and Family Ministry Track**

➤ PMIN-3315 Youth Ministry I (3 hours)
➤ PMIN-3325 Youth Ministry II (3 hours)
➤ PSYC-2314 Developmental Psychology (3 hours)
➤ PSYC-3310 Marriage and Family (3 hours)

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, CHRS-1000 Developing Christian Influence is required for each semester a student is enrolled for six or more hours.

* *Online and Quest students should note that Greek is only available through traditional courses.*

Bible Core Courses

New Testament Electives: BIBL-2301 Synoptic Gospels, 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-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 or THEO-4305 Christian Ethics

**Platform-Specific Theology Courses-
Additional Theology Elective (Intercultural Studies & Ministry Leadership-Traditional Tracks):**
THEO-4301 Christian Theology or THEO-4305 Christian Ethics
Theology Requirement (Ministry Leadership-Online/Quest Track):
THEO-3316 Biblical Foundations for Ethics

General Education Courses

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

Philosophy Electives: PHIL-2320 Worldviews and Ethics or PHIL-3320 Introduction to Philosophy

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

General Education Courses *continued*

**Track-Specific General Ed Course-
Humanities Requirement (Intercultural Studies Track):**
RELI-1304 World Religions
History Requirement (Ministry Leadership Track):
HIST-3320 American Christianity

**Track-Specific Social Science Course-
Requirement (Intercultural Studies Track):**
ANTH-2351 Cultural Anthropology
Electives (Ministry Leadership Track): 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

Major/Track Courses

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

Ministry Leadership Track Electives: MINL-1310 Foundations of Leadership, MINL-4315 Group Leadership, PMIN-2321 Introduction to Conflict Management, PMIN-3300 Special Topics, 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

BACHELOR OF ARTS OR BACHELOR OF SCIENCE WORSHIP ARTS

129-141 hours

Bible Core (18 hours)

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

General Education (51 hours)

BIBL-1311 How to Study the Bible (3 hours)
BIBL-1331 New Testament Survey (3 hours)
BIBL-1332 Old Testament Survey (3 hours)
ENGL-1310 Composition I (3 hours)
ENGL-1320 Composition II (3 hours)
GENS-1111 DCC 101 (1 hour)
HIST-1311 World Civilization I
HIST-1321 World Civilization II
HIST-3311 History of Christianity (3 hours)
SPCH-2310 Speech (3 hours)
THEO-2310 Themes in Biblical Theology (3 hours)
Literature Elective (3 hours)
Math Elective (3 hours)
Physical Education Elective (1 hour)
Science (4 hours)
Social Science Elective (3 hours)
Track-Specific General Ed Course (3 hours)
Track-Specific General Ed Course (3 hours)

Major (30 hours)

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

Track (9-30 hours)

See specific requirements at right.

Open Electives+ (21 hours)

Bachelor of Arts (9 hours + 12 hours of Greek)

Bachelor of Science (21 hours)

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. Does not apply to Music Ministry Leadership Track.

Worship Ministry Leadership Track (9 hours)

➤Worship Arts Elective (3 hours)
➤Worship Arts Elective (3 hours)
➤Worship Arts Elective (3 hours)

Music Ministry Leadership Track (30 hours)

➤MUSC-1113 Eartraining and Sightsinging I (1 hour)
➤MUSC-1123 Eartraining and Sightsinging II (1 hour)
➤MUSC-1310 Theory I (3 hours)
➤MUSC-1320 Theory II (3 hours)
➤MUSC-2210 Theory III (2 hours)
➤MUSC-3312 Choral Methods (3 hours)
➤MUSC-3315 Choral Conducting (3 hours)
➤MUSC-4220 Choral Literature and Arranging (2 hours)
➤Applied Music: Concentration (7 hours)*
➤Applied Music: Secondary (2 hours)**
➤Music Ministry Elective (3 hours)

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, CHRS-1000 Developing Christian Influence is required for each semester a student is enrolled for six or more hours.

Bible Core Courses

Bible/Theology Electives: BIBL-2301 Synoptic Gospels, 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-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, or THEO-4305 Christian Ethics

General Education Courses

History Electives: HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, HIST-2321 United States History II, or HIST-3322 Ancient World

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

Track-Specific General Ed Courses-

Worship Ministry Leadership Track: HIST-3320 American Christianity and HUMA-2310 Art and Music Appreciation

Music Ministry Leadership Track: MUSC-2301 Music History and Literature I and MUSC-2302 Music History and Literature II.

Major Courses

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 Ministry Leadership Track Courses

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-2314 Developmental Psychology, WSHP-3320 Worship Technology and Media, WSHP-3325 Drama in Worship, WSHP-3330 Artistic Expression in Worship, or WSHP-4300 Special Topics

Music Ministry Leadership Track Courses

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.*

Music Ministry Electives: MUSC-3311 Children's Choral Methods, MUSC-4311 Instrumental Methods, WSHP-4300 Special Topics, WSHP-3320 Worship Technology and Media, WSHP-3325 Drama in Worship and WSHP-3330 Artistic Expression in Worship

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 (3 hours)
GREK-2320 Greek II (3 hours)
BIBL-3310 Greek Exegesis I (3 hours)
BIBL-3320 Greek Exegesis II (3 hours)
HEBR-3310 Hebrew I (3 hours)
HEBR-3320 Hebrew II (3 hours)

CHURCH EDUCATION MINISTRY

18 hours

Education Ministry Courses

CHED-3311 Educational Leadership* (3 hours)
CHED-3315 Methods of Teaching II* (3 hours)
CHED-4320 Philosophy and History of Christian Education (3 hours)
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-3300 Special Topics, 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 (3 hours)
MISS-3315 Cross-Cultural Communication (3 hours)
RELI-1304 World Religions (3 hours)
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, or PMIN-4312 Church Growth

MINISTRY STUDIES

18 hours

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

Ministry Courses

PMIN-2310 Evangelism (3 hours)
PMIN-3311 Ministry Leadership (3 hours)
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, PMIN-2320 Homiletics, or WSHP-2312 Worship Theology and Practice

Ministry Electives: CHED-3311 Educational Ministry, PMIN-2321 Introduction to Conflict Management, PMIN-3300 Special Topics, 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* (3 hours)
PMIN-3322 Advanced Homiletics* (3 hours)
PMIN-4300 Special Topics* (3 hours)
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-3300 Special Topics, 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 (3 hours)
MISS-4315 Urban Missions (3 hours)
MISS-4330 Urban Team (3 hours)
PMIN-3324 Urban Youth Ministry (3 hours)
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, or PMIN-4312 Church Growth

WORSHIP ARTS

18 hours

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

Worship Arts Courses

MUSC-3325 Designing and Leading Worship (3 hours)

WSHP-2312 Worship Theology and Practice (3 hours)

WSHP-4310 Worship Arts Ministry (3 hours)

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-2314 Developmental Psychology, WSHP-3300 Special Topics, 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 (1 hour)

MUSC-1123 Eartraining and Sightsinging II (1 hour)

MUSC-1310 Theory I (3 hours)

MUSC-1320 Theory II (3 hours)

MUSC-3325 Designing and Leading Worship (3 hours)

WSHP-2312 Worship Theology and Practice (3 hours)

WSHP-4310 Worship Arts Ministry (3 hours)

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 (3 hours)

PMIN-3325 Youth Ministry II (3 hours)

PSYC-2314 Developmental Psychology (3 hours)

PSYC-3310 Marriage and Family (3 hours)

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-3300 Special Topics, 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 DEPARTMENT

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

The B.A. or B.S. in Business offers two tracks from which to choose, Business Administration and Ethics or Nonprofit Management. The major includes 18 credit hours from the Bible Core, 51 credit hours of General Education, 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 on-campus or three-week online orientation before entering the actual internship. The internship is arranged through the Office of Community in cooperation with the Business Department.

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

The A.A.S., B.A., and B.S. degrees are available through the Traditional and Quest programs. The B.S. degree is available through the online program. In addition to the Business major, the Business Department also offers a minor in Business.

Upon completion of the curriculum, students will have met the following learning outcomes:

Business Learning Outcomes (Associates of Applied Science)

Students will:

4. Know the core content of Management
5. Demonstrate the ability to communicate effectively in a business context, using business technology
6. Be able to write a report that indicates a complete understanding of the special topic, reflects the impact on the responsibilities of the Human Resources department, and indicating the importance of Christian ethics with its impact of the topic

Business Learning Outcomes (Bachelor of Arts or Bachelor of Science)

Students will:

4. Know the core content in each of the following functional areas of Accounting, Marketing, and Management
5. Demonstrate the ability to communicate effectively in a business context, using business technology
6. Be able to analyze organizational viability and potential actions, while expressing an understanding of the importance Christian principles play in the environment of the organization

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

ASSOCIATE OF APPLIED SCIENCE BUSINESS

61 hours

Bible Core (15 hours)

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

General Education (22 hours)

ENGL-1310 Composition I (3 hours)
ENGL-1320 Composition II (3 hours)
GENS-1111 DCC 101 (1 hour)
History Elective (3 hours)
History Elective (3 hours)
Humanities Elective (3 hours)
Math Elective (3 hours)
Social Science Elective (3 hours)

Major (15 hours)

BUAD-2310 Principles of Business Management (3 hrs)
BUAD-3325 Human Resources Management (3 hours)
BUSI-1307 Personal Finance (3 hours)
ECON-2301 Macroeconomics (3 hours)
MGMT-2320 Management Communications (3 hours)

Open Electives (9 hours)

Open electives may be selected from any discipline.

In addition to the above requirements, CHRS-1000 Developing Christian Influence is required for each semester a student is enrolled for six or more hours.

