NOTIFICATION OF CHANGE

Missio Seminary has the right to make changes to this catalog at any time without prior notice. The catalog is for purposes of information and does not constitute the irrevocable terms of a contract between the Seminary and current or prospective students. Every effort has been made to ensure the accuracy of this catalog. The Seminary has established procedures for approving changes to the catalog which guard the integrity of our programs and the interests of Missio Seminary students.

NON-DISCRIMINATION POLICY

Missio Seminary admits women and men of any race, color, nationality or ethnic origin to all the rights, privileges, programs and activities available at the seminary. Missio Seminary does not discriminate on the basis of gender, race, color, nationality or ethnic origin in the administration of its educational policies, financial aid or other school-administered programs.

FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974

In accordance with federal law, students are hereby notified that they have the right to inspect and review any and all official records, files and data including all material incorporated in their cumulative record.

Students may request a hearing to challenge the contents of these records to ensure that they are accurate and not in violation of any of their rights. Students also have the opportunity to request correction, amendment or supplementation of any such records. These requests should be made with the registrar.

The only information that will be released concerning a student will be directory information as defined in the act, unless the student has specifically waived those rights in writing.

Students with questions concerning their rights within the act may consult with the registrar.
ADDRESS
200 North Main St., Hatfield, PA 19440

CONTACT INFORMATION
For faster response, please use email to contact individuals and offices.

Phone: 215.368.5000

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<tr>
<th>Name</th>
<th>Email</th>
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<td>Dean of the Faculty</td>
<td>Dr. Dave Lamb</td>
<td>x135</td>
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<td>Director of Academic Services/Registrar</td>
<td>Rick Houseknecht</td>
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<td>Registration/Academic Office</td>
<td>Karen Mehlbaum</td>
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<td>Michael Heath</td>
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SCHOOL CLOSING INFORMATION
Inclement Weather and Emergency Announcements

Check the Missio website and e-campus often for information about class cancelations.

Snow Emergency #1134
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Welcome to Missio Seminary

Message from the President

Missio is known as the missional seminary and I am rather protective of this reputation. It seems that everyone is now missional. An ever increasing number of seminaries, church-planting organizations, missionary agencies and churches, have now appropriated the term. Led largely by younger leaders, evangelicals have moved from suspicion to celebration of the missional turn. We are gratified that others have embraced the missional imperative, but we must not allow it to become a mere buzz-word or the latest Christian fad.

It is important to understand that missional is not a static proposition; rather it is a dynamic way of living the gospel in a culturally complex world. Missional requires a humble recognition of our own finitude and fallenness; it is a quiet confidence in the redemptive power of the mission-Giver; and it is always authentic and generous as it engages this muddled world. The missional mindset changes everything.

At Missio our faculty and staff understand that missional impacts every aspect of our institution. Our innovative curriculum is geared specifically to prepare women and men to engage our postmodern culture. To be missional means that we love the Bible and are committed to reading it with a penetrating honesty and with an ear to what it teaches about urban ministry, poverty, social justice, sex-trafficking, child abuse, violence against women and homosexuality. For us the missional outlook extends to every quarter of the globe and requires a new sensitivity to the resident cultural complexities and a commitment to work within such complexities.

To be missional takes courage. We invite you to join us on the missional journey as we Follow Jesus into the World.

Semper Reformanda (always reforming),

Frank A. James III
President
History and Governance

Missio Seminary began as the Biblical School of Theology in 1971 through the shared vision of Dr. Allan A. MacRae, former president of Faith Theological School, and Dr. Jack W. Murray, president of Bible Evangelism, Inc. Dr. MacRae and his colleagues became the founding faculty and classes began meeting in Hatfield, Pennsylvania. The Commonwealth of Pennsylvania granted the school the right to grant degrees in 1974. In 1978 the school’s name was changed to Biblical Theological Seminary. Biblical Seminary was accredited by the Middle States Association in 1990 and by the Association of Theological Schools in the United States and Canada in 1995.

In 1983 Dr. MacRae retired as president and was succeeded by Dr. G. Aiken Taylor, who went to be with the Lord after only a few months in office. Dr. David G. Dunbar was inaugurated as the third president in 1986. Dr. Dunbar served as president for twenty-seven years. In the spring 2014 Dr. Frank A. James III was inaugurated as the fourth president. In fall 2018 the school changed its name to Missio Theological Seminary.

The Lord has richly blessed Missio in many ways: we have a dedicated faculty and staff, growing library, excellent programs and curricula, supportive constituency and board of trustees, great students, and successful alums. A community atmosphere is prominent among students and faculty and permeates the faculty’s joint commitment to the seminary’s philosophy of, and approach to, theological education.

Missio Seminary now serves more than three hundred students in our master of divinity, master of arts, master of theology, and doctor of ministry programs. Today, over two thousand of our graduates minister around the world. They serve in nearly three dozen countries, in urban centers, and in many other contexts. These men and women serve as pastors, evangelists, missionaries, teachers, counselors, business leaders, and in a variety of other ministry roles.

Mission, Vision, and Core Values

Mission

To prepare missional leaders who incarnate the story of Jesus with humility and authenticity and who communicate the story with fidelity to Scripture, appreciation of the Christian tradition, and sensitivity to the needs and aspirations of postmodern culture.

Vision

To be the first choice for training missional leaders for the church of the 21st century.
Ethical Core Values

The most important single element of our institutional culture is our value system. We have embraced five key institutional core values:

- Charity – I Corinthians 13
- Humility – Mark 10:45
- Integrity – 2 Corinthians 8:21
- Mutual Respect – 1 Corinthians 12:21, 25
- Excellence – 1 Corinthians 10:31

Convictions Statement

Missio is an evangelical seminary committed to the gospel of Jesus Christ and a generously orthodox Christian faith for the purpose of preparing missional leaders to serve the church. We are intent on maintaining these convictions in the life and work of our community.

- The Missional Character of the Christian Church

We believe the life and witness of the church should be thoroughly shaped by its participation in the mission of God to reconcile the world to himself in Jesus Christ, and by the call of Jesus to be the people of God sent into the world to proclaim and live out the gospel.

We believe God’s missional character is of primary importance to understanding the proper role of the church in God’s purposes in the world. While the love shared by Father, Son, and Holy Spirit from all eternity past precludes any divine need, it is in God’s nature to desire to extend this love and the fellowship that it fosters to others. This element of the divine character is manifest both in the social nature of God’s being as well as in the creation of human beings in his image.

The subsequent fall of human beings threatened the pleasure, quality, and benefit of these divine purposes for creation, but it did not erase or destroy these purposes entirely. God’s continued desire to pursue the other, his creatures, now in rebellion against him, is demonstrated throughout human history, and is climactically revealed in the sending of his Son to provide the only sufficient and appropriate means of reconciliation between God and human beings.

We believe the Father’s sending of the Son, and the subsequent sending of the Spirit to reconcile the world to himself, provides the essential purpose of the church’s existence and that this missional pattern should thoroughly shape our life and witness. For this reason we also believe that the mission of God should constitute the unifying motif of theological education.
• The Primacy of Scripture for Christian Faith and Life

We believe Scripture is inspired by God and as such is infallible and authoritative for the life and witness of the church throughout history and across cultures.

We affirm the Scriptures of the Old and New Testaments to be the inspired Word of God and believe the Bible is true and without error in all that it affirms. We also affirm the power of God’s Word to accomplish his purposes.

The message of the Bible is addressed to all men and women, and through it the Holy Spirit still speaks today. He illumines the minds of God’s people in every culture to freshly perceive its truth through their own eyes; and thus the Spirit discloses to the whole church ever more of the multifaceted wisdom of God. Therefore, we are committed to diligent, humble, and receptive study of Scripture that seeks to honestly and creatively appropriate its teaching in the contemporary context.

We are also aware of the limitations of our finitude that prevent us from a full discovery of God’s truth. This awareness does not undermine our confidence in the authority of God’s Word. Rather, we are humbled and made more cognizant of our dependence on the work of the Spirit and the need to subject even our best efforts at interpretation to the wisdom and counsel of the Christian community past and present.

• The Indispensable Significance of the Christian Tradition

We affirm the summary of Christian faith taught in the Apostles’ Creed and the Nicene Creed and are committed to seeking wisdom from the history and traditions of the church. While church councils and creeds can never attain to the authority of Scripture or of Christ himself, they should not be dismissed or disdained. We believe that the illuminating work of the Spirit as the one who guides us into the fullness of truth is made manifest in the witness of the church.

We affirm the Apostles’ and Nicene creeds as examples of this witness, and as setting forth the primary doctrines of the Christian faith. We subscribe to these statements because we value the historical interpretive work of the church and wish to identify with the great cloud of witnesses upon whose work we are dependent. We believe that by embracing and functioning within these ancient guidelines we can create a safe place for faculty and students to explore the mission of God in relation to contemporary culture.

Additionally, we identify ourselves as evangelical Protestants. In doing so, we thereby deliberately identify ourselves with the Protestant Christian tradition and the orthodox, Bible-believing constellation of Christians in North America and throughout the world. While we do not believe that evangelical Protestants are the only orthodox Christians, this identification provides our frame of reference and the acknowledged perspective of our work.
The Necessity of Cultural Engagement

We are committed to ongoing engagement with culture and the world for the sake of our witness to the gospel, and to continual learning from Christians in other cultural settings. Being finite and fallible human beings, we recognize the limitations of our perspective and the need to broaden our horizon of understanding by interacting with persons (especially Christians) from other traditions and cultures in the belief that there too the Spirit of God is at work. We also recognize that our own cultural settings and assumptions can distort our interpretation of the Word of God. It takes both historical and cross-cultural interaction to be alerted to subtle cultural seductions and unbiblical assumptions that impact thinking and habits of life.

It is also true that God can work in a culture to surface issues of justice, equity, or mercy that the church has neglected. Therefore, culture is not only the context for our outreach as Christians; it is also a dialogue partner in the quest for truth. We also affirm the ways in which the gospel calls us to prophetic witness against cultural beliefs and practices that are contrary to the purposes of God. Thus we believe the most effective theological and ministerial training is carried on with constant awareness of our particular social and historical contexts.

Missio Seminary is committed to providing training that enables leaders to exegete culture as well as Scripture in order to engage and speak into our culture in ways that are faithful to the missional purposes of the God revealed in Scripture. Specifically, we are committed to preparing leaders for the task of establishing counter-cultural Christian communities for the common good.

About Missio Seminary

Degree Programs Offered

- Master of Divinity
- Master of Arts in Counseling
- Master of Arts in Ministry
- Master of Arts, Biblical Studies
- Master of Arts, Missional Theology
- Master of Theology
- Doctor of Ministry

Library

Missio Seminary’s library is housed on the second floor of the seminary with ample study areas and carrels, free wireless internet, photocopier, scanner, reference room, and café. The library holds 27,000+ physical volumes, 21,000+ digital journals, 385,000+ e-books, and 150+ databases. Library services include reference assistance, interlibrary loan, and shipping books to distance students. Students have borrowing privileges at 40+ regional theological libraries and
another 100+ libraries nation-wide. Missio is a member of the American Theological Library Association (ATLA), the Southeastern Pennsylvania Theological Library Association (SEPTLA), and the Tri-State College Library Cooperative (TCLC).

Affiliations

Independent, interdenominational.

Accreditation

Missio Seminary is accredited by the Commission on Accrediting of the Association of Theological Schools and the following degree programs are approved: MDiv, MA in Counseling, MA in Ministry, MA, ThM, and DMin. Missio Seminary is approved for a Comprehensive Distance Education Program.

The Commission contact information is:

The Commission on Accrediting of the Association of Theological Schools  
10 Summit Park Drive Pittsburgh, Pa 15275 USA  
Telephone: 412-788-6505  
Fax: 412-788-6510  
Website: www.ats.edu

Missio Seminary is accredited by the Middle States Commission on Higher Education to offer: Doctor’s - Research/ Scholarship, Master’s, Doctor’s - Professional Practice, Post-baccalaureate Certificate, Post-master’s Certificate.

The Commission contact information is:

Middle States Commission on Higher Education  
3624 Market Street, Philadelphia, Pa 19104 USA  
Telephone: 267-284–5000  
Fax: 215-662–5501  
Website: www.msche.org

Licensure

Missio Seminary is licensed to grant degrees by the Commonwealth of Pennsylvania.

Non-Discrimination Policy

Missio Seminary does not discriminate on the basis of race, color, sex, age, disability, national origin, or ethnic origin in the administration of our educational policies, scholarship, loan programs, and other school-administered programs. Missio Seminary admits students of any
race, color, sex, age, disability, national origin, and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students.

Formation and Seminary Studies

An important outcome of your seminary education is spiritual and ministerial formation. Your courses, collaboration with other students, and interaction with faculty contribute to your formation while in seminary. Your formation is enhanced as you integrate your seminary education with your personal life and ministry responsibilities. Your experience at Missio Seminary will be: rooted in a deep love of the Bible, friendly and accepting, innovative, practical, culturally aware, and missional.

Student Demographic Profile

2018 fall data: 205 students: 68% men, 32% women; 36% studying from other countries, 21% African-American. Over 30 denominations represented.

Statement on Men and Women in Theological Education

In 2011 the Board of Trustees approved the following statement on men and women in theological education:

As the Missio Seminary community continues to live out its mission, it has become a diverse community of men and women of different races and from a variety of social, cultural, and denominational backgrounds, who seek to be faithful and obedient to Scripture. Within this diverse community there is a spectrum of views on the role of women in the church and a spectrum of practices. Some of our women students are missional leaders in their churches already—and at all levels. Others are pursuing theological education to prepare for such leadership responsibilities. For these, as for all of our students at different points on the spectrum, the Missio Seminary community aims to be a place of respect and affirmation where students can flourish and increase in the wisdom and knowledge of our God, His mission, and their part in it. We have found the Lausanne Movement’s statement entitled “Men and Women in Partnership” to be a helpful expression of the charitable and grace-filled attitudes we seek to cultivate in our life together. The following material is excerpted from The Cape Town Commitment, which was drafted at the Third Lausanne Conference on World Evangelization, October 2010.

Scripture affirms that God created men and women in his image and gave them dominion over the earth together. Sin entered human life and history through man and woman acting together in rebellion against God. Through the cross of Christ, God brought salvation, acceptance and unity to men and women equally. At Pentecost God poured out his Spirit of prophecy on all flesh, sons and daughters alike. Women and men are thus equal in creation, in sin, in salvation, and in the Spirit.
All of us, women and men, married and single, are responsible to employ God’s gifts for the benefit of others, as stewards of God’s grace, and for the praise and glory of Christ. All of us, therefore, are also responsible to enable all God’s people to exercise all the gifts that God has given for all the areas of service to which God calls the Church. We should not quench the Spirit by despising the ministry of any. Further, we are determined to see ministry within the body of Christ as a gifting and responsibility in which we are called to serve, and not as a status and right that we demand.

