



## **Dallas Christian College 2017-2018 Catalog**

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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.

**A WORD FROM**  
**DR. BRIAN SMITH**



We believe that the mission of Dallas Christian College is vital for Christians in the 21<sup>st</sup> Century. Preparing students to become people of influence as followers of Christ in their homes, professions, and communities has never been more important than now. At DCC, you will find this extraordinary opportunity to be both educated and mentored so that you may discover and follow your calling as you engage in the work of Christ both in the Church and in the world. It is our deepest desire that our students will become the kind of people who will live out their personal missions as they seek to accomplish Christ's mission of reconciling all of humanity to Himself in whatever context they live and serve.

Brian D. Smith, Ph.D.  
President of the College

# TABLE OF CONTENTS

<b>PRESIDENT’S GREETING</b>	<b>ii</b>
<b>GENERAL COLLEGE INFORMATION</b>	<b>1</b>
History	
Statement of Faith	
Mission Statement	
Institutional Goals	
Program Objectives	
Academic Recognition	
Other Policies	
Graduation and Placement Rates	
<b>ADMISSIONS AND FINANCIAL INFORMATION</b>	<b>11</b>
Admissions	
Financial Aid	
Federal Programs	
Scholarships	
Financial Information	
<b>ACADEMIC REGULATIONS AND PROCEDURES</b>	<b>39</b>
Enrollment	
Academic Department Policies	
Grading	
Graduation Requirements	
Awards and Honors	
Library	
<b>ACADEMIC PROGRAMS</b>	<b>61</b>
Introduction	
General Education	
Arts and Sciences Department	
Bible Department	
Business Department	
Education Department	
Psychology Department	
<b>ALTERNATIVE TEACHER CERTIFICATION PROGRAM</b>	<b>101</b>
Program Overview	
Financial Information	
Program	
<b>STUDENT LIFE</b>	<b>107</b>
Lifestyle	
Housing	
Food Service	
Developing Christian Influence	
Activities and Organizations	

Health Information Wallace Virtual Bookstore	
<b>COURSE DESCRIPTIONS</b>	<b>115</b>
Course Numbering Course Categories	
<b>PERSONNEL</b>	<b>145</b>
Trustees Administration Full-Time Faculty Adjunct Faculty Staff	
<b>CALENDAR</b>	<b>155</b>
<b>INDEX</b>	<b>159</b>



## ***GENERAL COLLEGE INFORMATION***

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



## HISTORY

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

DCC has flourished over the years. It has grown from two downtown Dallas locations to its third location, on twenty-two acres in the historic northwest Dallas county community of Farmers Branch. With over five 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), Dustin D. Rubeck (2004-2014), and presently Brian D. Smith (2014- ).

Currently, DCC offers associates and bachelors degrees with a variety of majors and minors to choose from. DCC's curriculum combines a Bible curriculum with professional studies and general education courses taught from a Christian worldview. The College provides instruction in varying formats: (1) Traditional day and evening classes; (2) The Quest accelerated format in the evening, which began in 1995; (3) Online; providing distance students the opportunity to earn a degree via the Internet; and (4) *FLEX*Campus®, which in 2013 became the primary format for non-traditional (adult) students, offering the flexibility of participating in the classroom, participating live via web conference, or watching the recorded class session the next day and completing the class online. Since 2013, *FLEX*Campus® has progressively replaced Quest and online.

In 2003, the State of Texas authorized DCC to offer alternative teacher certification. Alternative Certification Curriculum to Ensure Student Success (ACCESS) allowed 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. ACCESS evolved into the current Alternative Certification Program (ACP) offered online and paved the way for DCC's current authorization to offer students the opportunity to earn Texas public school teacher certification while earning the bachelor's degree as of 2015. The Bachelor of Science in Education and Bible was approved by the Texas Education Agency to offer Texas State Teaching Certification to students who pass state requirements. The degree is also designed to uniquely meet the requirements for state certification as well as certification with the Association of Christian Schools International (ACSI).

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. Each year since 2008, DCC has held Kingdom Week, a missions-emphasis week in March (and sometimes an extended week in May) in which the College hosts four-six trips to other cities and countries. Through Kingdom Week, students learn about other peoples and cultures while discovering more about God and themselves. Also, DCC faculty and staff lead in their home congregations, provide counsel to Metroplex churches, and speak throughout Texas and the Southwest. Faculty, staff, students, and alumni also have the opportunity to participate in Kingdom Week serving locally, nationally, or internationally.

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, engaging in their calling to the work of Christ in the Church and in the world.

*Dallas Christian College*—Since its founding in 1950, training for Christian ministry and service to the church have been core to the College's mission. This commitment continues through educational and mentoring programs for a diverse group of students preparing for a variety of careers.

*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, combined with strategic co-curricular opportunities, provides an education from a biblical worldview that prepares students to enter their professional fields or to enter graduate studies.

*Mentors*· The College fosters a culture of mentoring that begins in the classroom and permeates most student activities. Students progress through a mentoring program designed to help them be successful citizens of God's Kingdom. The mentoring experience covers a broad spectrum, from academic tutoring and life coaching to spiritual formation and service.

*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 who engage in their calling to the work of Christ to make a positive impact on the world.

*Engaging in their calling*—This combination of Christian education and mentoring develops students who are learning from and within a biblical worldview, growing as



disciples of Jesus and disciple-makers for Jesus, developing their gifts and talents, identifying the mission and purpose to which Jesus has called them, and living as Christ's ambassadors. Graduates engage the Kingdom of God in whatever context they are called.

*To the work of Christ*· Jesus accomplished the work of redemption through his death and resurrection, but the completion of that work is ongoing until His return. Jesus calls his people to glorify Him by joining in the completion of that work by serving in many different ways. This service to Christ can take many forms after graduation: e.g. a business person using her company as a redemptive force by training and employing abused women from shelters, an educator bringing the light of Jesus into the public classroom, one bringing hope and the love of God to the brokenhearted within the field of psychology, or a minister faithfully proclaiming the gospel and biblical truth to the Church.

*In the Church*· Whether a student is called into vocational church ministry or chooses to earn a living another way, DCC graduates will use their biblical influence to strengthen those churches to which they belong and to expand Christ's Church throughout the world.

*And in the world*· The current global connectedness means that DCC graduates can have a positive impact on a global scale. They will act as salt and light in the world, bearing Christ's love and transformative power into fallen sectors of human culture and enterprise.

## **INSTITUTIONAL GOALS**

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

1. Nurture spiritual, intellectual, and professional growth to equip students to engage in their calling to the work of Christ in the church and in the world.
2. Instruct students in biblical studies, liberal arts, and major fields of study by integrating significant texts, scholarship, and praxis.
3. Enable students through educational and mentoring experiences to understand themselves, to integrate a biblical worldview, to identify their gifts, and to develop spiritual disciplines in order for them to discover their calling to the work of Christ as it relates to the career they choose.
4. Direct students on a path to becoming people of influence by providing service experiences in varied cultural contexts.
5. Engage in the work of Christ as an institution by partnering with individuals, the Church, and other organizations with complementary missions.
6. Develop adequate human, financial, physical plant, information technology, processes, and support service to achieve DCC's mission.

## **PROGRAM LEARNING OBJECTIVES**

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

### **General Education Learning Objectives**

Students will:

1. Communicate effectively in writing, using coherent content and appropriate organization, style, and grammar for the subject and audience
2. Communicate clearly and persuasively in speaking, constructing and conveying their message

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

### **Bible Core Learning Objectives**

Students will:

1. Demonstrate knowledge of the general content of the Bible.
2. Demonstrate understanding of core theological concepts
3. Competently exegete selected biblical passages.
4. Succeed in Bible Core classes.

### **Humanities Studies Learning Objectives (Associate of Arts)**

Students will:

1. Articulate a biblically informed Christian worldview drawing from their course work
2. Apply oral and written communication skills to effective presentation of their broad-based general study courses
3. Identify problems, analyze, and develop solutions from a broad-based perspective

### **Interdisciplinary Studies Learning Objectives (Bachelor of Science)**

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

### **Practical Ministries Learning Objectives (Bachelor of Arts and Bachelor of Science)**

Students will:

1. Demonstrate understanding of ministries methodologies
2. Communicate effectively in various ministry contexts
3. Apply theology through varied practicums
4. Demonstrate the ability to exegete New Testament Greek, using appropriate scholarly aids. (Bachelor of Arts only)

### **Worship Arts Learning Objectives (Bachelor of Science)**

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 Objectives (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 Objectives (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

### **Psychology Learning Objectives (Bachelor of Science)**

Students will:

1. Know the history and fundamental history, development, and contemporary concepts and theories of psychology (Knowledge base in psychology)
2. Understand the scientific method and demonstrate relevant analytical skills (Scientific inquiry and critical thinking)
3. Articulate ethical and social responsibility, be able to identify and analyze own strengths and weaknesses (Ethical-, social-, and self-awareness)
4. Be able to appropriately synthesize psychological knowledge and biblical perspectives (Integrate psychological and biblical perspectives)
5. Develop communication and helping skills suitable for service in both secular and faith communities (Communication)
6. Be adequately prepared for graduate and professional training (Professional development)

### **Teacher Education Learning Objectives (Bachelor of Science)**

Students will:

1. Demonstrate their understanding of instructional planning and delivery by providing standards-based, data-driven, differentiated instruction that engages students, makes appropriate use of technology, and makes learning relevant for today's learners
2. Work to ensure high levels of learning, social-emotional development, and achievement outcomes for all students, taking into consideration each student's educational and developmental backgrounds and focusing on each student's needs
3. Exhibit a comprehensive understanding of their content, discipline, and related pedagogy as demonstrated through the quality of the design and execution of lesson plans and their ability to match objectives and activities to relevant state standards
4. Interact with students in respectful ways at all times, maintaining a physically and emotionally safe, supportive learning environment that is characterized by efficient and effective routines, clear expectations for student behavior, and organization that maximizes student learning
5. Use formal and informal methods to assess student growth aligned to instructional goals and course objectives and regularly review and analyze multiple sources of data to measure student progress and adjust instructional strategies and content delivery as needed
6. Consistently hold themselves to a high standard for individual development, pursue leadership opportunities, collaborate with other educational professionals, communicate regularly with stakeholders, maintain professional relationships, comply with all campus and school district policies, and conduct themselves ethically and with integrity

7. Evidence knowledge of both public and private educational philosophy and systems

## **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 Department of Education (USDE), 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 Texas Higher Education Coordinating Board (THECB).

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)  
National Association of Independent Colleges and Universities (NAICU)  
National Christian College Athletic Association (NCCAA)  
North American Coalition for Christian Admissions Professionals (NACCAP)  
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 teacher training.

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

## **OTHER POLICIES**

### **INCORPORATION**

The name ~~of~~ 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**

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.

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.

## **PRINCIPLE OF EQUAL OPPORTUNITY**

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

## **PRINCIPLE OF EQUAL EDUCATION POLICY**

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

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

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

## **PRIVACY OF INFORMATION**

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

Student's name, local address, home address, telephone listing, 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 1,510 graduates during its 67-year history. During that time, over 5,500 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 first-time full-time 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 2010 at DCC is 31%. The graduation rate of transfer students from the same entering class was 37%.

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 55% of the most recent graduates of DCC are planning to continue their education 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 looking for a college educational experience that will prepare them for a career, that will enable them to make a difference by serving others, and that will equip them to be influencers for God's Kingdom. The college mission statement is the foundation: DCC educates and mentors students to be people of influence, engaging in their calling to the work of Christ in the Church and in the world. To accomplish that mission, DCC teaches all classes from a Christian worldview and mentors students through relationships and experiences that promote the growth of each student beyond just academics.

Prospective students who wish to apply are encouraged to do so online at [www.dallas.edu/admissions](http://www.dallas.edu/admissions). Contact the Office of Admissions at [admissions@dallas.edu](mailto:admissions@dallas.edu) (or call 214-453-8195) for more information about the application process, to schedule a time to meet with a faculty representative from the major of interest, and to tour the campus. Prospective students are encouraged to visit the campus any day, but especially on Thursdays during chapel and will be provided lunch following the chapel service.

DCC does not discriminate on the basis of race, color, gender, age, national origin, disability, socio-economic background, or veteran status in educational policies, admission policies, scholarship and loan programs, or in other school-administered programs.

### **TRADITIONAL AND *FLEX*Campus® ADMISSIONS**

The Office of Admissions holistically evaluates each application for admission. Applicants who do not meet some of the admissions criteria are encouraged to continue with the admissions process. Adult students are encouraged to apply to *FLEX*Campus®. Please contact an admissions representative if there are any questions about the admissions process or eligibility for admissions.

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

Applicants to the traditional undergraduate programs 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 \$30 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 21 and over)
- AP, IB, or dual credit college transcript (if applicable)
- A 250-500 word essay that addresses two items:
  - A) Describe your academic and spiritual goals and how you believe DCC can help you achieve them.
  - B) Talk about how you plan on seeing your faith growing while being a student at DCC.
- A completed Spiritual Reference form

#### **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 or higher overall high school grade point average on a 4.0 scale
- SAT or ACT . Minimum SAT Combined Critical Reading and Math Scores of 900, if taken before May, 2016, 980 if taken after this date, or minimum ACT Composite Score of 19

### **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 college credit.

A complete application consists of the following items:

- A fully completed DCC Application for Admissions
- A non-refundable \$30 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)
- A 250-500 word essay that addresses two items:
  - A) Describe your academic and spiritual goals and how you believe DCC can help you achieve them.
  - B) Talk about how you plan on seeing your faith growing while being a student at DCC.
- A completed Spiritual Reference form

### **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 or more transferable hours of previous college coursework with a cumulative GPA of 2.25 or higher
- Student must be in good financial and social standing with each college or university previously and/or currently attending

Applicants with less than 12 transferable hours or with a cumulative GPA below the required minimum of 2.5 must observe the Freshman Admissions Requirements.

### **FLEXCampus®—Application Requirements**

Adult students who prefer a non-traditional format program are encouraged to apply to FLEXCampus®.

A complete application consists of the following items:

- A fully completed DCC Application for Admissions
- A non-refundable \$30 application fee
- A 250-500 word essay that addresses two items:
  - A) Describe your academic and spiritual goals and how you believe DCC can help you achieve them.
  - B) Tell us why you believe *FLEX*Campus® 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 or GED
- DD 214 and Military transcript (if applicable)
- One letter of recommendation from a church pastor or leader

### ***FLEX*Campus®—Admissions Criteria**

Dallas Christian College recognizes the benefits of multiple course delivery options. *FLEX*Campus® offers courses in the evening and online formats to benefit the adult learner.

The following criteria have been established for applicants to *FLEX*Campus®:

- Applicant must have graduated from an accredited secondary institution or satisfactorily completed the General Education Development (GED) examination
- The admissions committee considers all previous college coursework. The student must have 12 or more transferable and a cumulative GPA of 2.25 or higher.
- 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

### **DEGREE COMPLETION (TRADITIONAL AND *FLEX*Campus®) ADMISSIONS**

The Office of Admissions holistically evaluates each application for admission. Applicants who do not meet some of the admissions criteria are encouraged to continue with the admissions process. Please contact an admissions representative if there are any questions about the admissions process or eligibility for admissions.

#### **Admissions Criteria**

Adult students who meet the following criteria are encouraged to apply for the Degree Completion Program:

- Must be 21 years of age or older,
- Must have earned a minimum of 45 semester hours of transferable college credit (30 hours since graduating high school),
- A cumulative GPA of 2.25 or higher on all college work.
- Student must be in good financial standing with each college or university previously and/or currently attending, and
- Must meet all other criteria for admissions as a transfer student.

## **Application Requirements**

A complete application consists of the following items:

- A fully completed DCC Application for Admissions
- A non-refundable \$30 application fee
- A 250-500 word essay that addresses two items:
  - A) Describe your academic and spiritual goals and how you believe DCC can help you achieve them.
  - B) Tell us why you believe *FLEX*Campus® 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
- DD 214 and Military transcript (if applicable)
- One letter of recommendation from a church pastor or leader

## **Admissions Standards**

The following standards are considered for applicants to DCC's Degree Completion Program:

- Applicant must have graduated from an accredited secondary institution or satisfactorily completed the General Education Development (GED) examination,
- The admissions committee considers all previous college coursework,
- Student must be in good financial standing with each college or university previously and/or currently attending,
- The admissions essay must satisfactorily address points A and B, and
- A reference must indicate the student has the academic ability, character, motivation, and maturity to succeed at DCC.

For more information, contact Dallas Christian College's Office of Admissions at [admissions@dallas.edu](mailto:admissions@dallas.edu).

## **ALTERNATIVE (TEACHER) CERTIFICATION PROGRAM ADMISSIONS**

Alternative Certification and post-baccalaureate applicants must meet the requirements for both the E.L. and Sue Derr Teacher Education program and DCC admissions.

### **DCC Admissions Application Requirements**

A complete application consists of the following items:

- A fully completed DCC Application for Admissions
- A non-refundable \$30 application fee
- A 250-500 word essay that addresses two items:
  - A) Describe your academic and spiritual goals and how you believe DCC can help you achieve them.
  - B) Tell us why you believe DCC's teacher education program can help you achieve them.
- 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)

## **E.L. and Sue Derr Teacher Education Application Requirements**

A complete education program applications consists of the following items:

- Completed DCC Teacher/ACP application
- Statement of Teaching Philosophy (typed, 12-point font, double-spaced)
- Bachelor's degree or above from an accredited college or university approved by the U.S. Department of Education (including official transcripts from all colleges and university attended)
- Completed Program Sheet for advisement
- Three completed candidate evaluations
- Scheduled admission interviews

### **Admissions Standards**

The following standards are considered for applicants to DCC's Alternative Certification Program:

- Applicant must have graduated with a bachelor's degree from an accredited college or university,
- The admissions committee considers all previous college coursework,
- Student must be in good financial standing with each college or university previously and/or currently attending,
- The admissions essay must satisfactorily address points A and B,
- Minimum cumulative GPA of 2.75 on a 4.0 scale,
- Minimum grade of B+(3.0) or better in ENGL-1310 Composition I, ENGL-1320 Composition II, and SPCH-2310 Speech,
- Evaluations indicating the student has the academic ability, character, motivation, and maturity to succeed in DCC's Alternative Certification Program, and
- Pre-Admittance Content Test (PACT).\*

*\*Must be taken and passed prior to student teaching/internship.*

For more information, contact Dallas Christian College's Office of Admissions at [admissions@dallas.edu](mailto:admissions@dallas.edu).

### **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 considered by 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 qualifying 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 accepted 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. *FLEXCampus*®, 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 practice, leadership roles with ministry teams, and other travel representing the College. Kingdom Week travel is allowed. Additional information may be requested of applicants who are candidates 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 AND FLEXCampus®)**

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 Updated Application for Admissions
- Official transcripts from all institutions attended since leaving DCC
- A 250 word essay that addresses two items:
  - A) Describe your academic and spiritual goals and how you believe DCC can help you achieve them.
  - B) Talk about how you plan on seeing your faith growing while being a student at DCC.
- 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. Non-degree-seeking students are not eligible for Financial Aid. 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. The student must have the permission of the instructor to audit the course, pay the audit fee for the course, and purchase the required textbooks.

## 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 or e-mail [admissions@dallas.edu](mailto: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 \$30.00 (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 a previously approved agency. Translation and evaluation is the student's responsibility. Please contact the Admissions Office for a list of acceptable translation and evaluation services. 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](http://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, indicating the student has the academic ability, character, motivation, and maturity to succeed at DCC, 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 Principle Designated School Official/Designated School Official (PDSO/DSO) Release 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.

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.

No person shall be excluded from participation in, denied the benefits of, subject to discrimination under any federal aid program administered by DCC on any basis prohibited by applicable law.

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.

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. 143  
fa@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 programs listed below.

**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. For the 2017-2018 school year, the maximum Pell Grant award is \$5,920. This award is based on full-time enrollment



and split between two terms (typically the fall and spring term). Pell awards are based on enrollment level as defined by the institution.