Bible Core Courses

Bible Electives: BIBL-2301 Synoptic Gospels, 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-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

General Education Courses

History Electives: HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, HIST-2321 United States History II, or HIST-3322 Ancient World

Humanities Electives: HUMA 2322-Art and Music Appreciation, PHIL 2320-Worldviews and Ethics, PHIL 3320-Introduction to Philosophy, or RELI 1304-World Religions

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

BACHELOR OF ARTS OR BACHELOR OF SCIENCE BUSINESS

129 hours

Bible Core (18 hours)

BIBL-4320 Senior Bible Seminar (3 hours)
THEO-3316 Biblical Foundations for Ethics (3 hours)
THEO-4305 Christian Ethics (3 hours)
Bible Elective (3 hours)
Bible Elective (3 hours)
Bible Elective (3 hours)

General Education (51 hours)

BIBL-1311 How to Study the Bible (3 hours)
BIBL-1331 New Testament Survey (3 hours)
BIBL-1332 Old Testament Survey (3 hours)
BUSI-1307 Personal Finance (3 hours)
ECON-2301 Macroeconomics (3 hours)
ENGL-1310 Composition I (3 hours)
ENGL-1320 Composition II (3 hours)
GENS-1111 DCC 101 (1 hour)
MATH-1332 College Mathematics (3 hours)
MGMT-2320 Management Communications (3 hours)
SPCH-2310 Speech (3 hours)
THEO-2310 Themes in Biblical Theology (3 hours)
History Elective (3 hours)
History Elective (3 hours)
Literature Elective (3 hours)
Philosophy Elective (3 hours)
Physical Education Elective (1 hour)
Science (4 hours)

Major (30 hours)

ACCT-2301 Accounting I (3 hours)
ACCT-2302 Accounting II (3 hours)
BUAD-2310 Principles of Business Management (3)
INTR-4300 Internship (3 hours)
MGMT-4304 Organizational Behavior/Responsibility (3)
MGMT-4308 Strategic Management (3 hours)
Track Courses (12 hours) *See at right.*

Open Electives (30 hours)

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

➤ **Business Administration and Ethics Track**

➤ ACCT-3301 Accounting for Managers (3 hours)
➤ BUAD-3325 Human Resource Management (3 hours)
➤ BUAD-4303 Business Legal Environment (3 hours)
➤ BUAD-4305 Principles of Marketing (3 hours)

➤ **Nonprofit Management Track**

➤ BUAD-3312 Nonprofit Financial Management (3 hours)
➤ BUAD-4312 Nonprofit Law (3 hours)
➤ BUAD-4315 Ethics for Nonprofit Organizations (3 hrs)
➤ BUAD-4320 Nonprofit Management (3 hours)

Bible Core Courses

New Testament Electives: BIBL-2301 Synoptic Gospels, 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-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

General Education Courses

History Electives: HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, HIST-2321 United States History II, or HIST-3322 Ancient World

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

Philosophy Electives: PHIL-2320 Worldviews and Ethics or PHIL-3320 Introduction to Philosophy

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

For all students, CHRS-1000 Developing Christian Influence is required for each semester a student is enrolled for six or more hours.

* *Quest and Online students should note that Greek is only available through traditional courses.*

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.

BUSINESS MINOR

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).

BUSINESS

18 hours

Business Courses

BUAD-2310 Principles of Business Management (3 hours)

BUAD-3325 Human Resource Management (3 hours)

BUAD-4303 Business Legal Environment (3 hours)

BUAD-4305 Principles of Marketing (3 hours)

BUSI-1307 Personal Finance (3 hours)

MGMT-4304 Organizational Behavior and Responsibility (3 hours)

EDUCATION DEPARTMENT

The Education Department of Dallas Christian College prepares students for teaching in elementary, middle, or secondary schools. DCC offers a Bachelor of Science in Education with four tracks to choose from: Elementary (Early Childhood-6 Grade), Middle School (4-8 Grades), Secondary (8-12 Grades), or Music (Early Childhood-12 Grades). Students choosing the Elementary, Middle School, or Secondary tracks choose a Content Area in either English or history.

Students must apply to the Education Department for admittance to the DCC Education Program. Applications are to be completed by October 1 of the sophomore year for committee approval. All students, once accepted into the program, must make an appointment with the Education Department Chair early during their sophomore year for coursework advising.

The B.S. in Education includes 30 credit hours of Bible and theology courses (12 hours included in General Education), 51 credit hours of General Education, 30 credit hours in the Education Major, and 24 (or more) credit hours in the Track and Content Areas.

Upon completion of the Education program, graduates will have met the following learning outcomes.

Education Learning Outcomes

Students will:

6. Exhibit Christian ethics and professional standards in educational settings
7. Use appropriate procedures to produce and maintain a respectful and effective classroom environment
8. Match content level and various teaching methodologies to the developmental age of the learners
9. Find and appropriately use the TEKS in understanding curriculum development
10. Evidence knowledge of both public and private educational philosophy and systems

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. Education students have specific academic requirements, as follows:

- Must maintain a cumulative GPA of 2.75 or above.
- Must maintain a 3.0 GPA in all Content Area and Education major coursework.
- 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 minimum of one Bible or theology course each semester, except student teaching semester.

Music Education students have additional academic requirements, including passing proficiency exams in piano, voice, and a second applied instrument. They are also required to enroll and receive a passing grade in choir for each semester in which they are classified as a full-time student, regardless of previous choir credit.

Graduates of the Education Program are eligible to apply for certification through ACSI. All application process and fees are the responsibility of the student.

In addition to the B.S. in Education, the Education Department also offers the Alternative Certification Curriculum to Ensure Student Success (ACCESS) which provides post-baccalaureate students the opportunity to receive Texas state teacher certification. Specific information regarding ACCESS is in the next section of the DCC Catalog.

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

BACHELOR OF SCIENCE EDUCATION

129-136.5 hours

Bible Core (18 hours)

BIBL-4320 Senior Bible Seminar (3 hours)
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 Education (51 hours)

BIBL-1311 How to Study the Bible (3 hours)
BIBL-1331 New Testament Survey (3 hours)
BIBL-1332 Old Testament Survey (3 hours)
ENGL-1310 Composition I (3 hours)
ENGL-1320 Composition II (3 hours)
ENGL-2312 American Literature I (3 hours)
GENS-1111 DCC 101 (1 hour)
GOVT-2310 National and State Government (3 hours)
HIST-2311 United States History I (3 hours)
HIST-2321 United States History II (3 hours)
MATH-1310 College Algebra (3 hours)
PHED-1112 PE/CPR/1st Aid (1 hour)
PHED-1320 Wellness and Lifestyle (3 hours)
PSYC-2314 Developmental Psychology (3 hours)
SPCH-2310 Speech (3 hours)
THEO-2310 Themes in Biblical Theology (3 hours)
Fine Arts Course (3 hours)
Science (4 hours)

Major+ (30 hours)

CHED-4320 Philosophy/History of Christian Ed. (3 hrs)
EDUC-3310 Special Populations (3 hours)
EDUC-4301 Educational Technology* (3 hours)
EDUC-4309 Discipline & Classroom Management* (3)
EDUC-4320 Foundations of Reading (3 hours)
PSYC-3320 Educational Psychology (3 hours)
Track-Specific Content Course (3 hours)
Curriculum Course (3 hours)
Student Teaching Practicum (6 hours)*

Track+ (24-37.5 hours)

See specific requirements at right.

Open Electives+ (6 hours)

Open electives may be selected from any discipline. Does not apply to Music Track.

➤ **Elementary (EC-6) Track+ (24 hours)**

PROFESSIONAL AREA

➤ EDUC-4310 Reading/Elementary School (3 hrs)
➤ EDUC-4311 Methods/Social Studies/Geog. (3)
➤ EDUC-4312 Methods/Teaching Math/Science (3)
➤ EDUC-4314 Methods/Reading/Language Arts (3)

CONTENT AREA

➤ Content Course (3 hours)
➤ Content Course (3 hours)
➤ Content Course (3 hours)
➤ Content Course (3 hours)

➤ **Middle School (4-8) Track+ (24 hours)**

PROFESSIONAL AREA

➤ EDUC-4311 Methods/Social Studies/Geog. (3)
➤ EDUC-4314 Methods/Reading/Language Arts (3)

CONTENT AREA

➤ Content Course (3 hours)
➤ Content Course (3 hours)
➤ Content Course (3 hours)
➤ Content Course (3 hours)
➤ Content Course (3 hours)
➤ Content Course (3 hours)

➤ **Secondary (8-12) Track+ (24 hours)**

PROFESSIONAL AREA

➤ EDUC-4311 Methods/Social Studies/Geog. (3)
➤ EDUC-4314 Methods/Reading/Language Arts (3)

CONTENT AREA

➤ Content Course (3 hours)
➤ Content Course (3 hours)
➤ Content Course (3 hours)
➤ Content Course (3 hours)
➤ Content Course (3 hours)
➤ Content Course (3 hours)

➤ **Music (EC-12) Track+ (37.5 hours)**

PROFESSIONAL AREA

➤ EDUC-3311 Children's Choral Methods (3 hours)

CONTENT AREA

➤ MUSC-1113 Eartraining and Sightsinging I (1 hour)
➤ MUSC-1123 Eartraining and Sightsinging II (1 hour)
➤ MUSC-1310 Theory I (3 hours)
➤ MUSC-1320 Theory II (3 hours)
➤ MUSC-2210 Theory III (2 hours)
➤ MUSC-3312 Choral Methods (3 hours)
➤ MUSC-3315 Choral Conducting (3 hours)
➤ MUSC-4311 Instrumental Methods (3 hours)
➤ Applied Music (Piano 4 hours, Voice 4 hours)
➤ Applied Music (Piano or Voice with Recital 4 hours)
➤ Choir (3.5 hours)

Bible Core Courses

Bible/Theology Electives: BIBL-2301 Synoptic Gospels, 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-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, or THEO-4305 Christian Ethics

General Education Courses

Fine Arts Courses: HUMA 2322-Art and Music Appreciation (Elementary, Middle School, or Secondary Tracks), MUSC-2301 Music History and Literature I (Music Track)

Major Courses

Track-Specific Content Courses: CHED-1315 Methods of Teaching I (Elementary, Middle School, or Secondary Tracks), MUSC-2302 Music History and Literature II (Music Track)

Curriculum Course: EDUC-4315 Curriculum and Instruction in the Elementary School (Elementary Track), EDUC-4325 Curriculum and Instruction in the Secondary School (Middle School or Secondary Track), EDUC-4315 Curriculum and Instruction in the Elementary School OR EDUC-4325 Curriculum and Instruction in the Secondary School (Music Track)

Student Teaching Practicum: EDUC-4610 Elementary Student Teaching (Elementary Track), EDUC-4615 Middle School Student Teaching (Middle School), EDUC-4620 Secondary Student Teaching (Secondary Tracks), or EDUC-4630 All-Level Student Teaching (Music Track)

Track Content Courses

Elementary Track Content: ENGL-3310 World Literature I, ENGL-3311 Introduction to Shakespeare, ENGL-3312 Children's Literature, ENGL-3314 English Literature I, ENGL-3316 C.S. Lewis, ENGL-3320 World Literature II, ENGL-3322 English Literature II, ENGL-3324 Creative Writing, 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

Middle School Track Content

(Must choose English or History with 12 hours at the 3000 Level or higher.)