We uphold Lausanne’s historic position: We affirm that the gifts of the Spirit are distributed to all God’s people, women and men, and that their partnership in evangelization must be welcomed for the common good. We acknowledge the enormous and sacrificial contribution that women have made to world mission, ministering to both men and women, from biblical times to the present.

We recognize that there are different views sincerely held by those who seek to be faithful and obedient to Scripture. Some interpret apostolic teaching to imply that women should not teach or preach, or that they may do so but not in sole authority over men. Others interpret the spiritual equality of women, the exercise of the edifying gift of prophecy by women in the New Testament church, and their hosting of churches in their homes, as implying that the spiritual gifts of leading and teaching may be received and exercised in ministry by both women and men (1 Timothy 2:12; 1 Corinthians 14:33-35; Titus 2:3-5; Acts 18:26; 21:9; Romans 16:1-5, 7; Philippians 4:2-3; Colossians 4:15; 1 Corinthians 11:5; 14:3-5). We call upon those on different sides of the argument to:

Accept one another without condemnation in relation to matters of dispute, for while we may disagree, we have no grounds for division, destructive speaking, or ungodly hostility towards one another (Romans 14:1-13); study Scripture carefully together, with due regard for the context and culture of the original authors and contemporary readers; recognize that where there is genuine pain we must show compassion; where there is injustice and lack of integrity we must stand against them; and where there is resistance to the manifest work of the Holy Spirit in any sister or brother we must repent; commit ourselves to a pattern of ministry, male and female, that reflects the servanthood of Jesus Christ, not worldly striving for power and status.

We encourage churches to acknowledge godly women who teach and model what is good, as Paul commanded (Titus 2:3-5), and to open wider doors of opportunity for women in education, service, and leadership, particularly in contexts where the gospel challenges unjust cultural traditions. We long that women should not be hindered from exercising God’s gifts or following God’s call on their lives.
1. Administration & Board of Trustees

Administration

President

Frank A. James III, DPhil, PhD

President’s Cabinet

Kim Baltimore, Director of Operations

Charles Blachford, Vice President for Strategic Initiatives and Development

Ryan Egli, Vice President of Enrollment Management and Marketing

David Lamb, DPhil, Academic Dean & MacRae Professor of Old Testament

Paul Zazzo, Dean of Students and Director of Church & Alumni Relations

Board of Trustees

Officers of the Board of Trustees

Dr. Karen L. Sawyer, Chair, ’91 (1994), Assistant Professor, Arcadia University

Mr. Timothy Hyungrock Haahs, Vice-chair (2008), Founding Pastor, Calvary Vision Church and President and CEO, Timothy Haahs and Associates, Inc.

Mrs. Rebecca Campbell (2012), Registered Nurse, Clinical Educator

Board of Trustees

Dr. James Arcieri, ’85 (2010), Senior Pastor, Community Bible Fellowship Church

Rev. Leonard M. Dow (2017), Stewardship and Development Specialist, Everence Financial

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Mr. Douglas R. MacGray (2017), Sr. Vice President and Chief Compliance Officer, Compass Ion Advisors

Mr. Richard W. McDaniel (2008), Emeritus Vice President, Cornell University, and President, Collegiate Retail Alliance Inc.

Dr. James E. Owen (2011), Clinical Psychologist and Church Consultant

Dr. Susan M. Post (2013), Executive Director, Esperanza Health Center

Mr. Gregory J. Tavalsky (2004), Vice President of Digital Client Sales, IBM North America

Mr. Sierd Tilma (2018), Principle, Tidemark Companies

Dr. Frank A. James III, PhD, DPhil, President, Missio Seminary
2. Faculty

Frank A. James III, DPhil, PhD, President and Professor of Historical Theology

R. Todd Mangum, PhD, ’88, ’90, Clemens Professor of Missional Theology

David G. Dunbar, PhD, ’72, President Emeritus and Professor of Theology

Nicole Hall, ABD, Assistant Professor of Counseling and Psychology, Co-Director of the Graduate School of Counseling

David T. Lamb, DPhil, Dean of the Faculty and Allan A. MacRae Professor of Old Testament

Kyuboem Lee, DMin, DMin Program Director and Assistant Professor of Missiology

Chang Hoon Oh, EdD, MDiv, ’14, Director of International Programs and Assistant Professor of Intercultural Studies

Stephen S. Taylor, ABD, Associate Professor of New Testament

Hannah Wildasin, ABD, Assistant Professor of Counseling and Psychology, Co-Director of the Graduate School of Counseling
3. Student and Campus Life Policies

General Policies

Closing Policy

Seminary offices and library do not automatically close when classes are canceled due to inclement weather. When inclement weather is expected or is in process, students should check our website for announcements. If the seminary cancels classes for inclement weather or other emergencies, the information will be posted on our website as well as on the main recording on our toll-free line: 1-800-235-4021. KYW-1060 AM radio will also be notified. Our school closing number is: 1134.

In such an event, students are required to check their E-Campus course sites for instructions from their professor. Note: it may be necessary to reschedule a canceled class. Rescheduled sessions have the same attendance requirements as other sessions. The same policy applies for other school emergencies, e.g., power outages.

Student Photos

By accepting the offer of admission, students are confirming that they are in agreement with the policies and procedures of Missio Seminary in our catalog and website which include a photo I.D. From time to time Missio Seminary and its affiliates photograph and film our students and classes for promotional purposes. By accepting the offer of admission students agree to allow Missio to use your photograph as well as your appearance in any photograph or video for promotional purposes. Missio Seminary must be notified in writing by the student of any request for exception.

The school encourages students to share with Missio Seminary pictures of events and activities in which they participate. Submitted photos could be shared on social networking sites such as Facebook as well as used in brochures, on displays, on the seminary website, and in other promotional activity.

Employment

Missio Seminary desires to serve its students and alumni in their search for ministry opportunities, churches, denominations, and parachurch organizations contact us regularly seeking candidates for a wide array of ministry appointments. The student advancement office maintains an updated list of ministry and job listings. Job opportunities are also available in the ministry Web Directory posted on the seminary’s website. Résumé counseling for current students and alumni is available for a fee through the counseling center.
Tutoring

Missio Seminary can connect students to qualified tutors to improve English language skills at a low cost. The writing consultants are master’s or doctoral level graduates of seminary and/or accredited institutions of higher education. They enjoy writing and the process of tutoring others to improve their written work, such as response or reflection papers, journals, sermons, research papers, dissertations, PowerPoint presentations, and other seminary assignments.

Student Organizations

The Korean Student Fellowship is a campus organization organized by Korean students that includes such activities as an annual retreat and regular chapel services. Students are encouraged to form God-honoring organizations for fellowship and growth.

Textbooks

Students are encouraged to use online resources such as Amazon or Barnes and Noble to purchase textbooks. Required texts are listed in the syllabus for each course.

Children on Campus Policy

Children under the age of 18 must be supervised by an adult at all times and are not permitted to attend classes.

Animals on Campus Policy

Animals are not permitted on campus except when trained to assist those with a disability.

Emergency Notification Policy

Upon confirmation that there is a significant emergency or dangerous situation on or near the campus, Missio Seminary will notify, without delay, the faculty, staff, students, and the community. The website, Constant Contact, and phoning will be used to notify the seminary and larger community of the emergency. In the event of being notified of the emergency, individuals are responsible to stay away from the campus until the emergency situation has been mitigated.

Main Campus Policies (Hatfield; Phila. TBA)

Hours of Operation

The office hours and library hours are posted on the seminary website. Typically offices are open Monday-Friday from 8:30 a.m. to 4:30 p.m., with extended hours on Monday, Tuesday, and
Thursdays when classes are in session. Offices and the library are closed on some federal holidays. Typically the library is open when classes are in session Monday-Friday during the regular academic year. Please check the library web pages for current hours as they vary from term to term and during breaks (e.g., Thanksgiving, Christmas, spring, and summer breaks).

Parking

There is no charge for on-campus parking. Vehicles cannot be left in the seminary parking lot for extended periods without approval. Contact the director of the physical plant for details. Bicycles must be parked in the bike rack and secured with a lock. Bikes are not permitted in the building. The seminary is not responsible for loss or theft.

Studying on Campus

The student lounge, library, and cafeteria are the designated areas for students to study individually or in groups. Students are not permitted to study in classrooms or in other parts of the building without prior permission. Contact the executive assistant to the president for more details.

Student Lounge

The student lounge is located on the lower level of the main building next to the cafeteria. It is available during regular campus hours for the rest, relaxation, and enjoyment of students and visitors to the seminary.

Library

The library is located on the upper level of the main building. Please check library hours posted on the website and in various locations around the main building. Study carrels and conference rooms for group work are located in several areas of the library.

Cafeteria

The cafeteria provides microwaves and a refrigerator for student use. The cafeteria is open to students and visitors during normal business hours for individual and group study and for student activities, such as ping pong, foosball, and meals.

Student Communications

Student communications are typically sent electronically through the E-Campus course site or through Constant Contact (email). The Missio Seminary website is regularly updated and is an important source of information for students about upcoming events, cancelations due to inclement weather, emergency alerts, and other information. Students are responsible to promptly read communications that come from the seminary offices.
Student Services

The Office of Student Relations exists to help Missio students flourish academically, spiritually, personally, and professionally during their time in seminary and beyond. In addition to programming and services offered throughout the year, the Student Relations office is available to all Missio students for assistance with campus life, spiritual counseling, personal support, or other needs. Contact Paul Zazzo, Dean of Students pzazzo@missio.edu 215-368-5000 x149.

Academic Services

Students needing assistance with their academic program and courses should visit the director of academic services in the academic office.

Food Services

The library café offers hot beverages. The cafeteria kitchen has one refrigerator and several microwaves for use by students. Students are required to clean food areas after use.

Health Insurance for Students

All students are strongly encouraged to have health insurance for themselves and their dependents. Students and their dependents without health insurance may be financially liable for medical expenses incurred through illness or injury. The United States does not offer free, universal health care coverage for its citizens or for residents who are not citizens. Internet search may be of assistance in acquiring adequate insurance; however, as with any internet search you must be discerning of all information and must not provide any personal identifiable information unless you are certain of the legitimacy of the company.

Bulletin Boards

The bulletin boards located throughout the campus contain current information on academic issues, housing, employment opportunities, special events, and ministry opportunities. All notices must receive approval in the student advancement office prior to being posted.

Use of the Building by Students and Outside Groups

The seminary's facilities are available for outside groups as well as the seminary family. Use of the seminary facilities for other than class activity must be approved and coordinated through the executive assistant to the president and a fee may apply.

Student Life Policies

Disability Services Policy
Missio Seminary complies with Section 50 of the Rehabilitation Act (1973) and with the Americans with Disabilities Act (1990). The seminary will provide special accommodation to students accepted into a degree program and who have demonstrated mental and/or physical disabilities which substantially limit one or more major life activity. The procedure to request such accommodation formally is available from the academic office.

Standards of Conduct

Missio Seminary emphasizes scriptural principles that promote positive spiritual attitudes and actions while renouncing distortions of God’s word. Students, faculty, and staff on or off campus are expected to demonstrate a Christian lifestyle and character that is true to the standards of Scripture. A Christ controlled life maintains a testimony that is exemplary in all areas including attitudes, words, and actions, manifesting such character qualities and habits as prayer, kindness, humility, compassion, forgiveness, hospitality, personal integrity, generosity to the poor, care for the oppressed, study of God’s Word, accountability to one another, sharing our faith with others, recognition of the rights of others, commitment to justice, regular gathering for worship, and living in harmony.

Missio Seminary seeks to maintain liberty of conscience for the believer on matters not specifically proscribed in Scripture. The seminary also recognizes that there are commands and prohibitions binding upon every Christian. Missio Seminary stands within the global consensus of evangelical Christian belief in these matters (such as is represented by The Cape Town Commitment of the Lausanne Movement, section II. E., and the Statement of Faith of the World Reformed Fellowship, Section XI). Therefore, Missio Seminary prohibitions against destructive anger, malice, rage, sexual immorality (including use of pornography or other forms of sexual impurity), fornication, homosexual behavior, adultery, greed, idolatry, slander, profanity, drunkenness, dishonesty, thievery, and illegal activities apply to all in the Missio Seminary community.

In our community, we encourage the cultivation of love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control. Members of the seminary community are to edify one another and avoid the use of gossip or derogatory words with racial, gender, ethnic, or sexual overtones. Expressions of sexual activity are limited to and appropriate only within monogamous heterosexual marriage. Students are expected to have impeccable academic integrity befitting a seminarian. Plagiarism, cheating, and intentional misrepresentation of another’s position will not be tolerated.

Members of the Missio Seminary community are to seek to promptly meet all financial and academic obligations. If violations of these standards occur, the principles of Matthew 18:15-20 will be followed. Continuing violations of these standards will result in disciplinary action up to and including dismissal.

Grievance Policy
If a student has a grievance regarding a matter, the student should follow these procedures in accordance with the biblical principles expressed in Matthew 18: Discuss the matter with the individual involved. If the matter remains unresolved, document your grievance and present it to the academic office. A seminary representative will review the grievance and accompany you as you present it to the dean of the faculty, or his representative. The student will receive a response within one week. The grievance will be presented to an ad hoc academic committee for resolution if a satisfactory solution is not reached. This committee will include the academic dean, or his representative, and may include other appropriate parties (e.g., a faculty member, academic office personnel, etc.). The decision of this committee shall be final.

Students appealing an academic policy decision shall present their appeal in writing to the academic office. The appeal will be presented to the academic dean, who will assemble an ad hoc committee (including himself, the director of academic services, a representative from student advancement, and any other seminary personnel deemed appropriate). The decision of this committee shall be final.

**Drug, Alcohol, and Tobacco Policies**

In compliance with The Drug Free Schools and Communities Act, Missio Seminary prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol on the campus. Missio Seminary believes that the standards and sanctions that support the concern of the Drug Free Schools and Community Act regarding the use of illicit drugs and the abuse of alcohol are consistent with principles of Scripture given to us by God for our well-being. In accordance with property insurance restrictions, smoking is prohibited on seminary property. Links to prevention materials posted on our website are emailed annually to students.

**Dismissal Policy:** The law requires mandatory compliance with the standards of conduct listed. Therefore, the seminary will impose disciplinary sanctions on students and employees who violate them. First time offenders will be required to seek counseling at an approved center. Sanctions for second time offenders include dismissal from school or termination of employment.

**Family Educational Rights and Privacy Act**

Family Educational Rights and Privacy Act (FERPA) is a Federal law that is administered by the Family Policy Compliance Office (Office) in the U.S. Department of Education (Department). 20 U.S.C. § 1232g; 34 CFR Part 99. FERPA applies to all educational agencies and institutions (e.g., schools) that receive funding under any program administered by the Department.