**Lifetime Pell Eligibility.** As part of the Consolidation Appropriations Act of 2012 that was signed by President Obama, the new limits sets the maximum number of semesters a student can receive Pell Grant over their lifetime. Students have a limit of 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 2013-2014 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 2013-2014 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.nsls.ed.gov](http://www.nsls.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) as calculated from the information students provide on the FAFSA. Federal regulations give priority to students who are receiving federal Pell Grant and whose EFC is 0. Maximum awards are \$250 a year for eligible students. 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 2017-2018 school year, the pay rate is a minimum of \$7.25 per hour up to a maximum of 20 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. FWS employees who are terminated 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 per term 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 in the year in which the student applies for a loan.

- **Loan Entrance Counseling/ Master Promissory Note**

- Students will complete Entrance counseling and a signed master promissory note online at [www.studentloans.gov](http://www.studentloans.gov) using the FSA user ID and password.
  - Loan funds will not be disbursed to students until after they have completed both the entrance counseling and master promissory note. This information is verified through the [www.studentloans.gov](http://www.studentloans.gov) website as well.
- **Exit Counseling Procedures**
    - Students who are not returning to DCC or are graduating must complete loan exit counseling.
    - 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](http://www.studentloans.gov).
    - 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.

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>.

<b>Loan Interest Rates for Federal Student Loans</b>		
<i>The interest rate varies depending on the loan type and (for most types of federal student loans) the first disbursement date of the loan. The following are interest rates for Direct Loans first disbursed on or after July 1, 2017.</i>		
<b>Loan Type</b>	<b>Borrower Type</b>	<b>Loans first disbursed on or after 7/1/2017 and before 7/1/2018</b>
Direct Subsidized Loans	Undergraduate	4.45%
Direct Unsubsidized Loans	Undergraduate	4.45%
Direct Unsubsidized Loans	Graduate or Professional	6.00%
Direct PLUS Loans	Parents and Graduate or Professional Students	7.00%

Notes:

- All interest rates shown in the chart above are fixed rates for the life of the loan.
- The interest rates for federal student loans are determined by federal law. If there are future changes to federal law that affect federal student loan interest rates, the college will notify students of those changes.
- View the interest rates on federal student loans first disbursed before July 1, 2017 in the previous year's publication of the DCC Catalog.

<b>Annual and Aggregate Limits for Subsidized and Unsubsidized Loans</b>		
<b>Year</b>	<b>Dependent Students (except students whose parents are unable to obtain PLUS Loans)</b>	<b>Independent Students (and dependent undergraduate students whose parents are unable to obtain PLUS Loans)</b>
First-Year Undergraduate Annual Loan Limit	\$5,500- No more than \$3,500 of this amount may be in subsidized loans.	\$9,500- No more than \$3,500 of this amount may be in subsidized loans.
Second-Year Undergraduate Annual Loan Limit	\$6,500- No more than \$4,500 of this amount may be in subsidized loans.	\$10,500- No more than \$4,500 of this amount may be in subsidized loans.
Third-Year and Beyond Undergraduate Annual Loan Limit	\$7,500- No more than \$5,500 of this amount may be in subsidized loans.	\$12,500- No more than \$5,500 of this amount may be in subsidized loans.
Graduate or Professional Students Annual Loan Limit	Not Applicable (all graduate and professional students are considered independent)	\$20,500 (unsubsidized only)
Subsidized and Unsubsidized Aggregate Loan Limit	\$31,000- No more than \$23,000 of this amount may be in subsidized loans.	\$57,500 for undergraduates- No more than \$23,000 of this amount may be in subsidized loans. \$138,500 for graduate or professional students- No more than \$65,500 of this amount may be in subsidized loans. The graduate aggregate limit includes all federal loans received for undergraduate study.

Notes:

- The aggregate loan limits include any Subsidized Federal Stafford Loans or Unsubsidized Federal Stafford Loans you may have previously received under the **Federal Family Education Loan (FFEL) Program**. As a result of legislation that took effect July 1, 2010, no further loans are being made under the **FFEL Program**.
- Effective for periods of enrollment beginning on or after July 1, 2012, graduate and professional students are no longer eligible to receive Direct Subsidized Loans. The \$65,500 subsidized aggregate loan limit for graduate or professional students includes subsidized loans that a graduate or professional student may have received for periods of enrollment that began before July 1, 2012, or for prior undergraduate study.
- If the total loan amount you receive over the course of your education reaches the aggregate loan limit, you are not eligible to receive additional loans. However, if you repay some of your loans to bring your outstanding loan debt below the aggregate loan limit, you could then borrow again, up to the amount of your remaining eligibility under the aggregate loan limit.

## **SCHOLARSHIPS**

### **GENERAL REQUIREMENTS**

In order to be considered for a scholarship, candidates must submit a completed scholarship application, along with the Free Application for Federal Student Aid (FAFSA). Once these items, along with a completed application for admission, have been received by DCC, a scholarship award will be determined.

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.

### **DEVELOPING CHRISTIAN INFLUENCE SCHOLARSHIP**

The Developing Christian Influence Scholarship (DCIS) is awarded to students who have demonstrated a commitment to their Christian faith through service in their schools, churches, and communities.

To be considered for DCIS, prospective students must have completed the admissions process. Although the scholarship does not require any additional information, applicants may submit any of the following for evidence of church involvement, community service, and academic ability:

- Completed DCC General Scholarship Application.
- An essay summarizing the applicant's ministry experience and goals. (Try to be as specific as possible, avoiding generalizations).
- A letter of recommendation from a church official (full or part-time persons serving in a ministry capacity who can attest to the applicant's commitment to Christ).
- Video essay (Please no more than 5 minutes)
- Résumé or Curriculum Vitae
- Copy of sermon or speech
- Contact an admission counselor to request other options

Applicants who choose to reside on campus will receive priority. Recipients must maintain a 2.5 GPA. Please see [Requirements to Maintain Scholarships](#) below for more information.

### **DCC ACADEMIC SCHOLARSHIPS**

#### **PRESIDENT'S SCHOLARSHIP**

The President's Scholarship is available to first-time, full-time freshmen in the amount of \$6,000 per year for up to four years and is based on the following:

- Grade-point average (minimum of 3.75 on a 4.0 scale)
- College entrance scores (minimum ACT 26 or SAT 1240 combined math and reading only)
- Personal references from the admissions application
- Essay from Dallas Christian College Financial Aid/Scholarship Application

Students who receive the President's Scholarship are not eligible to additional academic scholarships. Recipients must maintain a 3.5 cumulative GPA and remain in good standing with the College. A limited number of President's Scholarships are available each year. Please see "Requirements to Maintain Scholarships" below for more information.

### **GPA-BASED ACADEMIC SCHOLARSHIP**

The DCC Academic Scholarship is awarded to incoming freshmen students that attend Dallas Christian College. Individual scholarship award amounts are based on the student's high school grade point average. Students may be eligible for one of the following four scholarship amounts (GPA based on 4.0 scale):

- **3.8 – 4.0 GPA On campus: \$5,500 Off campus: \$4,000**
- **3.5 – 3.79 GPA On campus: \$4,500 Off campus: \$3,000**
- **3.0 – 3.49 GPA On campus: \$3,000 Off campus: \$2,000**
- **2.5 – 2.99 GPA On campus: \$2,000 Off Campus: \$1,000**

A limited number of GPA-Based Academic Scholarships are available each year. Recipients must maintain a 2.5 cumulative GPA and remain in good standing with the College. Please see "Requirements to Maintain Scholarships" below for more information.

### **TRANSFER ACADEMIC SCHOLARSHIP**

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). Students who transfer to Dallas Christian College may be eligible for one of the following four scholarships awarded over two consecutive semesters (GPA based on 4.0 scale):

- **Transfer Honors Scholarship**  
**3.8 – 4.0 GPA On campus: \$4,500 Off campus: \$3,500**
- **Transfer Scholarship**  
**3.5 – 3.79 GPA On campus: \$3,500 Off campus: \$2,500**
- **Transfer Scholarship**  
**3.0 – 3.49 GPA On campus: \$2,500 Off campus: \$2,000**
- **Transfer Scholarship**  
**2.5 – 2.99 GPA On campus: \$1,500 Off Campus: \$1,000**

A limited number of Transfer Honors Scholarships are available each year. Recipients must maintain a 2.5 cumulative GPA and remain in good standing with the College. Please see "Requirements to Maintain Scholarships" below for more information.

### **INTERNATIONAL STUDENT SCHOLARSHIP**

The Dallas Christian College International scholarship is available to all students that are ineligible for Title IV financial aid based on citizenship or residency. Students that reside off-campus will be awarded a 25 percent tuition scholarship. Eligible on-campus students will be

awarded a 50 percent tuition scholarship. Total institutional scholarships awarded to international students cannot exceed the designated tuition scholarship award amount.

## **REQUIREMENTS TO MAINTAIN SCHOLARSHIPS**

Each scholarship recipient will be evaluated following the spring semester of each academic year for renewal for the next academic year. All DCC scholarships recipients must observe the following requirements:

- Enroll in a minimum of 12 hours each semester
- Must be enrolled consecutive semesters, making normal progress towards degree certification.
- Maintain the grade point average as specified by the scholarship
- Receive a passing grade in Developing Christian Influence each semester
- Complete the DCC 101/201 course with a passing grade
- Maintain Christian lifestyle, complying with the DCC Student Handbook
- Complete the FAFSA before May 1<sup>st</sup> of each year if on payment plan
- Student should continue to reside in the College's residence halls. Priority is given to applicants who will be living on campus.

Students who change in residence status (student moves off or on campus after first semester is complete) will lose their current scholarship and must submit a new scholarship application. Institutional scholarships cannot be applied toward any repeat courses regardless of course grade or status.

## **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.

**Camp Teams Scholarship.** Camp Team scholarships are awarded at various times throughout the summer at Christian summer camps that our Camp Teams attend. This scholarship award is non-renewable.

**Church Matching.** Dallas Christian College will match up to \$750 per year for any scholarship that a student receives from a church that is applied directly to their student bill.

**Bible Bowl Participation.** Students who have participated in at least three years of Bible Bowl will receive \$1,000 a year for four years. Certificates must be presented to the Financial Aid Office for verification. Maximum award is \$1,000 per academic year per award.

**Minister/Missionary Dependent.** Students who are dependent children of a vocational minister or missionary will receive \$1,500 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 \$1,500 a year for each year they have attended SALTeens. Certificates must be presented to the Financial Aid Office for verification. Maximum award is \$1,500 per academic year per award.

**Young Leaders Recognition Scholarship (YLRS).** This scholarship is awarded to students recommended by their Youth minister to attend Dallas Christian College. Youth ministers are allowed to recommend two students per year.

#### **HONOR SCHOLARSHIPS\***

**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 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 consistent 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 consistent 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.

**Wallace and Marjory Worley 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.

\* Honor scholarships are awarded each spring for the following academic year.

## **FINANCIAL INFORMATION**

### **VETERANS ASSISTANCE**

Veterans and veteran dependents may be eligible for educational benefits through the Veterans Administration. Veterans should contact DCC's Veteran Certifying Officer at (972) 241-3371, Ext. 101, for more information or visit the Department of Veteran Affairs website at <http://www.va.gov/>. Students who qualify for VA benefits will be certified based on eligibility determined by VA and enrollment level. Funds will then be disbursed to DCC to be processed and posted to their account ledger for payment of classes. Any overage of VA funds will be credited to the student in the form of a check, within 14 days of posting. Please contact the Bursar's Office for more information.

### **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 Career Services in the Student Development Office.

## **OFF-CAMPUS EMPLOYMENT**

Job opportunities in the area are plentiful for students who desire to work. Assistance in job availability is obtained through Career Services in the Office of Student Development 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 Bursar, 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 by contacting the Bursar's Office.
- 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 Bursar's 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 Bursar's 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 Bursar's 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 \$115 per class drop fee will be assessed for classes not dropped two weeks prior to the class start date for DCC FLEXCampus®, online, and Quest classes.** Classes dropped after the start date will be subject to the refund policy above.

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, Bursar's 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 Bursar's 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 Bursar's 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 \$285 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.

To be in compliance with federal, state, or institutional student aid programs, DCC 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 2017-2018 ACADEMIC YEAR

### UNDERGRADUATE TUITION:

Credit Hour \$557

### ACP TUITION PACKAGE:

Alternative Certification Program \$3,500

### FEES:

Administrative Withdrawal	\$285
Application	\$30
Athletic Equipment	Varies by sport
Audit	\$110 (per class)
Bible Program Software	\$170 (first semester only)
Credit by Demonstrated Competency	\$100 (per hour)
Challenge Exam	\$110 (per hour)
Choir Tour	\$100
Critical Thinking Test	\$20
DANTES	\$110
Deferred Payment	\$60
FLEXCampus® Class	\$100 (per class)
FLEXCampus® Withdrawal	\$115 (per class)
Graduation	\$200
Incomplete	\$60
Independent Study	\$340 (per hour)
Internship Continuation	\$600
Late Registration	\$285
Life Science Lab	\$30
Non-Sufficient Funds/Returned Check	\$30
Orientation	\$125
Online Class	\$100 (per class)
Online Withdrawal	\$115 (per class)
Private Instrumental Lesson	\$285
Private Voice Lesson	\$285
Recital	\$115
Residence Hall Reservation/Deposit	\$150
Senior Interdisciplinary Seminar	\$255
Spiritual Transformation Inventory	\$40
Student Government	\$25 (Traditional students only)
Student Parking	\$25 (Quest and Traditional students only)
Student Services	\$455 (Traditional students enrolled in 9 or more hours)
Student Services	\$285 (Traditional students enrolled in less than 9 hours)
Student Teaching	\$285
Student Technology	\$60 (Traditional students only)

### ROOM AND BOARD:

Double Occupancy & Meal Plan	\$4,505 (per semester)
Single Occupancy & Meal Plan	\$4,935 (per semester)

### EDUCATIONAL MATERIALS:

Estimated Textbooks \$450-\$550 (per semester)

Effective 6/28/2017



## **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 to the Business Office via scheduled auto-drafts or online through the student portal. Cash, check, or credit card (VISA, MasterCard, Discover, and American Express) payments can also be made with the Bursar.

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 at the beginning of each semester, and payment reminders will be sent to the DCC Crusader Mail (email) 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 on the first of the month for the current semester.

If students have not paid their charges in full or made satisfactory arrangements with the Bursar's 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 DEFERMENT PLAN**

Dallas Christian College is pleased to offer a payment deferment option to help alleviate the financial burden of financing a college education. 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 deferment plans are offered on a semester basis.

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 must sign up for a payment deferment through the Bursar's Office. Payment deferment plans are required of all students who have not paid in full or have sufficient financial aid to cover their institutional costs.

The payment deferment plan is low cost and no approval is required. The cost for the plan is a \$60 per semester enrollment fee. Students can check their account charges and balance by logging into the DCC Student Portal. Payments towards the deferment plans can be made online through the DCC Student Portal, in office, or over the phone using a debit or credit card.

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

Five monthly payments are due on the 15th of each month. All accounts must be paid in full by the end of the semester regardless of enrollment date. For example, if a student enrolls on August 15<sup>th</sup>, the first payment (including the \$60 enrollment fee) will be due immediately and 4 monthly payments will be remaining. If a student enrolls on September 15<sup>th</sup>, the first payment will be due immediately and there will only be 3 monthly payments remaining.

For more information on specific payment options or to enroll in the Interest-Free Monthly Payment Deferment Plan, contact the DCC Bursar's Office at (214) 453-8165 or toll free at 1 (800) 688-1029 for assistance. Students with past due accounts desiring to set up a monthly payment plan must contact the DCC Bursar's Office.

## **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 Bursar's 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 Bursar's 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 Bursar's 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 Bursar's Office immediately to make appropriate arrangements.

If satisfactory arrangements are not made with the Bursar's 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  
INTERNSHIP  
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 graduation requirements. Students should check regularly with their advisors on these matters. All Dallas Christian College students are required to take GENS 1111- DCC 101 (for freshman) or GENS 2111- DCC 201 (for transfer and non-traditional students) the first semester of enrollment with DCC.

Students taking *FLEX*Campus® and online classes must meet the published computing hardware, software, and internet access requirements published for *FLEX*Campus® and online students. These requirements are published in the Moodle site and in the student resources area at [www.dallas.edu](http://www.dallas.edu).

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 either paid or a payment plan has been arranged with the business and financial aid offices.

### 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 *FLEX*Campus®, online, or Quest classes are scheduled in an accelerated six-week format. The reduced face-to-face contact time in the *FLEX*Campus®, 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 six classes plus PHED-1112 CPR/First Aid/PE, PHED-\_11\_ 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 an academic dean. 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 (120-129 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 *FLEX*Campus®, 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 academic office.

*FLEX*Campus®, 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
31-40	10-11
40+	9 or less

## **ACADEMIC DEPARTMENT POLICIES**

### **CLASS ATTENDANCE**

Class attendance is an essential element of the educational process and therefore critical for student success. Furthermore, DCC has a legal obligation to certify attendance to outside agencies including the U.S. Department of Education (for financial aid purposes), the Texas Higher Education Coordinating Board, and other agencies (i.e., student lenders, athletic associations, etc.). Therefore, attendance is required at Dallas Christian College. Minimum attendance must be met in order to pass classes at Dallas Christian College.

Once a student exceeds the maximum number of unexcused absences, the student fails the class due to excessive absences. Class sessions missed during the late-registration period count as absences. Specific attendance standards for Traditional classes and *FLEX*Campus® classes are listed below.

A professor may outline additional attendance and participation requirements and penalties for non-attendance for the course. These additional requirements must be clearly articulated in the syllabus. Penalties may include penalties for tardies, non-attendance, or non-participation. Penalties may also include a grade reduction. Students are responsible for reading the syllabus and knowing the extra requirements.

Students are also responsible for acquiring course information and content missed during all absences. The student is responsible for reporting the reasons for absences, in advance when possible, to the professor to see if arrangements for class content are possible. Any assignments due must be submitted on time, even if the student isn't in attendance.

Any student who fails to attend a class during the first two weeks will be subject to administrative withdrawal (AW) with applicable fees.

### Traditional Class Attendance

Students who exceed two weeks of unexcused absences and four weeks of total absences are subject to class failure due to lack of attendance. Excused absences are those absences which occur due to a Pre-Approved School-Authorized (PASA) event. PASA events may include athletic events or other school activities (i.e., conferences, seminars, etc.) as determined and approved by the Academic Council. All other absences, regardless of the reason for the absence, are unexcused absences. Absences for reasons of illness are not excused. Any absences which go beyond the maximum number of excused absences will be counted as unexcused absences (whether they are due to PASA events or not).

With prior approval of the professor, students may arrange for video or audio recording/capture of the lectures in lieu of a PASA absence. If approved, the viewing or listening of the recorded class session must be completed in the tutorial service area or in the presence of an approved DCC staff member. The student is responsible for arranging for any equipment or assistance required to make the recording. In some cases, recording of a course may not be approved due to the nature of the course or content. Students may not ask for makeup work after an absence for a PASA event has occurred. Unexcused absences may not be made up.

Follows is a chart showing the maximum number of absences in Traditional courses a student may have before failing due to lack of attendance:

Format	Frequency of meeting	Total number of sessions	Number of excused absences	Number of unexcused absences
Traditional, semester-long	3 times per week	43	6 (300 minutes)	5 (250 minutes)
Traditional, semester-long	2 times per week	29	4 (320 minutes)	4 (320 minutes)
Traditional, semester-long	1 time per week	15	2 (160 minutes)	2 (160 minutes)

### FLEXCampus® Class Attendance

There is no distinction between excused and unexcused absences for *FLEXCampus®* courses. *FLEXCampus®* attendance is determined by a) physically attending the class on campus, b) attending class live via web conference with a live webcam stream, or c) watching the class recording and posting the associated participation activity by 6 p.m. (CST) the evening prior to the next class session. Students missing the deadline will be counted absent and receive a zero for participation credit.