English: ENGL-2322 American Literature II, ENGL-3312 Children's Literature, ENGL-3324 Creative Writing, 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, ENGL-3320 World Literature II
History: 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

Track Content Courses *continued*

Secondary Track Content

(Must choose English or History with 12 hours at the 3000 Level or higher.)

English: ENGL-2322 American Literature II, ENGL-3312 Children's Literature, ENGL-3324 Creative Writing, 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, ENGL-3320 World Literature II
History: 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

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

+ A 3.0 GPA must be maintained in the Education Major. A 3.0 GPA must be maintained in the Professional Area of the Track. A 3.0 GPA must be maintained in the Content Area of the Track.

In addition to the above requirements, CHRS-1000 Developing Christian Influence is required for each semester a student is enrolled for six or more hours.

For Music Track 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. Proficiency exams must also be taken and passed in Piano, Voice, and a second applied instrument.

PSYCHOLOGY DEPARTMENT

The Psychology Department at Dallas Christian College offers instruction in the social science field of psychology. The department offers two degrees, the Bachelor of Arts or the Bachelor of Science with one major in Psychology. Upon completion of the curriculum, the student will have mastered the following learning outcomes:

Psychology Learning Outcomes

Students will:

5. Know the history and fundamental concepts and theories of psychology
6. Demonstrate interpersonal and helping skills grounded in a Christian perspective
7. Be able to evaluate psychology theories and methodology critically from a Christian worldview
8. Be adequately prepared for graduate and professional training

The B.A. or B.S. in Psychology requires 18 hours of Bible and theology courses, 51 hours of General Education (including 12 hours of Bible and theology), 31 credit hours in the major, and 29 hours of open electives (17 hours plus 12 hours of Greek for the B.A. degree). The major includes 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 Psychology Department also offers a minor in Psychology. This minor requires 18 credit hours with at least nine upper-level hours.

For more information, please contact the Psychology Department.

BACHELOR OF ARTS OR BACHELOR OF SCIENCE PSYCHOLOGY

129 hours

Bible Core (18 hours)

BIBL-4320 Senior Bible Seminar (3 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)

General Education (51 hours)

ANTH-2351 Cultural Anthropology (3 hours)
BIBL-1311 How to Study the Bible (3 hours)
BIBL-1331 New Testament Survey (3 hours)
BIBL-1332 Old Testament Survey (3 hours)
ENGL-1310 Composition I (3 hours)
ENGL-1320 Composition II (3 hours)
GENS-1111 DCC 101 (1 hour)
PSYC-1320 General Psychology (3 hours)
SOCL-2310 Introduction to Sociology (3 hours)
SPCH-2310 Speech (3 hours)
THEO-2310 Themes in Biblical Theology (3 hours)
History Elective (3 hours)
History Elective (3 hours)
Literature Elective (3 hours)
Math Elective (3 hours)
Philosophy Elective (3 hours)
Physical Education Elective (1 hour)
Science (4 hours)

Major (31 hours)

INTR-4300 Internship (3 hours)
PSYC-1110 Psychology as a Profession (1 hour)
PSYC-2342 Statistics for Psychological Studies (3 hrs)
PSYC-3315 Theories of Personality (3 hours)
PSYC-3325 Abnormal Psychology (3 hours)
PSYC-3330 Psychological Tests and Measurements (3)
PSYC-4312 Readings in Psychology (3 hours)
PSYC-4320 Psychology and Christian Thought (3 hours)
Psychology Elective A (3 hours)
Psychology Elective B (3 hours)
Psychology Elective B (3 hours)

Open Electives (29 hours)

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

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, CHRS-1000 Developing Christian Influence is required for each semester a student is enrolled for six or more hours.

Bible Core Courses

New Testament Electives: BIBL-2301 Synoptic Gospels, 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-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 or THEO-4305 Christian Ethics

General Education Courses

History Electives (General Ed): HIST-1311 World Civilization I, HIST-1321 World Civilization II, HIST-2311 United States History I, HIST-2321 United States History II, or HIST-3322 Ancient World

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

Philosophy Electives: PHIL-2320 Worldviews and Ethics or PHIL-3320 Introduction to Philosophy

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

Major Courses

Psychology A Electives: PSYC-3310 Marriage and Family, PSYC-3321 Pastoral Counseling, or PSYC-4315 Counseling Methods

Psychology B Electives: PSYC-2314 Developmental Psychology, PSYC-2319 Social Psychology, PSYC-2340 Sports Psychology, PSYC-3310 Marriage and Family, PSYC-3320 Educational Psychology, PSYC-3321 Pastoral Counseling, PSYC-4300 Special Topics, or PSYC-4315 Counseling Methods

PSYCHOLOGY MINOR

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).

PSYCHOLOGY

18 hours

Psychology Courses

PSYC-1320 General Psychology

PSYC-4320 Psychology and Christian Thought

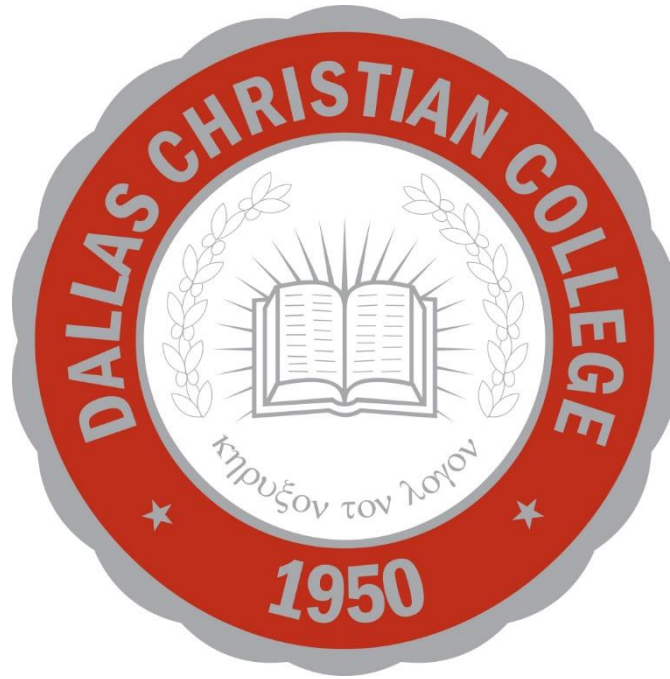
Psychology Elective (3 hours)

Psychology Elective (3 hours)

Psychology Elective (3 hours)

Psychology Elective (3 hours)

<p>Psychology Electives: PSYC-2314 Developmental Psychology, PSYC-2319 Social Psychology, PSYC-2340 Sports Psychology, PSYC-3310 Marriage and Family, 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, or PSYC-4315 Counseling Methods</p>
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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 Department of DCC provides the ACCESS program.

Upon completion of the program, students will achieve the following learning outcomes:

ACCESS Learning Outcomes

1. Eighty percent of those students who begin the program will receive the recommended grade of A by the supervising teacher and supervising administrator in their student teaching or teaching internship
2. Ninety percent of those who begin the program will successfully complete the program by passing the Texas Education Agency (TEA) Pedagogy and Professional Responsibilities (PPR) exam and receive state certification

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 and a College Supervisor
- Complete program for consideration as a public school teacher in Texas
- Gain satisfaction from fulfilling an educational goal

ADMISSIONS REQUIREMENTS

Dallas Christian College is currently not accepting applications to the ACCESS program.

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 complete the following procedures to be eligible for admittance:

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 PACT scores* (see below)
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 30 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 provide official documentation of the following academic requirements 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 TOEFL score of 500 if applicable
- Completion of Critical Thinking Test at an acceptable score
- Strong communication skills demonstrated in admission interviews
- Passing score on the Pre-Admittance Content Test (PACT)*

*** PRE-ADMISSION CONTENT TEST (PACT)**

Alternative teacher education candidates in Texas must pass the Pre-Admission Content Test (PACT) in the area of desired certification before being accepted into the ACCESS program. Candidates who have already passed the desired certification area in the Content Test state teacher certification exams (TEXES) may be accepted. The PACT is the same as the TEXES Content exam for teacher certification; however, the PACT is the Content exam that may be taken by teacher candidates who have already earned a bachelor's degree or higher and who have not yet begun teacher certification classes.

The last administration date for some (not all) PACT tests is mid-April; other PACT tests may be taken as late as mid-May. All PACT scores must be received in the DCC Education Department no later than May 30. (A candidate must have a passing score on the TEXES Content exam before he/she may student teach.)

In most instances, candidates must reside in Texas in order to be eligible for PACT; candidates who do not reside in Texas should contact the Dallas Christian College ACCESS staff for details.

PACT candidates should register online at www.texas.ets.org. Study materials are available for download free of charge at two websites: www.texas.ets.org/epp/epppact or www.texasexampracticetests.com.

For additional information about PACT, candidates should contact the DCC Education Department at 972-241-3371.