Missio Seminary is required to comply with FERPA and desires to do so. The act provides that students attending any postsecondary educational institution which receives federal funds are entitled to have access to their education records kept by the institution in order to inspect and review those records. Students are entitled to request the amendment of any information in their
education records which they believe is inaccurate, misleading, or otherwise in violation of their privacy or other rights.

FERPA generally prohibits the improper disclosure of personally identifiable information derived from education records. Thus, information that an official obtained through personal knowledge or observation, or has heard orally from others, is not protected under FERPA. This remains applicable even if education records exist which contain that information, unless the official had an official role in making a determination that generated a protected education record.

FERPA allows school officials within a school to obtain access to personally identifiable information contained in education records, provided the school has determined that they have legitimate educational interest in the information. School officials include parties such as professors, instructors, administrators, counselors, attorneys, clerical staff, trustees, members of committees and disciplinary boards, and a contractor, volunteer or other party to whom the school has outsourced institutional services or functions. Student information, such as address and phone number and other directory information, is public information and may be shared. For more information about FERPA, go to www.ed.gov/policy or contact the director of academics services.

Sexual Harassment Policy

The seminary administration, faculty, staff, student employees, and volunteers are responsible for assuring that the seminary maintains an environment for work and study free from sexual harassment. Sexual harassment is unlawful and impedes the realization of the seminary’s mission of distinction in education, scholarship, and service. Sexual harassment violates the dignity of individuals and will not be tolerated. The seminary community seeks to eliminate sexual harassment through education and by encouraging faculty, staff, student employees, and volunteers to report concerns or complaints. Prompt corrective measures will be taken to stop sexual harassment whenever it occurs. For more information contact the student advancement office or the GSOC office.

Consumer Information

Missio Seminary maintains a consumer information web page on the seminary website that provides prospective students with current consumer information as specified by the requirements of the Federal Student Aid Program.

Annual Notifications to Students

The United States Department of Education requires that all higher education institutions annually provide notice regarding the availability of the consumer information listed below. This information is provided in compliance with the Higher Education Act of 1965 as amended, the Family Educational Rights and Privacy Act (FERPA), and the Student Right-to-Know Act. The following annual notifications will be made to all current students. Paper copies of the
information below may be requested in writing from the human resources director in the office of the president.

- Constitution Day and Citizenship Day
- Crime log and statistics
- Drug and alcohol prevention materials
- Family Educational Rights and Privacy Act
- Firearms and Dangerous Weapons Policy
- Fire Safety Policy and Report
- Security report
- Voting information
- Sexual harassment information

Safety and Security

Missio Seminary maintains safety, fire safety, and security policies for the welfare of the faculty, staff, and students. Annual safety and security reports are posted in consumer information on our website.

Firearms and Dangerous Weapons Policy

No individual shall possess a firearm or other dangerous weapon on the grounds or in any buildings of the seminary’s main campus with the exception of law enforcement officers or transfer agents licensed to carry weapons.

Peer-to-Peer Sharing Policy

Missio Seminary prohibits the unauthorized distribution of copyrighted materials via our E-Campus or wireless network. Students, staff, and faculty are to refrain from unlawful copyright infringement on campus and in their work or coursework. The potential federal penalties are listed in this policy (on file in the academic office) and are not to be construed as an exhaustive list and do not include potential penalties of the Commonwealth of Pennsylvania.

Releasing Student Information in Case of Emergency Policy

Missio Seminary complies with the Family Educational Rights and Privacy Act. In case of emergency, student information will be released by permission of the director of academic services or the director of student advancement or their designee. The requester must submit the request for protected student information in writing (hardcopy) unless the nature of the emergency warrants verbal request.

Research with Human Subjects Policy
Missio Seminary requires that any research using human subjects conducted by students, faculty, or other seminary group be reviewed to assure that appropriate ethical standards are met and that human welfare is protected. All persons who conduct research under the auspices of Missio Seminary will treat everyone involved in their research with respect and care. All research proposals that require using human subjects will be reviewed and approved by the Research Review Committee prior to starting the research.
4. Academic Policies

General Requirements for Admission

Missio Seminary welcomes men and women who have or are about to complete a bachelor’s degree from an accredited college or university. The admissions committee assesses each applicant on the basis of academic ability, personal characteristics, and educational and ministry goals and objectives. Prior study in Bible or theology is not required. Applicants whose first language is not English must meet the minimum TOEFL score posted on our website. Note: The admissions requirements noted below are not exhaustive. Complete descriptions of admissions requirements are available from student advancement. See also the admissions requirements under each degree program.

Admission to Master’s Degree Programs

To be considered for any of the master-level degree programs at Missio Seminary, the student must complete the application form, including all required elements of the application. The MDiv, MA, and certificate programs are open to students who have completed a bachelor’s degree from an accredited college or university with a minimum cumulative grade point average of 2.0 (3.0 for counseling programs). The seminary reserves the right to admit students without a bachelor’s degree in the MDiv program, as long as the total number of students within the program without a bachelor’s does not exceed 15%. In order to be admitted without a bachelor’s the student must prove to the admissions committee through previous class work, sample writings, and appropriate life experience that they have sufficient academic ability to do masters level work.

Admission to Master’s Non-Degree Programs

Applicants must have an undergraduate degree. A non-degree student is limited to a maximum of nine credits before submitting an application for a degree program.

Admission to the Master of Theology Degree Program

Applicants must have earned the MDiv degree with a GPA of 3.0 or higher from an accredited theological seminary or first graduate theological degree providing equivalent theological background, or its educational equivalent.

Admission to the Doctor of Ministry Program

Applicants must have the MDiv degree or its equivalent from an accredited institution and three years of ministry experience subsequent to the completion of the MDiv degree. For applicants with a non-theological master’s degree or with a theological master’s degree of less than 72 credits, Missio Seminary offers a pre-doctoral program. Such students must apply for and be
accepted into the DMin program and must take the prerequisite courses before beginning the DMin curriculum.

The DMin certificate program (Certificate in Advanced Pastoral Studies- CAPS) is open to students who have the MDiv degree or its equivalent and at least three years of ministry experience. Students complete the required courses from the DMin curriculum but not the track courses or DMin project.

*Student Status Definitions*

The seminary uses the following definitions of student status:

- **Matriculated student:** A student who has completed the formal application process and has been accepted into a degree program and has paid a deposit.
- **Non-degree student:** A student who has an undergraduate degree and would like to begin his/her seminary experience with a certificate or who has an undergraduate degree and would like to pursue a master’s degree, but is unsure which program would be a good fit. A non-degree student may also be a student who wants to take a course for personal enrichment. Non-degree students are limited to a maximum of nine credits before submitting an application for a degree program.
- **Auditor:** A student who attends a class as an observer. An auditor does not participate in discussions except by special permission of the instructor and does not submit homework or take exams.
- **Stop-Out student:** A matriculated or non-degree student who has allowed one or more spring and/or fall semesters to elapse without registering for a course.
- **Transfer student:** A student who matriculates into the seminary after taking credits at another accredited institution. Transfer credit may be granted to qualified students for courses completed at other accredited graduate institutions.

*Applying to a Degree Program*

The student advancement/admissions office accepts applications on a “rolling” basis. This means that the student may apply at any time during the year and can enter a degree program at the beginning of any of our terms. We encourage the student to apply at least three months in advance of their desired enrollment date. International students who will be entering the U.S. on a student visa should plan to enter either at the start of our fall or spring terms and must complete their application files no later than July 31 for fall admission or November 30 for spring admission. Application procedures for all programs are described on the seminary website.

A person desiring to take courses as a non-degree student must complete an abbreviated application form and submit either a copy of a college diploma or a copy of a college transcript
that indicates a completed bachelor’s degree. The student can take up to three courses before needing to either apply for a degree program or specify intent to complete a certificate.

*General Admission Process*

Information about credentials needed for applying to a degree program and application forms are on the seminary website. Students will be notified of admission typically within one month of the completion of the application and receipt of the required credentials.

*Students with Special Needs*

Students with special needs should contact the director of academic services for information.

*Transfer Credit Policies*

Transfer credit may be granted to qualified students for courses completed at other accredited graduate institutions. Transfer credit is evaluated by the director of academic services and is credited after the successful completion of nine credit hours at the seminary.

Missio Seminary does not offer graduate credit for personal ministry experiences, including, but not limited to, missions trips sponsored by churches or other organizations.

When requesting transfer credit, a student must provide official transcripts of prior work and may be asked to provide course descriptions from a catalog or syllabus. Grades must be C (2.0) or higher and B (3.0) or higher for counseling courses to be considered. The following policies and procedures are followed:

- Transfer credit is evaluated by the director of academic services and is credited after a student has successfully completed one full term (at least nine credit hours).
- A student may not transfer more than one-half of the credits needed to complete a program.
- Master’s degree students must take at least one-half of the courses in their field of concentrations, while MDiv students will normally be required to take at least one-half of the required courses in each of the major divisions (Old Testament, New Testament, Theology, and Practical Theology).
- All field work for the Master of Arts in Counseling Program must be done under the supervision of Missio Seminary and cannot be accepted as transfer hours.

Normally, transfer credit is accepted only for courses completed within the last 10 years and before matriculation to Missio Seminary. Certain programs may limit transfer credit. Accepting transfer credit is at the discretion of the academic office.

*Master of Arts in Counseling Program - See Section 1*
Advanced Standing

Advanced standing may be granted to qualified students for courses completed at non-regionally/nationally accredited graduate level educational institutions or graduate level institutions outside the United States and Canada. Students wishing to be admitted with advanced standing must provide official transcripts of prior coursework and may be asked to provide course descriptions from a catalog or syllabus and/or undergo an appropriate evaluation regarding the content of the courses for which they desire to be waived. Based upon these assessments, students may be granted advanced standing with credit, reducing the total number of credits required for the degree (by no more than 1/4), or without credit, allowing students to substitute courses without reducing the total number of hours required for the degree. The minimum grade in a course to be considered for advanced standing is “B”. Advanced standing may not be used for counseling core courses in the MAC program, or for any ThM, DMin, or certificate courses.

International Students

Student diversity is a hallmark of the academic experience at Missio Seminary. Students will enjoy meeting and developing life-long friendships with men and women from around the neighborhood and around the world. Missio Seminary’s aim is to make students’ seminary experience as spiritually, academically, and culturally fulfilling as possible. To provide all students with a dynamic academic experience, the following are required for international student admissions: (more information is provided on the seminary website)

- Students, who are international applicants whose native language is not English, or, who have not received a bachelor’s degree or its equivalent from an English-speaking institution, must send official results of the Test of English as a Foreign Language (TOEFL) to the admissions office. Missio Seminary requires all prospective students to take the TOEFL internet-based test (TOEFL iBT). The minimum required score is 20 for each of the four sections (speaking, listening, reading, and writing). The minimum total score is 80. For information on the TOEFL iBT test, visit www.ets.org.

- According to the Department of Homeland Security, F-1 students must be both matriculated and enrolled full time (at least nine credits each for fall and spring) except during the summer. In order to remain “in status,” F-1 students must maintain these requirements. Students must also be making satisfactory progress toward their degree program. In addition, international students who require an I-20 must provide evidence of documented financial support by submitting three forms: an I-20 Dependent Form, an F-1 Financial Form, and an affidavit of support with original bank statements. Students coming from other institutions in the United States must also submit a transfer form. These forms may be obtained from student advancement.
• Students must also demonstrate that they have enough financial support to cover the first full year of seminary before admission can be granted. Missio Seminary reserves the right to request payment in full for the first enrollment year in an amount that covers full-time tuition and living expenses.
• Students who will be studying as students in the U.S. for the first time must also pay an initial status fee to the government before applying for a visa. For more info, see the international student info guide on our website or visit www.FMJfee.com.
• Students needing to develop English language skills for graduate level success may be required to take courses in the advanced cultural studies curriculum.

Financial Aid Policies

The following is a brief summary of Missio Seminary policies for payment of tuition and fees. More information and forms are available in the business office and on the seminary website:
  • Missio Seminary Grant Application
  • In-School Deferment Request Form
  • How to Apply for Federal Student Loans
  • Financial Aid Handbook
  • Understanding Federal Direct Loans

Payment of Accounts

Missio Seminary policy is that all tuition fees are due in FULL before the start of class each term.

A monthly payment plan may be available by contacting the Business Office. At the end of each month a 1% finance charge (an effective 12% a year interest rate) will be assessed on any outstanding balance. This will include those accounts under monthly payment plans that are new or modified after February 2016. If no payments are received for a year, accounts with a balance, including accrued finance charges, will be turned over to collections.

The seminary accepts cash, checks, money orders and credit or debit cards for payment. We currently accept Visa, MasterCard, Discover, and American Express.

Missio Seminary will only allow a student to register and enroll in a course who has met one of the following situations:
  • Paid all tuition and fees in full.
  • Applied for a student loan under the U.S. Department of Education’s Direct Loan Program to cover any new and remaining tuition charges. Apply online at www.fafsa.ed.gov with the school code G23230. Refer to the Financial Aid Handbook online at www.missio.edu for further information. We can also assist you with a private student loan.
• Entered into a credible school-approved payment plan to pay off all outstanding balances and new charges from an upcoming term in one year. The payment plan may be monthly payments, ACH through credit card or Nelnet Business Solutions (NBS). However, the total outstanding balance under a monthly payment plan cannot be greater than $6,000. Individuals on payment plans who miss more than one monthly payment will no longer be eligible for payment plans and must pay all outstanding balances in full.
• Entered into a church match agreement (see below) and all balances due from previous terms have been paid in full. A 1% finance charge will be charged on the unpaid student portion that is past due.

Missio Seminary will not release an official transcript unless the student’s account is paid in full. Students will not receive a diploma at commencement unless the student’s account is paid in full. Students will not be allowed to participate in the commencement ceremony unless they have met one of the criteria listed in the previous paragraph.

*Refunds*

Students’ refund requests are subject to a 10-day waiting period. Students who withdraw from a program during a term, or who drop individual courses but remain at Missio Seminary, may receive a refund of tuition fees based on the time of their dropout.

**Detailed Information Regarding Scholarships, Grants, Entitlements, and Other Benefits**

Our students receive awards, scholarships, and grants from a wide variety of sources. Before applying for financial aid, students need to supply their financial obligations through personal funds saved for education and by building a personal support network. A personal support network may include the student’s home church, denomination, people to whom the student has ministered, friends, family, clubs, and foundations. We have established the financial aid program outlined below to supplement students’ own financial resources.

**Grants**

Students with a demonstrated financial need who are enrolled in a degree program for at least 24 credit hours per year may be eligible for a grant.

**Scholarships**

From time to time scholarships become available, which are awarded by the Financial Aid Committee. An email announcing the time to submit applications will be sent to all current students.
Entitlements

A foreign or domestic missionary or campus ministry leader is entitled to a 20% tuition discount if he or she is raising at least 50% of his or her support and is sponsored by a recognized sending agency. The missionary or campus ministry leader is required to provide a letter confirming this status from the sponsoring organization.