Follows is a chart showing the maximum number of absences in *FLEXCampus®* courses a student may have before failing due to lack of attendance:

Format	Frequency of meeting	Total number of sessions	Maximum number of absences
<i>FLEXCampus®</i> , intensive	3 weeks	3 (630 minutes)	.75 (150 minutes)
<i>FLEXCampus®</i> , intensive	6 weeks	6 (1,260 minutes)	1 (210 minutes)
<i>FLEXCampus®</i> , semester-long	15 weeks	15 (1,800 minutes)	3.75 (480 minutes)

## **Intensive Class Attendance**

A student may not miss more than 10% of any intensive class (i.e., Wintermester, Maymester, or other special mini-mester course offerings). PASA absences do not apply.

## **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.

Applicable 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.

## **TRANSFER OF DCC CREDITS TO OTHER INSTITUTIONS**

Dallas Christian College is nationally accredited by the Association for Biblical Higher Education, an accrediting agency authorized by the United States Department of Education and recognized by the Council for Higher Education Accreditation.



Due to this accreditation, students who earn credits from Dallas Christian College can expect that their credits will transfer to other colleges and universities (two-year and four-year), whether those schools are nationally or regionally accredited. Credits generally transfer, assuming a) that the courses apply to the student's program at the accepting institution, and b) that the student earned a transferrable grade (usually a C or higher) in the course at Dallas Christian College.

Dallas Christian College cannot guarantee the transfer of credit, as each institution sets its own acceptance of transfer credit policy. Students from Dallas Christian College who wish to transfer to other colleges are urged to contact DCC's Academic Office when initiating that process. Students have occasionally experienced initial resistance to accepting credits from DCC; the Academic Office is equipped to deal with these issues and negotiate for the transfer of credits.

## **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 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
<b>BUSINESS</b>			
Financial Accounting	6	50	ACCT 2301, ACCT 2302
Info Systems and Computer Applications	3	50	E
Introductory Business Law	3	50	BUAD 4303
Principles of Management	3	50	BUAD 2310
Principles of Marketing	3	50	BUAD 3305
<b>COMPOSITION &amp; LITERATURE</b>			
American Literature	6	50	ENGL 2312, ENGL 2322
Analyzing and Interpreting Literature	6	50	ENGL 2340, E
College Composition	6	50	ENGL 1310, ENGL 1320
College Composition Modular	3	50	ENGL 1310
English Literature	6	50	ENGL 2311, ENGL 2321
Humanities	6	50	HUMA 2322, E
<b>FOREIGN LANGUAGES</b>			
College-Level French I	6	50	E
College-Level French II	12	59	E
College-Level German Language I	6	50	E
College-Level German Language II	12	63	E
College-Level Spanish Language I	6	50	SPAN 2315, E
College-Level Spanish Language II	12	63	SPAN 2315, E
<b>SCIENCE &amp; MATHEMATICS</b>			
Biology	6	50	SCIN 2410, E
Calculus	6	50	E
Chemistry	6	50	SCIN, E
College Algebra	3	50	MATH 1310
College Mathematics	6	50	MATH 1332, E
Natural Sciences	6	50	SCIN, E
Precalculus	3	50	E
<b>SOCIAL SCIENCE &amp; HISTORY</b>			
American Government	3	50	E
History of the United States I	3	50	HIST 2311
History of the United States II	3	50	HIST 2321
Human Growth and Development	3	50	PSYC 2314
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	E
Western Civilization II	3	50	E

### DANTES EXAMINATIONS

Subject Examinations	Credit	Credit Granting Score	Course Equivalent
<b>APPLIED TECHNOLOGY</b>			
Technical Writing	3	46	ENGL 2315

## BUSINESS

Business Ethics and Society	3	400	E
Business Law II	3	44	BUAD 4303
Business Mathematics	3	400	MATH 1305
Intro to Business	3	400	BUAD 2310
Intro to Computing	3	400	E
Management Info Systems	3	400	E
Money and Banking	3	48	E
Personal Finance	3	400	BUSI 1307
Human Resource Management	3	46	BUAD 3325
Principles of Finance	3	400	MGMT 4309
Principles of Financial Accounting	3	47	ACCT 2301
Principles of Supervision	3	400	E
Organizational Behavior	3	48	MGMT 4304

## COMMUNICATION

Principles of Public Speaking	3	400	SPCH 2310
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## HUMANITIES

Ethics in America	3	400	E
Intro to World Religions	3	400	RELI 1304

## 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	GEOG 1300
Intro to Law Enforcement	3	45	E
Intro to the Modern Middle East	3	47	E
Lifespan Developmental Psychology	3	46	PSYC 2314
Rise and Fall of the Soviet Union	3	45	E

## AP EXAMINATIONS

Subject Examinations	Credit	Credit Granting Score	Course Equivalent
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### 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
Macroeconomics	3	3	ECON 2301
Microeconomics	3	3	ECON 2302

## 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	E
Computer Science AB	6	3	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	SCIN, E
Environmental Science	4	3	SCIN
Physics 1	4	3	SCIN or E
Physics 2	4	3	SCIN or 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
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### HISTORY & SOCIAL SCIENCES

Economics	3	5	ECON 2301
Geography	3	5	GEOG 1300
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 1332
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#### OTHER

Computer Science	8	5	E
Management	3	5	BUAD 2310
Visual Arts	3	5	E

#### SCIENCE

Biology	8	5	SCIN 2410, E
Chemistry	8	5	SCIN, E
Physics	8	5	SCIN, 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 **F**.

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

Letter	Description	Grade Points
A	Excellent	4.00
A-		3.67
B+		3.33
B	Good	3.00
B-		2.67
C+		2.33
C	Average	2.00
C-		1.67
D+		1.33
D	Passing	1.00
D-		0.67
F		Failing
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 *FLEX*Campus®, 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 an Administrative Withdrawal Fee per class.

#### **ADMINISTRATIVE COURSE CHANGES**

A minimum of six 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 \$60 incomplete fee will be charged for each course in which a student requests an incomplete. A completed form must be filed with the Registrar by the end of the 12<sup>th</sup> week for full semester classes or before the last class session for any *FLEX*Campus® or other accelerated class. Upon approval by the professor and Vice President for Academic Affairs (or academic advisor for *FLEX*Campus®, Quest, and online students), an incomplete may be granted in circumstances of death in the immediate family, sickness, or extreme 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 satisfactory completion of at least 50% of the course assignments.

## LATE WORK

Students are expected to submit all assignments when due. Regular written work (essays, projects, reflections, research papers, etc.) will be marked down 2% for every day the assignment is late, beginning immediately after the deadline. Without previous arrangements, written work submitted more than two weeks late will not be accepted.

*FLEX*Campus® students choosing to watch the recorded class session must watch the recording and post the participation activity by 6 p.m. the evening before the following class session. Late postings will not be accepted. Students should refer to the [Attendance](#) section in the DCC Catalog for more information.

Discussion forums cannot be late under any circumstances. Once the posting period is over, other students will no longer visit the forum, so it is no longer a discussion.

All course assignments for Traditional classes must be submitted by 5 p.m. on the last class day before Final Exam Week unless the professor sets an earlier date. All course assignments for *FLEX*Campus® classes must be submitted by Day 4 after the final live class session. Regardless of course format, no additional work can be submitted after the deadline unless the student and the professor agree on an alternative completion plan prior to the deadline. Even then, severe penalties may apply.

The professor may make modifications to this standard by documenting the modification in the syllabus or opening welcome e-mail to the class.

Final grades for traditional classes will be reported to the Registrar's office 48 hours after the final test or final project is due. Final grades for all other classes will be reported to the Registrar's office one week after the final test or final project is due. Students should be aware that instructors will report student grades as they stand at the deadline.

Students should refer to the [Filing for an Incomplete](#) section in the DCC Catalog for more information when issues arise that make it difficult to complete a course.

## EXAMINATIONS

Students are expected to take all examinations, including quizzes, mid-term examinations, and final examinations, on their assigned dates. Regular tests, quizzes, and mid-term examinations (not final examinations) can only be made up after the test date in one of the two following circumstances:

- 1) The student notifies the professor in advance of the absence, and together the professor and student agree on a time for the student to make up the test.
- 2) The student presents a worthy case as to a) why he/she was unable to notify the professor of his/her absence in advance, and b) why the test or quiz could not be taken on time (e.g., "was ready to take the test, but was in an accident and was in the hospital").

Requests to move a final exam will be considered *only* if a student has three exams scheduled for one day. Requests must be submitted to the professor in writing prior to Final Exam week.

Students on college-approved travel on a scheduled Final Exam day may arrange with the professor to have the examination given by a pre-approved proctor, usually the DCC personnel sponsoring the event. Such requests must be submitted by the sponsoring personnel on behalf of the student. Requests to move any exam to accommodate personal travel will not be granted.



Final Examinations in traditional, semester-long classes (including academic activities in lieu of final examinations) must be given during Final Exam Week. Classes must meet during Final Exam Week.

## **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. *FLEXCampus*®, 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 be submitted 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**

Most courses may be audited (taken without credit), provided the student has the permission of the instructor of the course, pays the audit fee for the course, and purchases the required textbooks. In some instances, auditing a course may not be approved due to class capacity. For-credit students receive priority admission to classes. Auditing students have the option to fully participate in classes, writing papers and participating in projects, etc. Participation in group projects may be determined by the professor. Submission of any work will not be graded, but may receive feedback at faculty discretion. Auditing of athletics, choir, private lessons, or independent studies not permitted.

## **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](http://www.dallas.edu). Transcripts are available without charge. No transcripts are furnished until all financial obligations to the college, including the library or any other department of the college, have been fulfilled. Any student who has defaulted on student loans will not be furnished an official transcript.

## **DCC ATHLETIC ELIGIBILITY**

Minimum standards for the initial eligibility of student athletes is determined each semester by the eligibility guidelines of the National Christian Collegiate Athletics Association (NCCAA) in effect for that semester. Because student athletes are first students and because they represent the College, the College reserves the right to a) enact additional and/or more rigorous standards for eligibility, and to b) require academic mentoring, and to c) suspend players from participation in practice sessions, specific games, or sets of games on the grounds of 1) poor class attendance in one or more classes, 2) poor academic progress in one or more classes, 3) poor attendance in CHRS-1000 Developing Christian Influence, 4) failure to maintain a passing grade in DCC 101 or DCC 201, 5) course failure of DCC 101 or DCC 201, or 6) behavior constituting grounds for disciplinary action by the Ethical Conduct Committee.

Poor attendance in CHRS-1000 Developing Christian Influence is determined after the third week of the semester. Student athletes who have missed more than 25% of the chapel services or *Illuminate!* Sessions for the semester will be ineligible until their attendance improves to above that threshold.

## **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. (*FLEX*Campus®, 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. *FLEX*Campus®, 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. Kingdom Week travel is allowed.

If a student's cumulative GPA is borderline—between 2.0 and 2.33—that student may be required to attend academic mentoring as a preventative action.

## **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. Those seeking to return to the College must reapply to the College following the full admissions process.

Students on academic suspension may appeal to the Academic Office to continue to attend the following semester on Academic Probation. In order for an appeal to be considered, the student must meet the following requirements:

1. The student must have a record of spending at least thirty hours in the student learning center while on probation.
2. The student must not have surpassed the maximum number of absences in any class while on probation. (Special circumstances may be considered regarding this data: e.g., serious personal or family illness.)
3. The student must have earned a 1.67 GPA for the semester on probation.
4. The student's cumulative GPA after the semester on probation is 1.85 or higher.

If the student meets these qualifications, the Academic Dean will consider other factors such as input from faculty about the student and mitigating circumstances to determine if an appeal will be granted. A suspension appeal will not be granted in consecutive terms.

If an appeal is granted, students will be allowed to continue on Academic Probation and will be limited to 13 hours, may not be qualified for any financial aid, and may not participate in extra-curricular activities such as intercollegiate sports practices, leadership roles with ministry teams, and other travel representing the College. Kingdom Week travel is allowed. Students who do not improve their cumulative GPA at the end of the semester will be academically suspended and not eligible for appeal.

## **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 B-. Failure to pass the course with at least a B- 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 may 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 (games or practice), 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 Academic Affairs 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 Academic Affairs 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 13 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 full semesters (including fall and spring). 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 full 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.

## INTERNSHIP

All programs of study at Dallas Christian College include a practical experience in the curriculum. \_\_\_\_-4350 \_\_\_\_\_ Internship or EDUC-49\_\_ Student Teaching is required depending upon the major and track. The practical experience provides the student the opportunity to apply what has been learned in the classroom. Placement of the intern or student teacher will be arranged with the Chair of the Department in conjunction with the professor overseeing the experience. Internships require an Orientation, a minimum of 120 clock hours on the field, academic assignments (including a Field Education Manual), and a final Internship Interview.

An intern student who does not complete the internship requirements (including all of the internship written materials, completed Field Education Manual, and the concluding Internship Interview) on schedule as arranged at the beginning of the course, will be assigned an Incomplete and be required to register for INTR-4010 Internship Continuation for the semester after the Internship was scheduled to be completed, paying the associated fee. The intern will then be required to complete all of the requirements for the internship by mid-term of that semester or receive a failing grade requiring the student to retake the Internship and begin a new field experience. If the student completes the internship requirements within the eight weeks of the semester, the student will receive a one-letter grade reduction, e.g. a grade of A will be reduced to an A-, etc., for Internship. A grade of P (pass) or F (fail) will also be assigned to INTR-4010 Internship Continuation. Exceptions to enrollment in INTR-4010 Internship Continuation and the associated fee may be made at the discretion of the professor and the Department Chair.

## GRADUATION REQUIREMENTS FOR ASSOCIATE DEGREES

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

- The candidate must complete a Graduation Application two semesters prior to his/her planned graduation date and pay the graduation fee (non-refundable) the semester he or she plans to graduate.
- The candidate 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 for 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.
- 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 have passed a minimum of four semesters of Christian service (CHRS-1000 Developing Christian Influence) at Dallas Christian College. (Transfer students 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.)

## **GRADUATION REQUIREMENTS FOR BACHELOR DEGREES**

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

- The candidate must complete a Graduation Application two semesters prior to his/her planned graduation date and pay the graduation fee (non-refundable) the semester he or she plans to graduate.
- The candidate must have taken 30 of the last 42 hours of course work at Dallas Christian College. The Chair of the Department of the student's major and the Vice President for 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 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 the professional major.
- The candidate for the bachelor's degree which includes a Bible major must have attained a cumulative GPA of 2.00 or above in the Bible 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 have passed a minimum of eight semesters of Christian service (CHRS-1000 Developing Christian Influence) at Dallas Christian College. (Transfer students 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 (applicable to candidates for the bachelor's degrees which includes a Bible major only), and the DCC Bible and Theology Exam (applicable to candidates for the bachelor's degrees which includes a Bible major only).

## 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 chair of the E.L. and Sue Derr Department of Teacher Education.

**Outstanding Psychology Student Award.** Presented to a 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 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 chair of the E.L. and Sue Derr Department of Teacher Education.

**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 AND STUDENT LEARNING CENTER**

The Crawford Library and Student Learning Center honors the memory of Dr. Cecil Clement Crawford, who with his wife Helen joined the DCC faculty in 1967. Dr. Crawford was a scholar, educator, preacher, writer, and popular professor during his years at DCC. Mrs. Crawford worked in the Library. 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, 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.

Membership in WorldCat allows DCC students to borrow books and journal articles from libraries throughout the world.

The Student Learning Center provides tutoring services to traditional and online students. The Tutoring Coordinator and the Director will edit papers, conduct study sessions, and help students to organize their academic calendar. Assistance is available for one-on-one and group sessions. The Student Learning Center will also proctor tests for professors.

A copy of the Library's mission, goals, and objectives is available from the Director of The Crawford Library and Student Learning Center.

For more information about The Crawford Library and Student Learning Center, please visit the web site at <http://opac.dallas.edu>.





## ***ACADEMIC PROGRAMS***

INTRODUCTION  
GENERAL EDUCATION  
ARTS AND SCIENCES DEPARTMENT  
BIBLE DEPARTMENT  
BUSINESS DEPARTMENT  
PSYCHOLOGY DEPARTMENT  
TEACHER EDUCATION DEPARTMENT



## INTRODUCTION

Dallas Christian College seeks to educate and mentor students to be people of influence, under God's influence, for a life of influence. The educational programs seek to produce graduates who are able to influence others in various ministry settings as well as in education, 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 College offers a Bachelor of Arts (B.A.) degree, a Bachelor of Science (B.S.) degree, an Associate of Arts (A.A.) 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 and Theology Department with a double major in Practical Ministries and Bible. Within the Practical Ministries major are three tracks from which to choose: Intercultural Studies, Ministry Leadership, and the Youth and Family Ministry tracks. The Department offers the B.S. degree with two dual-majors, Practical Ministries and Bible or Worship Arts and Bible. The Bible and Theology Department also offers a degree completion program, the B.S. in Biblical Ministry, and 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.S. or A.A. degrees through the Arts and Sciences Department. It offers the B.S. degree with a double major in Interdisciplinary Studies and Bible. This major serves as a foundational undergraduate degree preparing students for church and para-church ministries and for seminary or graduate professional studies. It offers the A.A. degree in Humanities. In addition, it offers a degree completion program, the B.S. in Interdisciplinary Studies, and minors in English or History.

DCC offers the B.S. degree through the Business Department with either a double major in Business and Bible. Within the Business major are two track options: Business Administration and Ethics and Sports Management. It also offers a degree completion plan the B.S. in Business (with the Sports Management track option), an A.A.S. degree in Business, as well as a Business Minor.

DCC offers the B.S. degree through the Psychology Department with a double major in Psychology and Bible. Within the Psychology major students have the option of take the Christian Life Coaching track. The degree 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 degree completion plan, the B.S. in Psychology (with the Christian Life Coaching track option), and a minor in Psychology.

The College also offers the B.S. degree through the E.L. and Sue Derr Department of Teacher Education with a double major in Education and Bible. There are four different plans to choose from: the B.S. Education and Bible (Early Childhood-6<sup>th</sup> Grade), the B.S. Education and

Bible (Grades 7-12) English Language Arts, or the B.S. Education and Bible (Grades 7-12) Social Studies. The B.S. degree in Education and Bible prepares students to attain Texas state certification for teaching in public schools. The degree is approved by the Texas Education Agency to offer Texas State Certification to students who pass state requirements. Additionally, the degree meets the requirements for Association of Christian Schools International (ACSI) certification for teaching in private Christian schools. In addition to the B.S. in Education and Bible, the Department offers a Texas-approved alternative teacher certification program for those who have already completed the Bachelor's degree.

The College offers some degrees through DCC *FLEX*Campus®, Online, or Quest. Quest courses normally meet one night per week for four hours for six weeks. DCC *FLEX*Campus® offers the flexibility of participating in the classroom, participating via web conference, or watching the recorded class session the next day and completing the class online. Most courses are six weeks in length requiring 15-19 hours of outside preparation each week for the average student.

Through *FLEX*Campus®, Dallas Christian College offers a B.S. in Interdisciplinary Studies and Bible, a B.S. in Practical Ministries (Ministry Leadership Track) and Bible, a B.S. in Business (Business Administration and Ethics Track) and Bible, the B.S. in Psychology and Bible, the B.S. in Business (degree completion), the B.S. in Biblical Ministry (degree completion), the B.S. in Interdisciplinary Studies (degree completion), and the B.S. in Psychology (degree completion). It also offers an A.A. in Humanities and the A.A.S. Business.

#### **ADDITIONAL ACADEMIC OPPORTUNITIES**

“ An extended internship is available for credit by special arrangement with the Vice-President for Academic Affairs and the appropriate Department Chair.

Contact the Academic Office for additional information about this special opportunity.

## ADDITIONAL ACADEMIC INFORMATION

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

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

## REQUIRED STUDIES

Every degree plan at Dallas Christian College requires the General Education core. This curriculum includes courses from the Arts and Sciences and Bible.

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.