CONTENT AREAS FOR CERTIFICATION

DCC Φ ACCESS program focuses on assisting teacher candidates with the required proficiency in any one of the following areas to meet the requirements of the Pedagogy and Professional Responsibilities TExES:

1. **Early Childhood to Grade 6**
 - Generalist
2. **Grades 4 through 8 – Middle School**
 - Generalist
 - English Language Arts and Reading
 - Mathematics
 - Science
 - Social Studies
3. **Grades 8 through 12 – High School**
 - English Language Arts and Reading (April 16 PACT only)
 - Mathematics
 - History
 - Science
 - Life Science
 - Physical Science (April 16 PACT only)
 - Social Studies (April 16 PACT only)
4. **All Level—Early Childhood through grade 12**
 - Art (April 16 PACT only)
 - 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 or student teaching within 50 miles of the Dallas Christian College campus. Candidates who choose to complete an internship or student teaching farther than 50 miles from the DCC campus will be charged an additional supervision fee of \$500.

ADDITIONAL COSTS

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

- PACT Content TExES fee (Teacher Certification test)
- Pedagogy and Professional Responsibilities TExES fee (2nd required Teacher Certification test)
- Texas Standard Certification Application fee
- Probationary Certification fee (for interns only)

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

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

ALTERNATIVE TEACHER CERTIFICATION PROGRAMS

EARLY CHILDHOOD TO 6TH GRADE 27 hours

EDUC 4363	Professional Expectations and Ethics
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>

4TH TO 8TH GRADE 27 hours

EDUC 4363	Professional Expectations and Ethics
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>

8TH TO 12TH GRADE 27 hours

EDUC 4363	Professional Expectations and Ethics
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 12TH GRADE 27 hours

EDUC 4363	Professional Expectations and Ethics
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>



STUDENT LIFE

LIFESTYLE
HOUSING
FOOD SERVICE
DEVELOPING CHRISTIAN INFLUENCE
ACTIVITIES AND ORGANIZATIONS
HEALTH INFORMATION
WALLACE&
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 baseball 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 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, with continuous service throughout the day. 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.

DEVELOPING CHRISTIAN INFLUENCE

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 is available online at 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 enrollment in CHRS-1000 Developing Christian Influence for all students 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. 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 CHRS-1000 Developing Christian Influence for every semester in which they take six or more hours of classes.

CHRS-1000 Developing Christian Influence consists of four parts. Requirements of each part vary depending on the student's 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 reception and devotion 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 and report on Christian service hours throughout their tenure at DCC. Opportunities abound for involvement in community service (e.g., hospital visitation, working with underprivileged youth, rest homes, and 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!). Online students actively integrate each of these growth areas into their courses.

Fourth, students may participate in special service projects. The Office for Community 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.

CHRS-1000 Developing Christian Influence is described more fully in the DCC Student Handbook. While these requirements appear at first to be above and beyond the necessary academic work, 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

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 AND WORSHIP

Worship at Dallas Christian College is centered around a corporate experience that forms and shapes the individual worshiper into the likeness of Christ. It is assumed that worship moves from the classroom to the Chapel, and then into the local community and the world.

Music is an important element in life, worship, evangelism and personal growth. To that end DCC encourages the development of musical ability and worship leading skills. The Worship Arts program is designed to equip students to lead others in worship and to communicate God's story effectively while growing personally in one's relationship to God.

The Concert Choir, open to all students, presents a message in a variety of song genres while increasing musical skills. The Concert Choir presents an annual Christmas Dinner Theater each December and takes a Kingdom Week Tour every other school year (during Spring Break). Various Chapel programs and weekend performances are also scheduled throughout each semester.

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 athletic fields and a gymnasium. 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 experience (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.

HEALTH INFORMATION

In Dallas Christian College's effort to encourage students to maintain a healthy lifestyle, it has certain requirements and recommendations. Below are detailed those health requirements and recommendations.

BACTERIAL MENINGITIS VACCINATION REQUIREMENT

Per State legislation effective January 1, 2012, all entering Texas college students must receive a vaccination or booster (if the vaccination is five years old) against bacterial meningitis before enrollment in accordance with *Texas Education Code*, Section 51.9192.

The vaccine or booster is required for entering students at Texas public and private colleges, living both on- and off-campus.

- An entering student is a new student or a student who has had a break of enrollment for one or more fall or spring semesters. Summer semester is not included as a break in enrollment.
- Transfer students are considered entering students. Transfer students may request an official memo stating proof of vaccination (within the last five years) from their previous institution and submit with the vaccination requirement form.
- Students who are enrolled only in online courses are exempt.
- Entering students 30 years of age or older are exempt.

The student, or parent or guardian of the student, must provide an official immunization record or other required documentation listed on the form, showing the student has received the bacterial meningitis vaccination or booster during the five-year period prior to enrollment, and **not less than 10 days before the first day of classes**.

Entering students will be unable to complete registration until the paperwork is received and reviewed.

Questions concerning the bacterial meningitis requirement and forms should be directed to the Office of the Registrar.

HEPATITIS B VACCINATION REQUIREMENT

A Hepatitis B vaccination is required for students enrolled in a course of study that involves potential exposure to human or animal blood or bodily fluids in accordance with *Texas Education Code*, Section 51.933.

RECOMMENDED TUBERCULOSIS (TB) SKIN TEST

DCC recommends all students have a PPD **Mantoux** TB skin test or a chest X-ray to rule out TB, prior to registration for the first semester at DCC. The student is responsible for having the required testing and it is at his/her expense.

RECOMMENDED IMMUNIZATIONS

The following vaccines are recommended but not required:

- Hepatitis A and B
- Human Papillomavirus (HPV)
- Influenza (flu)
- Measles, mumps, rubella (MMR) - 2 doses (required for international students)
- Tetanus, diphtheria, pertussis (Tdap)
- Varicella (chicken pox)

For more information, please contact the Office of Community.

STUDENT HEALTH INSURANCE

DCC recommends all students carry personal health insurance. DCC will not assume financial liability for medical treatment and hospital services. Most students are protected for medical and hospital claims through family insurance programs. For students not covered under such a plan, information regarding health insurance options is available in the Office of Community. Premium payments are the responsibility of the individual student.

All students participating in intercollegiate athletics are required to show health insurance coverage in an accident and hospitalization program before being allowed to engage in athletic competition.

WALLACE'S

Wallace's Student Lounge offers a coffee bar and campus store on the third floor of the administration building. It also provides a center for students and faculty to fellowship and enhances mentoring opportunities. The student lounge includes a home theatre system, a computer center, 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 students' texts and study material needs. Visit the DCC website at www.dallas.edu/bookstore. Full instructions are listed on the Virtual Bookstore home page.

Students should plan to spend between \$450-550 per semester for books and supplies. If a student is receiving financial aid, purchases can be made at the DCC Virtual Bookstore using a book allowance secured through the Office of Financial Aid. 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.



COURSE DESCRIPTIONS

COURSE NUMBERING

COURSE CATEGORIES

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 with a Texas Common Course Number (TCCN) listed indicate courses transferable to Dallas Christian College for that particular course assuming the course is applicable to the degree plan and meets all other transfer requirements. Courses indicated with (A) are only offered through the ACCESS Alternative Certification Program.

ACCOUNTING

ACCT 2301 ACCOUNTING I (3 hours)

TCCN# ~ ACCT 2301

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 (3 hours)

TCCN# ~ ACCT 2302

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 (3 hours)

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.

ANTHROPOLOGY

ANTH 2351 CULTURAL ANTHROPOLOGY (3 hours)

TCCN# ~ ANTH 2351

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.

BIBLE

BIBL 1311 HOW TO STUDY THE BIBLE (3 hours)

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 (3 hours)

An introduction to the story of the Bible as it unfolds in the New Testament.

BIBL 1332 OLD TESTAMENT SURVEY (3 hours)

An introduction to the story of the Bible as it unfolds in the Old Testament.

BIBL 2301 SYNOPTIC GOSPELS (3 hours)

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

BIBL 2310 LIFE OF CHRIST I (3 hours)

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 (3 hours)

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 (3 hours)

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 3313 PENTATEUCH (3 hours)

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 3314 ACTS (3 hours)

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 (3 hours)

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 3316 BIBLICAL FOUNDATIONS FOR ETHICS (3 hours)

A study of the ethical content of Scripture articulated in the Ten Commandments, in Jesus' approach to ethical issues in the Sermon on the Mount, and in selected Old Testament and New Testament texts. (Cross-referenced as THEO 3316) Prerequisite: BIBL 1311 and six hours of 2000-, 3000-, or 4000-level Bible courses.

BIBL 3320 GREEK EXEGESIS II (3 hours)

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

BIBL 3322 PSALMS AND WISDOM LITERATURE (3 hours)

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 3323 PASTORAL EPISTLES (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

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 4306 JOSHUA-ESTHER (3 hours)

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 4307 PAUL'S LETTERS (3 hours)

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 4309 INTERPRETATION OF THE OLD TESTAMENT (3 hours)

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 4310 ROMANS (3 hours)

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 (3 hours)

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

BIBL 4315 HEBREW PROPHETIC LITERATURE (3 hours)

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.

BIBL 4320 SENIOR BIBLE SEMINAR (3 hours)

An integration of the various courses and experiences the student has had relating to biblical exegesis, theology, and communication. It aims to refine the student's ability to exegete biblical passages and to 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.

BUSINESS

BUAD 2310 PRINCIPLES OF BUSINESS MANAGEMENT (3 hours)

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 2321 INTRODUCTION TO CONFLICT MANAGEMENT (3 hours)

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 3312 NONPROFIT FINANCIAL MANAGEMENT (3 hours)

A study of various accounting practices specific to nonprofits. Emphasis is given to analyzing financial statements of nonprofit organizations, tools for evaluating the fiscal health of a nonprofit organization, funding diversification, and revenue streams. Special attention will be given to the function and interaction between general, restricted, temporarily restricted, and endowment funds. Issues in nonprofit capital planning, borrowing and expenditure, financial control systems, and performance measurement systems will also be examined. Prerequisites: ACCT 2301 and ACCT 2302.

BUAD 3325 HUMAN RESOURCE MANAGEMENT (3 hours)

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.