The spouse of a full-time degree-program student is entitled to a 50% discount.

A degree-program alum who is returning for a second degree is entitled to a 20% tuition discount.

Church Match Program

For full-time degree-program students whose churches want to support their education throughout the entirety of their degree. Missio Seminary will match the church's sponsorship of 25% of tuition costs. Your church officials will be required to complete a Promissory Note acknowledging the amount of their support and how they intend to pay. The seminary will match the church's payment once it has been received, to the maximum of 25% of the tuition total, provided the student's payment account is current.

A limited number of agreements are available each academic year. Request a copy of the Promissory Note from your Admissions Counselor.

Veterans Benefits

As an accredited school, Missio Seminary is recognized by the Veterans Administration. To determine eligibility, students should contact a regional VA office. Missio Seminary’s facilities code is 31015238.

Below are websites that offer helpful information on benefits for veterans:

- U.S. Department of Veterans Affairs
- G.I. Bill Website
- U.S. Department of Education website dedicated to Veterans and Military Families
- Military.com - check this page for information about benefits offered through your state.
- My Next Move - for Veterans
- National Association of Veterans Upward Bound Program

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA).

Registration Procedures

Matriculation
Students who formally accept admission to the seminary are considered matriculated students. Once matriculated, students will be sent an email confirming their 5 digit student ID number, as well as information about logging into the E-Campus, online new-student orientation, syllabi, and textbooks.

Registration by Program

MA students (not MAC) and Language MDiv students: Students should complete registration forms available in the academic office or online and submit them to the academic office secretary. The registration fee ($50) will be waived if students complete the form during the early registration period. Registration will open in June for the following fall-winter term, in November for the spring term, and in April for the June and summer terms. A late fee ($100) will be charged for registrations received within two weeks of the start of the term.

MAC and Urban/Pastoral/Missiology MDiv students: Since students follow a cohort model, they will be automatically registered for required classes each term. Students in all programs should contact the academic office if they wish to be registered for elective classes offered during the academic year or in the summer. MAC students should contact the academic office if they wish to register for counseling electives, which are offered at various times throughout the program.

Doctor of Ministry Program: Students should contact the academic office to register for DMin classes. In order to complete pre-course assignments, DMin students should register for their residency courses at least six weeks in advance of the residency week.

Academic Policies

Academic Policies and Student Responsibilities

Students are fully responsible to know and follow all seminary rules, regulations, program requirements, and deadlines published in this academic catalog.

Academic and General Integrity

As followers of Jesus Christ, students are called to integrity and Christ-likeness in all areas of life. In the academic realm this means that all assignments are to reflect the students’ own work. Those found guilty of cheating or plagiarism will receive a grade of zero on the assignment (and perhaps the course) and will be placed on academic probation. The Academic Administration Committee may assign further sanctions or remedial work. For a second occurrence the student will be subject to academic dismissal from the school. When using sources—whether paper or electronic, whether quoted or paraphrased—you must fully cite the source according to accepted standards. Using another’s intellectual property without citation to give the impression that it is your work is considered plagiarism.
Attendance Policy

Professors take attendance at the beginning of each class. Since classroom time in all degree programs is extremely important, students should make every effort to attend all classes.

Absence Policies

All Programs:

- Absences of one-third or less of a course – the faculty member, at his or her discretion, may deny the student admittance to the course or severely reduce a student’s grade.
- Absences above one-third or more of a course – no credit will be given. If the student does not withdraw by the stated deadlines, absences above one-third will result in failure of the course. All day Saturday classes count as two class sessions.
- Faculty has the right to lower grades due to absence or tardiness. Because of the nature of various assignments, it is possible that a teacher would not allow an assignment due at the missed class to be made up or submitted later.
- Students are fully responsible to obtain class notes or have someone record a class for them if they miss a class session.

MAC students:

- MAC cohort students who miss two or more sessions within a course will need to submit a written explanation to the MAC committee for review to be permitted to continue in the course.
- Cohort students who have missed three or more consecutive classes are considered missing students. See “Withdrawal and Re-entry in a Cohort Program” (below).

Doctor of Ministry Program – See Section 13

Satisfactory Academic Progress

Master’s Degree Programs:

- Students (both full-time and part-time) of all master’s degree programs are evaluated after each semester to make sure they are making satisfactory academic progress. Students whose cumulative grade point average (GPA) falls below “C” (2.00) after completing 9 or more credits will be placed on academic probation for the following term.
- Students in sequenced classes who skip over or fail a course will need to complete the course in another format (if available) or at the end of their program in order to meet program requirements. All classes and requirement must be fulfilled by the summer of graduation in order to participate in commencement for that year.
Academic Probation

Master’s Degree Programs:

- The academic administration committee individually reviews all students placed on academic probation to determine whether or not they will be eligible to continue taking courses for credit toward their program. If they are deemed so eligible, the committee will set forth the conditions under which they may do so. Students who remain on academic probation for two consecutive semesters are subject to academic dismissal.

Master of Arts in Counseling Program – See Section 12

Doctor of Ministry Program – See Section 13

Dropping and Adding a Course

All Programs:

- Joining the program:
  1. Last day to enroll in a program is prior to the second session of first course.

  2. Deadlines to drop classes: Last day to drop classes without record is prior to one third of the class sessions. Last day to drop classes Withdraw Passing or Withdraw Failing is prior to two thirds of the class sessions. Students should consult the posted add/drop schedule in the academic office.

- Tuition refund deadlines

  Students dropping a class during a term will receive a refund of the tuition for the term based on the pro-rated schedule listed below. Students are charged $15 for each add/drop form after classes start.

<table>
<thead>
<tr>
<th>If you drop prior to this # of class sessions</th>
<th>... you will receive this % refund of the term’s tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>100%</td>
</tr>
<tr>
<td>3</td>
<td>75%</td>
</tr>
<tr>
<td>4</td>
<td>50%</td>
</tr>
<tr>
<td>5+</td>
<td>0%</td>
</tr>
</tbody>
</table>

Additional information

- For courses dropped with the signed approval of the academic office past one third of the class, the professor also becomes involved. Drop/add
forms are to be filled out and submitted to the academic office; if the student is unable to fill out the forms, drops and adds are to be communicated orally to the academic office.

- Dropping a course without following the proper procedure will result in a failure (F) being recorded and averaged for the course. No new course may be entered after the first full week of classes during the fall and spring terms. The add/drop schedule for all terms is available from the academic office.

- Note that the deadlines for dropping are prior to the class. For Saturday classes, students will need to contact the seminary by 2 p.m. on Friday to meet the deadlines. Drop forms are available on the website. Since MAC and Urban/Pastoral/Missiology MDiv students are automatically registered for each semester, there is no need to register for classes unless adding an elective. However, to drop a course or withdraw from the program, students must complete a drop/withdrawal form.

- Any course dropped before the completion of the first third of classes in the fall or spring terms will not be shown on the transcript. Any course dropped during the second third of classes in the fall and spring terms will be shown on the transcript as withdrawn passing (W/P) or withdrawn failing (W/F). Courses dropped after two-thirds of the classes of these terms will be recorded and averaged as a failure.

**Course Evaluations**

Students will complete online course evaluations for each of their classes. These evaluations are extremely important to faculty as they help them to assess their course requirements, structure, and pedagogy. Faculty use student evaluations to improve their courses for the future. Student evaluations are part of the class participation requirements for each course and are anonymous to faculty members. Course evaluation links are prominently posted on the course site on our E-Campus and are available by request from the academic office via email. Failure to complete an evaluation within one week of the last day of class may result in an automatic grade reduction for the course.

**Academic Standing**

To remain in good academic standing in the master’s degree programs, a student must maintain a 2.00 grade point average. To remain in good academic standing in the doctor of ministry and master of theology degree programs, a student must maintain a 3.00 grade point average.

**Grading and Grade Reports**

Students are responsible to familiarize themselves with grading criteria or grading rubrics published in the syllabus or course site. Questions about grading in an individual course should be directed to the instructor. Final grades are normally available on the course site after
professors submit their grades to the academic office (usually 2-3 weeks after the final week of class). Paper grade reports are available upon request and will be issued to students with no outstanding library fines and who have completed the final class evaluation.

**Missio Seminary grading scale:**

<table>
<thead>
<tr>
<th>GRADE</th>
<th>POINTS</th>
<th>RANGE</th>
<th>LEVEL</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.00</td>
<td>93.0-100</td>
<td>Superior</td>
</tr>
<tr>
<td>A-</td>
<td>3.67</td>
<td>90.0-92.9</td>
<td></td>
</tr>
<tr>
<td>B+</td>
<td>3.33</td>
<td>87.0-89.9</td>
<td>Good</td>
</tr>
<tr>
<td>B</td>
<td>3.00</td>
<td>83.0-86.9</td>
<td>Good</td>
</tr>
<tr>
<td>B-</td>
<td>2.67</td>
<td>80.0-82.9</td>
<td>Good</td>
</tr>
<tr>
<td>C+</td>
<td>2.33</td>
<td>77.0-79.9</td>
<td>Fair</td>
</tr>
<tr>
<td>C</td>
<td>2.00</td>
<td>73.0-76.9</td>
<td>Fair</td>
</tr>
<tr>
<td>C-</td>
<td>1.70</td>
<td>70.0-72.9</td>
<td>Fair</td>
</tr>
<tr>
<td>D+</td>
<td>1.30</td>
<td>67.0-69.9</td>
<td>Poor</td>
</tr>
<tr>
<td>D</td>
<td>1.00</td>
<td>63.0-66.9</td>
<td>Poor</td>
</tr>
<tr>
<td>D-</td>
<td>.70</td>
<td>60.0-62.9</td>
<td>Poor</td>
</tr>
<tr>
<td>F</td>
<td>0.00</td>
<td>00.0-59.9</td>
<td>Failing</td>
</tr>
</tbody>
</table>

**Time Limits for Degree Completion**

Master’s Programs: MDiv students must finish their degree requirements within 10 years of their first course (an average of 9 credits per year). MA and ThM students must finish their degree requirements within 8 years of their first course (an average of 6 credits per year). Normally students will need to have completed one-third of their program by year 9 or two-thirds of their program before year 10 to complete the MDiv degree, and one-half of the program by year 8 to complete an MA or ThM degree.

Extension (variance) requests: Students who require more time must request an extension from the academic administration committee. If the extension is granted, the student will be charged a $100 continuation fee at the beginning of each additional academic term (excluding summer) until the degree requirements are completed. Note: A student who previously received title IV aid will no longer be eligible for additional financial aid once the maximum time frame has been reached. Such students will be evaluated semi-annually and notified when they reach their last year of eligibility.

Students understand that all course withdrawals and course repeats potentially lengthen the time they will need to complete their programs. Course withdrawals and failures are counted as credits attempted but not earned. Students receiving Title IV assistance may only receive aid for a repeat class they have not passed before, and they may only receive aid once for such a repeat course.
Incomplete Grades and Course Extensions (Variance Requests)

Students who do not complete their work by the final due date for the course must submit a Variance Form in the academic office before the last day of class. Variance Forms are available in the academic office or on the web site. Faculty members are not authorized to grant extensions beyond the course due dates as specified in the syllabus.

Variance requests are not automatically granted, but are considered on a case-by-case basis by the academic administration committee. Emergencies are the only grounds for extensions and variances (e.g., death in the immediate family, personal serious illness or injury, etc.). All students face pressures from life and ministry, and these are not reasons for extensions. Should a student communicate an area of concern for the student’s well-being in the reason submitted for a variance (e.g., medical, mental health conditions and/or abuse of any kind), Missio Seminary may recommend that a student seek treatment or professional support. In cases of severe conditions interfering with school success or the well-being of the student, Missio Seminary may require a temporary leave of absence for the student’s benefit.

Approved extensions will be as short as deemed reasonable by the academic administration committee (normally limited to one week). If an extension is approved, the student will receive a grade of “incomplete,” which will be converted to an “F” if the required work is not submitted by the extended due date, which would require the student to repeat the class if the course is not an elective. The decision of the academic administration committee is final.

Changing Programs or Concentrations

Students are required to follow the academic program under which they were admitted. Students who wish to change programs must fill out a request for Change in Program form available on the website or in the academic office, showing the current and desired programs and reason for change. All changes are subject to the approval of the director of academic services. Students admitted without declaring a program (“non-degree”) must declare a program (through the admissions office) if they wish to continue beyond nine hours.

Withdrawal/Reinstatement and/or Leave of Absence

Course requirements for degree programs are periodically reviewed and modified. Students who discontinue their program for one term or more (not including summer sessions) will be required to follow the most current requirements of their degree program. Stop-out students should meet
with the director of academic services to review program requirements before resuming their coursework. The following provisions apply when students take a break from their studies:

All non-MAC Programs:

- **Up to two years’ absence**
  A student may register for classes up to two years after his or her last registered term without having to complete additional admissions requirements.

- **Two- to five-year absence**
  A student absent from classes longer than two years but fewer than five years can resume course work after submitting the following credentials to the admissions office:
  - Letter explaining the reason for the absence
  - Current ecclesiastical reference
  - $30 re-entry fee

- **An absence of over five years**
  - After a five-year absence, the individual must re-apply for admission. See admissions requirements for full details.

MAC Program students:

- To withdraw from the program without charge, students will need to withdraw between terms rather than during a term. Withdrawal forms are available on the website or from the academic office. Failure to complete the withdrawal form during the allotted time or to communicate withdrawal orally to the academic office means the student will be charged tuition for the entire term during which they stopped attending.

- In addition, when a student has missed three or more consecutive classes, the student is considered a missing student. The student will be contacted and expected to complete the withdrawal forms mentioned above. No response to the initial proactive communication will result in a letter being sent to the student with the withdrawal form and the following procedures will apply:
  1. If a student completes and returns the form by the due date given or communicates orally to the academic office:
     - The student will be dropped from any remaining courses not started within the term and will not be charged tuition, but will be charged a drop fee.
     - The student will be responsible for tuition on the current classes enrolled in which they are requesting to drop based on the Financial Office Policies.
     - The student can contact an admissions counselor at a later date to become re-activated/admitted as a student.
     - The student who changes cohorts will need to pay the current tuition rate of the new cohort he or she will be
entering.

2. If the student does not complete the form or communicate orally to the academic office:
   - Student will be charged tuition for the entire term during which they stopped attending and any drop fees.
   - In order to be considered for re-activation/admittance into the school, the student will need to meet with the program director or a student services representative. (Note: Missio Seminary does not guarantee re-admittance).
   - In addition, the student will need to pay all monies due including tuition from the dropped academic term, cohort transfer fee, drop fees and current tuition rate for the new cohort he or she will be attending.

Withdrawal and Re-entry in the MAC Program

Students may find it necessary to withdraw from the program for a period of time for emergency reasons. Before withdrawing, a student must speak with an admissions counselor. Normally, a student will need to re-enter the program in a subsequent term joining a new cohort. Withdrawal and re-entry forms are available on the website or from the academic office.