Degree Completion Students must take a minimum of 12 hours in Bible or Theology while enrolled in the program (the Degree Completion Bible Core.) This is in addition to any Bible credits the student may have earned at DCC or any other institution prior to entering the program. Of the 120 hours needed to complete the degree, 39 must be at the upper-level (3000-4000).

Each major may have specific requirements within the General Education Core or Bible Core.

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 Objectives**

Students will:

1. Communicate effectively in writing, using coherent content and appropriate organization, style, and grammar for the subject and audience
2. Communicate clearly and persuasively in speaking, constructing and conveying their message
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 Arts or Applied Science (25 hours)

ENGL-1310 Composition I (3 hours)  
ENGL-1320 Composition II (3 hours)  
DCC 101 or DCC 201 (1 hour)  
SPCH-2310 Speech (3 hours)  
History Elective (3 hours)  
History Elective (3 hours)  
Humanities Course (3 hours)  
Math Elective (3 hours)  
Social Science Elective (3 hours)

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

BIBL-1331 New Testament Survey (3 hours)  
BIBL-1332 Old Testament Survey (3 hours)  
BIBL-2330 Intro. to Biblical Research (3 hrs)  
ENGL-1310 Composition I (3 hours)  
ENGL-1320 Composition II (3 hours)  
SPCH-2310 Speech (3 hours)  
THEO-2310 Themes in Biblical Theology (3)  
DCC 101 or DCC 201 (1 hour)  
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.

### Bachelor of Science (Degree Completion) (38 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-2111 DCC 201 (1 hour)  
Communications\* (3 hours)  
Literature Elective (3 hours)  
History Elective (3 hours)  
History Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)  
Science (3 hours)  
Social Science Elective (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 Courses/Electives:** HUMA 2322-Art and Music Appreciation, PHIL 3310-Worldviews and Ethics, PHIL 3320-Introduction to Philosophy, or RELI 1304-World Religions

**Math Electives:** MATH 1310-College Algebra, MATH 1332-College Mathematics, MATH 2342-Introduction to Statistics (or PSYC-2342 Statistics for Psychological Studies for Psychology Majors only)

**Physical Education Electives:** PHED \_11\_-Team 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, PSYC-2319 Social Psychology, or SOCI 2310-Introduction to Sociology





## **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 Humanities (A.A.) and Interdisciplinary Studies (B.S.) and minors in English and history.

The Arts and Sciences Department contains two majors: the Humanities and Interdisciplinary Studies majors. Upon completion of the curriculum, the student will have mastered the following program objectives:

### **Humanities Learning Objectives (Associate of Arts)**

Students will:

1. Articulate a biblically-informed Christian worldview drawing from their course work
2. Apply oral and written communications skills to effective presentation of broad-based general study courses
3. Identify problems, analyze, and develop solutions from a broad-based perspective

### **Interdisciplinary Studies Learning Objectives (Bachelor of Science)**

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.S. in Interdisciplinary Studies and Bible. This degree program requires 30 hours in the Bible major (12 hours are listed under General Education), 51 hours of General Education, 33 credit hours in the Interdisciplinary Studies major including two areas of concentration, and 27 hours of open electives. 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, ministry studies, or social science areas. Applicable transfer courses in other fields of study may be considered.

The Department also offers a degree completion program, the B.S. in Interdisciplinary Studies. This degree program requires 33 credit hours in the Interdisciplinary Studies major including two areas of concentration, 38 hours of General Education, 18 hours in the Bible minor (six hours are listed under General Education), and 37 hours of open electives. 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, ministry studies, or social science areas. Applicable transfer courses in other fields of study may be considered.

A three-hour field mentoring experience (Internship) is required for each of the bachelor degrees. The experience is designed to provide application of classroom content and practical experience specific to the major. The area of internship must have prerequisite study. Internship includes an intensive one-week on campus or three-week online orientation before entering the actual internship.

The Department also offers an A.A. in Humanities. This degree program requires 12 credit hours specific to the major.

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.

# ASSOCIATE OF ARTS HUMANITIES

61 hours

## **Bible Core (12 hours)**

BIBL-1331 New Testament Survey (3 hours)  
BIBL-1332 Old Testament Survey (3 hours)  
BIBL-2330 Introduction to Biblical Research (3 hours)  
THEO-2310 Themes in Biblical Theology (3 hours)

## **General Education (25 hours)**

ENGL-1310 Composition I (3 hours)  
ENGL-1320 Composition II (3 hours)  
GENS-1111 DCC 101 (1 hour)  
RELI-1304 World Religions  
SPCH-2310 Speech  
History Elective (3 hours)  
History Elective (3 hours)  
Math Elective (3 hours)  
Social Science Elective (3 hours)

## **Major (12 hours)**

PHIL-3310 Worldviews and Ethics (3 hours)  
Humanities Elective (3 hours)  
Humanities Literature Elective (3 hours)  
Literature Elective (3 hours)

## **Open Electives (12 hours)**

*Open electives may be selected from any discipline.*

## **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

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

**Social Science Electives:** ANTH-2351 Cultural Anthropology, ECON-2301 Macroeconomics, ECON-2302 Microeconomics, GOVT-2310 National and State Government, PSYC-1320 General Psychology, PSYC-2319 Social Psychology, or SOCI-2310 Introduction to Sociology

## **Major Courses**

**Humanities Electives:** HUMA-2322 Art and Music Appreciation, HUMA-3310 Critical Thinking and Communication, HUMA-4300 Special Topics, or PHIL-3320 Introduction to Philosophy

**Humanities 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, ENGL-3311 Introduction to Shakespeare, ENGL-3312 Children's Literature, ENGL-3316 C.S. Lewis, BIBL-3322 Psalms and Wisdom Literature, BIBL-3324 Johannine Literature, or BIBL-4315 Hebrew Prophetic Literature

**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

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.

# BACHELOR OF SCIENCE INTERDISCIPLINARY STUDIES AND BIBLE

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-1331 New Testament Survey (3 hours)  
BIBL-1332 Old Testament Survey (3 hours)  
BIBL-2330 Introduction to Biblical Research (3 hours)  
ENGL-1310 Composition I (3 hours)  
ENGL-1320 Composition II (3 hours)  
DCC 101 or DCC 201 (1 hour)  
PHIL-3310 Worldviews and Ethics (3 hours)  
PHIL-3320 Introduction to Philosophy (3 hours)  
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)  
Physical Education Elective (1 hour)  
Science (4 hours)  
Social Science Elective (3 hours)

## **Major (33 hours)**

INDS-3310 Critical Thinking and Communication (3 hrs)  
INDS-4310 Senior Interdisciplinary Seminar (3 hours)\*  
INDS-4350 Interdisciplinary Studies 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 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 (27 hours)**

*Open electives may be selected from any discipline.*

\* Fee required.

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-3311 Apologetics, THEO-3316 Biblical Foundations for Ethics, 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

**Physical Education Electives:** PHED-\_11\_ 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, PSYC-2319 Social 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.

# BACHELOR OF SCIENCE INTERDISCIPLINARY STUDIES (Degree Completion Program)

120 hours

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

BIBL-1331 New Testament Survey (3 hours)\*  
BIBL-1332 Old Testament Survey (3 hours)\*  
BIBL-3301 Introduction to Biblical Research (3 hours)\*\*  
PHIL-3310 Worldviews and Ethics (3 hours)\*\*  
THEO-3310 Themes in Biblical Theology (3 hours)\*\*  
Bible Elective (3 hours)\*\*

## **General Education Core (38 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-2111 DCC 201 (1 hour)  
SCIN-2310 Life Science (3 hours)  
SPCH-2310 Speech (3 hours)  
History Elective (3 hours)  
History Elective (3 hours)  
Literature Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)  
Social Science Elective (3 hours)  
Social Science Elective (3 hours)

## **Major (33 hours)**

INDS-3310 Critical Thinking and Communication (3 hrs)  
INDS-4310 Senior Interdisciplinary Seminar (3 hours)\*\*\*  
INDS-4310 Interdisciplinary Studies 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 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 (37 hours)**

*Open electives may be selected from any discipline.*

\* Courses apply to both the Bible Core and the General Education Core but are only six hours of the 120-hour program.

\*\* Must be taken at the upper-level.

\*\*\* Fee required.

\*\*\*\* In some cases, it may be required to take these courses at DCC.

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

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 Electives:** 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, or BIBL-4312 Revelation, or BIBL-4315 Hebrew Prophetic Literature

## **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

**Physical Education Electives:** PHED-\_11\_ 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, PSYC-2319 Social 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. May be transferred in with the permission of the Department Chair.

**Interdisciplinary Studies Concentration B:** All courses must be in a second singular area from the business, humanities, or social sciences areas of study. May be transferred in with the permission of the Department Chair.

## 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 AND THEOLOGY AND PRACTICAL MINISTRY DEPARTMENTS**

The Bible and Theology 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: Bible, Biblical Ministry (degree completion program), 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. 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. The Bible major is a second major available for every bachelor's degree offered. If desired, the student may choose to pursue a third major or a minor in lieu of open electives. The degree completion program, the B.S. in Biblical Ministry, includes 30 hours (or more) of Bible/Theology courses across the Bible Core, General Education, and Major. It also includes 38 hours of General Education (including nine hours of Bible/Theology), 30 hours in the major (including nine hours of Bible/Theology), and 40 hours of open electives. Minors available through the department include Biblical Languages, Church Education Ministry, Intercultural Studies, Ministry Studies, Preaching Ministry, Urban Studies, Worship Arts, or Youth and Family Ministry. In addition to the Bible major, the department also offers the Bachelor of Science in Biblical Ministry and the Bachelor of Science in Practical Ministries (Ministry Leadership Track) through the DCC *FLEX*Campus® program.

The Biblical Ministry and Practical Ministries majors prepare 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 and Theology Department encourages the Bachelor of Arts degree.

A three-hour field mentoring experience (Internship) is required for each of the degrees. The experience is designed to provide application of classroom content and practical experience specific to the major. 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 Bible, Biblical Ministry, Practical Ministries, or Worship Arts, the student will have achieved the following program objectives:

### **Bible Core Learning Objectives**

Students will:

1. Demonstrate knowledge of the general content of the Bible.
2. Demonstrate understanding of core theological concepts
3. Competently exegete selected biblical passages.
4. Succeed in Bible Core classes.

### **Biblical Ministry Learning Objectives (Bachelor of Science)**

Students will:

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

### **Practical Ministries Learning Objectives (Bachelor of Arts and Bachelor of Science)**

Students will:

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

4. Demonstrate the ability to exegete New Testament Greek, using appropriate scholarly aids. (Bachelor of Arts only)

**Worship Arts Learning Objectives (Bachelor of Science)**

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

Worship Arts students are required to take choir in the consecutive order as outlined in the degree plan.

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



# BACHELOR OF SCIENCE BIBLICAL MINISTRY (Degree Completion Program)

120 hours

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

BIBL-1331 New Testament Survey (3 hours)\*  
BIBL-1332 Old Testament Survey (3 hours)\*  
BIBL-3301 Introduction to Biblical Research (3 hours)\*\*  
PHIL-3310 Worldviews and Ethics (3 hours)\*\*  
THEO-3310 Themes in Biblical Theology (3 hours)\* \*\*  
New Testament Elective (3 hours)\*\*  
Old Testament Elective (3 hours)\*\*

## **General Education Core (38 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-2111 DCC 201 (1 hour)  
SCIN-2310 Life Science (3 hours)  
SPCH-2310 Speech (3 hours)  
THEO-3310 Themes in Biblical Theology (3 hours)\* \*\*  
History Elective (3 hours)  
History Elective (3 hours)  
Literature Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)  
Social Science Elective (3 hours)

## **Major (30 hours)**

BIBL-4320 Senior Bible Seminar (3 hours)\*\*\*  
MISS-3324 Missions (3 hours)  
PMIN-3311 Ministry Leadership (3 hours)\*\*\*  
PMIN-4350 Practical Ministry Internship (3 hours)\*\*\*  
WSHP-2312 Worship Theology and Practice (3 hours)  
Bible/Theology Elective (3 hours)\*\*\*  
Biblical Ministry Elective (3 hours)\*\* \*\*\*  
Biblical Ministry Elective (3 hours)\*\*  
Biblical Ministry Elective (3 hours)\*\*  
Theology Elective (3 hours)\*\*\*

## **Open Electives (40 hours)**

*Open electives may be selected from any discipline.*

\* Courses apply to both the Bible Core and the General Education Core but are only six hours of the 120-hour program.

\*\* Must be taken at the upper-level.

\*\*\* In some cases, it may be required to take these courses at DCC.

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-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-3311 Apologetics, THEO-3316 Biblical Foundations for Ethics, 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

**Physical Education Electives:** PHED-\_11\_ 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, PSYC-2319 Social Psychology, or SOCI-2310 Introduction to Sociology

## **Major/Track Courses**

**Bible/Theology Electives:** May be selected from those listed above in the Bible Core Courses.

**Biblical Ministry Electives:** CHED-1315 Methods of Teaching, MINL-1310 Foundations of Leadership, MINL-4315 Group Leadership, PMIN-2310 Evangelism, PMIN-2321 Introduction to Conflict Management, PMIN-2325 Introduction to Biblical Preaching, PMIN-3300 Special Topics, PMIN-3313 Small Group Ministry, PMIN-3330 Advanced Preaching, PMIN-3331 Women in Ministry, PMIN-3335 Creative Biblical Preaching, PMIN-4305 Church Leadership Development, PMIN-4312 Church Growth, or PSYC-3321 Pastoral Counseling

## BACHELOR OF ARTS OR BACHELOR OF SCIENCE PRACTICAL MINISTRIES AND BIBLE

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-1331 New Testament Survey (3 hours)  
BIBL-1332 Old Testament Survey (3 hours)  
BIBL-2330 Introduction to Biblical Research (3 hours)  
ENGL-1310 Composition I (3 hours)  
ENGL-1320 Composition II (3 hours)  
DCC 101 or DCC 201 (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)  
MISS-3324 Missions (3 hours)  
PMIN-2310 Evangelism (3 hours)  
PMIN-2325 Introduction to Biblical Preaching (3 hours)  
PMIN-3311 Ministry Leadership (3 hours)  
PMIN-4350 Practical Ministry Internship (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)*

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.

\* *FLEXCampus® students should note that Greek is only available through traditional courses.*

### ➤ **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)

## 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-3311 Apologetics, THEO-3316 Biblical Foundations for Ethics, 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-3310 Worldviews and Ethics or PHIL-3320 Introduction to Philosophy

**Physical Education Electives:** PHED-\_11\_ 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 & Youth and Family Ministry Tracks):** HIST-3320 American Christianity

**Social Science Electives:** ANTH-2351 Cultural Anthropology, ECON-2301 Macroeconomics, ECON-2302 Microeconomics, GOVT-2310 National and State Government, PSYC-1320 General Psychology, PSYC-2319 Social 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-3313 Small Group Ministry, PMIN-3330 Advanced Preaching, PMIN-3331 Women in Ministry, PMIN-3335 Creative Biblical Preaching, PMIN-4305 Church Leadership Development, PMIN-4312 Church Growth, or PSYC-3321 Pastoral Counseling

# BACHELOR OF SCIENCE WORSHIP ARTS AND BIBLE

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-1331 New Testament Survey (3 hours)  
BIBL-1332 Old Testament Survey (3 hours)  
BIBL-2330 Introduction to Biblical Research (3 hours)  
ENGL-1310 Composition I (3 hours)  
ENGL-1320 Composition II (3 hours)  
DCC 101 or DCC 201 (1 hour)  
HIST-1311 World Civilization I  
HIST-1321 World Civilization II  
HIST-3311 History of Christianity (3 hours)  
HIST-3320 American Christianity (3 hours)  
HUMA-2322 Art and Music Appreciation (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)

## **Major (39 hours)**

MUSC-1301 Foundations of Music I (3 hours)  
MUSC-1302 Foundations of Music II (3 hours)  
MUSC-3325 Designing and Leading Worship (3 hours)  
MUSC-4312 Worship Music Literature (3 hours)  
WSHP-2312 Worship Theology and Practice (3 hours)  
WSHP-4310 Worship Arts Ministry (3 hours)  
WSHP-4350 Worship Arts Internship (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)  
Worship Arts Elective (3 hours)  
Worship Arts Elective (3 hours)

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

*Open electives may be selected from any discipline.*

For all Worship Arts students, Choir is required for each semester a student is enrolled for 12 or more hours even if four hours of Ensemble credit has been fulfilled.

For all students, 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-3311 Apologetics, THEO-3316 Biblical Foundations for Ethics, 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-111 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, PSYC-2319 Social Psychology, or SOCI-2310 Introduction to Sociology

## **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, PMIN-2310 Evangelism, or PMIN-2325 Introduction to Biblical Preaching

**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

## **BIBLE 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.

## **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)

## PRACTICAL MINISTRY 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.

### 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-2314 Developmental Psychology, or PSYC-3310 Marriage and Family. *\*These courses have a pre-requisite requirement of CHED-1315 Methods of Teaching I.*

### INTERCULTURAL STUDIES

18 hours

#### **Intercultural Courses**

MISS-3315 Cross-Cultural Communication (3 hours)

MISS-3324 Missions (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 Practical Ministries 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-2325 Introduction to Biblical Preaching, 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**

MISS-3315/PMIN-3316 Cross-Cultural Communication (3 hours)  
PMIN-3330 Advanced Preaching\* (3 hours)  
PMIN-3335 Creative Biblical Preaching\*  
PMIN-4300 Special Topics\* (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-2325 Introduction to Biblical Preaching.*

## 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)

<p><b>Worship Arts Electives:</b> 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</p>
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## 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)

<p><b>Youth and Family Electives:</b> MISS-3323 Cults and the Occult, MISS-4315 Urban Missions, PMIN-2321 Introduction to Conflict Management, PMIN-3300 Special Topics, PMIN-3335 Creative Biblical Preaching, PMIN-3313 Small Group Ministry, PMIN-3314 Social Issues, PMIN-3324 Urban Youth Ministry, or PMIN-3331 Women in Ministry</p>
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## BUSINESS DEPARTMENT

The Business Department offers the Bachelor of Science degree in Business and Bible, the Bachelor of Science in Business (degree completion), 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.S. in Business and Bible offers two tracks from which to choose, Business Administration and Ethics or Sports Management. The major includes 30 credit hours in the Bible major (12 hours are listed under General Education), 51 credit hours of General Education, 30 credit hours in the Business major, and 30 credit hours of open electives. If desired, the student may choose to pursue a third major or a minor in lieu of open electives. Included in the Business 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 Business Department.

The B.S. in Business degree completion program offers students who are 21 or older and who have 45 hours or more of transfer credit the opportunity to concentrate on the Business major while still gaining a broad-based general education. The degree includes 30 hours in the major, 38 hours of General Education, 18 hours in the Bible minor (six hours are listed under General Education), and 40 hours of open electives. There is also an option to add the 12-hour Sports Management track.

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

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. and B.S. degrees are available through the Traditional and *FLEX*Campus® programs. In addition to the Business majors, the Business Department also offers a minor in Business.

Upon completion of the curriculum, students will have met the following program objectives:

### **Business Learning Objectives (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 Objectives (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

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

# ASSOCIATE OF APPLIED SCIENCE BUSINESS

61 hours

## **Bible Core (12 hours)**

BIBL-1331 New Testament Survey (3 hours)  
BIBL-1332 Old Testament Survey (3 hours)  
BIBL-2330 Introduction to Biblical Research (3 hours)  
THEO-2310 Themes in Biblical Theology (3 hours)

## **General Education (25 hours)**

ECON-2301 Macroeconomics (3 hours)  
ENGL-1310 Composition I (3 hours)  
ENGL-1320 Composition II (3 hours)  
GENS-1111 DCC 101 (1 hour)  
PHIL-3310 Worldviews and Ethics (3 hours)  
SPCH-2310 Speech (3 hours)  
History Elective (3 hours)  
History Elective (3 hours)  
Math Elective (3 hours)

## **Major (15 hours)**

BUAD-2310 Principles of Business Management (3 hrs)  
BUAD-3305 Principles of Marketing (3 hours)  
BUAD-3325 Human Resources Management (3 hours)  
BUSI-1307 Personal Finance (3 hours)  
MGMT-2320 Management Communications (3 hours)

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

*Open electives may be selected from any discipline.*

## **General Education Courses**

<b>History Electives:</b> 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
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<b>Math Electives:</b> MATH-1310 College Algebra, MATH-1332 College Mathematics, or MATH-2342 Introduction to Statistics
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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.