BUAD 4303 BUSINESS LEGAL ENVIRONMENT (3 hours)

A study of the legal rights and social forces that shape governments, business, and society, including regulatory law, contracts, personal property, bailments, and sales.

BUAD 4305 PRINCIPLES OF MARKETING (3 hours)

An overview of marketing functions, marketing concepts, marketing research, and marketing ethics, including market segmentation and target marketing.

BUAD 4312 NONPROFIT LAW (3 hours)

A study of the legal attributes and requirements of nonprofit entities including an examination of the differences in the law as it pertains to actual organization operations such as incorporation, income reporting, transparency, and legal responsibility for the actions of the organization. Complexities of contractual and grant-based relationships between nonprofits and the public sector will be examined. Special emphasis will be given to writing contracts, grant proposals, and assessment of partnership proposals in light of case literature of successful and failed partnerships.

BUAD 4315 ETHICS FOR NONPROFIT ORGANIZATIONS (3 hours)

An examination of the influence personal and group values plays in shaping organizational culture and behavior. Frameworks for identifying and resolving ethical dilemmas arising from completing work place obligations, standards conflicts, or paradigm shifts will be presented.

BUAD 4320 NONPROFIT MANAGEMENT (3 hours)

A study of traditional functional management tools such as human resource and financial management, marketing, as well as Total Quality Management (TQM), and benchmarking including special management issues pertaining to the nonprofit sector such as volunteer recruitment and management, mission planning and revision, and board development. Special attention is given to succession, preparation of a marketing plan, and other critical aspects of strategic planning in the uncertain environment of nonprofit management. Government relations and the specific management requirements of mission-driven organizations will also be addressed.

BUSI 1307 PERSONAL FINANCE (3 hours)

TCCN# ~ BUSI 1307

An introduction to financial literacy with an emphasis on real and changing financial needs and best practices in financial management.

CHRISTIAN EDUCATION

CHED 1315 METHODS OF TEACHING I (3 hours)

An overview of teaching methods for all grade levels, this course will emphasize diagnostic teaching and learning, current issues and trends, and research-based best practices. Course requirements include a minimum of eight hours of instructor-approved volunteer experience. (Cross-referenced as EDUC 1315)

CHED 3310 CURRICULUM EVALUATION AND PLANNING (3 hours)

A study of the objectives and principles of curriculum building, theory, and design. Prerequisite: CHED 3311

CHED 3311 EDUCATIONAL LEADERSHIP (3 hours)

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 (3 hours)

An advanced study of the methods, media, and techniques used in an educational environment from birth through adulthood. Prerequisite: CHED 1315

CHED 4320 PHILOSOPHY AND HISTORY OF CHRISTIAN EDUCATION (3 hours)

An examination of education from Christian and biblical perspectives, includes the history of philosophical Christian concepts related to education as well as the integration of Christianity into the curriculum of elementary and secondary schools.

CHRISTIAN SERVICE

CHRS-1000 DEVELOPING CHRISTIAN INFLUENCE (0 hours)

An overview of spiritual formation through participation in a community of faith, Christian 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 have already been earned. (Credit for this course is ordinarily non-transferable.)

DEVELOPMENTAL STUDIES

DVLS 0101 STUDY SKILLS (1 non-credit hour)

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 (1 non-credit hour)

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 (1 non-credit hour)

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 (1 non-credit hour)

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 (1 non-credit hour)

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. 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.)

DRAMA

DRAM 2310 INTRODUCTION TO DRAMA (3 hours)

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.

ECONOMICS

ECON 2301 MACROECONOMICS (3 hours)

TCCN# ~ ECON 2301

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 (3 hours)

TCCN# ~ ECON 2302

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.

EDUCATION

EDUC 1315 METHODS OF TEACHING I (3 hours)

An overview of teaching methods for all grade levels, this course will emphasize diagnostic teaching and learning, current issues and trends, and research-based best practices. Course requirements include a minimum of eight hours of instructor-approved volunteer experience. (Cross-referenced as CHED 1315)

EDUC 3310 SPECIAL POPULATIONS (3 hours)

An examination of current issues related to exceptional children (EC-12) including, but not be limited to, differences in physical, emotional, and cognitive abilities. Additionally, concerns associated with differences culture, language, and socio-economic status play in relation to exceptional children will be explored.

EDUC 3311 CHILDREN'S CHORAL METHODS (3 hours)

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 (3 hours)

This course emphasizes issues and techniques related to the successful integration of technologies (EC-12). 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 (3 hours)

An examination of research-based techniques, this course will explore classroom and student management in diverse settings and with diverse populations (EC-12).

EDUC 4310 READING IN THE EARLY CHILDHOOD AND ELEMENTARY SCHOOL (3 hours)

An examination of current trends and issues, processes, and strategies supporting reading instruction for diverse populations. Course requirement includes a minimum of eight hours of instructor-approved volunteer experience.

EDUC 4311 METHODS OF SOCIAL STUDIES AND GEOGRAPHY (3 hours)

An examination of strategies used for teaching social studies and geography (EC-12). Emphasis will include essential knowledge and skills, lesson planning, and assessment-driven instruction.

EDUC 4312 METHODS OF TEACHING SCIENCE AND MATH (3 hours)

An examination of the methods used for teaching science and math (EC-12). 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 (3 hours)

An examination of literacy development through skills, strategies, and critical thinking will be explored (EC-12). Special emphasis will include essential knowledge and skills for English Language Arts-Reading (ELAR), lesson planning, assessment-driven instruction, and English language learners.

EDUC 4315 CURRICULUM AND INSTRUCTION IN EARLY CHILDHOOD AND ELEMENTARY SCHOOL (3 hours)

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 (3 hours)

An introduction to the theories of language and literacy development, this course will explore teacher knowledge, classroom assessment, research-based methods, response to intervention (RTI), motivation and engagement, technology and new literacies, and family and community connections. Additionally, research-based approaches to develop understandings of linguistics, cueing systems, letter-sound relationships, phonemic awareness, phonics, word recognition, and spelling are examined.

EDUC 4325 CURRICULUM AND INSTRUCTION IN THE SECONDARY SCHOOL (3 hours)

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) (3 hours)

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) (3 hours)

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 (8-12th grade) level. (A)

EDUC 4348 CURRICULUM DESIGN (EC-12) (3 hours)

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-12th grade). (A)

EDUC 4349 CURRICULUM DESIGN (EC-6) (3 hours)

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-6th grade). (A)

EDUC 4351 SYSTEMS MANAGEMENT (4-8) (3 hours)

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) (3 hours)

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) (3 hours)

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) (3 hours)

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) (3 hours)

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) (3 hours)

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) (3 hours)

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) (3 hours)

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) (3 hours)

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) (3 hours)

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 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) (3 hours)

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 (3 hours)

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) (6 hours)

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) (6 hours)

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) (6 hours)

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) (6 hours)

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) (6 hours)

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) (6 hours)

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 candidates 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) (6 hours)

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 candidates 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) (6 hours)

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 candidates 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.)

ENGLISH AND LITERATURE

ENGL 1310 COMPOSITION I

TCCN# ~ ENGL 1301

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 (3 hours)

TCCN# ~ ENGL 1302

A continuation of ENGL 1310, including conducting research, research writing, and reading and writing about various literary genres.

ENGL 2312 or 3313 AMERICAN LITERATURE I (3 hours)

TCCN# ~ ENGL 2327 (applies to ENGL 2312 only)

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 (3 hours)

TCCN# ~ ENGL 2328 (applies to ENGL 2322 only)

A continuation of ENGL 2312, to the present. Prerequisite: ENGL 1310, ENGL 1320.

ENGL 2311 or 3314* ENGLISH LITERATURE I (3 hours)

TCCN# ~ ENGL 2322 (applies to ENGL 2311 only)

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 (3 hours)

TCCN# ~ ENGL 2323 (applies to ENGL 2321 only)

A continuation of ENGL 2311, from Romanticism to the present. Prerequisite: ENGL 1310, ENGL 1320.

ENGL 2313 or 3310* WORLD LITERATURE I (3 hours)

TCCN# ~ ENGL 2332 (applies to ENGL 2313 only)

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 (3 hours)

TCCN# ~ ENGL 2333 (applies to ENGL 2323 only)

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 (3 hours)

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 (3 hours)

A study of at least twelve plays, including comedy, tragedy, history, and romance. Prerequisite: ENGL 1310, ENGL 1320.

ENGL 3312** CHILDREN'S LITERATURE (3 hours)

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 (3 hours)**

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.

ENGL 3324 CREATIVE WRITING (3 hours)**

An exploration of the structure of various literary genres, including practice in writing and editing for publication. Prerequisite: ENGL 1310, ENGL 1320.

*Bachelor of Arts and Bachelor of Science students may take these courses at the sophomore level (2000) to fulfill the literature requirement. Education students need to take them at the upper level (3000). Interdisciplinary Studies majors choosing English as a concentration need a minimum of six hours of upper-level courses in the concentration. Assignments differ in the two levels.

**May not be taken to fulfill literature requirements.

GENERAL STUDIES

GENS 1111 DCC 101 (1 hour)

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.

GOVERNMENT

GOVT 2310 NATIONAL AND STATE GOVERNMENT (3 hours)

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.

GREEK

GREK 2310 GREEK I (3 hours)

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 (3 hours)

A continuation of GREK 2310.

GREK 3310 GREEK EXEGESIS I (3 hours)

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 (3 hours)

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

HEBREW

HEBR 3310 HEBREW I (3 hours)

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 (3 hours)

A continuation of HEBR 3310.

HEBR 4_11 HEBREW EXEGESIS (3 hours)

An application of elementary Hebrew to exegesis in specific passages of the Hebrew Bible.

HISTORY

HIST 1311 WORLD CIVILIZATION I (3 hours)

TCCN# ~ HIST 2321

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 (3 hours)

TCCN# ~ HIST 2322

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 (3 hours)

TCCN# ~ HIST 1301

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 (3 hours)

TCCN# ~ HIST 1302

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 (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

TCCN# ~ HUMA 1315

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.