Doctor of Ministry Program - See Section 13

Shared Credit in Degree Programs

No more than one-half of the credits required for one degree program may be transferred into a second degree. Example: to earn both the MA and MDiv degrees, a student would need 84 credits for the MDiv degree and at least 24 additional credits (one half of the 48 hour MA degree) for a total of 108 credits for both degrees. All requirements for both degrees must be met. The same principle holds true of a degree earned at another accredited institution. No more than one half of the credits in that degree may be transferred and applied to a degree program at Missio Seminary.

Master of Arts in Counseling Students - See Section 12

Auditing

Missio Seminary encourages everyone to take advantage of the wide range of courses offered at the seminary. Most individuals enroll for academic credit in pursuit of a degree program. An auditor is extended the opportunity to enroll in classes for personal enrichment without receiving academic credit, as space allows, with the following exceptions:

- MAC courses delivered in a cohort format
• Advanced professional counseling courses
• Greek and Hebrew language courses, unless the specific course has already been completed for credit.

The level of participation by an auditing student is determined by the instructor. The auditing student may complete assignments and take any tests given to the class, but faculty members will not grade this work or provide any feedback.

Students who are not pursuing a degree may audit a class after completing a non-degree application from the student advancement office. Audit fees vary per program and can be obtained from the student development department or business office. There is no refund for dropped audits once the class has begun.

Students may sign up to audit a class at any point in the term (the audit fee remains the same). Those who wish to change from audit to credit must do so before the end of the first week of classes. In addition, advanced standing will not be granted for any course previously audited.

Students who have passed a course at Missio Seminary may audit the same class at no charge.

**Academic Affairs**

*Director of Academic Services*

The director of academic services is the registrar. The director of academic services is available to answer questions about students’ program, academic standing, transfer credits, variance requests, and other student concerns.

**Class Schedules**

Class schedules are posted on our website and are available in the academic office. Typically term schedules are available at least two months prior to the beginning of the term.

**Academic Calendar 2019-2020**

<table>
<thead>
<tr>
<th>Fall-Winter Semester</th>
<th>ACS/THM</th>
<th>MA/MDIV</th>
<th>MAC</th>
<th>DMIN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classes begin</td>
<td>Sept. 9 (Monday)</td>
<td>Sept. 3 (Tuesday)</td>
<td>September 9 (Monday)</td>
<td>July 1 (Monday)</td>
</tr>
<tr>
<td>Classes end</td>
<td>Dec. 13 (Friday) (no classes 11/25-29)</td>
<td>Feb. 4 (Tuesday) (no classes 11/25-29 or 12/17 – 1/4)</td>
<td>Feb. 3 (Monday) (no classes 11/25-29 or 12/17 – 1/4)</td>
<td>December 31 (Tuesday)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>ACS/THM</th>
<th>MA/MDIV</th>
<th>MAC</th>
<th>DMIN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classes begin</td>
<td>February 3 (Monday)</td>
<td>Feb. 11 (Tuesday)</td>
<td>February 17 (Monday)</td>
<td>Jan. 1 (Wednesday)</td>
</tr>
<tr>
<td>Easter Break</td>
<td>April 8-14 (Easter: April 12)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Classes end</td>
<td>May 8 (Friday)</td>
<td>June 30 (Tuesday)</td>
<td>June 29 (Monday)</td>
<td>June 30 (Tuesday)</td>
</tr>
<tr>
<td>Memorial Day Holiday</td>
<td>May 25 (Monday)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduation</td>
<td>TBD</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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Academic Administration Committee

The academic administration committee adjudicates student variance requests, academic probation issues, and other student academic progress or conduct issues. The director of academic services is the committee chair. The committee consists of faculty members, program directors, student advancement personnel, and possibly others at the discretion of the academic dean.

Course Prerequisites

Most programs follow a general sequence of courses. Prerequisite courses are noted on registration forms and on the website course descriptions. Students in all programs must complete courses in the correct sequence when a particular order is required.

Bible Knowledge Exam

The Bible Knowledge exam is a required comprehensive exam for students enrolled in any master’s degree program except the MA in Counseling and ThM. Students must pass the exam at least one full term prior to the term in which they are graduating. More information is posted on the seminary website.

Faculty Advising

The student/faculty ratio at Missio Seminary has afforded students the opportunity to cultivate rich relationships with many of their professors. Students are assigned faculty advisors and are encouraged to pursue these one-on-one relationships with the faculty, and to seek them out for personal guidance. In situations where academic advice is needed for a program or an individual course, students should contact the director of academic services. The director will assist students when circumstances necessitate dropping or adding a course or when difficulty arises with course work or the program.

Orientation for New Students

In addition to an orientation session, new students are provided with online orientation before they begin their classes. Orientation is designed to help each new student adjust to seminary life. Students will receive online login information to view the orientation material, in which they will review information about seminary life, online learning, our information technology, and library resources, along with other important information about the seminary. All incoming students are required to review this information.
Graduation in Absentia

The commencement service is a community celebration of the students’ completion of their programs. Students are expected to participate in commencement unless prohibited by unusual circumstances beyond their control. Students must notify the academic office of their inability to attend commencement in response to the graduation memo distributed in winter.

Transcript Requests

Transcripts will be issued upon receipt of a written request form (available online or in the academic office) from the student. Students should include all required information, including student ID number on the request. Official transcripts will be sent to schools or organizations. Students may request personal copies of their transcripts that will be unofficial (without the school seal and the signature of the director of academic services), although student classes and grades are available online. There is a $5.00 fee for each transcript ($5.50 if paid via credit card). No transcript will be issued for a student whose account is not current or who has overdue library books.

Verification of Student Status

Request forms for letters verifying student status are available in the academic office and on the website. There is a fee for each letter issued.

Proctored Exams

Occasionally students in hybrid and online courses will need to arrange for a proctor to supervise examinations that are taken off campus and/or online. Instructions for proctored exams are provided in the course materials at the beginning of the course. Students are responsible to know and to follow the instructions provided.

Independent Study Courses

Master’s Programs: Missio Seminary occasionally allows students to take independent study courses. To qualify for an independent study, the student must have a minimum cumulative GPA of 3.1 and meet the prerequisites of the proposed course. The student must complete the independent study form available in the academic office, and fulfill all of the requirements of the professor. Independent studies are charged at $150/credit above normal tuition.

Stipulations governing independent studies:
1. The number of credits a student may earn via independent study is limited to 1/6 of a degree program.
   MAM, MT, OT, NT—8
   MAC—9
MDiv—15
Certificate, DMin or ThM—none

2. Students may register for no more than one independent study per term.
3. Students may not take an independent study during their first term.
4. Required courses may not be taken as independent studies.
5. A course may not be taken as an independent study in the same academic year during which it is offered as a class.
6. Extensions will not be granted for incomplete independent studies. They will simply be dropped from the student’s academic record if the work is not complete by the date listed on the independent study application.
7. Missio Seminary does not offer graduate credit for personal ministry experiences, including, but not limited to, missions trips sponsored by churches or other organizations.

Doctor of Ministry Program - See Section 13

Hybrid and Online Courses

Missio Seminary offers online courses that are part of master’s degree programs, doctor of ministry degree programs, or certificate programs. Missio Seminary does not offer any completely online degree programs. Students taking online courses must have a computer system that meets or exceeds the standards posted in this catalog and on our website. Online courses may not be available to students in all U.S. states. Check with the academic office prior to enrolling if you reside outside of Pennsylvania.

Authentication of Student Identity

Student identity is verified through the assignment of unique student identification numbers that are used to login to the authorized area of the website and into the E-Campus. Students should not share their login and password.

Graduation Requirements

Master’s Programs: In order to earn a degree from Missio Seminary the following requirements must be met:

- Fulfill all requirements for the particular degree.
- Maintain a cumulative grade point average (GPA) of 2.00 or above. MAC Students: see GPA requirements in Section 10.
- Earn the total number of credit hours required for the degree. Students who lack one or two courses needed to graduate in spring may participate in the graduation ceremony if they can complete the course during the subsequent summer session (no later than August 31).
- Satisfy any outstanding financial obligations to the seminary.
Doctor of Ministry Program - See Section 13

Graduation General Information

Commencement is held once per year in late spring, beginning at 11:00 a.m. at a local church. Students attend a graduation rehearsal and faculty reception the evening before commencement. The academic office sends out memos throughout the year to advise students of details and ask for information pertinent to commencement.

Students who complete the requirements for their degree by the end of the fall term may receive their diploma in the winter. Students planning to graduate in winter must submit their request to the academic office by October 15, and indicate if they wish to participate in the commencement exercises the following June.

A diploma will be granted only upon the successful completion of all of the credit hours required for the degree. Diplomas will not be issued to students who owe library fees or whose accounts are not paid in full. Students with outstanding balances and no financial plan may not participate in the graduation ceremony.
5. Technology Policies

General Information

Helpdesk Information

The IT helpdesk is open during the main campus operational hours posted on our website. The fastest way to get assistance is to email the helpdesk staff at helpdesk@missio.edu. Missio Seminary provides the helpdesk to resolve issues related to seminary-owned or seminary-sponsored computers, including computer lab systems. Helpdesk service is also available to students for issues concerning the website and wireless connectivity. E-Campus questions should be directed to the webmaster (webmaster@missio.edu).

Policy on Personal Computer Problems

The IT department has a strict policy regarding repair and service on non-seminary computers and is not available to assist with personal computer problems. Should a student experience hardware or software issues on his or her personal computer there are many local firms that are available to assist with specific issues.

Student PC Security Statement

Missio Seminary recognizes the need for computer use throughout the entire educational process today. Computers equipped with Internet access and applications that help deliver information and knowledge are vital. Students are encouraged to bring their electronic computing devices to campus to facilitate their course work and supplemental activities. Given the current climate of online dangers such as viruses, malware, phishing scams, and other related risks it is critical to secure all such devices regardless if they’re being used on campus or not. Please take the appropriate steps to safeguard the security of your own electronic devices to protect the integrity of the student network on campus and provide a safe computing environment for everyone to use.

Missio Seminary Website and Registered User Area

The website is updated frequently and students should check it regularly. During the winter, class cancellations due to weather will be posted on the website. Additionally, the website is a great place to find out what’s happening in the larger Missio Seminary community.

E-Campus

Missio Seminary courses make use of the seminary’s online learning system called the E-Campus. Every student is setup with a seminary E-Campus account upon registering for classes. Students
may access the system from any computer that has a web browser, is connected to the internet, and meets our recommended computer system specifications.

**E-Campus and Website Activity Reports**

The Missio Seminary E-Campus and website are password protected environments for faculty, staff, and students to use for educational purposes. All users should be aware that activity on the E-Campus and website are monitored. The E-Campus course site provides reports of student activity, including login dates and times, time-on-task, posting timestamps, and other information. The seminary expects usage of the E-Campus for accessing course syllabus, grade reports, and other activities as stated in the syllabus. Non-educational use of the website or E-Campus will be investigated.

**E-Campus Login Information from “mindactive.com”**

Student E-Campus login information will be sent to students in an email from “mindactive.com.” Students should check their junk mail if the email does not appear in their inbox. A student may access the E-Campus website at ecampus.missio.edu and log in with the provided information.

**Software Standards and Computer System Requirements**

Missio Seminary uses the Microsoft Office 2013 suite of products (Word, Excel, and PowerPoint). It is the students’ responsibility to learn to use these programs and to submit properly formatted documents. Current computer system requirements are posted on the seminary website.

**Online Courses**

Online courses may have other software requirements. Please check the syllabi for any online courses for technology requirements.

**Required Compatibility with MS2013**

Most courses require assignments and papers to be submitted through the E-Campus. Missio Seminary uses the Microsoft Office 2013 suite of programs. All files submitted through the E-Campus should be in Microsoft Word 2013 (.docx), PowerPoint 2013 (.pptx), or Adobe Acrobat (.pdf) format. If the instructor cannot read a student’s file, it is the student’s responsibility to remedy the problem.

**Technology Acceptable Use Policy for Students**

1. **Login Rights and Responsibilities:** Students are given a login account for the E-Campus – our online learning system. Login accounts are for the sole use of the individual and
are not to be used by family, friends, other students, etc. Unauthorized use of an account or equipment is prohibited.

2. *Storage of Created Files:* Electronic files that are generated for classes are the responsibility of the student. Storage of files on the school’s network is not permitted. If special circumstances arise, such as a required class activity, network access may be granted by the IT director. Use of secondary drives to store files is permissible only after the device has been scanned and approved by helpdesk personnel.

3. *Printers:* Students may use the printers in the computer lab. Use of any other printers is prohibited. Students are not permitted to add or remove paper from the printers. Printers are not accessible from the wireless network.

4. *Wireless Network:* For students with wireless-equipped laptops, our wireless network provides the ability to access the internet from most locations in the main building. The wireless network is a shared, limited resource. Access to streaming audio and video should be limited to academic necessity only. Use of peer-to-peer files sharing, such as, but not limited to, Kazaa, Morpheus, Bittorrent, etc. is prohibited. Students who violate this policy may be blocked from network access. All internet traffic is monitored by our IT staff. Repeated violations may result in additional disciplinary measures.

**Technology Prohibited Use Policy**

The following list of prohibited uses is representative and is not intended to be exhaustive. Students are not permitted to:

1. Install, repair, configure, modify, rewire, move, or remove any equipment anywhere on campus without permission from the IT department.

2. Download, install, and attempt to patch, upgrade, or enhance the existing software configuration of any computer maintained or owned by Missio Seminary.

3. Log on to any classroom computers without permission from and direct supervision by the professor.

4. Engage in any activity that is illegal under local, state, federal, or international law.

5. Initiate or participate in unauthorized or personal mass mailings (including but not limited to chain letters, spam, floods, and bombs).

6. Use or attempt to use an unauthorized user or network account, or any unauthorized equipment or facilities.
7. Grant others, by password or other means, access to any user or network account including your own.

8. Violate copyright, software license, and/or patent protection; for example, downloading or copying licensed software without the expressed written permission of the owner or in violation of the software license is prohibited. Peer-to-peer “sharing” of music, videos, and movies almost always violates copyrights and is strictly prohibited.

9. Access or attempt to access inappropriate or offensive material (e.g. pornography).

10. Intentionally create, modify, read, access, or copy data to or from any areas to which the user has not been granted access. This includes accessing, copying, or modifying the files of others without their explicit permission.