# BACHELOR OF SCIENCE BUSINESS AND BIBLE

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-1331 New Testament Survey (3 hours)  
BIBL-1332 Old Testament Survey (3 hours)  
BIBL-2330 Introduction to Biblical Research (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)  
DCC 101 or DCC 201 (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)  
BUAD-4350 Business 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)**

*Open electives may be selected from any discipline.*

## ➤ **Business Administration and Ethics Track**

➤ ACCT-3301 Accounting for Managers (3 hours)  
➤ BUAD-3305 Principles of Marketing (3 hours)  
➤ BUAD-3325 Human Resource Management (3 hours)  
➤ BUAD-4303 Business Legal Environment (3 hours)

## ➤ **Sports Management Track**

➤ SPMT-2310 Introduction to Sports Management (3 hrs)  
➤ SPMT-3305 Sports Marketing (3 hours)  
➤ SPMT-3310 Principles of Sports Leadership (3 hours)  
➤ SPMT-3312 Sports Communication/Public Relations (3)

## **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-3310 Worldviews and Ethics or PHIL-3320 Introduction to Philosophy

**Physical Education Electives:** PHED-\_11\_ 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.

# BACHELOR OF SCIENCE BUSINESS (Degree Completion Program)

120 hours

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

BIBL-1331 New Testament Survey (3 hours)\*  
BIBL-1332 Old Testament Survey (3 hours)\*  
BIBL-3301 Introduction to Biblical Research (3 hours)\*\*  
PHIL-3310 Worldviews and Ethics (3 hours)\*\*  
THEO-3310 Themes in Biblical Theology (3 hours)\*\*  
Bible Elective (3 hours)\*\*

## **General Education Core (38 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-2111 DCC 201 (1 hour)  
MGMT-2320 Management Communications (3 hours)  
SCIN-2310 Life Science (3 hours)  
Economics Elective (3 hours)  
History Elective (3 hours)  
History Elective (3 hours)  
Literature Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)  
Social Science Elective (3 hours)

## **Major (30 hours)**

ACCT-2301 Accounting I (3 hours)\*\*\*  
ACCT-2302 Accounting II (3 hours)\*\*\*  
ACCT-3301 Accounting for Managers (3 hours)\*\*\*  
BUAD-2310 Principles of Business Management (3 hrs)  
BUAD-3305 Principles of Marketing (3 hours)  
BUAD-3325 Human Resources Management (3 hrs)\*\*\*  
BUAD-4303 Business Legal Environment (3 hours)\*\*\*  
BUAD-4350 Business Internship (3 hours)\*\*\*  
MGMT-4304 Organizational Behavior/Responsibility (3)  
MGMT-4308 Strategic Management (3 hours)

## **Open Electives (40 hours)**

*Open electives may be selected from any discipline.*

\* Courses apply to both the Bible Core and the General Education Core but are only six hours of the 120-hour program.

\*\* Must be taken at the upper-level.

\*\*\* In some cases, it may be required to take these courses at DCC.

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 Electives:** 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, or BIBL-4312 Revelation, or BIBL-4315 Hebrew Prophetic Literature

## **General Education Courses**

**Economics Electives:** ECON-2301 Macroeconomics or ECON-2302 Microeconomics

**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

**Physical Education Electives:** PHED-\_11\_ 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, PSYC-2319 Social Psychology, or SOCI-2310 Introduction to Sociology.

**BACHELOR OF SCIENCE  
BUSINESS (Sports Management Track)  
(Degree Completion Program)**

120 hours

**Bible Core (18 hours)**

BIBL-1331 New Testament Survey (3 hours)\*  
BIBL-1332 Old Testament Survey (3 hours)\*  
BIBL-3301 Introduction to Biblical Research (3 hours)\*\*  
PHIL-3310 Worldviews and Ethics (3 hours)\*\*  
THEO-3310 Themes in Biblical Theology (3 hours)\*\*  
Bible Elective (3 hours)\*\*

**General Education Core (38 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-2111 DCC 201 (1 hour)  
MGMT-2320 Management Communications (3 hours)  
SCIN-2310 Life Science (3 hours)  
Economics Elective (3 hours)  
History Elective (3 hours)  
History Elective (3 hours)  
Literature Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)  
Social Science Elective (3 hours)

**Major (30 hours)**

ACCT-2301 Accounting I (3 hours)\*\*\*  
ACCT-2302 Accounting II (3 hours)\*\*\*  
BUAD-2310 Principles of Business Management (3 hrs)  
BUAD-4350 Business Internship (3 hours)\*\*\*  
MGMT-4304 Organizational Behavior/Responsibility (3)  
MGMT-4308 Strategic Management (3 hours)  
SPMT-2310 Introduction to Sports Management (3 hrs)  
SPMT-3305 Sports Marketing (3 hours)  
SPMT-3310 Principles of Sports Leadership (3 hours)  
SPMT-3312 Sports Communication/Public Relations (3)

**Open Electives (40 hours)**

*Open electives may be selected from any discipline.*

\* Courses apply to both the Bible Core and the General Education Core but are only six hours of the 120-hour program.

\*\* Must be taken at the upper-level.

\*\*\* In some cases, it may be required to take these courses at DCC.

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 Electives:** 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, or BIBL-4312 Revelation, or BIBL-4315 Hebrew Prophetic Literature

**General Education Courses**

**Economics Electives:** ECON-2301 Macroeconomics or ECON-2302 Microeconomics

**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

**Physical Education Electives:** PHED-\_11\_ 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, PSYC-2319 Social Psychology, or SOCI-2310 Introduction to Sociology

## **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-3305 Principles of Marketing (3 hours)

BUAD-3325 Human Resource Management (3 hours)

BUAD-4303 Business Legal Environment (3 hours)

BUSI-1307 Personal Finance (3 hours)

MGMT-4304 Organizational Behavior and Responsibility (3 hours)

## PSYCHOLOGY DEPARTMENT

The Psychology Department at Dallas Christian College offers instruction in the social science field of psychology. The department offers the Bachelor of Science degree in Psychology and Bible, the Bachelor of Science in Psychology and Bible (Christian Life Coaching Track), and the Bachelor of Science in Psychology (degree completion with the optional Christian Life Coaching Track). Upon completion of the curriculum, the student will have mastered the following program objectives:

### Psychology Learning Objectives

Students will:

1. Know the history and fundamental history, development, and contemporary concepts and theories of psychology (Knowledge base in psychology)
2. Understand the scientific method and demonstrate relevant analytical skills (Scientific inquiry and critical thinking)
3. Articulate ethical and social responsibility, be able to identify and analyze own strengths and weaknesses (Ethical-, social-, and self-awareness)
4. Be able to appropriately synthesize psychological knowledge and biblical perspectives (Integrate psychological and biblical perspectives)
5. Develop communication and helping skills suitable for service in both secular and faith communities (Communication)
6. Be adequately prepared for graduate and professional training (Professional development)

The B.S. in Psychology and Bible requires 30 hours in the Bible major (12 hours are listed under General Education), 51 hours of General Education, 30 credit hours in the Psychology major, and 30 hours of open electives. The Psychology 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. NOTE: All licensing for psychology and counseling requires the minimum of a master's degree.

The B.S. in Psychology and Bible (Christian Life Coaching Track) requires 30 hours in the Bible major (12 hours are listed under General Education), 51 hours of General Education, 36 credit hours in the Psychology major (including 12 hours in the track), and 24 hours of open electives. The Psychology major includes a three-hour field mentored experience (Internship) designed to apply classroom content to practical experience specific to the major. In addition to the Internship is a Practicum that is required in the track. The areas of the internship and the practicum must have prerequisite studies. 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. NOTE: All licensing for psychology and counseling requires the minimum of a master's degree. Upon completion of the Christian Life Coaching Track, students are eligible to receive certification in Christian Life Coaching from His-Story Coaching Academy.

The B.S. in Psychology degree completion program offers students who are 21 or older and who have 45 hours or more of transfer credit the opportunity to concentrate on the Psychology major while still gaining a broad-based general education. The degree includes 30 hours including an internship in the major, 18 hours in the Bible minor (six hours are listed under General Education), 38 hours of General Education, and 40 hours of open electives. The Christian Life Coaching Track may be added as an option. NOTE: 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. Additionally, the 12-hour Christian Life Coaching Track is available as a post-baccalaureate program.

For more information, please contact the Psychology Department.

# BACHELOR OF SCIENCE PSYCHOLOGY AND BIBLE

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-1331 New Testament Survey (3 hours)  
BIBL-1332 Old Testament Survey (3 hours)  
BIBL-2330 Introduction to Biblical Research (3 hours)  
BUAD-2310 Principles of Business Management (3 hrs)  
ENGL-1310 Composition I (3 hours)  
ENGL-1320 Composition II (3 hours)  
GENS-1111 DCC 101 (1 hour)  
PSYC-1320 General Psychology (3 hours)  
PSYC-2319 Social Psychology (3 hours)  
PSYC-2342 Statistics for Psychological Studies (3 hrs)  
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)**

PSYC-2320 Abnormal Psychology I (3 hours)  
PSYC-2345 Psychological Tests/Research Methodology  
PSYC-3315 Theories of Personality (3 hours)  
PSYC-4320 Psychology and Christian Thought (3 hours)  
PSYC-4340 Psychology Capstone (3 hours)  
PSYC-4350 Psychology Internship (3 hours)  
Psychology Elective A (3 hours)  
Psychology Elective A (3 hours)  
Psychology Elective B (3 hours)  
Psychology Elective B (3 hours)

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

*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.

All students at Dallas Christian College must enroll in at least one Bible (BIBL) or Theology (THEO) course each semester unless all of the Bible Core requirements have been fulfilled.

## **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-3311 Apologetics, THEO-3316 Biblical Foundations for Ethics, 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

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

**Physical Education Electives:** PHED-111\_ Team Sports or PHED-1112 CPR/First Aid/PE

## **Major Courses**

**Psychology A Electives:** PSYC-3310 Marriage and Family, PSYC-3321 Pastoral Counseling, PSYC-3340 Abnormal Psychology II, or PSYC-4315 Counseling Methods

**Psychology B Electives:** PSYC-2305 Cognition and Emotion, PSYC-2314 Developmental Psychology, PSYC-2330 Neuropsychology, PSYC-3310 Marriage and Family, PSYC-3321 Pastoral Counseling, PSYC-3340 Abnormal Psychology II, PSYC-4300 Special Topics, or PSYC-4315 Counseling Methods



# BACHELOR OF SCIENCE PSYCHOLOGY AND BIBLE (CHRISTIAN LIFE COACHING TRACK)

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-1331 New Testament Survey (3 hours)  
BIBL-1332 Old Testament Survey (3 hours)  
BIBL-2330 Introduction to Biblical Research (3 hours)  
BUAD-2310 Principles of Business Management (3 hrs)  
ENGL-1310 Composition I (3 hours)  
ENGL-1320 Composition II (3 hours)  
GENS-1111 DCC 101 (1 hour)  
PSYC-1320 General Psychology (3 hours)  
PSYC-2319 Social Psychology (3 hours)  
PSYC-2342 Statistics for Psychological Studies (3 hrs)  
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 (36 hours)**

LIFC-3310 Introduction to Life Coaching (3 hours)  
LIFC-3320 Advanced Concepts of Life Coaching (3)  
LIFC-3330 Practical Application of Life Coaching (3)  
LIFC-4300 Life Coaching Practicum (3 hours)  
PSYC-2320 Abnormal Psychology I (3 hours)  
PSYC-2345 Psychological Tests/Research Methodology  
PSYC-3315 Theories of Personality (3 hours)  
PSYC-4320 Psychology and Christian Thought (3 hours)  
PSYC-4340 Psychology Capstone (3 hours)  
PSYC-4350 Psychology Internship (3 hours)  
Psychology Elective A (3 hours)  
Psychology Elective A (3 hours)

## **Open Electives (24 hours)**

*Open electives may be selected from any discipline.*

## **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-3311 Apologetics, THEO-3316 Biblical Foundations for Ethics, 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

**Philosophy Electives:** PHIL-3310 Worldviews and Ethics or PHIL-3320 Introduction to Philosophy

**Physical Education Electives:** PHED-\_11\_ Team Sports or PHED-1112 CPR/First Aid/PE

## **Major Courses**

**Psychology A Electives:** PSYC-3310 Marriage and Family, PSYC-3321 Pastoral Counseling, PSYC-3340 Abnormal Psychology II, or PSYC-4315 Counseling Methods

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

# BACHELOR OF SCIENCE PSYCHOLOGY (Degree Completion Program)

120 hours

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

BIBL-1331 New Testament Survey (3 hours)\*  
BIBL-1332 Old Testament Survey (3 hours)\*  
BIBL-3301 Introduction to Biblical Research (3 hours)\*\*  
PHIL-3310 Worldviews and Ethics (3 hours)\*\*  
THEO-3310 Themes in Biblical Theology (3 hours)\*\*  
Bible Elective (3 hours)\*\*

## **General Education Core (38 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-2111 DCC 201 (1 hour)  
PSYC-1320 General Psychology (3 hours)  
SCIN-2310 Life Science (3 hours)  
SPCH-2310 Speech (3 hours)  
History Elective (3 hours)  
History Elective (3 hours)  
Literature Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)  
Social Science Elective (3 hours)

## **Major (30 hours)**

PSYC-2320 Abnormal Psychology I (3 hours)  
PSYC-2345 Psychological Tests/Research Methodology  
PSYC-3315 Theories of Personality (3 hours)  
PSYC-4320 Psychology and Christian Thought (3 hours)  
PSYC-4340 Psychology Capstone (3 hours)  
PSYC-4350 Psychology Internship (3 hours)  
Psychology Elective A (3 hours)  
Psychology Elective A (3 hours)  
Psychology Elective B (3 hours)  
Psychology Elective B (3 hours)

## **Open Electives (40 hours)**

*Open electives may be selected from any discipline.*

\* Courses apply to both the Bible Core and the General Education Core but are only six hours of the 120-hour program.

\*\* Must be taken at the upper-level.

\*\*\* In some cases, it may be required to take these courses at DCC.

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 Electives:** 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, or BIBL-4312 Revelation, or BIBL-4315 Hebrew Prophetic Literature

## **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, MATH-2342 Statistics, or PSYC-2342 Statistics for Psychological Studies

**Physical Education Electives:** PHED-\_11\_ 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, PSYC-2319 Social Psychology, or SOCI-2310 Introduction to Sociology

## **Major Courses**

**Psychology A Electives:** PSYC-3310 Marriage and Family, PSYC-3321 Pastoral Counseling, PSYC-3340 Abnormal Psychology II, or PSYC-4315 Counseling Methods

**Psychology B Electives:** PSYC-2305 Cognition and Emotion, PSYC-2314 Developmental Psychology, PSYC-2330 Neuropsychology, PSYC-3310 Marriage and Family, PSYC-3321 Pastoral Counseling, PSYC-3340 Abnormal Psychology II, PSYC-4300 Special Topics, or PSYC-4315 Counseling Methods

**BACHELOR OF SCIENCE  
PSYCHOLOGY (CHRISTIAN LIFE COACHING TRACK)  
(Degree Completion Program)**

120 hours

**Bible Core (18 hours)**

BIBL-1331 New Testament Survey (3 hours)\*  
BIBL-1332 Old Testament Survey (3 hours)\*  
BIBL-3301 Introduction to Biblical Research (3 hours)\*\*  
PHIL-3310 Worldviews and Ethics (3 hours)\*\*  
THEO-3310 Themes in Biblical Theology (3 hours)\*\*  
Bible Elective (3 hours)\*\*

**General Education Core (38 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-2111 DCC 201 (1 hour)  
PSYC-1320 General Psychology (3 hours)  
SCIN-2310 Life Science (3 hours)  
SPCH-2310 Speech (3 hours)  
History Elective (3 hours)  
History Elective (3 hours)  
Literature Elective (3 hours)  
Math Elective (3 hours)  
Physical Education Elective (1 hour)  
Social Science Elective (3 hours)

**Major (36 hours)**

LIFC-3310 Introduction to Life Coaching (3 hours)  
LIFC-3320 Advanced Concepts of Life Coaching (3)  
LIFC-3330 Practical Application of Life Coaching (3)  
LIFC-4300 Life Coaching Practicum (3 hours)  
PSYC-2320 Abnormal Psychology I (3 hours)  
PSYC-2345 Psychological Tests/Research Methodology  
PSYC-3315 Theories of Personality (3 hours)  
PSYC-4320 Psychology and Christian Thought (3 hours)  
PSYC-4340 Psychology Capstone (3 hours)  
PSYC-4350 Psychology Internship (3 hours)  
Psychology Elective A (3 hours)  
Psychology Elective A (3 hours)

**Open Electives (34 hours)**

*Open electives may be selected from any discipline.*

\* Courses apply to both the Bible Core and the General Education Core but are only six hours of the 120-hour program.

\*\* Must be taken at the upper-level.

\*\*\* In some cases, it may be required to take these courses at DCC.

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 Electives:** 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, or BIBL-4312 Revelation, or BIBL-4315 Hebrew Prophetic Literature

**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, MATH-2342 Statistics, or PSYC-2342 Statistics for Psychological Studies

**Physical Education Electives:** PHED-\_11\_ 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, PSYC-2319 Social Psychology, or SOCI-2310 Introduction to Sociology.

**Major Courses**

**Psychology Electives:** PSYC-3310 Marriage and Family, PSYC-3321 Pastoral Counseling, PSYC-3340 Abnormal Psychology II, 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><b>Psychology Electives:</b> PSYC-2305 Cognition and Emotion, PSYC-2314 Developmental Psychology, PSYC-2319 Social Psychology, PSYC-2320 Abnormal Psychology I, PSYC-2330 Neuropsychology, PSYC-2345 Psychological Tests and Research Methodology, PSYC-3310 Marriage and Family, PSYC-3315 Theories of Personality, PSYC-3321 Pastoral Counseling, PSYC-3340 Abnormal Psychology II, PSYC-4300 Special Topics, or PSYC-4315 Counseling Methods</p>
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### CHRISTIAN LIFE COACHING TRACK

12 hours

A maximum of six hours may be counted toward the track and any core area of the degree plan.

#### **Christian Life Coaching Courses**

LIFC-3310 Introduction to Life Coaching (3 hours)

LIFC-3320 Advanced Concepts of Life Coaching (3 hours)

LIFC-3330 Practical Application of Life Coaching (3 hours)

LIFC-4300 Life Coaching Practicum (3 hours)

## THE E.L. AND SUE DERR DEPARTMENT OF TEACHER EDUCATION

Dallas Christian College's Teacher Education program helps future teachers model Christian ethics through positive relationships and effective pedagogy in today's classrooms. The program prepares students for teaching in elementary, middle, or high schools, public or parochial. DCC offers a Bachelor of Science in Education and Bible with four tracks from which to choose: Elementary (Early Childhood-6 Grade), English Language Arts (7-12 Grades), or Social Studies (7-12 Grades).

Students must apply to be admitted into the Teacher Education program, typically the second semester of the applicant's sophomore year. Applications are to be completed and submitted by October 1 to begin the admission process. All students, once accepted into the program, must make an appointment with the Department Chair for coursework advising.

Admission criteria into the Teacher Education program is:

- 2.75 cumulative GPA
- 3.00 content GPA
- Minimum of 12 credit hours in the content area (English Language Arts, Music, or Social Studies)
- A grade of B+ or better in ENGL-1310, ENGL-1320, and SPCH-2310
- Completed Teacher Education Program Application
- Submitted teaching philosophy (must be typed, 12-point font, double-spaced)
- Three completed candidate evaluations
- Completed program sheet for advisement
- Complete the Texas Higher Education Assessment® (THEA) with a minimum score of 230 in reading, 230 in mathematics, and 220 in writing
- Scheduled admissions interview

Upon completion of the Teacher Education program, graduates will have met the following program objectives.