INTERDISCIPLINARY STUDIES

INDS 4310 SENIOR INTERDISCIPLINARY STUDIES SEMINAR (3 hours)

A directed research project guiding Interdisciplinary Studies majors in producing a final paper or project that integrates learning from biblical/theological studies and their two concentrations and has practical application; includes student presentations of the projects.

INTERNSHIP

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.

MANAGEMENT

MGMT 2320 MANAGEMENT COMMUNICATIONS (3 hours)

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.

MGMT 4304 ORGANIZATIONAL BEHAVIOR AND RESPONSIBILITY (3 hours)

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 4308 STRATEGIC MANAGEMENT (3 hours)

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.)

MATHEMATICS

MATH 1310 COLLEGE ALGEBRA (3 hours)

TCCN# ~ MATH 1314

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 (3 hours)
TCCN# ~ MATH 1332

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. Content of this class will help students deal with situations involving quantitative components that they will encounter: as college students in other college-level courses; as citizens confronted with a wide array of public policy issues; as members of the work force; and as parents, participating in the education of their children.

MATH 2342 INTRODUCTION TO STATISTICS (3 hours)
TCCN# ~ MATH 2342

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)

MINISTRY STUDIES

MINL 1310 FOUNDATIONS OF LEADERSHIP (3 hours)

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 4315 GROUP LEADERSHIP (3 hours)

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.

MISSIONS

MISS 3312 APPLIED MISSIONS (3 hours)

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 (3 hours)

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 (3 hours)

An introduction to the study of various contemporary sects and cults, evaluated from the Christian perspective.

MISS 3324 MISSIONS (3 hours)

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 (3 hours)

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 (3 hours)

An examination of ministry to individuals and groups from cultures around the world, from a theological and historical perspective.

MUSIC

MUSC 1108 GUITAR CLASS (1 hour)

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 (1 hour)

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 (1 hour)

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 (1 hour)

Instruction focused on technique, repertoire, style, and performance. Open to all students. Prerequisite: permission of instructor.

MUSC 1113 EARTRAINING/SIGHTSINGING I (1 hour)

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 1115, 1131, 2115, 2131, 3115, 3131, 4115, 4131 CHOIR (.5 hour)

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 (1 hour)

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 (1 hour)

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 1123 EARTRAINING/SIGHTSINGING II (1 hour)

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 (3 hours)

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 (3 hours)

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 2110, 2125 APPLIED VOICE (1 hour)

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 (1 hour)

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 2210 THEORY III (2 hours)

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 (3 hours)

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 (3 hours)

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 3110, 3125 APPLIED VOICE (1 hour)

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 (1 hour)

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 3311 CHILDREN'S CHORAL METHODS (3 hours)

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 (3 hours)

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 (3 hours)

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 3325 DESIGNING AND LEADING WORSHIP (3 hours)

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. Prerequisite: WSHP 2312.

MUSC 4110, 4225 APPLIED VOICE (1, 2 hours)

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 (1, 2 hours)

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.

MUSC 4220 CHORAL LITERATURE AND ARRANGING (2 hours)

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 4311 INSTRUMENTAL METHODS (3 hours)

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.

MUSC 4312 WORSHIP MUSIC LITERATURE (3 hours)

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: WSHP 2312.

PHILOSOPHY

PHIL 1304 WORLD RELIGIONS (3 hours)

TCCN# ~ PHIL 1304

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. (Cross-referenced as RELI 1304)

PHIL 2320 WORLDVIEWS AND ETHICS (3 hours)

A study of various worldviews that underlie Western and Eastern thought regarding humanity, the natural world, and ultimate reality and their resultant ethical perspectives and implications. Prerequisites: a social science and a literature.

PHIL 3320 INTRODUCTION TO PHILOSOPHY (3 hours)

A survey of the continuing questions raised by philosophic inquiry, with assessment of key philosophic systems in relationship to Christian thought and values. Prerequisites: a social science and a literature.

PHYSICAL EDUCATION

PHED 1111 VARSITY TEAM SPORTS (1 hour)

Intercollegiate dance, golf, soccer, or volleyball, with emphasis on developing Christian attitudes and values in a competitive climate.

PHED 1112 CPR/FIRST AID/PE (1 hour)

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 (1 hour)

Intercollegiate baseball, basketball, dance, or golf, with emphasis on developing Christian attitudes and values in a competitive climate.

PHED 1320 WELLNESS AND LIFESTYLE (3 hours)

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.

PRACTICAL MINISTRY

PMIN 2310 EVANGELISM (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

A study of women's roles in Christian leadership from a theological, historical, and practical perspective.

PMIN 4305 CHURCH LEADERSHIP DEVELOPMENT (3 hours)

A study of the principles of leadership and its development in the local church. Prerequisite: PMIN 3311.

PMIN 4312 CHURCH GROWTH (3 hours)

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

PSYCHOLOGY

PSYC 1110 PSYCHOLOGY AS A PROFESSION (1 hour)

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 (3 hours)

TCCN# ~ PSYC 2301

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 2314 DEVELOPMENTAL PSYCHOLOGY (3 hours)

TCCN# ~ PSYC 2314

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 2319 SOCIAL PSYCHOLOGY (3 hours)

TCCN# ~ PSYC 2319

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.

PSYC 2340 SPORTS PSYCHOLOGY (3 hours)

An examination of the cognitive or mental aspects within sports exposed by the demand for enhanced sport performance. Includes the application of conventional psychological areas (personality, motivation, aggression, etc.) to the arena of sport.

PSYC 2342 STATISTICS FOR PSYCHOLOGICAL STUDIES (3 hours)

TCCN# ~ PSYC 2317

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 (3 hours)

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 3315 THEORIES OF PERSONALITY (3 hours)

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 (3 hours)

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 (3 hours)

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 (3 hours)

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: PSYC 1320.

PSYC 3330 PSYCHOLOGICAL TESTS AND MEASUREMENT (3 hours)

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 READINGS IN PSYCHOLOGY (3 hours)

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 (3 hours)

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.

PSYC 4320 PSYCHOLOGY AND CHRISTIAN THOUGHT (3 hours)

An introduction to the nature and process of the application of Christian thought to the study and practice of psychology. Prerequisite: PSYC 1320.

RELIGION

RELI 1304 WORLD RELIGIONS (3 hours)

TCCN# ~ PHIL 1304

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. (Cross-referenced as PHIL 1304)

SCIENCE

SCIN 2110 LIFE SCIENCE LAB ONLY (1 hour)

TCCN# ~ BIOL 1108

Laboratory experience allows students to use scientific methods to examine and test many of the facts and concepts of biology.

SCIN 2310 LIFE SCIENCE (3 hours)

TCCN# ~ BIOL 1308

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.

SCIN 2410 LIFE SCIENCE (4 hours)

TCCN# ~ BIOL 1408

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.

SOCIOLOGY

SOCI 2310 INTRODUCTION TO SOCIOLOGY (3 hours)

TCCN# ~ SOCI 1301

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 (3 hours)

TCCN# ~ SPCH 1315

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.

THEOLOGY

THEO 2310 THEMES IN BIBLICAL THEOLOGY (3 hours)

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 3311 APOLOGETICS (3 hours)

An analysis of the approaches toward a rational presentation of the Christian faith in response to competing worldviews. Prerequisites: BIBL 1311, BIBL 1331, and BIBL 1332.

THEO 3316 BIBLICAL FOUNDATIONS FOR ETHICS (3 hours)

A study of the ethical content of Scripture articulated in the Ten Commandments, in Jesus' approach to ethical issues in the Sermon on the Mount, and in selected Old Testament and New Testament texts. (Cross-referenced as BIBL 3316) Prerequisite: BIBL 1311 and six hours of 2000-, 3000-, or 4000-level Bible courses.

THEO 4301 CHRISTIAN THEOLOGY (3 hours)

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 4305 CHRISTIAN ETHICS (3 hours)

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.

WORSHIP ARTS

WSHP 2312 WORSHIP THEOLOGY AND PRACTICE (3 hours)

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 (3 hours)

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: WSHP 2312.

WSHP 3325 DRAMA IN WORSHIP (3 hours)

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: WSHP 2312.

WSHP 3330 ARTISTIC EXPRESSION IN WORSHIP (3 hours)

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: WSHP 2312.

WSHP 4310 WORSHIP ARTS MINISTRY (3 hours)

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: WSHP 2312.

INDEPENDENT STUDY AND SPECIAL TOPICS

_____ 4_00 INDEPENDENT STUDY (hours vary)

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 _____ (3 hours)

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.

_____ 3_26 FIELD EXPERIENCE (hours vary)

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.



PERSONNEL

TRUSTEES
ADMINISTRATION
FULL-TIME FACULTY
ADJUNCT FACULTY
STAFF

TRUSTEES

Term expires 2013

Ron Bair, Houston, TX
Leon Isbell, Murphy, TX
Caleb Kaltenbach, Dallas, TX

Term expires 2014

Mike Bomgardner, Farmers Branch, TX
Chris Condit, Amarillo, TX
David Garison, Spring, TX
Dr. Keith Keeran, Grayson, KY
Louis Myers, Colleyville, TX
Sam Rudkin, Palm Harbor, FL

Term expires 2015

Paul Diaz, Sr., Austin, 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.

Bruce Long, Director of Institutional Effectiveness and Dean of Non-Traditional Programs (2013)

B.A., Manhattan Christian College. M.A.R., Emmanuel School of Religion. M.S. Educational Technology, Dakota State University. Ministries in Stockton and Lawrence, Kansas; Mitchell, South Dakota; Evergreen, Colorado, and Fort Smith, Arkansas. Dallas Christian College, Director of Distance Education, 2003-2006, Associate Dean of Distance Learning, 2006-2013.