6. Tuition and Fees: 2019-2020

<table>
<thead>
<tr>
<th>MA/MDiv Level and ThM Level Programs</th>
<th>MDIV (ALL TRACKS)</th>
<th>MA: MINISTRY, ACADEMIC TRACKS (BIBLICAL STUDIES, MISSIONAL THEOLOGY)</th>
<th>GRADUATE LEVEL Certificates &amp; Non-Degree Students</th>
<th>THM Master of Theology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Credits</td>
<td>84</td>
<td>48</td>
<td>3 to 18</td>
<td>24-30</td>
</tr>
<tr>
<td>Cost Per Credit</td>
<td>$531</td>
<td>$531</td>
<td>$531</td>
<td>$600</td>
</tr>
<tr>
<td>Approximate Program Cost</td>
<td>$46,197</td>
<td>$25,488</td>
<td>$7,965 estimated for 15 credits</td>
<td>$14,400</td>
</tr>
<tr>
<td>Guaranteed Price</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Audit Fees</td>
<td>$177 per credit</td>
<td>$177 per credit</td>
<td>$177 per credit</td>
<td>$200 per credit</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Graduate School of Counseling</th>
<th>CERTIFICATE IN CHRISTIAN COUNSELING</th>
<th>MA IN COUNSELING (MAC)</th>
<th>ADVANCED PROFESSIONAL COUNSELING CERTIFICATE (CAPC)</th>
<th>GTRI - GLOBAL TRAUMA RECOVERY INSTITUTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Credits</td>
<td>15</td>
<td>48 or 60</td>
<td>10</td>
<td>4 to 6</td>
</tr>
<tr>
<td>Cost Per Credit</td>
<td>$531</td>
<td>$531</td>
<td>$531</td>
<td>$531</td>
</tr>
<tr>
<td>Program Cost</td>
<td>$7,965</td>
<td>$25,488 + $31,860 + $240 retreat fee/year</td>
<td>$5,310</td>
<td>$2,124 to $3,186</td>
</tr>
<tr>
<td>Guaranteed Price</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Trip (additional cost)</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes (additional cost for Immersion Experience travel)</td>
</tr>
<tr>
<td>Online Portfolio</td>
<td>Approx. $100</td>
<td>Approx. $100</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>
ACS and DMin Level Programs

<table>
<thead>
<tr>
<th></th>
<th>Advanced Cultural Studies</th>
<th>POST-GRADUATE Advanced Pastoral Studies Certificate</th>
<th>DMIN Doctor of Ministry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Credits</td>
<td>10.3 Credit Courses</td>
<td>12</td>
<td>24</td>
</tr>
<tr>
<td>Cost Per Credit</td>
<td>$220</td>
<td>$750</td>
<td>$750</td>
</tr>
<tr>
<td>Program Cost</td>
<td>$6,600 estimated</td>
<td>$11,250</td>
<td>$19,500</td>
</tr>
<tr>
<td>Guaranteed Price</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Audit Fees</td>
<td>N/A</td>
<td>N/A</td>
<td>$250 per credit</td>
</tr>
</tbody>
</table>

Fees

- Matriculation Deposit - $100 *(this fee is applied against tuition and is non-refundable)*
- Technology Fee: $150 per semester
- Commencement Fee for all degree programs - $150 *(due before finals)*
- Drop/Add Fee - $25
- Registration Fee for non-cohort students - $50 *(waived if student registers during announced early registration period)*; $100 if student registers 10 business days or less before the term start date
- DMin Project Binding Fee - $75
- DMin Continuation Fee – $750
- ThM language exams – $250 per exam,
- ThM Continuation Fee – $600
- MA Academic Track Thesis Fee - $150
- MA Academic Track Thesis Continuation Fee (after 2nd semester): $500
- Transcript Request Fee - $5 per transcript* *(cash or check $5 / *credit card payment is $5.50)*

Textbooks

- Students should plan on approximately $500 – $700 per year for textbooks (for 18 credits).
7. Master of Divinity Program

Purpose and Tracks

The purpose of the Master of Divinity program is to prepare missional leaders who incarnate the story of Jesus with humility and authenticity and who communicate the story with fidelity to Scripture, appreciation of the Christian tradition, and sensitivity to the needs and aspirations of postmodern culture.

In the Language track, MDiv students pursue both reading of the Scriptures and theological reflection under the conviction that God has determined to unite all things in heaven and on earth in Jesus Christ. By learning Greek and Hebrew students get a snapshot of the past and better understand the redemptive-historical narrative that culminates in God’s taking on human flesh in Jesus Christ as His mission to restore His creation, especially human beings precious to Him.

In the Pastoral Ministry Track, students are prepared to be missional ministry leaders in contemporary cultural settings. This program is designed for the working professional as classes are generally scheduled in the evenings and on a few Saturdays. Along with engaging the culture, students in this program will receive practical training to help effect change within their current ministries.

In the Urban Ministry Track, students are prepared to develop an awareness of and appreciation for their social, political, economic, historical, and cultural context, enabling them to construct a theology that speaks to urban issues such as gentrification, racial reconciliation, community development, and systemic injustice.

In the Counseling Concentration Track, students are taught Bible and theology, as well given basic counseling competencies to be used in a church environment. For the licensure-oriented program, see our Master of Arts in Counseling (MAC) program.

In the Missiology Track, students are equipped with the necessary tools in theology, anthropology, missiology, elenctics (Christian encounter with world religions), and communications for missiological engagement in various contexts. This track will benefit those desiring to be either a pastor or a missionary.

Admissions and Program Length

To be considered for the Master of Divinity degree program at Missio Seminary, the student must complete the application form, including all required elements of the application. The degree is open to students who have completed a bachelor’s degree from an accredited college or university with a minimum cumulative grade point average of 2.0. The program takes a minimum
of three years to complete. Normally students progress through the program in three to four years.

Program Goals

Goal 1: Students will cultivate grace-based missional lives characterized by the fruit of the Spirit, and love for God and others.
Goal 2: Students will cultivate wisdom and skill in interpersonal relationships, conflict management, and living in community.
Goal 3: Students will demonstrate knowledge of the Bible and the ability to humbly interpret and apply it in light of history, culture, and genre.
Goal 4: Students will know the key persons, ideas, and movements in the history of theology and the Christian tradition and their significance today.
Goal 5: Students will demonstrate effective missional leadership based on biblical values and individual gifting, personality, call context, and relational skills.
Goal 6: Students will critically, constructively, and creatively engage our post modern culture with the hope of the gospel.

Curriculum

- Students must pass the Bible Knowledge exam at least one full term prior to the term in which they are graduating.
- Course descriptions are listed in section 10.

<table>
<thead>
<tr>
<th>CORE COURSES</th>
<th>TRACK COURSES</th>
<th>ELECTIVES</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 courses/60 credits (all courses are 3 credits)</td>
<td>5 courses/15 credits (all courses are 3 credits)</td>
<td>12 credits* (courses are 1-3 credits)</td>
</tr>
<tr>
<td><strong>Core Courses</strong></td>
<td><strong>Biblical Language Track</strong></td>
<td><strong>Electives</strong></td>
</tr>
<tr>
<td>Foundations</td>
<td>5 courses/15 credits</td>
<td>1-credit seminars in fall and spring (3 are required in the MDiv program)</td>
</tr>
<tr>
<td>Reading the OT Missionally</td>
<td>1. Hebrew 1</td>
<td>Other courses (1-3 credits)</td>
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<tr>
<td>Reading the NT Missionally</td>
<td>2. Hebrew 2</td>
<td>*Counseling ministry track students complete only 3 1-credit seminars</td>
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<tr>
<td>Choice of 5 out of 6 book studies – Pentateuch</td>
<td>3. Greek 1</td>
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<tr>
<td>Prophets</td>
<td>4. Greek 2</td>
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<tr>
<td>Writings</td>
<td>5. 6th Bible book study (5 of 6 are core courses)</td>
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<tr>
<td>Gospels</td>
<td>*Choice of electives.</td>
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<tr>
<td>Acts/Paul</td>
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<tr>
<td>General Epistles</td>
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<tr>
<td>Hermeneutics</td>
<td><strong>Urban Ministry Track</strong></td>
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<tr>
<td>Theology 1, 2, and 3 (9 credits)</td>
<td>5 courses/15 credits</td>
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<tr>
<td>World Christian History 1-2 (6 credits)</td>
<td>1. Exegeting the City</td>
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<td>Missiology</td>
<td>2. Community and Mission</td>
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<tr>
<td>Formation &amp; Mission</td>
<td>3. Chr. and World Religions</td>
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<tr>
<td>Leadership Development</td>
<td>4. Anthropology</td>
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<tr>
<td>Pastoral Counseling</td>
<td>5. Difficult Issues in Counseling</td>
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<tr>
<td>Homiletics</td>
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<td><strong>Pastoral Ministry Track</strong></td>
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<td>Courses</td>
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<tr>
<td>2. Chr. and World Religions</td>
<td>2. Chr. and World Religions</td>
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<tr>
<td>3. Pastoral Skills</td>
<td>3. Pastoral Skills</td>
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<tr>
<td>4. Organizations and Change</td>
<td>4. Organizations and Change</td>
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<tr>
<td>5. Advanced Homiletics</td>
<td>5. Advanced Homiletics</td>
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<tr>
<td><strong>Choice of electives.</strong></td>
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**Missiology Track**

<table>
<thead>
<tr>
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<tr>
<td>1. Contextual Theology and Constructing Local Theology</td>
<td>1. Contextual Theology and Constructing Local Theology</td>
</tr>
<tr>
<td>2. Chr. and World Religions</td>
<td>2. Chr. and World Religions</td>
</tr>
<tr>
<td>4. Anthropology</td>
<td>4. Anthropology</td>
</tr>
<tr>
<td>5. Missiological Practicum &amp; Mentoring</td>
<td>5. Missiological Practicum &amp; Mentoring</td>
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<td><strong>Choice of electives.</strong></td>
<td><strong>Choice of electives.</strong></td>
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**Counseling Ministry Track**

<table>
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<th>Courses</th>
<th>Credits</th>
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<tbody>
<tr>
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<td>2. Chr. and World Religions</td>
</tr>
<tr>
<td>3. Pastoral Skills</td>
<td>3. Pastoral Skills</td>
</tr>
<tr>
<td>4. Organizations and Change</td>
<td>4. Organizations and Change</td>
</tr>
<tr>
<td>5. Advanced Homiletics</td>
<td>5. Advanced Homiletics</td>
</tr>
<tr>
<td>7. Human Development</td>
<td>7. Human Development</td>
</tr>
<tr>
<td>8. Psychopathology</td>
<td>8. Psychopathology</td>
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<tr>
<td><strong>No electives, but 3 seminars (1 credit each)</strong></td>
<td><strong>No electives, but 3 seminars (1 credit each)</strong></td>
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</table>

### 8. Master of Arts (Academic Tracks)

**Program Description**

The Master of Arts (Academic Tracks) degree program is designed to prepare academically-oriented students, aspiring scholars and teachers, and intellectually-oriented practitioners. Students may choose: (1) the **Biblical Studies track**, in which they will be prepared to engage the Bible in a hermeneutically thoughtful, self-critical yet Christ-honoring way; or (2) the **Missional Theology track**, in which they will prepared to be thoughtfully and systematically engaged in missional thought and ideas, practices, plans, and action.

**Admissions and Program Length**

To be considered for the Master of Arts (Academic Tracks) degree program at Missio Seminary, the student must complete the application form, including all required elements of the application. The degree is open to students who have completed a bachelor’s degree from an
accredited college or university with a minimum cumulative grade point average of 2.0. The program takes two years to complete.

Program Goals

Biblical Studies Track
Goal 1: Students will cultivate grace-based missional lives characterized by the fruit of the Spirit, and love for God and others.
Goal 2: Students will demonstrate knowledge of the Bible and the ability to humbly interpret and apply it in light of history, culture, and genre.

Missional Theology Track
Goal 1: Students will cultivate grace-based missional lives characterized by the fruit of the Spirit, and love for God and others.
Goal 2: Students will demonstrate knowledge of the Bible and the ability to humbly interpret and apply it in light of history, culture, and genre.
Goal 3: Students will know the key persons, ideas, and movements in the history of theology and the Christian tradition and their significance today.

Curriculum

- Students must pass the Bible Knowledge exam at least one full term prior to the term in which they are graduating.
- Course descriptions are listed in section 11.

Core Courses:
Foundations
World Christian History 1
Hermeneutics
Reading the OT Missionally
Reading the NT Missionally
Theology 1
Theology 2
Christianity & World Religions
Thesis

Track Courses:

Biblical Studies
Biblical Hebrew 1 or Biblical Greek 1
Biblical Hebrew 2 or Biblical Greek 2
Pentateuch or Gospels Book Study
Wisdom or Pauline Epistles Book Study
Prophets or General Epistles Book Study
Specialization Electives (6 credits)

Missional Theology
Theology 3
World Christian History 2
Formation & Mission
Specialization Electives (12 credits)
9. Master of Arts in Ministry Program

Purpose

The purpose of the program is to prepare reflective practitioners to be missionally engaged in a variety of ministry settings.

Admissions and Program Length

To be considered for the Master of Arts in Ministry degree program at Missio Seminary, the student must complete the application form, including all required elements of the application. The degree is open to students who have completed a bachelor’s degree from an accredited college or university with a minimum cumulative grade point average of 2.0. The Master of Arts in Ministry takes two years to complete.

Program Goals

Goal 1: Students will cultivate grace-based missional lives characterized by the fruit of the Spirit, and love for God and others.
Goal 2: Students will demonstrate effective missional leadership based on biblical values and individual gifting, personality, call context, and relational skills.
Goal 3: Students will critically, constructively, and creatively engage our postmodern culture with the hope of the gospel.

Curriculum

- Students must pass the Bible Knowledge exam at least one full term prior to the term in which they are graduating.
- Course descriptions are listed in section 10.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>CREDITS</th>
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<tbody>
<tr>
<td>Core Courses</td>
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<td>Hermeneutics</td>
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<td>Reading the OT Missionally</td>
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<td>Reading the NT Missionally</td>
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<tr>
<td>Theology 1</td>
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<tr>
<td>Formation and Mission</td>
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<td>Ministry Courses</td>
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<td>Leadership Development</td>
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<td>Homiletics</td>
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<td>Organizations and Change</td>
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<td>Community and Mission</td>
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<td>Ministry Internship</td>
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<tr>
<td>Ministry Specialization Electives</td>
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<tr>
<td>TOTAL CREDIT HOURS</td>
<td>48</td>
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</tbody>
</table>
10. Master’s Programs Course Descriptions

Courses are offered in the hybrid course format unless stated otherwise in the course description. Course identification numbers that end in “A” are online courses (some of these courses will offer optional face-to-face meetings or class sessions).

Course descriptions are subject to change and not all courses are offered every year. Some courses are offered on an “on demand” basis only. For more information about a specific course, contact the director of academic services. Course descriptions are categorized by discipline [Old Testament (OT), New Testament (NT), Theology & History (TH), and Practical Theology (PT)].