### Teacher Education Learning Outcomes

Students will:

1. Demonstrate their understanding of instructional planning and delivery by providing standards-based, data-driven, differentiated instruction that engages students, makes appropriate use of technology, and makes learning relevant for today's learners
2. Work to ensure high levels of learning, social-emotional development, and achievement outcomes for all students, taking into consideration each student's educational and developmental backgrounds and focusing on each student's needs
3. Exhibit a comprehensive understanding of their content, discipline, and related pedagogy as demonstrated through the quality of the design and execution of lesson plans and their ability to match objectives and activities to relevant state standards
4. Interact with students in respectful ways at all times, maintaining a physically and emotionally safe, supportive learning environment that is characterized by efficient and effective routines, clear expectations for student behavior, and organization that maximizes student learning
5. Use formal and informal methods to assess student growth aligned to instructional goals and course objectives and regularly review and analyze multiple sources of data to measure student progress and adjust instructional strategies and content delivery as needed
6. Consistently hold themselves to a high standard for individual development, pursue leadership opportunities, collaborate with other educational professionals, communicate regularly with stakeholders, maintain professional relationships, comply with all campus and school district policies, and conduct themselves ethically and with integrity

## 7. Evidence knowledge of both public and private educational philosophy and systems

The course of study includes a specifically developed teacher preparation curriculum for each program track, Association of Christian School International (ACSI) and state-approved field observations in accredited schools (total of 60 hours), pre-student teaching and student teaching experiences (total 760 classroom hours), and participation in professional development opportunities. As a part of the program, candidates have specific academic requirements in order to complete the program and to be issued a Texas Teacher Certificate and/or ACSI certification. In order to complete the program, the candidate must:

- Earn a ~~B~~<sup>B+</sup> or better in all EDUC courses
- Complete a 30-hour field observation component as a part of EDUC-3310
- Complete a 30-hour field observation component as a part of EDUC 4309
- Complete a minimum of 160 field hours in pre-student teaching
- Complete a portfolio at the conclusion of pre-student teaching semester
- Pass the respective TExES content test before continuing into student teaching semester
- Complete a minimum of 12 weeks in a student teaching placement
- Complete a student teaching portfolio at the conclusion of the student teaching semester
- Pass the Pedagogy and Professional Responsibilities (PPR) exam

NOTE: Candidates may not work as a substitute teacher while completing the student teaching requirement. Upon successful completion of the program, the teacher candidate will be recommended for certification to the Texas Education Agency (TEA) and the State Board of Educator Certification (SBEC).

For more information, please contact The E.L. and Sue Derr Department Teacher Education at DCC.

**BACHELOR OF SCIENCE  
EDUCATION AND BIBLE**

129 hours

**Bible Core (18 hours)**

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

**General Education+ (51 hours)**

BIBL-1331 New Testament Survey (3 hours)  
BIBL-1332 Old Testament Survey (3 hours)  
BIBL-2330 Introduction to Biblical Research (3 hours)  
ENGL-1310 Composition I (3 hours)  
ENGL-1320 Composition II (3 hours)  
ENGL-2312 American Literature I (3 hours)  
DCC 101 or DCC 201 (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)  
HUMA-2322 Art and Music Appreciation (3 hours)  
MATH-1310 College Algebra (3 hours)  
PHED-1112 PE/CPR/1<sup>st</sup> 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)  
Science (4 hours)

**Major++ (30 hours)**

CHED-4320 Philosophy/History of Christian Ed. (3 hrs)  
EDUC-4358 Teaching and Learning (3 hours)  
EDUC-4361 Educational Assessment (3 hours)  
EDUC-4362 Teaching Diverse Learners (3 hours)  
EDUC-4363 Professional Expectations & Ethics\* (3 hrs)  
PSYC-3320 Educational Psychology (3 hours)  
Track-Specific Professional Course (3 hours)  
Student Teaching\* (9 hours)

**Track++ (30-37.5 hours)**

*See specific requirements at right.*

A 2.75 cumulative GPA must be maintained.

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

+ A B+ or better must be earned in ENGL-1310, ENGL-1320, and SPCH-2310.

++ A 3.0 GPA must be maintained in the Major. A 3.0 GPA must be maintained in 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.

**Early Childhood – 6 Track+ (30 hours)**

➤ EDUC-4311 Methods/Social Studies/Geog. (3)  
➤ EDUC-4312 Methods/Teaching Math/Science (3)  
➤ EDUC-4314 Methods/Reading/Language Arts (3)  
➤ EDUC-4320 Foundations of Reading (3 hours)  
➤ HIST-4320 Texas History (3 hours)  
➤ MATH-1332 College Mathematics (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)

**7-12 English Language Arts Track+ (30 hours)**

➤ EDUC-4314 Methods/Reading/Language Arts (3)  
➤ EDUC-4360 Teaching Literacy Skills (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)

**7-12 Social Studies Track+ (30 hours)**

➤ EDUC-4311 Methods/Social Studies/Geog. (3)  
➤ EDUC-4360 Teaching Literacy Skills (3 hours)  
➤ HIST-4320 Texas History (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 hours)  
➤ Content Course (3 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-3311 Apologetics, THEO-3316 Biblical Foundations for Ethics, THEO-4301 Christian Theology, or THEO-4305 Christian Ethics

## **Major Courses**

**Track-Specific Content Courses:** EDUC-4309 Discipline and Classroom Management (EC-6 Tracks) or EDUC-3311 Children's Choral Methods (EC-12 Music Track)

**Student Teaching:** EDUC-4910 (EC-6 Track), EDUC-4920 (7-12 Tracks), or EDUC-4930 All-Level Student Teaching (EC-12 Music Track)

## **Track Content Courses**

**EC-6 Track Content:** Any courses listed under the English, Geography, History, Literature, Math, Science, or Social Studies categories. A variety of the various disciplines is strongly suggested.

### **7-12 English Language Arts Track Content**

Any courses listed under the English or Literature categories.

### **7-12 Social Studies Track Content**

Any courses listed under the Economics, Geography, Government, History, or Social Science categories.





***ALTERNATIVE TEACHER CERTIFICATION PROGRAM***

**PROGRAM OVERVIEW  
FINANCIAL INFORMATION  
PROGRAM**



## PROGRAM OVERVIEW

The Alternative Certification 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. DCC's Alternative Certification Program will provide opportunities for teacher candidates to pursue a career in education while making a positive contribution to a local school. The 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 E.L. and Sue Derr Teacher Education Department of DCC provides the Alternative Certification Program.

Upon completion of the program, students will achieve the following program objectives:

### Alternative Certification Program Learning Objectives

Students will:

1. Demonstrate their understanding of instructional planning and delivery by providing standards-based, data-driven, differentiated instruction that engages students, makes appropriate use of technology, and makes learning relevant for today's learners
2. Work to ensure high levels of learning, social-emotional development, and achievement outcomes for all students, taking into consideration each student's educational and developmental backgrounds and focusing on each student's needs
3. Exhibit a comprehensive understanding of their content, discipline, and related pedagogy as demonstrated through the quality of the design and execution of lesson plans and their ability to match objectives and activities to relevant state standards
4. Interact with students in respectful ways at all times, maintaining a physically and emotionally safe, supportive learning environment that is characterized by efficient and effective routines, clear expectations for student behavior, and organization that maximizes student learning
5. Use formal and informal methods to assess student growth aligned to instructional goals and course objectives and regularly review and analyze multiple sources of data to measure student progress and adjust instructional strategies and content delivery as needed
6. Consistently hold themselves to a high standard for individual development, pursue leadership opportunities, collaborate with other educational professionals, communicate regularly with stakeholders, maintain professional relationships, comply with all campus and school district policies, and conduct themselves ethically and with integrity
7. Evidence knowledge of both public and private educational philosophy and systems

For more information, please contact the E.L. and Sue Derr Teacher Education Department at DCC.

### PROGRAM BENEFITS

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

- Complete the program coursework online
- Attend classes in an eight-week block format
- Teach as an intern (one full academic year [180 days]) or student teacher (12 consecutive weeks) 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**

Application to DCC's Alternative Certification 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 E.L. and Sue Derr Teacher Education Department of DCC, including meeting the following criteria.

## **ACADEMIC CRITERIA**

All applicants to DCC's Alternative Certification Program must provide official documentation of the following academic requirements for admission:

- Completed DCC application (<http://www.dallas.edu/admissions>)
- Completed DCC Teacher/ACP application
- Statement of Teaching Philosophy (typed, 12-point font, double-spaced)
- Bachelor's degree or above from an accredited college or university approved by the U.S. Department of Education (including official transcripts from all colleges and university attended)
- Minimum cumulative GPA of 2.75 on a 4.0 scale
- Minimum grade of B+(3.0) or better in ENGL-1310 Composition I, ENGL-1320 Composition II, and SPCH-2310 Speech
- Completed Program Sheet for advisement
- Three completed candidate evaluations
- Scheduled admission interviews
- Pre-Admittance Content Test (PACT)\*

\*Must be taken and passed prior to student teaching/internship.

### **\* 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 beginning the student teaching/internship of the Alternative Certification 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.*

*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 E.L. and Sue Derr Teacher Education Department for details.*

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

*For additional information about PACT, candidates should contact the DCC E.L. and Sue Derr Teacher Education Department at 972-241-3371.*

## CONTENT AREAS FOR CERTIFICATION

DCC's 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

### APPLICATION FEE

Applicants must pay a non-refundable application fee of \$30 (college application fee) at the time of application.

### TUITION COSTS

The \$3,500 tuition package covers the costs of the courses (21 credit hours), training, and internship or student teaching (9 credit hours) within 50 miles of the Dallas Christian College campus. Full payment or payment arrangements must be made in advance of beginning any coursework. 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 \$285.

### ADDITIONAL COSTS

The following Texas Education Agency costs are in addition to the Alternative Certification Program's tuition package:

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

The following costs are in addition to the Alternative Certification Program tuition package:

- Supervision fee (if applicable)
- Textbooks

## **ALTERNATIVE TEACHER CERTIFICATION PROGRAM**

**30 hours**

EDUC-4301	Educational Technology
EDUC-4309	Discipline and Classroom Management (EC-12)
EDUC-4319	Methodology (EC-12)
EDUC-4358	Teaching and Learning (EC-12)
EDUC-4362	Teaching Diverse Learners (EC-12)
EDUC-4363	Professional Expectations and Ethics
EDUC-4360	Teaching Literacy Skills or <i>EDUC-4320 Foundations of Reading</i>
EDUC-4904	Professional Internship (EC-12) or <i>EDUC-4930 All-Level Student Teaching (EC-12)</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, a sand volleyball court, and other open fields for general athletic activities. The cafeteria provides meals to meet a variety of tastes; 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, tobacco, electric cigarettes, or any smoking device 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 Dean of Students. 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 submitted 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 Student Development 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 Tuesday 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. Campus life outside the classroom plays just as important a role in the spiritual growth of the students as what happens in the classroom and DCC strives to provide an environment to enhance such growth. Weekly devotions are provided for campus residents. Chapel services are conducted weekly for daytime students, and the message of each chapel service is recorded and is available online at [www.dallas.edu](http://www.dallas.edu). In addition, traditional daytime students attend spiritual formation, mentoring, and life-skills sessions called *Illuminate!*

Christian service is central to a person living a life of influence. Dallas Christian College thus requires enrollment in CHRS-1000 Developing Christian Influence for all students enrolled in six or more hours. This is a requirement of the Association for Biblical Higher Education and is described in the DCC Student Handbook, which is available online at [www.dallas.edu](http://www.dallas.edu). A record of each student's Christian service is kept. Such Christian service involvement is required for graduation as stated in the requirements for graduation.

CHRS-1000 Developing Christian Influence consists of three parts for non-traditional students and four parts for traditional (daytime) students. Requirements of each part vary depending on the student's program and the way they take the majority of their classes: e.g. traditional or non-traditional.

First, students are required to participate actively in their face-to-face community of faith. Traditional students are required to attend DCC chapel services held on campus once each week. Non-traditional students are required to attend church services and 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 DCC's mentoring program designed for traditional or non-traditional students. Traditional students have a day each week dedicated to mentoring, life skills, and spiritual formation (*Illuminate!*). Although non-traditional students take part in the mentoring program, the activities are not scheduled on a specific day of the week. Rather, the mentoring plan for these students is organized to allow them to fulfill the requirements on a more flexible schedule.

Fourth, traditional students are required to participate in Service Days each semester organized by the Student Development Office. *FLEX*Campus® students are welcome to participate in these activities but should notify the Student Development Office prior to the event.

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 (including team managers) must enroll for PHED-\_11\_ Team Sports for credit.

### **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. Ministry Teams are available for students on a voluntary basis. Students who travel with Ministry Teams are able to put into practice what they have learned through leading in worship services and teaching classes in churches throughout the Southwest. Many students also participate in summer, semester-long, year-long, or extended field experiences (for-credit internships and non-credit ministry experiences). 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 as described below.

### 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 22 years of age or older are exempt (SB 62, effective October 1, 2013).

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
- 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 Student Development Office.

## **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 Student Development Office. 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 STUDENT LOUNGE**

Wallace's Student Lounge located on the third floor of the administration building 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' textbook needs. Visit the DCC website at [www.dallas.edu/bookstore](http://www.dallas.edu/bookstore). For most textbooks, options offered are new, used, e-book, and rental. Full instructions are listed on the Virtual Bookstore home page.

Students should plan to spend between \$450-550 per semester for books and supplies. Students receiving financial aid and choosing to use financial aid funds for bookstore purchases must request a book allowance in the Financial Aid Office or by e-mail at [fa@dallas.edu](mailto:fa@dallas.edu). Book allowances can only be used to purchase books on the Virtual Bookstore site. Students who do not receive financial aid or who choose not to use financial aid funds can make their purchases using a credit card or check.

Students may also sell books back to Virtual Bookstore, either through the Virtual Bookstore website or at an on-campus buyback at the end of each semester.

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.

## **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 1332.

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 1331 NEW TESTAMENT SURVEY (3 hours)

An introduction to the story of the Bible as it unfolds in the New Testament. Readings and assignments in this course will include readings from the Bible and from Logos<sup>i</sup> software library resources (required resources for the course) purchased via the Bible Program Software Fee.

BIBL 1332 OLD TESTAMENT SURVEY (3 hours)

An introduction to the story of the Bible as it unfolds in the Old Testament. Readings and assignments in this course will include readings from the Bible and from Logos<sup>i</sup> software library resources (required resources for the course) purchased via the Bible Program Software Fee.

BIBL 2301 SYNOPTIC GOSPELS (3 hours)

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

**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.

**BIBL 2330 or 3301\* INTRODUCTION TO BIBLICAL RESEARCH (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 using resources from the Logos<sup>i</sup> software (required resources for the course) purchased via the Bible Program Software Fee. (BIBL 2330/3301 is a prerequisite for all upper-level Bible courses.)

**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 1332 and BIBL 2330/3301.

**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 1331 and BIBL 2330/3301.

**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 1331 and BIBL 2330/3301.

**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 2330/3301 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 1332 and BIBL 2330/3301.

**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 1331 and BIBL 2330/3301.

**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 1331 and BIBL 2330/3301.

**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 1331 and BIBL 2330/3301.

**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 1331 and BIBL 2330/3301.

**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 1332 and BIBL 2330/3301.

**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 1331 and BIBL 2330/3301.

**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 1332 and BIBL 2330/3301.

**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 1331 and BIBL 2330/3301.

**BIBL 4312 REVELATION (3 hours)**

A discussion of the various interpretive approaches to Revelation with careful exposition of the text. Prerequisites: BIBL 1331 and BIBL 2330/3301.

**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 1332 and BIBL 2330/3301.

**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 2330/3301 and nine hours of 2000-, 3000-, or 4000-level Bible courses.

\* Degree Completion Program students must take this class at the upper-level or take an additional approved upper-level Bible class. Assignments differ in the two levels.

## **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 3305 PRINCIPLES OF MARKETING (3 hours)**

An overview of marketing functions, marketing concepts, marketing research, and marketing ethics, including market segmentation and target marketing. (Cross-referenced as SPMT 3305)

**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 4350 BUSINESS INTERNSHIP (3 hours)**

A field-based study applying classroom content to practical experience specific to the Business major. Includes an orientation before entering the actual practicum. Arranged through the Business Department in cooperation with the Student Development Office. A Practicum Application must be approved prior to registration. Prerequisites: Approval of the Department Chair.

**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.

**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 4321 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. (Cross-referenced as EDUC 4321)

## **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 students' 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.)

DVLS 0310 DEVELOPMENTAL READING AND WRITING (3 non-credit hours)

An integrated approach to elevate writing and reading skills for college-level work. Students review the foundations of good writing, emphasizing the development of complete, clear sentences and coherent paragraphs. Reading skills, such as identifying main ideas, enhancing vocabulary and building comprehension, will be developed. Study skills will also be addressed. May be required of new students due to low ACT/SAT scores and/or who did not pass the pre-assessment. This course is a prerequisite to ENGL-1310 Composition I. Students must earn a C+ or higher in order to continue to ENGL-1310 Composition I. (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 3311 CHILDREN'S CHORAL METHODS (EC-12) (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 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. (Cross-referenced as PSYC 3320)

EDUC 4301 EDUCATIONAL TECHNOLOGY (EC-12) (3 hours)

As technology continues to advance, the expectations of how future teachers integrate technology into their classrooms also continues to change. This course considers new, research-supported, levels of instructional integration of technology for all classrooms. It also explores new ways of sharing ideas, differentiating for student needs, and scaffolding for student success.

EDUC 4309 DISCIPLINE AND CLASSROOM MANAGEMENT (EC-12) (3 hours)

An examination of research-based techniques, this course will explore classroom and student management in diverse settings and with diverse populations. Additionally, teacher candidates will explore systems that assist with maintaining an efficient classroom while considering the importance of parental communication and student safety. This course has a 30-hour field placement requirement in order for completion.

EDUC 4311 METHODS OF SOCIAL STUDIES AND GEOGRAPHY (EC-12) (3 hours)

An examination of strategies used for teaching social studies and geography. Emphasis will include understanding the Texas Essential Knowledge and Skills (TEKS) for various social studies courses, lesson planning, lesson presentation, and assessment-driven instruction. This course will accompany the teacher candidate's pre-student teaching.

EDUC 4312 METHODS OF TEACHING SCIENCE AND MATH (EC-6) (3 hours)

An examination of the methods used for teaching science and math. Along with an analysis of the Texas Essential Knowledge and Skills (TEKS) for elementary science and math curriculum, this course will present strategies and methods that include problem solving, inquiry, generating hypotheses, predicting, discovery, experimentation, and application of theories in learning. This course will accompany the teacher candidate's pre-student teaching.

EDUC 4314 METHODS OF READING AND RELATED LANGUAGE ARTS (EC-12) (3 hours)

An examination of literacy development through skills, strategies, and critical thinking will be explored. Special emphasis will include an analysis of the Texas Essential Knowledge and Skills (TEKS) for English Language Arts-Reading (ELA), lesson planning, assessment-driven instruction, and English language learners. This course will accompany the teacher candidate's pre-student teaching.

EDUC 4319 METHODOLOGY (3 hours)

An introduction to a practical set of teaching methods that are highly engaging and encourage student thinking. Special emphasis will be given to understanding differentiation while recognizing appropriate methods in order to maximize the learning segment.

**EDUC 4320 FOUNDATIONS OF READING (EC-6) (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 4321 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. (Cross-referenced as CHED 4321)

**EDUC 4358 TEACHING AND LEARNING (EC-12) (3 hours)**

As the introductory course for students entering the Teacher Education program, this course will explore the relationship between instruction and assessment while considering the importance of lesson preparation and differentiation. Additionally, formative, summative, and performance assessment strategies will be modeled through practical application as a part of candidates preparing lessons for various learning styles, literacy challenges, and classroom diversity.