Jay Reimer, Chief Financial Officer (2012)

B.S., Drexel University. M.A., Dallas Theological Seminary. M.B.A., Eastern University. Ed.D., University of North Texas. Philadelphia Biblical University, Business Manager, Professor, 1991-1996. Dallas Theological Seminary, Vice-President of Business and Finance, 1996-2000. Dallas Baptist University, Vice-President of Financial Affairs, 2000-2002, Adjunct Professor, 2006-2012. The University of Texas at Dallas, Associate Vice-President of Business Affairs, 2002-2005. Wycliffe Bible Translators-Seed Company, Senior Vice-President of Operations and Chief Financial Officer, 2005-2011.

Perry Stepp, Vice President for Academic Affairs, Professor of Bible (2012)

B.S., Eastern New Mexico University. M.A., Lubbock Christian University. Ph.D., Baylor University. Additional studies, Dallas Christian College. Ministries in Madera, California; Eunice, New Mexico; DeSoto, Texas; Cartersville, Georgia; Rockdale, Texas; Peebles, Ohio; Bainbridge, Ohio; Ringos Mill, Kentucky; and Blue Bank, Kentucky. Adjunct Instructor, Christ for the Nations Institute, 2000. Adjunct Instructor, Truett Theological Seminary, Baylor University, 2002. Adjunct Professor, Dallas Christian College, 2000-

2003. Associate Professor, Kentucky Christian University, 2003-2012. Dean, Sack School of Bible and Ministry, Kentucky Christian University, 2007-2009. Vice President for Academic Affairs, Kentucky Christian University, 2009-2012.

Mark Worley, Vice President for Community, Professor of Bible and Practical Ministries (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.

FULL-TIME FACULTY

Tom Dodgen, Professor of Business, Chair of Business Department (2006)
A.A., Foothill College. B.G.S., M.B.A., Golden Gate College.

Mark Fish, Associate Professor of History, Chair of Arts and Sciences Department (2007)
B.A., Johnson Bible College. M.Div., Emmanuel School of Religion. Ph.D., 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.

Leslie Haas, Professor of Education, Chair of Education Department (2012)
B.S., Texas State University. M.Ed., Ed.D., Texas A&M University-Commerce.

Mark Hahlen, Professor of Bible, Chair of Bible Department (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, Director of Non-Traditional Instruction (2013) and Associate Professor of Missions (2000)
B.Th., Ozark Christian College. M.A., Lincoln Christian University. Missionary to Guam and the Northern Mariana Islands.

Matthew LaGrange, Professor of Psychology, Chair of Psychology Department (2009)
B.A., Marian College. M.S., St. Louis University. Ph.D., Purdue University.

Crystal Laidacker, Registrar (1997)
A.A.S., B.S., Dallas Christian College. M.Ed., Hope International University. Quest Recruiter, Dallas Christian College, 1996.

Bruce Long, Director of Institutional Effectiveness and Dean of Non-Traditional Programs (2013)
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, Associate Dean of Distance Learning, 2006-2013.

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. D.W.S. (in process) The Robert E. Webber Institute for Worship Studies. Additional studies, The 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.

Perry Stepp, Vice President for Academic Affairs, Professor of Bible (2012)

B.S., Eastern New Mexico University. M.A., Lubbock Christian University. Ph.D., Baylor University. Additional studies, Dallas Christian College. Adjunct Professor, Dallas Christian College, 2000-2003.

Jean-Claude St. Juste, Assistant Registrar, Professor of Communications (2002)

B.A., Dallas Christian College. M.A., Abilene Christian University.

Mark Worley, Vice President for Community, Professor of Bible and Practical Ministries (1999)

B.A. Dallas Christian College. M.A., Johnson Bible College. Additional studies, Dallas Theological Seminary and University of North Texas. 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.

ADJUNCT FACULTY

George Ackerman, Business

B.A., Florida Atlantic University. M.S., Lynn University. M.B.A., M.S., J.D., Nova Southeastern University. Ph.D. (in process), Capella University.

Laurissa Backlin, Music, Voice

B.M., Wheaton College. M.M., Temple University. D.M.A. (in process), University of North Texas.

William J. Baker, Bible

B.A., Lincoln Christian University. M.A., M.Div., Trinity Evangelical Divinity School. Ph.D., University of Aberdeen

J. Randall Barnes, History

B.A., M.Ed., Harding University. Ph.D., The University of Texas at Arlington.

Justin Bass, Bible

B.A., Southern Methodist University. Th.M., Ph.D., Dallas Theological Seminary.

Mark Berrier, Bible

B.A., M.A., M.Div., Lincoln Christian University. D.Div. *honoris causa*, Dallas Christian College. Doctoral studies at University of Dallas. Adjunct Professor, The University of Texas at Arlington, 1977-1979.

Willie Bolden, Ministry

B.S., Biola University. Th.M., Talbot Seminary. D.Min., Southwestern Baptist Theological Seminary.

- Gary Bones**, Sociology
B.S., Abilene Christian University. M.A., Texas Tech University.
- Bea Bourne**, Business
B.S., Maryville University. M.A., Webster University. D.M., University of Phoenix.
- Pamela Boyd**, Business
B.S., University of Evansville. M.B.A., DeVry University. Ph.D. (in process), Regent University.
- Earl Brown**, Accounting, Business, Economics
B.B.A., M.A., Abilene Christian University.
- Hal Brunson**, English
B.A., Central Baptist College. M.Div., Baptist Missionary Association Theological Seminary. M.A., The University of Texas, Tyler. Ph.D., The University of Texas, Dallas.
- Alfred Calabrese**, Music
B.F.A., State University of New York, Purchase College. M.M., D.M., Indiana University, Bloomington.
- Carey Crawford**, Bible
B.B.A., University of Mississippi. M.Div., D.Min., Mid-America Baptist Theological Seminary.
- Kristin Crocker**, Business
B.S., Arizona State University. M.B.M., Southern Methodist University.
- Elizabeth Currey**, English
B.A., York University. B.S., M.A., Texas Women's University. Additional studies, The University of Texas Southwestern Medical School.
- Glen Denehie**, Accounting, Business, Economics
B.B.A., University of Louisiana-Lafayette. M.B.A., University of Dallas. Additional studies, The University of Southwestern Louisiana.
- Robert Douglas**, Ministry
B.A., M.A., Abilene Christian University. M. A., Fuller Theological Seminary. Ph.D., University of Southern California.
- Ann Farley-Parker**, Ethics
B.A., Baylor University. M.Div., Ph.D., Southwestern Baptist Theological Seminary.
- Jill Fearing**, Government
B.S., Kansas State University. J.D., Southern Methodist University.
- Redi Ferizaj**, Science
Th.M., Dallas Theological Seminary. M.D., University of Tirana, Albania.
- Matthew Ford**, Ministry
B.A., Dallas Christian College. M.R.E., M.Div., Cincinnati Bible Seminary.
- Nancy Golden**, Religion
B.S., Dallas Christian College. M.A., Liberty Theological Seminary.

Shayne Green, Guitar

A.A., Collin County Community College. B.S., Texas A&M University, Commerce.

Jennifer Hancock, English

B.A., Abilene Christian University. M.A.R., Yale University.

John Harrison, Ministry

B.A., David Lipscomb University. M.A., Wheaton Graduate School. Ph.D., University of Edinburgh.

Gincy Hartin, Bible

B.A., University of St. Thomas. M.S., M.Div., Pepperdine University.

Michael Hines, History

B.A., B.Th., Nebraska Christian College. M.Div., The Cincinnati Christian University. Additional studies, University of Colorado, University of Cincinnati, Boise State University.

Eric Hinton, Leadership

B.A., Ozark Christian College. M.A., Dallas Baptist University.

Kendi Howells Douglas, Anthropology, Missions

B.A., Crossroads College. M.Div., Emmanuel Christian Seminary. D.Miss., Asbury Theological Seminary.

W. G. Hulbert, Bible

B.B.L., Ozark Christian College. M.A.R., Emmanuel School of Religion.

Jerran Jackson, Bible

B.A., Nebraska Christian College. M.A., M.Div., Cincinnati Christian University. D.Min., Bethel Theological Seminary.

Marcus Jackson, Bible

B.A., Dallas Christian College. M.A., Johnson Bible College.

Dana Jobe, Education

B.A., The University of Texas at Dallas. M.Ed., Ed.D. (in process), Texas A&M University, Commerce.

Don Jolly, Ministry

B.S., Dallas Christian College. M.A.R., Abilene Christian University. Additional studies, University of Houston.

Caleb Kaltenbach, Ministry

B.A., Ozark Christian College. M.A., Talbot School of Theology, Biola University. D.Min. (in process), Dallas Theological Seminary.

Paul Kissling, Bible

B.Rel., Great Lakes Christian College. M.Div., Lincoln Christian University. Th.M., Trinity Evangelical Divinity School. Ph.D., University of Sheffield, Sheffield, England.

Melissa Lawver, Psychology

B.A., Baylor University. M.A., Dallas Baptist University.

Adrian Leday, Mathematics

B.A., Texas A&M University, College Station. M.S., Texas A&M University, Commerce.

Stella Lee, Sociology
B.A., Prairie View A&M University. M.S., M.A., The University of Texas at Austin.

Deana Long, Mathematics
B.S., Manhattan Christian College. B.S., Kansas State University. M.A.T., The University of Texas at Dallas.

Kyle Martin, Philosophy
B.A., Kentucky Christian University. Master of Humanities, University of Dallas.

Matthew Meeks, History
B.S., M.Ed., Dallas Baptist University.

Scott Middleton, Bible, Ministry
B.A., Dallas Christian College. M.A., Johnson Bible College. D.Min., Highland Theological College.

William Morgan, English, Missions
B.A., Kentucky Christian University. M.A., The University of Texas at El Paso. D.Min., Londen Institute. Additional studies, Nova University.

Steve Newby, Education
B.S., M.Ed., Texas A&M Commerce. Ed.D. (in process), Texas Wesleyan University. Additional studies, University of North Texas.

Robert Newman, Economics
B.A., Austin College. M.A., University of Oregon.

Frank Nichols, Bible
B.S., Dallas Christian College. M.A.R., Liberty Baptist Theological Seminary.

Smith Noland, Jr., Psychology
B.A., Georgetown College. M.S., Eastern Kentucky University. Additional studies, Ohio State University and University of North Texas.