Old Testament Courses (OT)

OT 501 Reading the Old Testament Missionally

Get involved in God’s mission by listening to God’s story, by studying God’s word, and by pointing to God’s son in order to bless God’s world. Struggle with tough texts and ask hard questions in order to comprehend profound new insights about God and his character. Watch God at work in his word, creating his world, establishing his people, developing his leaders, caring for the poor, fighting for justice, and redeeming humanity. Three hours. Auditing prohibited.

OT 510/A, 511/A Biblical Hebrew 1-2

Step back in time and listen to God’s story in the original language of the Old Testament. Appreciate the linguistic link to different eras and cultures and the God who spoke in and through them. Learn the sights, sounds, and syntax of biblical Hebrew (Hebrew 1) and explore the structure and significance of Old Testament narrative by translating chapters of Genesis (Hebrew 2). Three hours each. Auditing prohibited.

OT 522 Old Testament Pentateuch Book Study (Genesis; book may vary)

Learn what it means to be fruitful and multiply as the bearers of God’s image. Wonder at the goodness of God’s creation and weep over the tragedy of sin, violence, and the flood. Journey with Abraham, Sarah, and Hagar. Wrestle with Jacob, Rachel, and Leah. Dream with Joseph and his family. Be blessed in order to be a blessing and to participate in God’s mission to bless the earth. Prerequisite: OT 511 for language students. Three hours.

OT 605 Old Testament Prophets Book Study (books may vary)

Samuel-Kings: Witness the rise and fall of Saul, David, and Solomon, the first kings of Israel. Be
amazed at the dramatic exploits of the prophets Samuel, Elijah, and Elisha. Listen to wise women like Abigail, Tamar, and Huldah as they teach and bless Israel’s rulers. Watch ancient empires like Egypt, Assyria, and Babylon be used by God to punish his people. Long for a day when the truly righteous Messiah comes.

Isaiah: Come, all who are thirsty (55:1), hear the word of the LORD...listen to the teaching of our God (1:10). Seek justice, rescue the oppressed (1:17), share your bread with the hungry, and bring the homeless into your home (58:6). Pray like Hezekiah (38:2) and speak words of comfort like God (40:1). Respond to the question “Whom shall I send?” with, “Here am I, send me” (6:8).” Rejoice that a child has been born (9:6), who was called Immanuel (7:14).

Prerequisite: OT 511 for language students. Three hours.

OT 606 Old Testament Writings Book Study (Psalms; book may vary)

Pray with the psalmist and explore the wildly divergent genres of the psalms.
Plant yourselves by streams of water and delight in the law of YHWH.
Ask God “why have you forsaken me?” and write a psalm of lament.
Lie down in green pastures and let God’s goodness and mercy pursue you.
Recall God’s work in history and declare “his steadfast love endures forever.”
Praise God in the classroom, Praise the LORD.
Prerequisite: OT 511 for language students. Three hours.

OT 610 Hebrew Readings: Ruth & Jonah

This course gives students extensive opportunity to read (translate) the biblical texts of Ruth and Jonah, and introduces exegetical principles of some non-poetic genres. Prerequisite: Biblical Hebrew 2. Three hours.

OT 651 God of the OT: Angry? Racist? Sexist? Correcting Common Distortions

Why does the God of the OT have such a bad reputation? Based on certain texts Christians sometimes conclude that the OT God is angry, violent, legalistic, sexist or racist, and they struggle to reconcile this "mean" image of God with the "nice" image found in the NT. Thus, it appears that a version of the Marcionite heresy (the OT God is harsh while the NT God is loving) has survived in popular forms of Christianity. In order to correct this distorted view of the OT, we will examine texts that address these issues and discuss problematic aspects of the portrayal of God's character in the OT. While these tensions can never be fully resolved, understanding the broader purposes of God throughout Scripture will help us realize not only that there is in fact only one God, but also that Jesus helps us reconcile these two supposedly contradictory perspectives. We will also gain insight into how to address these problematic issues that the church struggles with today. Three hours.

New Testament Courses (NT)

NT 501 Reading the New Testament Missionally
Survey the history of God’s dealings with human race from the vantage point of the goal and climax of that story. Enter the wonder of the New Testament writers as they discover the breathtaking and creative faithfulness of God as revealed in the Messiah. Discover how God desires a people that reflects his creative faithfulness. *Three hours. Auditing prohibited.*

**NT 510 Biblical Greek 1**

This course introduces Koine Greek, the language of the New Testament. We will study the basic grammatical elements of New Testament Greek as presented in the first twenty chapters of the world’s most famous New Testament primer, *Basics of Biblical Greek*. In addition to key grammatical concepts, we will also memorize the most frequently used words in New Testament Greek and also learn about New Testament textual criticism. *Three hours. Auditing prohibited.*

**NT 511 Biblical Greek 2**

By building on the first semester of Intermediate Greek, the second semester of Greek I will continue to build vocabulary, introduce the student to additional moods and grammar in preparation for additional translation exercises. Continued attention will also be given to the following: 1) basic Greek grammar; 2) morphology and function - morphosyntax - of participles, subjunctives, infinitives, imperatives, “mi” verbs, et al 3) frequency- used Greek vocabulary; 4) how to use various Greek resources for translations, interpretation, and exposition. Prerequisite: Biblical Greek 1. *Three hours. Auditing prohibited.*

**NT 522 New Testament Gospels Book Study (books may vary)**

Confront head-on the reality of four different canonical perspectives on Jesus and revel in the creative wisdom of God in providing this four-fold witness. Ponder the unique portraits of Jesus by the gospel writers and learn to welcome not only their agreements but also their differences. In so doing, experience the rich and profound challenge of the Jesus of history. *Prerequisite: NT 510 for language students. Three hours.*

**NT 605 New Testament Acts/Pauline Book Study (books may vary)**

Marvel at God’s wisdom in embedding the core of Christian theology in the occasional letters of a first-century missionary. Explore Paul’s pre-Christian worldview and motives and appreciate the way Jesus Christ transformed his thinking. Learn to follow Paul’s profound arguments to his first-century converts and to make appropriate applications to 21st century readers. Prerequisite: NT 510 for language students. *Three hours.*

**NT 606 New Testament General Epistles Book Study (1 Peter; book may vary)**

Place yourself back within the complex world of the late first century as the Church, increasingly distinguished from Judaism, comes under the intense scrutiny of pagan neighbors and imperial
learn to listen to 1 Peter’s wise and nuanced counsel and thus discern how effectively

to bear the name “Christian” in a pluralistic and sometimes hostile world.

Prerequisite: NT 511 for language students. Three hours.

NT 610 Greek Readings
Greek Readings continues the study of Koine Greek, the language of the New Testament, from
Greek 1-2. The course provides an inductive approach to the study of New Testament Greek.

Prerequisite: Biblical Greek 2. Three hours.

NT 612 Historical and Cultural Backgrounds of the New Testament

In God’s providence, the second portion of the Christian canon arose out of a context strikingly
different from the ancient near Eastern context which framed the Jewish Bible/Old Testament.
The producers and earliest readers of the New Testament were Jewish and Gentile folk who
belonged firmly in the Greco-Roman world. The various writings of the New Testament originally
addressed issues and concerns arising from God’s work in that world with language and concepts
often foreign to ours. Through a series of primary source readings, this course aims to help
students begin developing a first-century ear for the message of the New Testament and for the
New Testament’s use of the Old. Students who understand and appreciate the original historical
and cultural context of the New Testament will better be able to bridge the gap to our own
context. Offered on demand. Prerequisite: NT501. Three hours

NT/TH 632 History of Biblical Interpretation

Has the Church misread the Bible? Most assuredly and without equivocation, “Yes!” and “No!”
This course will assist students in understanding why that answer is the only possible correct one.
Students will wade into the stream of Biblical interpretation not “upstream” from the Bible
(Hebrew, Greek, historical and cultural backgrounds, etc.) but rather “downstream” from the
Bible: How has the church through the ages and scattered in various locations tried to make sense
of and apply what it received? How has the great variety of interpretive contexts led to wonderful
discoveries and baffling betrayals of the message of the Bible? How can our contexts do the same
thing? We will learn how as we sit at the feet of some of the greatest users and abusers of the
Bible in the history of the Church. Offered on demand. Prerequisite: TH525. Three hours

NT 646 Paul and his Ancient Interpreters

The Church has been reading Paul almost from the very beginning. And for just as long it has
pondered what he meant. In some ways, early readings of Paul differ markedly from the ways
Paul has been read in Protestant circles since the Reformation. This should not surprise us; after
all, it was St. Peter who confessed about Paul’s letters, "There are some things in them hard to
understand, which the ignorant and unstable twist to their own destruction" (2 Peter 3:15). The
goal of this course is to avoid being “ignorant and unstable” by learning from the success and
failures of those who have preceded us in the great endeavor of understanding and applying “the
revelation of the mystery” that Paul received (Rom 16:25). In this course we will read and discuss
interpretations of Paul from the second century to the early modern period. Offered on demand. *Prerequisite: NT501 and NT605. Three hours*

**NT 647 Current Issues in Pauline Studies**

The writings of Paul are central to Christian theology and self-understanding. Yet in the last 50 years the study of Paul has undergone real change. This course will give the motivated student a chance to explore in greater depth some of the key issues animating current Pauline scholarship and their implications for the missional church. Topics will evolve with the changing discussion and the needs of students, but in its current iterations the course will likely delve into some of the following: the New Perspective and post-New Perspectives on Paul, Paul, apocalyptic and salvation history, Paul’s use of the Old Testament and his view of the Law, the Faith of Jesus Christ Debate, Paul and Empire, and Pauline Ethics. *Offered on demand. Prerequisite: NT501 and NT605. Three hours*

**Theology & History Courses (TH)**

**TH 521 Theology 1: The Character of God and Theological Method**

Get to know God. There is no higher aspiration. Marvel in the mystery of the Creator who reveals Himself as Father, Son, and Holy Spirit. Ferret out sound methodologies for getting to know God better in community with other faithful pursuers of God. See how and why our understanding of God has developed through human history right up to the present day. Improve understanding and life in concert with God even still. *Three hours.*

**TH 525 Hermeneutics**

Become an astute and skilled interpreter – of the Bible, yes; but not just the Bible. Because living life is itself an exercise in interpretation, and because the give-and-take of any human communication constitutes the essence of “hermeneutics,” your growing in the skills and knowledge of this course will foster your growth as a human being. Growing as a biblical interpreter and Christian leader are by-products of the skills and abilities you will develop in this course. *Three hours.*

**TH 529 The Practice of Generous Orthodoxy: Contemporary Issues in Theology & Ministry**

This highly adaptable, elective course brings the student in dialogue with select contemporary issues in controversy in theology, biblical studies, apologetics, and practical ministry, with the goal of engaging these issues responsibly, biblically, and with a spirit of charity and generosity. The student is encouraged not only to come to biblically informed conclusions concerning these issues, but also is given tools and considerations that hopefully will enable the student to interact with those of a different viewpoint winsomely, authentically, and Christianly. *Offered on demand. Three hours.*
TH 531 World Christian History 1

Moving from beyond the realm of the New Testament, discover what happens when Christian faith meets the messiness of life! Let us take a trip around the world, stretching our legs and sharpening our minds as we view amazing remnants, follow hidden trails, and hear inspiring stories from local Christian guides. Brace yourself as we journey from Asia to Africa, Israel to Iceland, and Tehran to Tokyo. *Three hours.*

TH 532 World Christian History 2

Join the most invigorating yet debated conversation in history—deciding which of the world’s 50,000 Christian denominations most faithfully defines and depicts God! Learn how Christians, from their small population in the ancient world to their commanding presence today, have organized and understood themselves in relation to the world and other Christians. Compare and contrast the world’s majority Christian traditions from the Middle East to Latin America. *Prerequisite: TH 531. Three hours.*

TH 533 World Christian History 3

Dive into the history of the most printed book of all times, the Bible! Discover how Christians from across the globe have studied, taught, debated, and even adorned it. Find out why some Christians have fewer books in their Bibles than others, and uncover the captivating yet complex history of how this book—painstakingly copied by the fragile hands of men and women—has been preserved for more than 2,000 years. *Prerequisite: TH 532. Three hours.*

TH 570 Understanding and Engaging Culture

All biblical interpretation, theological reflection and ministerial practice take place in the context of particular social and cultural settings. These settings in turn shape and influence the ways in which these activities develop and are pursued. Christian leaders need to approach the tasks of proclamation, witness and ministry with a keen awareness of the particular setting(s) in which they are situated in order to be maximally effective in these tasks. Students in this course will study the nature of culture, the relationship of culture to forms of thought and practice, a theology of culture, various approaches to the questions of contextual theology, and the task of constructing local theologies in a pluralistic culture. In addition, students will develop approaches to the various tasks of ministry that are appropriate in their own particular contextual settings. *Offered on demand. Three hours.*

TH 602 Theology 2: God in Christ and the Mission of the Kingdom

Learn what it means to follow Jesus into the world. Explore why God came as a human, and why the messianic kingdom he brought came as such a surprise even to those anticipating it and wanting it. Come to understand why his kingdom continues to come as a surprise even today.
Actively participate in this redemptive story and see what it really means to lead others to do the same. **Prerequisite: TH 521. Three hours.**

**TH 603 Theology 3: The Holy Spirit, the Missional Church, and the Consummation**

Learn to discern the voice of the Holy Spirit and submit to the Spirit’s leading. Sort the power of the Spirit from the nonsense of charlatans. Come to greater appreciation for the Spirit’s unique work in Christian communities, the Church that constitutes Christ’s bride. Gain a vision for how God’s purposes in human history come to full fruition and learn how to join these purposes to be an agent of the Spirit’s work in the world today. **Prerequisite: TH 602. Three hours.**

**TH 606 Christianity & World Religions**

Recognizing that the world is now at our doorstep, learn how to communicate with people of other faiths in a responsible and respectful way. Putting aside any fears or biases, uncover what Muslims actually believe and decide for yourself why you think Islam is growing faster than Christianity. With a discerning eye and open mind, separate fact from fiction as we examine world religions from Buddhism to Hinduism and from Daoism to Mormonism. **Three hours.**

**TH 630 Generous Orthodoxy and Justification by Faith**

This course explores biblical teaching and current dialogues and controversies surrounding the doctrine of justification by faith, both within Protestantism and between Protestants (especially evangelicals) and Catholics. The student will engage in exegetical, biblical-theological, historical-theological and systematic-theological analysis with the goal of coming to biblically-based, historically-informed, and culturally-engaged conclusions, cultivating also a spirit of fair-mindedness, generosity and the ability to interact fairly and charitably with other viewpoints, both inside and outside evangelical Christian communities. **Offered on demand. Three hours.**

**TH 634 The Gospel and Inclusivism, Pluralism, and Exclusivism**

This course engages the student in a study of issues surrounding world religions and what is a proper Christian understanding of how Christian faith is similar to, different from, manifested in or diametrically opposed to the kind of faith or virtue fostered in other faiths. The student will evaluate arguments for and critiques of inclusivism, pluralism, and exclusivism, and will seek to establish a sound set of theological and personal conclusions regarding the “faiths” present in other religions. The goal is to come not only to sound conclusions rationally, but also establish a way of interacting with people of other faiths in a way that engages the real needs of people, and honors God and His Word. **Three hours.**

**TH 653 Evangelical Theology & Human Sexuality**

Develop a theological framework for healthy, godly formation in matters of human sexuality. In a culture that is sharply divided and highly confused, learn biblical wisdom that takes every
thought captive to the obedience of Christ (2 Cor 10:5) and denies ungodliness and worldly desires so as to live sensibly, righteously, and godly in the present age (Titus 2:12), whether single or married, young, middle-aged, or old, male or female. Offered on demand. Three hours.