**EDUC 4360 TEACHING LITERACY SKILLS (EC-12) (3 hours)**

Literacy in reading, writing, speaking, and technology is the emphasis for this course. Candidates 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. Candidates will study the research related to literacy, will learn how to do the TPRI, running records and a variety of literacy assessment tools.

**EDUC 4361 EDUCATIONAL ASSESSMENT (EC-12) (3 hours)**

This course will explore the use and development of formative, summative, and performance assessments, and how to align the appropriate assessment to a developed learning outcome/target. Additionally, the teacher candidate will analyze specific assessment data considering how to use the data to inform instructional decisions.

**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. Candidates 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. Candidates will know the requirements of the law related to Child Find, child abuse, and inclusion. This course has a 30-hour field placement requirement in order for completion.

**EDUC 4363 PROFESSIONAL EXPECTATIONS AND ETHICS (EC-12) (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. This course will accompany the teacher candidates' student teaching.

**EDUC 4904 PROFESSIONAL INTERNSHIP (EC-12) (9 hours)**

A field-based student internship experience, lasting two complete semesters, in a TEA-approved, accredited school. Students apply the principles of the certification 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.

**EDUC 4910 EARLY CHILDHOOD/ELEMENTARY STUDENT TEACHING (EC-6) (9 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. (Must be taken during last semester of attendance.)

**EDUC 4920 SECONDARY STUDENT TEACHING (7-12) (9 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 candidate's content area subject, under the supervision of an experienced, secondary school master teacher. (Must be taken during last semester of attendance.)

**EDUC 4930 ALL-LEVEL STUDENT TEACHING (EC-12) (9 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 candidate's content area subject, under the supervision of an experienced, content area master teacher. (Must be taken during last semester of attendance.)

## **ENGLISH AND LITERATURE**

**ENGL 1310 COMPOSITION I (3 hours)**

*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 1311 READING FOR SUCCESS (3 hours)**

This course is designed to develop reading skills, including organization, analysis, technique, speed and summary. May be required of new students needing additional reading curriculum and training.

**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. Prerequisite: ENGL 1310.

**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.

GENS 2111 DCC 201 (1 hour)

Study of the culture, policies, and procedures of Dallas Christian College. Required the first semester of enrollment of all FLEXCampus® students and traditional transfer students with a cumulative GPA of 2.5 or higher.

## **GEOGRAPHY**

GEOG 1300 INTRODUCTION TO GEOGRAPHY (3 hours)

*TCCN# ~ GEOG 1300*

An introductory course designed to acquaint students with the breadth of Geography. This includes an examination of the physical environment, environmental issues, and the cultural, economic, and political factors that influence human activities and societies.

## **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.

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 1332 and BIBL 2330/3301.

HEBR 3320 HEBREW II (3 hours)

A continuation of HEBR 3310.

HEBR 4311 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.

HUMA 3310 CRITICAL THINKING AND COMMUNICATION (3 hours)

A course to develop and strengthen critical thinking and communication through the use of logic, argument, readings in humanities, and communication of ideas. (Cross-referenced as INDS 3310.) Prerequisites: BIBL 2330/3301, ENGL 1310, ENGL 1320, and SPCH 2310.

## **INTERDISCIPLINARY STUDIES**

### **INDS 3310 CRITICAL THINKING AND COMMUNICATION (3 hours)**

A course to develop and strengthen critical thinking and communication through the use of logic, argument, readings in humanities, and communication of ideas. (Cross-referenced as HUMA 3310.) Prerequisites: BIBL 2330/3301, ENGL 1310, ENGL 1320, and SPCH 2310.

### **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. (Fee required.) Prerequisite: INDS 3310.

### **INDS 4350 INTERDISCIPLINARY STUDIES INTERNSHIP (3 hours)**

A field-based study applying classroom content to practical experience specific to the Interdisciplinary Studies major. Includes an orientation before entering the actual practicum. Arranged through the Business Department in cooperation with the Student Development Office. A Practicum Application must be approved prior to registration. Prerequisites: Approval of the Department Chair.

## **INTERNSHIP**

### **INTR 4010 INTERNSHIP CONTINUATION (0 hours)**

A continuation of \_\_\_\_ 4350 \_\_\_\_\_ Internship. (Fee required.)

## **LIFE COACHING**

### **LIFC 3310 INTRODUCTION TO LIFE COACHING (3 hours)**

A study of the fundamental aspects of being a Christian coach. Includes an examination of the differences between coaching and other forms of helping—such as consulting, mentoring, training, therapy, etc. as well as the various influences that have created and impacted the development of coaching. Also, includes an introduction to the primary skills and attributes required to be a coach, skills central to the student's success in the whole program, self-directed learning.

### **LIFC 3320 ADVANCED CONCEPTS IN LIFE COACHING (3 hours)**

An examination of the core skills needed to be a coach. This class provides a theological foundation for the practice of Christian life coaching that is grounded in the first human crisis (Genesis 2:18) and the Great Commandment (Matthew 22:37-40). Concepts of relational needs will be reviewed. Skills applicable in other contexts such as teaching, managing, parenting, etc. will be examined to assess what is valuable in the coaching setting.

### **LIFC 3330 PRACTICAL APPLICATION OF LIFE COACHING (3 hours)**

An in-depth look at specific niche areas of life coaching. An examination of key theories and philosophies that have influenced coaching and how these theories intersect with coaching will be analyzed to determine best coaching models and practices.

### **LIFC 4300 LIFE COACHING PRACTICUM (3 hours)**

A practical application of coursework through workshops and experiential life coaching. In addition to being coached, the student will coach a minimum of six clients during the course. Understanding and articulating coaching skills and techniques as well as documentation of coaching sessions will be reviewed. Prerequisite: LIFC 3310.

## 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. (Cross-referenced as PMIN 1310)

### 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. (Cross-referenced as PMIN 4315)

## 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. (Cross-referenced as PMIN 3316)

### 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.

### MISS 4330 URBAN TEAM (3 hours)

Urban Team is a field-based study of urban ministry done in the context of service with the Dallas Christian College Urban Team. It requires students to serve, lead, read, and reflect on their experiences. Prerequisite: Permission of the instructor.

## 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. Audit not permitted.

### MUSC 1111, 1126 APPLIED PIANO (1 hour)

Instruction focused on technique, repertoire, style, and performance. Open to all students. Prerequisite: permission of instructor. Audit not permitted.

### 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. Audit not permitted.

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. Audit not permitted.

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 1301 FOUNDATIONS OF MUSIC I (3 hours)

*TCCN# ~ MUSC 1301*

An introduction to the basic elements of music theory: scales, intervals, keys, triads, elementary ear training, keyboard harmony, notation, meter, and rhythm.

MUSC 1302 FOUNDATIONS OF MUSIC II (3 hours)

A continuation of MUSC 1301 Foundations of Music I with an emphasis on music theory and aural skills. Prerequisite: MUSC 1301 or permission of the instructor.

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. Audit not permitted. 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. Audit not permitted. 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. Audit not permitted. 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. Audit not permitted. 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. Audit not permitted. 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. Audit not permitted. 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 3310 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: THEO 2310/3310, a Bible course, 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 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 1115 TEAM SPORTS: BASEBALL (1 hour)

Intercollegiate baseball, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon initial season of baseball participation. Audit not permitted. (Athletic Equipment Fee required).

#### PHED 1116 TEAM SPORTS: BASKETBALL (1 hour)

Intercollegiate basketball, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon initial season of basketball participation. Audit not permitted. (Athletic Equipment Fee required).

#### PHED 1117 TEAM SPORTS: SOCCER (1 hour)

Intercollegiate soccer, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon initial season of soccer participation. Audit not permitted. (Athletic Equipment Fee required).

#### PHED 1118 TEAM SPORTS: VOLLEYBALL (1 hour)

Intercollegiate volleyball, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon initial season of volleyball participation. Audit not permitted. (Athletic Equipment Fee required).

#### 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.

PHED 2115 TEAM SPORTS: BASEBALL (1 hour)

Intercollegiate baseball, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon second season of baseball participation. Audit not permitted. (Athletic Equipment Fee required).

PHED 2116 TEAM SPORTS: BASKETBALL (1 hour)

Intercollegiate basketball, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon second season of basketball participation. Audit not permitted. (Athletic Equipment Fee required).

PHED 2117 TEAM SPORTS: SOCCER (1 hour)

Intercollegiate soccer, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon second season of soccer participation. Audit not permitted. (Athletic Equipment Fee required).

PHED 2118 TEAM SPORTS: VOLLEYBALL (1 hour)

Intercollegiate volleyball, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon second season of volleyball participation. Audit not permitted. (Athletic Equipment Fee required).

PHED 3115 TEAM SPORTS: BASEBALL (1 hour)

Intercollegiate baseball, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon third season of baseball participation. Audit not permitted. (Athletic Equipment Fee required).

PHED 3116 TEAM SPORTS: BASKETBALL (1 hour)

Intercollegiate basketball, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon third season of basketball participation. Audit not permitted. (Athletic Equipment Fee required).

PHED 3117 TEAM SPORTS: SOCCER (1 hour)

Intercollegiate soccer, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon third season of soccer participation. Audit not permitted. (Athletic Equipment Fee required).

PHED 3118 TEAM SPORTS: VOLLEYBALL (1 hour)

Intercollegiate volleyball, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon third season of volleyball participation. Audit not permitted. (Athletic Equipment Fee required).

PHED 4115 TEAM SPORTS: BASEBALL (1 hour)

Intercollegiate baseball, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon final season of baseball participation. Audit not permitted. (Athletic Equipment Fee required).

PHED 4116 TEAM SPORTS: BASKETBALL (1 hour)

Intercollegiate basketball, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon final season of basketball participation. Audit not permitted. (Athletic Equipment Fee required).

PHED 4117 TEAM SPORTS: SOCCER (1 hour)

Intercollegiate soccer, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon final season of soccer participation. Audit not permitted. (Athletic Equipment Fee required).

PHED 4118 TEAM SPORTS: VOLLEYBALL (1 hour)

Intercollegiate volleyball, with emphasis on developing Christian attitudes and values in a competitive climate. Registration required upon final season of volleyball participation. Audit not permitted. (Athletic Equipment Fee required).

## **PRACTICAL MINISTRY**

### **PMIN 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. (Cross-referenced as MINL 1310)

### **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 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 2325 INTRODUCTION TO BIBLICAL PREACHING (3 hours)**

A course concentrating on the foundational exegetical and hermeneutical dimensions of interpretation for the purpose of preparation and delivery of expository sermons. Prerequisite: BIBL 2330/3301.

### **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 3316 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. (Cross-referenced as MISS 3315)

### **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 3330 ADVANCED PREACHING (3 hours)**

A course that will enhance students' communication skills through focus upon structural elements of oral communication, feedback focused upon the students' communication weaknesses, and strategies to build and maintain credibility. Prerequisites: BIBL 2330/3301 and PMIN 2325.

**PMIN 3331 WOMEN IN MINISTRY (3 hours)**

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

**PMIN 3335 CREATIVE BIBLICAL PREACHING (3 hours)**

The capstone preaching course that focuses upon creative aspects of communication. Emphasis is placed upon developing theologically substantive and culturally relevant expository messages. Special attention is devoted to biblical genres in preaching. Prerequisites: BIBL 2330/3301, PMIN 2325, and PMIN 3330.

**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.

**PMIN 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. (Cross-referenced as MINL 4315)

**PMIN 4350 PRACTICAL MINISTRY INTERNSHIP (3 hours)**

A field-based study applying classroom content to practical experience specific to the Practical Ministries major. Includes an orientation before entering the actual practicum. Arranged through the Practical Ministries Department in cooperation with the Student Development Office. A Practicum Application must be approved prior to registration. Prerequisites: Approval of the Department Chair.

## **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 2305 COGNITION AND EMOTION (3 hours)**

A study of the function of emotion, the structure of emotion, and the interplay between emotion, cognition, behavior, and physiology. Theories of emotion and cognition are discussed. Topics covered include emotion-range, complex emotions and influence on reason. The roots of beliefs about thoughts and feelings: Plato, Aristotle are also discussed alongside the influence of classical philosophy of mind/body separation on early cognitive psychology, as opposed to recent concepts from neuroscience.

**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.

**PSYC 2320 ABNORMAL PSYCHOLOGY I (3 hours)**

A study of abnormal behavior. This class provides an overview of the history of abnormal behavior as well as an introduction to various mental disorders, emphasizing cause, treatment, and prevention. The course includes an overview of abnormal behavior from a diversity perspective. The development, assessment,

and treatment of disorders is approached using major paradigms and research findings as they relate to a range of disorders as listed in the current *DSM*.

**PSYC 2330 NEUROPSYCHOLOGY (3 hours)**

The study of the relation between the brain and behavior. This course is an introduction to the study of the brain's hardware, the pathways underlying thoughts and emotions in the brain and what the brain hardware tells us about the brain's software. Students will be exposed to current understanding of fundamental neural circuitry that underlies emotional and cognitive processing in the brain and the methods used to study neural circuits. This course is designed to provide an introduction to the science of neuropsychology, including the anatomic, functional, and cognitive substrates underlying human behavior. Areas covered include; primary cognitive domains and related neuropsychological disorders, lifespan issues in neuropsychology including pediatric and geriatric disorders, and the role of neuroplasticity in the brain's response to injury and interventions.

**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 2345 PSYCHOLOGICAL TESTS AND RESEARCH METHODOLOGY (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 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. (Cross-referenced as EDUC 3320)

**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 3340 ABNORMAL PSYCHOLOGY II (3 hours)**

An advanced study of abnormal behavior emphasizing psychopathology and the causes of mental illness from a bio-psycho-social and from a Christian worldview. Detailed examination of key disorders as listed

in the current *DSM* and analysis of current research findings. Students should develop understanding of the disruption of brain processes in mental disorders. Different theoretical models of psychopathology will be discussed. It is anticipated that the student will gain an appreciation for the complexity of human behavior and increased compassion for individuals with mental illnesses. Prerequisite: PSYC 2320.

**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.

**PSYC 4340 PSYCHOLOGY CAPSTONE (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 class attendance are required. Students also begin formal preparation for graduate school or careers and perform program skills self-assessments. Required of all psychology majors. Prerequisite: must be a psychology major in the last semester of senior year.

**PSYC 4350 PSYCHOLOGY INTERNSHIP (3 hours)**

A field-based study applying classroom content to practical experience specific to the Business major. Includes an orientation before entering the actual practicum. Arranged through the Psychology Department in cooperation with the Student Development Office. A Practicum Application must be approved prior to registration. Prerequisites: Approval of the Department Chair.

## **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.

## **SPORTS MANAGEMENT**

SPMT 2310 INTRODUCTION TO SPORTS MANAGEMENT

An introduction to the diverse field of sports management. Emphasis will be placed on the management principles related to the business of sports. It includes personnel, programs, marketing, media, financial management and an overview of career possibilities in this growing field.

SPMT 3305 SPORTS MARKETING

An overview of marketing functions, marketing concepts, marketing research, and marketing ethics, including market segmentation and target marketing. Students study current sports marketing problems and apply marketing techniques to develop an effective sports marketing plan. (Cross-referenced as BUAD 3305)

SPMT 3310 SPORTS LEADERSHIP

A blend of research on leadership with practical application of the skills and knowledge that students will need on the job. This course provides sport management students with a comprehensive understanding of the complex topic of leadership in sport through a presentation of foundational and contemporary research, practical examples and exercises, and self-assessments. Prerequisites: BUAD 2310 and ENGL 1320.

SPMT 3312 SPORTS COMMUNICATION AND PUBLIC RELATIONS

A study concentrating on the importance of effective verbal and written communications. Emphasis will be placed on the areas of communicating effectively interpersonally and within group and organizational settings. In addition, the area of public relations will be addressed, including both the media and the community. Prerequisites: ENGL 1320 and SPMT 3305.

## **THEOLOGY**

THEO 2310 or 3310\* THEMES IN BIBLICAL THEOLOGY (3 hours)

A study of overarching themes and ideas at the center of the biblical message and Christian worldview. Readings in this course will include readings from the Bible and from the Logos<sup>i</sup> software library resources (required resources for the course) purchased via the Bible Program Software Fee. Prerequisites: 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 1331, BIBL 1332, and BIBL 2330/3301.

**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 2330/3301 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: One upper-level New Testament elective and one upper-level Old Testament elective.

\* Degree Completion Program students must take this class at the upper-level or take an additional approved upper-level Bible class. Assignments differ in the two levels.

## **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.

**WSHP 4350 WORSHIP ARTS INTERNSHIP (3 hours)**

A field-based study applying classroom content to practical experience specific to the Business major. Includes an orientation before entering the actual practicum. Arranged through the Worship Arts Department in cooperation with the Student Development Office. A Practicum Application must be approved prior to registration. Prerequisites: Approval of the Department Chair.



## 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 Student Development, 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

**Chris Condit**, Amarillo, TX  
**Clif Davis**, Colleyville, TX  
**Jean-Francois Denis**, Southlake, TX  
**Paul Diaz, Sr.**, Austin, TX  
**Bobby Duncan**, Cynthiana, KY  
**Dr. James Estep**, Lincoln, IL  
**Mary Helen Frye**, Rowlett, TX  
**Del Harris**, Frisco, TX  
**Leon Isbell**, Murphy, TX  
**Richard A. Peabody**, Dallas, KY

## ADMINISTRATION

**Brian D. Smith**, President (2014)

B.A., Florida Christian College. M.A., Lincoln Christian University. Ph.D., University of Exeter. Florida Christian College, Registrar, 2003-2008, Instructor, 2005-2006, Adjunct Assistant Professor, 2006-2007, Associate Dean of Academics, 2007-2009, Assistant Professor, 2007-2013, Associate Dean of Academics and Institutional Effectiveness, 2009-2011, Vice President of Academics, 2011-2013. Johnson University--Florida, Associate Provost, 2013-2014, Assistant Professor, 2013-2014, Professor of Theology, 2014. Lincoln Christian University, Adjunct Professor, 2014. Ministries in Arcadia, St. Cloud, and Stuart, Florida.

**Mac Ingmire**, Vice President for Enrollment Management, Director of Athletics (2017)

B.A., Lincoln Christian University. M.S., Western Kentucky University. Lincoln Christian University, Athletic Coordinator, Director of Athletics, Director of Undergraduate Enrollment (2013-2016). Taccoa Falls College, Director of Athletics, Vice President for Enrollment Management and Marketing (2016-2017).

**Bruce Long**, Interim Vice-President for Academic Affairs (2016)

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, Director of Institutional Effectiveness and Dean of Non-Traditional Programs, 2013-2016.

**Andrea Short**, Vice President of Finance (2014)

B.S., Dallas Christian College. M.B.A., University of Dallas. Dallas Christian College, Registrar, Assistant to President, Office Manager, Adjunct Professor, 1994-1998. Lincoln Christian University, Assistant to President, 1998-1999. Beard Mechanical Contractors, Controller, 1999-2004. Sebastian Construction Group, Accounting Manager, 2005-2007. Lincoln Christian University, Vice President of Finance and HR Coordinator, 2007-2013. Trietsch Memorial United Methodist Church, Director of Finance and Operations, 2013-2014.

**Mark Worley**, Vice President for Student Development (2017) & Institutional Advancement (2014)

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, Vice President for Community, 1999-2014, holds current faculty status.