Tod Nutt, Business
B.S., Dallas Christian College. M.M., University of Phoenix.

Nathan Nwobi, Economics, Mathematics
B.B.A., M.S., Texas A&M University. Ph.D., Jackson State University.

Daniel O'Connell, Business
B.B.A., M.B.A., University of Oklahoma.

Douglas Partin, Preaching
B.A., Dallas Christian College. M.Div., D.Min., Emmanuel School of Religion.

Robert Paul, Speech
B.S., Lamar University. M.A., Southwestern Baptist Theological Seminary.

Phinias Pfuridzo, Accounting
B.S., Northwood University. M.B.A., University of Dallas.

Karin Porter, Educational Technology
B.S., University of North Texas. M.S., The University of Texas at Brownsville.

- Rachel Purdum**, CPR/First Aid Training
B.S., Oklahoma State University. M.A., University of Central Oklahoma.
- Ron Rife**, Education
B.A., Minnesota Bible College. M.S., Ed.S., Ed.D., Indiana University. Additional studies, Lincoln Christian University, Purdue University, and Northwestern University.
- Christi Romeo**, History
B.S., Abilene Christian University. M.A., The University of Texas at Arlington.
- Kevin Rossen**, Bible, Ministry
B.A., Dallas Christian College. M.A., Liberty University.
- Drew Sherman**, Ministry
B.B.L., Ozark Christian College. B.A., M.A., Hope International University.
- Cameron Sinclair**, History
B.A., Hardin-Simmons University. M.A., Southern Methodist University. Ph.D. (in process), University of North Texas.
- Rondal Smith**, Missions, Translation
B.A., Lincoln Christian University. M.A., Ph.D., Indiana University.
- Ted Smith**, Bible, Preaching
B.A., Dallas Christian College. M.A., Johnson Bible College. Additional studies, Center for Christian Education, Abilene Christian University, Oklahoma Christian University, and Texas Christian University.
- Charlie Starr**, Literature
B.A., Dallas Christian College. M.A., The University of Dallas. D.A., Middle Tennessee State University.
- Cindy Stites**, Counseling
B.A., Texas Christian University. M.A., Southwestern Baptist Theological Seminary.
- Rebecca Sutton**, Business
B.S., Harding University. M.B.A., Lamar University.
- Bill Thomas**, Bible
B.S., University of Kansas. B.Th., Manhattan Christian College. M.A., Johnson Bible College.
- Kristy Thurmond**, Bible
B.A., The University of Texas at Austin. Th.M., Dallas Theological Seminary.
- Ivan Torres**, Percussion
B.A., M.A. (in process), Dallas Baptist University.
- Melody Trowell**, English
B.A., Abilene Christian University. M.A., University of North Texas.
- Rosalinda Valenzuela**, Government
B.A., M.A., The University of Texas at Dallas. Ph.D. (in process), The University of Texas at Dallas.

Fred Villa, History

B.S., Dallas Christian College. M.A., Dallas Baptist University. Ph.D., (in process), The University of Texas at Dallas.

Derek Voorhees, Bible, Ministry

B.B.L., Ozark Christian College. M.Div., M.A., Lincoln Christian University. D.Min., Dallas Theological Seminary.

John Wasem, Leadership, Ministry

B.A., Milligan College. M.Div., Emmanuel School of Religion. Ph.D. (in process), University of Phoenix.

Marie Whitlock, Management

B.S.B.A., Kennesaw State University. M.B.A., University of Dallas. J.D., Texas Southern University.

Alan Wimberley, Education

B.S., Tarleton State University. M.Ed., Liberty University. Ed.D., University of North Texas.

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

Rebecca Akin-Sitka, Director of Financial Aid

Brian Condra, Assistant Director of Admissions and Outreach

Denny Dixon, Men's Baseball Coach

Annette Esclavon, Administrative Assistant to Vice President for Academic Affairs

Craig Frey, Pioneer College Catering, Food Service Director

Gary Hardy, Director of Non-Traditional Instruction

Eric Hinton, Dean of Students, Director of Men's Residence Hall

Beka Hull, Director of Community Engagement

Karla Kuhl, Women's Residence Hall Director

Tyese Little, Women's Volleyball Coach

Bobby Lour, Director of Information Technology

Kyle Martin, Coordinator of Non-Traditional Instruction

Caitlin Martin, Admissions Coordinator

Christin Martinez Luevano, Women's Soccer Coach

Kenny Marchant, Jr., Relations Associate

Lori Mathews, Business Office Coordinator

Heidi Meeks, Director of Adult Recruitment

Matthew Meeks, Director of Enrollment Management

Dana Mingo, Director of Student Financial Services

Sparky Montoya, Student Retention Manager

Sean O'Connor, Athletic Director, Women's Basketball Coach

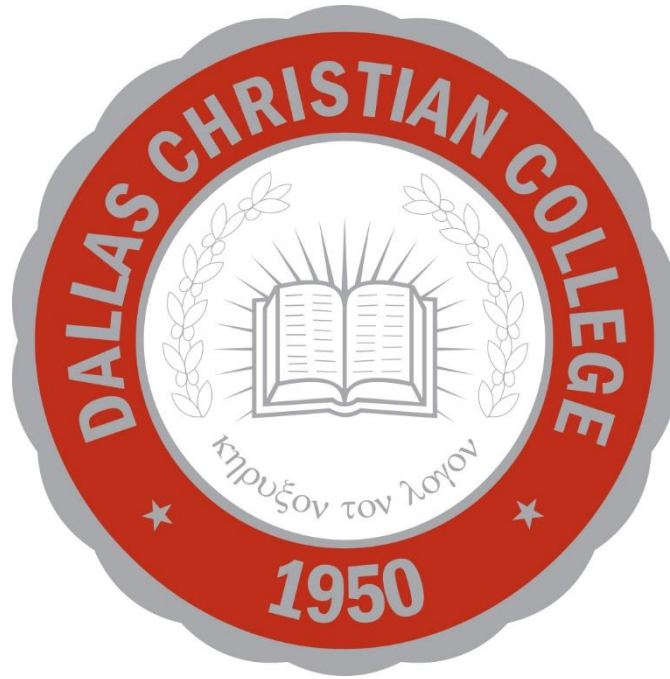
Dean Pinney, Adult Program Recruiter

Jeff Thorne, Director of Stewardship

Maurice Uyokpeyi, Men's Soccer Coach

Brett Vance, Director of Communications and Public Affairs

Charles Williams, Men's Basketball Coach



CALENDAR

DALLAS CHRISTIAN COLLEGE
FALL 2013 – SPRING 2014 ACADEMIC CALENDAR

August	5	First day of Online and Quest Fall Session 1 classes
	17	Residence halls open to new students
	18-20	New Student Orientation
	19	Residence halls open to returning students
	21	First day of Traditional Fall classes
	22	Convocation, 11:00 am, Barr Chapel
	27	Last day for late enrollment
	27	Last day for schedule changes
	27	Last day to withdraw with 90% refund
September	2	Labor Day . No Quest or Traditional classes, college closed
	18	Fall Stipend Check Disbursements begin
	23	First day of Online and Quest Fall Session 2 classes
October	4-5	DCC Homecoming
	7-10	Mid-term exams
	11	Fall break . No Traditional classes, offices open
	17	Campus Service Day . Service in lieu of Traditional classes
	21-31	Registration for Spring, 2014
	25	Last day to withdraw passing
November	1	Registration for Spring, 2014 (continues)
	1	Application deadline for May 2014 graduation
	1	Trustees Meeting (Tentative)
	4	First day of Online and Quest Fall Session 3 classes
	22	Last day to apply for an incomplete
	25-29	Thanksgiving holiday . No classes, college closed
December	5	Last day of instruction for Traditional classes
	6	Reading day . No Traditional classes
	6-7	Christmas Dinner Theatre
	9-13	Final exams (Grades due 48 hours after final exam)
	16	Residence halls officially close
	16-31	Christmas Break
January	1-3	Christmas Break (continues)
	6-10	Wintermester
	6	First day of Online and Quest Spring Session 1 classes
	13	Residence halls open to new students
	13	Residence halls open to returning students
	13-14	New Student Orientation
	15	First day of Traditional Spring semester
	20	Martin Luther King, Jr. Day . No Quest or Traditional classes, college closed
	21	Last day for late enrollment
	21	Last day for schedule changes
21	Last day to withdraw with 90% refund	
February	14	Spring Stipend Check Disbursements begin
	24	First day of Online and Quest Spring Session 2 classes

March	1	Last day for continuing students Fall, 2014 scholarship applications
	3-7	Mid-term exams
	10-14	Kingdom Week/Spring Break . No classes
	24-31	Registration for Fall, 2014
	28	Last day for off campus housing request for fall semester
April	1	Priority deadline for new student Fall, 2014 financial aid applications
	1	Last day for new student Fall, 2014 scholarship applications
	1-4	Registration for Fall, 2014 (continues)
	2	Campus Service Day . Service in lieu of Traditional Classes
	11	Last day to withdraw passing
	14	First day of Online and Quest Spring Session 3 classes
	18	Good Friday . No Quest or Traditional classes, college closed
	24	Skip Day . no Traditional classes
	25	Last day to apply for an incomplete
	25-26	Trustees Meeting (Tentative)
	30	Priority deadline for continuing student Fall, 2014 financial aid applications
	May	1
1		Last day of instruction (Traditional classes)
2		Reading day . No Traditional classes
5-8		Final exams (Grades due 48 hours after final exam)
8		Grades due for graduates, 10:00 am (unless earlier deadline is specified)
9		Baccalaureate, 11:00 am, Barr Chapel
9		Commencement, 7:00 pm
10		Residence halls close to students not taking Maymester
12-16		Maymester
17		Residence halls officially close
19-31		Summer I Term
26		Memorial Day . College closed
June	1-30	Summer I Term (continues)
	11	Summer Stipend Check Disbursements begin
	15-29	SALTeens
July	4	Independence Day . No Quest or Traditional classes, college closed
	1-Aug. 8	Summer II Term

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



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