## FULL-TIME FACULTY

- Bea Bourne**, Professor of Business, Chair of Business Department (2014)  
B.S., Maryville University. M. A., Webster University. Doctor of Management and Organizational Leadership, University of Phoenix. Argosy University, Adjunct Faculty, 2011-2014. Integrative Change Consulting, LLC, President, 2005-present. University of Phoenix, Faculty Area Chair, 2005-2014. Girl Scouts of Northeast Texas, Board Member, 2005-2013. LeTourneau University, Adjunct Faculty, 2004-2013. The Womens Museum (Dallas, Texas), Chief Operating Officer, 2000-2006. AT&T, Regional Marketing Director, Director of Marketing Communications, Manager Strategic Marketing, Manager Corporate Education, Manager Product Development, 1985-2000.
- Mark Fish**, 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, Associate Professor of History, Dean of Admissions, 2016-2017.
- 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, 1992-2002. Johnson University, Visiting Lecturer, 2011-present. Lincoln Christian Seminary, Adjunct Professor, 2015.
- Gary Hardy**, Director of Non-Traditional Instruction (2013) & Associate Professor of Intercultural Studies (2000)  
B.Th., Ozark Christian College. M.A., Lincoln Christian University. Missionary to Guam and the Northern Mariana Islands.
- Crystal Laidacker**, Assistant Dean (2016) & Registrar (1997)  
A.A.S., B.S., Dallas Christian College. M.Ed., Hope International University. Dallas Christian College, Quest Recruiter, 1996.
- Lyndsey Neal**, Associate Professor of Psychology (2014)  
M.A., University of St. Andrews. Ph.D., Cambridge University.
- Jane Reynolds**, Director of Library (2010) & Student Learning Center (2016)  
B.S., North Texas State University. M.S., University of North Texas. Johnson & Wortley, Serials Manager and Cataloger, 1988-1995. Thompson & Knight, Reference Librarian, 1995-1997. Jenkins & Gilchrist, Manager of Library Services, 1997-2007. Hunton & Williams, Reference Librarian, 2007-2009.
- Eddy Sanders**, Professor of Bible, Ministry, Chair of Practical Ministries Department (2016)  
B.A., Point University. M.A., M.Div., Lincoln Christian Seminary. D.Min., Biola University. Ministries in Illinois and Missouri. United States Air Force, Chaplain, 2007-present. Central Christian College of the Bible, Adjunct Faculty, 2010-2013. Saint Louis Christian College, Faculty, 2012-2015, Academic Dean, 2015-2016. Mid-Atlantic Christian University, Adjunct Faculty, 2013-present. Hope International University, Adjunct Faculty, 2014- present. Mission to Russia, Board of Directors, 2013-present, President, 2016-present.

**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.

**Jean-Claude St. Juste**, Assistant Registrar, Professor of Communications (2002)  
B.A., Dallas Christian College. M.A., Abilene Christian University.

## ADJUNCT FACULTY

**Arlene Barochin**, Education  
B.A., Yale University. M.S., University of Pennsylvania. Additional studies at Universidad de las Americas.

**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.

**Gary Bones**, Sociology  
B.S., Abilene Christian University. M.A., Texas Tech University. Doctoral studies at The University of Texas at Dallas.

**Earl Brown**, Accounting, Business, Economics  
B.B.A., M.A., Abilene Christian University.

**Tina Cannon**, History  
B.A., University of Texas. M.A., Baylor University. Ph.D., Texas Christian University.

**Titan Chijioke**, Business  
B.S., Dallas Christian College. M.B.A., Dallas Baptist University.

**Belinda Clarkson**, Business  
B.S., Southern University. M.B.A., Clark Atlanta University.

**Carey Crawford**, Ministry  
B.B.A., University of Mississippi. M.Div., D.Min., Mid-America Baptist Theological Seminary.

**Sarah Daniels**, Voice, Music  
B.M., Simpson College. M.M., Baylor University. D.M.A., University of North Texas.

**John Dewey**, Business  
B.A., Harvard University. M.B.A., University of California, Los Angeles.

**Ann Farley-Parker**, Ethics  
B.A., Baylor University. M.Div., Ph.D., Southwestern Baptist Theological Seminary.

**Redi Ferizaj**, Science  
Th.M., Dallas Theological Seminary. M.D., University of Tirana, Albania.

**Joshua Fish**, Psychology  
B.A., M.A., Johnson University. Ph.D. (in process), Texas Woman's University.

**Matthew Ford**, Ministry  
B.A., Dallas Christian College. M.R.E., M.Div., Cincinnati Bible College and Seminary.

**David Gilbert**, Bible, Ministry  
B.A., Dallas Christian College. M.A., Liberty University.

**Shayne Green**, Guitar  
A.A., Collin County Community College. B.S., Texas A&M University, Commerce.

**Brad Haggard**, Bible  
B.A., Kentucky Christian University. M.A., Morehead State University. M.A. Asbury Theological Seminary.

**Dan Heideman**, Religion  
B.S., Liberty University. Th.M., Ph.D., Dallas Theological Seminary.

**Eric Hinton**, Leadership, Ministry  
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.S., Kentucky Christian University. M.A.R., Emmanuel School of Religion. Additional studies, Baylor University.

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

**Rawd Jones**, Ministry  
B.A., Vanguard University. M.A., Assemblies of God Theological Seminary.

**Tim Ketchersid**, Business, Government  
B.A., J.D., University of Houston

**John Knox**, Psychology  
B.A., Lubbock Christian University. M.S., M.Div., D.Min., Abilene Christian University

**Karla Kuhl**, Psychology  
B.S., Dallas Christian College. M.A., Dallas Baptist University.

**Matthew LaGrange**, Psychology  
B.A., Marian College. M.S., St. Louis University. Ph.D., Purdue University.

**Debbie Lamb**, Music  
B.M.M., Ozark Christian College. M.M., Southwestern Baptist Theological Seminary.

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



**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.

**Rob Maupin**, Ministry, Missions  
 B.B.L., Ozark Christian College. M.A., Wheaton College. Doctor of Intercultural Studies, Fuller Theological Seminary.

**Amanda McMullen**, Finance  
 B.B.A., St. Mary's University. M.S., University of Colorado at Denver.

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

**Wanda Moore**, Psychology  
 B.B.A., Stephen F. Austin University. M.A., Amberton University. Ph.D., Capella University.

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

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

**Greg Parks**, Bible  
 B.A., M.A., Harding University.

**Kelly Pfaffenberger**, Music  
 B.M.E., Hardin-Simmons University. M.M., University of North Texas.

**Larry Prescott**, Economics  
 B.S., University of Illinois. M.B.A., Ph.D., University of Chicago.

**Jason Reeves**, Bible  
 B.A., Dallas Christian College. M.A., Lubbock Christian University.

**Dave Sager**, Psychology  
 B.B.A., Master of Marriage and Family Therapy, Abilene Christian University. Ph.D., Oklahoma State University.

**Alex Schindler**, Conflict Management, CPR/First Aid/Physical Education  
 B.S., University of Texas at Dallas. Master of Liberal Arts, Southern Methodist University.

**Ryan Shirck**, Bible  
 B.A., Dallas Christian College. M.A.R., Emmanuel Christian Seminary.

**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.

**Scott Spies**, Worship Arts

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.

**Charlie Starr**, Literature

B.A., Dallas Christian College. M.A., The University of Dallas. Doctor of Arts., Middle Tennessee State University.

**Tyler Stewart**, Bible, Theology

B.Th., Ozark Christian College. M.Div., Lincoln Christian University. Ph.D. (in process), Marquette University.

**Doug Tiffin**, Religion

B.A., University of Western Ontario. Th.M., Dallas Theological Seminary. D.Min., Southwestern Baptist Theological Seminary.

**Melody Trowell**, English, Literature

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.

**Brad Voss**, Ministry

B.S., M.A., Abilene Christian University. Additional studies at University of North Texas.

**David White**, Bible, Ministry

B.A., Milligan College. M.Div., Emmanuel Christian Seminary.

**Marie Whitlock**, Management

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

**Caroline Worley**, Education, Literature

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

**Amy Young**, Psychology

B.S., M.A., Johnson University.

**Michael Young**, Bible, Philosophy

B.S., M.S., M.Div., Abilene Christian University. M.A., Ph.D., University of Dallas. Additional studies at Spring Hill College.

## **FACULTY EMERITI**

**Bonnie Graem**, Music *Faculty Emeritus*

B.M., Millikin University. M.M.E., University of North Texas.

## STAFF

**Patrick Bergman**, Director of Food Service  
**Anthony Brewer**, Assistant Director of *FLEX*Campus® Admissions  
**Selah Burnett**, Tutoring Coordinator  
**Titan Chijioke**, Assistant AD of Athletic Ministries, Women's Basketball Coach  
**Brian Condra**, Associate Director of Admissions  
**Denny Dixon**, Men's Baseball Coach  
**Norma Droz**, Prep Cook  
**Annette Esclavon**, Administrative Assistant to the Vice President for Academic Affairs  
**Luke Eubank**, Food Service  
**Dottie Farley**, Executive Assistant to the President  
**Brenda Gillaspie**, Director of Student Financial Services  
**Janet Hanna**, Administrative Assistant, Academic Affairs, Business Office Reception  
**Gary Hardy**, Director of Non-Traditional Instruction, Newland Hall Residence Director  
**Hannah Haskell**, Facilities Coordinator  
**Eric Hinton**, Director of Service Engagement  
**Ashley Hudspeth**, Admissions Assistant  
**Jason Knowles**, Director of Facilities  
**Karla Kuhl**, Bursar  
**Tyese Little**, Women's Volleyball Coach, Winslow Hall Residence Director  
**Kenny Marchant, Jr.**, Relations Associate  
**Caitlin Martin**, Assistant, Student Development  
**Kyle Martin**, Coordinator of Non-Traditional Instruction  
**Nikki Pendlay**, Controller  
**Don Pugh**, Food Service  
**Cheryl Sanders**, *FLEX*Campus® Assistant  
**Jean-Claude St. Juste**, Assistant Registrar, Athletics Associate  
**Jordan Strom**, Men's Basketball Coach, Admissions Counselor  
**Maurice Uyokpeyi**, Men's & Interim Women's Soccer Coach  
**Caroline Worley**, Interim Chair, Education Department  
**Zachary Worley**, Creative Director





**CALENDAR**

**DALLAS CHRISTIAN COLLEGE  
FALL 2017 – SPRING 2018 ACADEMIC CALENDAR**

August	7	Beginning of Fall Term
	7	First day of <i>FLEX</i> Campus® Fall Session 1 classes
	13	Residence halls open to new students
	13-15	New Student Orientation
	14	First day of Traditional Fall classes (new students only)
	15	Residence halls open to returning students
	16	First day of Traditional Fall classes (returning students)
	17	Convocation, 11:00 a.m., Barr Chapel
	22	Last day for schedule changes
	22	Last day to withdraw with 90% refund
	29	Last day for late enrollment
31	Graduation Application deadline for May, 2018	
September	4	Labor Day . No <i>FLEX</i> Campus® or Traditional classes, college closed
	19	First day of <i>FLEX</i> Campus® Fall Session 2 classes
	21	Campus Service Day . Service in lieu of Traditional classes
October	1	2018/2019 FAFSA Form Available
	2-6	Mid-term exams
	16-27	Registration for Spring
	20	Last day to withdraw passing
	31	First day of <i>FLEX</i> Campus® Fall Session 3 classes
November	3	Last day to apply for an incomplete
	20-24	Thanksgiving holiday . No classes, college closed
December	1-2	Christmas Dinner Theatre
	8	Last day of instruction for Traditional classes
	11-15	Final exams (Grades due 48 hours after the last final exam)
	15	Last Date of Fall Term
	16	Residence halls officially close at 3 p.m.
	16-31	Christmas Break
January	1-2	Christmas Break ( <i>continues</i> )
	4-12	Wintermester for ( <i>Traditional</i> )
	8	Beginning of Spring Term
	8	First day of <i>FLEX</i> Campus® Spring Session 1 classes
	15	Martin Luther King, Jr. Day . No classes, college offices closed
	15	Residence halls open to new students
	15	Residence halls open to returning students
	15-16	New Student Orientation
	17	First day of Traditional Spring semester
	23	Last day for schedule changes
	23	Last day to withdraw with 90% refund
30	Last day for late enrollment <i>FLEX</i> Campus® or Traditional	
February	1	Returning students 2018/2019 FAFSA due for DCC Scholarship eligibility
	20	First day of <i>FLEX</i> Campus® Spring Session 2 classes
March	1	New Students 2018/2019 FAFSA due for DCC Scholarship eligibility
	1	Returning students Fall, 2018 Scholarship Application due

March	1	Education Program Application Deadline
	1	Campus Service Day . Service in lieu of Traditional Classes
	5-9	Mid-term exams
	12-16	Kingdom Week/Spring Break . No classes
	26-30	Registration for Fall
	29	Last day to withdraw passing
	29	Last day for off campus housing request for fall semester
April	30	Good Friday . No <i>FLEX</i> Campus® or Traditional classes, college closed
	1	New students Fall, 2018 Scholarship Application due
	1-6	Registration for Fall ( <i>continues</i> )
	10	First day of <i>FLEX</i> Campus® Spring Session 3 classes
	25	Skip Day . no Traditional classes
	27	Last day to apply for an incomplete
	30	Priority deadline for continuing student Fall financial aid applications
May	10	Honors Assembly, 11:00 a.m., Barr Chapel
	11	Last day of instruction (Traditional classes)
	14-17	Final exams (Grades due 48 hours after last final exam)
	17	Grades due for graduates, 10:00 a.m. (unless earlier deadline is specified)
	17	Graduation Rehearsal, 3 p.m.
	18	Last Date of Spring Term
	18	Commencement, 7:00 p.m.
	19	Residence halls close 3 p.m.
June	22-31	Summer I Term
	28	Memorial Day . College closed
	1-26	Summer I Term ( <i>continues</i> )
July	28-30	Summer II Term
	1-Aug.3	Summer II Term ( <i>continues</i> )
	4	Independence Day . No classes, College closed.

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







**INDEX**

## INDEX

<b>Academic Calendar</b>	<b>153</b>	<b>Admissions and Financial Information con't.</b>	
Semester Calendar	43	Appeal for Admission	17
Academic Department Policies	42	Conditional Acceptance	17
Alternative Credit	45	Degree Completion Students	15
Challenge Examinations	49	International Students	19
Change-of-Grades	52	Non-Degree Seeking Students	18
Class Attendance	47	<i>FLEX</i> Campus® Students	14
Course Audits	52	Readmission	55
Course Changes	50	Returning Students	18
Credit for Demonstrated Competency	45	Traditional Students	13
Credit by Examination	45	Advising	41
Examinations	52	<b>Alternative Teacher Certification</b>	<b>101</b>
Grade Reports	52	AP Examinations	47
Graduation Requirements	55	Arts and Sciences Department	69
Incomplete Matriculation	54	Athletics	111
Incompletes	51	Athletic Eligibility	53
Internships	55	Attendance	42
Late Work	51	Awards and Honors	57
Readmission	55	Academic Awards	57
Retakes	44	Graduation Honors	57
Student Classifications	50	Bible Department	75
Transcript of Credits	53	Biblical Ministry Degree	77
Transfer of Credits	44	Bookstore	113
Transfer of DCC Credits	44	Business Degrees	86
Withdrawals	50	Business Department	85
Academic Probation	53	Campus Security Act	9
Academic Suspension	53	CLEP Examinations	46
Academic Recognition	7	<b>Course Descriptions</b>	<b>115</b>
ABHE	7	Accounting (ACCT)	117
Accreditation	7	Anthropology (ANTH)	117
<b>Academic Programs</b>	<b>61</b>	Bible (BIBL)	117
Additional Academic Information	65	Business (BUAD, BUSI)	120
Additional Academic Opportunities	64	Christian Education (CHED)	120
Alternative Certification	101	Christian Service (CHRS)	121
Arts and Sciences Department	69	Course Numbering	117
Arts and Sciences Minors	73	Developmental Studies (DVLS)	121
Bible Department	75	Drama (DRAM)	122
Bible Minor	81	Economics (ECON)	122
Business Department	85	Education (EDUC)	122
Business Minor	90	English and Literature (ENGL)	124
Christian Life Coaching Track	96	General Studies (GENS)	126
General Education	66	Geography (GEOG)	126
Introduction	63	Government (GOVT)	126
Practical Ministry Department	75	Greek (GREK)	127
Practical Ministry Minors	82	Hebrew (HEBR)	127
Psychology Department	91	History (HIST)	127
Psychology Minor	97	Humanities (HUMA)	128
Required Studies	65	Independent Studies	142
Teacher Education Department	97	Interdisciplinary Studies (INDS)	128
<b>Academic Regulations and Procedures</b>	<b>39</b>	Internship (INTR)	129
<b>Admissions and Financial Information</b>	<b>11</b>	Life Coaching (LIFC)	129
Acceptance on Academic Probation	18	Management (MGMT)	129
Alternative Certification Students	16	Mathematics (MATH)	130

<b>Course Descriptions con't.</b>			
Ministry Studies (MINL)	130	Food Service	110
Missions (MISS)	130	General Education	66
Music (MUSC)	130	<b>General Information</b>	<b>1</b>
Philosophy (PHIL)	134	Governance	8
Physical Education (PHED)	135	Grading	49
Practical Ministry (PMIN)	136	Change-of-Grade Policy	52
Psychology (PSYC)	137	Grade Reports	52
Religion (RELI)	139	Grade-Point Average	50
Science (SCIN)	139	Graduation and Placement Rates	9
Sociology (SOCL)	140	Graduation Requirements	55
Speech (SPCH)	140	History	3
Sports Management (SPMT)	140	Humanities Degree	70
Theology (THEO)	141	International Baccalaureate Examinations	48
Worship Arts (WSHP)	141	Incompletes	51
Course Load	41	Incorporation	8
Credit Hours	41	Institutional Goals	5
DANTES Examinations	46	Interdisciplinary Studies Degree	71
Degree Completion Programs		Library	59
Biblical Ministry	77	Minors	
Business	88	Biblical Languages Minor	81
Interdisciplinary Studies	72	Business Minor	90
Psychology	94	Church Education Ministry Minor	81
Developing Christian Influence	110	English Minor	73
Developmental Studies	54	History Minor	73
Disciplinary Dismissal	54	Intercultural Studies Minor	81
Disciplinary Probation	54	Ministry Studies Minor	82
Education Department	97	Preaching Ministry Minor	82
Education Degree	99	Psychology Minor	96
Enrollment	41	Urban Studies Minor	82
Registration and Advising	41	Worship Arts Minor	83
Federal Programs	19	Youth and Family Ministry Minor	83
Financial Aid	19	Mission Statement	4
Federal Direct Loans	20	Pell Grants	19
Federal Pell Grants	18	<b>Personnel</b>	<b>143</b>
Federal Work Study	19	Administration	145
FA Academic Plan	34	Faculty . Adjunct	147
FA Policies and Regulations	29	Faculty . Full-Time	146
Other FA SAP Guidelines	34	Staff	151
Regaining SAP Eligibility	33	Trustees	145
Standards of Academic Progress (SAP)	32	Practical Ministries Degrees	78
SAP Eligibility Appeal	33	Principle of Equal Education	8
Student Right to Cancel FA	30	Principle of Equal Opportunity	8
Financial Information	28	Privacy of Information	9
Off-Campus Employment	29	Program Learning Outcomes	5
On-Campus Employment	28	Psychology Degree	92
Past Due and Delinquent Accounts	37	Psychology Department	91
Payment Deferral Plan	36	Registration	41
Payment of School Costs	36	Scholarships	23
Refund Policies	30	School Costs	36
Return of Title IV Funds	31	Standards of Academic Progress	33
Returned Checks	37	Statement of Faith	4
School Costs	35	Student Activities and Organizations	111
Student Credit Balance	29	Athletics	111
Tuition Reimbursement	37	Music	111
Veterans Assistance	28	Outreach	111
		Student Government	111

Student Credit Balance	29
Student Housing	109
Student Leave of Absence	54
<b>Student Life</b>	<b>107</b>
Bookstore	113
Developing Christian Influence	110
Food Service	110
Health Information	112
Housing	109
Lifestyle	109
Student Lounge	113
Student Right to Cancel Financial Aid	31
Student Right-to-Know	9
Teacher Education Department	97
The Crawford Library	59
Transcript of Credits	53
Transfer Credits	44
Transfer of DCC Credits	44
Transfer Scholarships	23
Wallace	113
Withdrawals	50
Work Study	24
Worship Arts Degrees	80