TH 657 Apologetics in a Postmodern Age

Christians in the 21st century U.S. culture find themselves in a new, post-Christendom world. Such a world represents both new challenges and new opportunities for the ministry of the church. This course explores the sociological, philosophical, and cultural factors that constitute the shift to postmodernism, and assess strengths and weaknesses of postmodern assumptions for the Christian faith. The course then offers an analysis of challenges posed by modern and postmodern culture for apologetics, examines relevant evidences for the truth of Christianity, and assists the student in developing appropriately contextualized strategies for engaging people not-yet-believing with winsome, compelling reasons to consider the Christian faith and to embrace Christ. Three hours.

TH 674 Hermeneutics and Sociology (Interpretation, Culture, and Context)

Interpretation — not just of the Bible, but of any kind — represents an activity composed of complex dynamics, consisting of variables and factors that occur often unconsciously in the interpreter. This course surfaces and examines these variables, so as to alert the Christian leader to all that is involved in his or her interpreting (texts, others, communication) and BEING interpreted. A primary goal of the course is to help students develop not only into better interpreters, but better communicators, and better leaders. Offered on demand. Three hours.

TH 710 Issues in Eschatology: The Doctrine of Last Things

This elective course takes the student through an even-handed presentation of biblical teaching, while presenting the viewpoints, biblical and theological arguments for and against various positions regarding the future and end-times. Historical, biblical, and theological analysis will be conducted both in class and in independent student research, which examines the controversies between pre-, post-, and a-millenialists, all with a view to emphasizing what is “most sure” and pursuing all the Kingdom goals of the mission of God with confidence and hope, even while enduring resistance from the Enemy or hostility from the culture. Offered on demand. Three hours.

TH 750 Seminar in the Reformed Faith

This elective course will survey and explore historical and theological aspects, tenets, and people in that theocentric theological tradition that has come to be known as “Reformed.” Various individual topics will be taken up in the individual offerings of this course; e.g., the “five points of Calvinism,” the theology of the Westminster Standards, (American) Puritan theology, covenant theology; or prominent Reformed persons, such as John Calvin, Jonathan Edwards, Charles Hodge, or J. Gresham Machen. Offered on demand. Three hours.
TH 760 Issues in Dispensationalism and Covenant Theology

In the 1930s-1940s, a controversy erupted between exponents of these two Bible-believing, American evangelical systems of theology. Since that time, the points at issue between these two camps has often dominated intra-evangelical agendas and discussions (e.g., the timing of the “rapture,” whether Christ’s return will be pre-, post-, or a-millennial, the relationship between law and grace, Old Testament and New Testament). The issues in dispute have drawn in well-known figures like Charles Ryrie, John Walvoord, John MacArthur, J. Gresham Machen, R. C. Sproul, John Gerstner, Vern Poythress, Darrell Bock and Craig Blaising. The histories of prominent institutions have been affected by these controversies, as well; e.g., Cairn University, Dallas Seminary, Westminster Seminary, and our own seminary. This elective course explores both the history and the issues involved and encourages the student, throughout, to be a peace-maker in the controversy, as he or she comes to his or her own conclusions on the specific issues in contention. Offered on demand. Three hours.

TH 770 American Evangelicalism and Fundamentalism

This elective course examines the history and issues that have largely shaped Bible-believing churches and Christian fellowships throughout the 20th-century. The confrontations with “liberalism” and “modernism” are given special attention. This course will encourage the student to recognize specific ways in which the great struggles of the recent past have affected and influenced our present-day Bible-believing Christian testimony and mission — positively and negatively. Some attention and discussion will also be given to how our agenda is, ought and/or ought not be affected by the principles and dynamics surfaced by this analysis. Offered on demand. Three hours.

TH 775 MA Thesis

Required for the MA Academic Track only. Offered on demand. Three hours.

Practical Theology Courses (PT)

PT 500 Formation & Mission

Learn to live in loving union with Jesus Christ, which is the heart and center of the Gospel. To be saved is to be united with the Savior; and to be missional is to participate in the Savior’s missional life. So what could be more important than to develop a theology and praxis of union with Christ as a foundation for missional ministry? Come learn to lead—and live—from the inside out. Three hours.

PT 501 Foundations

Learn how to flourish in the inviting educational experience that Missio Seminary provides.
Begin grappling with important theological questions that will carry implications for your self-discovery, reading of the Bible, and engagement with the world. Embrace God’s calling on your life as your ability to think and communicate is refined, your cultural intelligence increased, and your professional skills enhanced. *Three hours.*

PT 505 Pastoral Counseling

Equip pastors and other ministry leaders with necessary pastoral counseling skills needed in their context. Learn the importance and power of listening to troubled people and practice the art of “walking with” those in need. Appreciate the history and Christian tradition of “people helping” while becoming familiar with counseling resources outside the church. *Three hours.*

PT 510 Missiology

Acquire the tools to grow as a minister of the gospel ready for fast-changing, diverse contexts. Learn how to reach men and women from all tribes and nations. Start to think and practice like a missionary in our increasingly secular and global reality. Grow as a Christian leader who can help the church navigate the unfamiliar terrain ahead with creativity and wisdom. *Three hours.*

PT 518 Exegeting the City

Develop strategies that support effective city ministry with research and information gathering tools that consistently prove important for serving effectively within urban settings. Examine operational methods such as neighborhood mapping, community organizing, and civic planning with a view to fostering and implementing positive changes for challenged cosmopolitan residents. Study God’s concern for the city while translating ideals into ethical frameworks that are part of the gospel message, which in turn reinforces the quality of urban life. *Three hours.*

PT 519 Anthropology

Venture into worlds unknown whether across the globe or in your own neighborhood. Get to know other peoples and cultures. Mature as a cross-cultural communicator. Make the most of opportunities for the gospel to cross cultural barriers. Learn how to adapt ministry practice for various contexts, as Christians without borders. *Three hours.*

PT 527 Difficult Issues in Pastoral Counseling

Be prepared to face the challenging relational and psychological issues impacting individuals, marriages and families. Explore the biblical and counseling insight needed to provide intervention within the context of the church’s ministry. *Three hours.*

PT 550 Community & Mission

Learn essential principles for engaging communities for holistic mission. Participants develop an
overview of how to engage, advocate, and lead effective local ministry. While people outside of the context often view urban society negatively, emphasizing problems despair and dysfunction, this course will affirm and join in the manifestations of God’s love for the city, providing not only a healthier perspective but also a vision for implementing the gospel’s ethical dimensions in any community. *Three hours.*

**PT 600 Leadership Development**

Explore the elements of leadership that reach beyond the church. Delve into how business, politics and the arts intersect with the church while progressively impacting economic justice, community development and societal transformation. This course activates leadership that inspires the desire for change in people. Learn the fundamentals that dismantle prevailing models and moves past the charisma of an organizational commander while examining expressions of God’s Kingdom in all human activity. *Three hours.*

**PT 601 Homiletics**

Become a better communicator of God’s word, in and outside the pulpit and beyond. Learn to engage in preaching as a divine-human encounter, in which God addresses the brokenness and beauty of the human condition. Learn how preaching’s mission can become a powerful force of social transformation in our context. Together men and women will experience the unifying function of the word of God that assembles the world around the incarnation of Jesus. *Three hours.*

**PT 610 Advanced Homiletics**

When people think about pastors, they often think of preaching and sermons. What does it mean to preach God’s Word faithfully, contextually, effectively and in both natural and supernatural ways? In this course, topics such as Jesus’ teaching styles, how people learn, growth and change, preaching in the power of the Spirit, how to exegete the text while also exegeting one’s context, as well as very practical elements of preparation, presentation and evaluation will be discussed. TBA. *Three hours.*

**PT 615 Organizations and Change**

Lead well and wisely, utilizing tested tools to discern the unique contextual DNA of any specific culture, and facilitate a process that leads to a positive change environment in the organization. Master each of the instruments to assess, diagnose, and plan appropriate interventions, culminating in an executable vision to move the organization forward to greater health and effectiveness. *Three hours.*

**PT 630 Pastoral Skills**
This course is an exploration of the concept of the ministry and minister's responsibilities with an emphasis on church leadership, administration, pastoral service, and role in public worship. The course is designed to familiarize the entry-level minister with the primary requirements of the pastoral office. The course also includes an internship component where knowledge and skills from the course must be implemented and practiced in a ministry context. *Three hours.*

PT 650 Ministry Internship Seminar

A seminar for students presently engaged in ministry to develop and sharpen ministry skills through practice and application in a ministry setting. The student identifies the learning outcomes desired and, with the guidance of a site supervisor, pursues that learning objective. In review sessions students interact with a variety of ministry situations in consultation with a faculty mentor. Prerequisite: PT 500 and internship contract form submitted and approved. *Three hours.*
11. Graduate School of Counseling

Purpose

The overall purpose of the Graduate School of Counseling (GSOC) is to equip students to provide wise comfort for hurting people, along with a hope for lasting change. Counseling ministries take many forms so our courses and programs are generalist in nature and applicable in a wide variety of contexts from ministry to professional settings. To ensure that what we teach is up-to-date, courses are taught by faculty who are actively providing counseling services in a variety of settings.

Master of Arts in Counseling (MAC) Degree Program

Email: gsoc@missio.edu

MAC Program Overview

The centerpiece of the Missio Seminary GSOC counseling curriculum is its MA in Counseling degree program, a 60 credit hour (3 year) degree. The program is delivered in a cohort format for the benefit of the working student interested in completing graduate education in counseling in a timely fashion. This format also provides spiritual and collegial support and the assurance that classes build one upon another.

As an integral part of this curriculum, students will complete 700 hours of fieldwork experiences in real world settings of their choice. In addition, this program provides regular assessment of students’ growth in skill and character. Tools used to assess student learning include faculty, peer, and supervisor evaluations; clinical counseling exam; and review of counseling transcripts.

Students find that they grow not only in professional skill, but also in Christian character through personal spiritual growth and maturity. Students’ growth as Christians and as counselors will be influenced by their willingness to disclose and work on issues that God has revealed. Personal information revealed by students in the program to professors and other cohort students will be kept in strict confidence by others except in matters of personal safety laws.

Since many students are interested in licensure and/or certification, our curriculum has been shaped to help students achieve most of the credits they need for eventual licensure or certification as professional counselors. Since no graduate program can guarantee licensure or certification, the Graduate School of Counseling encourages students to consult the appropriate licensing/certification agency as soon as possible to determine if the MAC program meets their specific needs.

In addition, Missio Seminary offers a 48 credit hour (2 year) non-licensure track degree.
Admissions and Program Length

The MAC degree and certificate programs are open to students who have completed a bachelor’s degree from an accredited college or university with a minimum cumulative grade point average of 3.0. Students must complete all elements of the application forms and process.

The degree program is delivered in a cohort setting where students follow a designated path, enabling them to complete their degree within 36 months. Normally MAC courses include one Saturday class per month. The MAC program includes two required weekend retreats that occur each fall.

MAC Program Mission Statement

To prepare Christian counselors for professional and nonprofessional ministry who love people in all their God-given diversity, who engage science and culture with wisdom and discernment, and who skillfully apply the grace and truth of the Gospel first to their own lives and then to their counselees.

MAC Program Goals

Goal 1: Students will live grace-based lives characterized by wisdom, the fruit of the Spirit, and love for God and others.
Goal 2: Students will demonstrate commitment to humble, learner-oriented ministry in a world marked by cultural, theological, and philosophical diversity.
Goal 3: Students will grow in knowledge of the Bible and the ability to humbly interpret and apply it in light of history, culture, and genre.
Goal 4: Students will demonstrate effective counseling skills in light of each student’s gifting, call, and context.

Program Committee

The committee overseeing the MAC program is the Graduate School of Counseling (GSOC) Committee. It consists of the MAC program director, assistant director, fieldwork coordinator, and program professors. Also participating at times are the academic dean and the cohort presidents. All correspondence needs to go through the assistant director. The functions of the committee are to review the success of the program with regard to its goals, review course syllabi, and settle disputes.
# Curriculum and Course Order

MAC Cohort Course Order – 60 Credit Hour licensure track degree

<table>
<thead>
<tr>
<th>Year 1</th>
<th>COURSES</th>
<th>CANDIDACY LEVELS</th>
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<tbody>
<tr>
<td><strong>Fall</strong></td>
<td>MAC 510 Helping Relationships (3) †</td>
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<td></td>
<td>MAC 525 Ethics and Professional Orientation (3) *</td>
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<td></td>
<td>MAC 500 Human Development and Change (3) †*</td>
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<td></td>
<td>Retreat Required; non-credit (must complete 2)</td>
<td></td>
</tr>
<tr>
<td><strong>Winter</strong></td>
<td>MAC 501 Counseling and the Biblical Text 1 (2)</td>
<td>CCE – Clinical Counseling Exam Part A</td>
</tr>
<tr>
<td><strong>Spring</strong></td>
<td>MAC 512 Psychology and Professional Orientation (3) †</td>
<td>CCE – Clinical Counseling Exam Part B</td>
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<tr>
<td></td>
<td>MAC 803 Social &amp; Cultural Diversity (3) *</td>
<td></td>
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<td></td>
<td>MAC 704 Models of Counseling (3) †*</td>
<td></td>
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<tr>
<td><strong>Summer</strong></td>
<td>Electives (credits vary) †</td>
<td>Total of 1 credit needed for degree</td>
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<tr>
<th>Year 2</th>
<th>COURSES</th>
<th>CANDIDACY LEVELS</th>
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<tbody>
<tr>
<td><strong>Fall</strong></td>
<td>MAC 595 Counseling and Theology (2)</td>
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<tr>
<td></td>
<td>MAC 602 Counseling &amp; Physiology (3) †*</td>
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<td></td>
<td>MAC 605 Advanced Skills (3) *</td>
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<td></td>
<td>Retreat Required; non-credit (must complete 2)</td>
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</tr>
<tr>
<td><strong>Winter</strong></td>
<td>MAC 511 Counseling and the Biblical Text 2 (2)</td>
<td>Practicum Candidate</td>
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<tr>
<td><strong>Spring</strong></td>
<td>MAC 520 Practicum and Professional Orientation (3)</td>
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<td></td>
<td>MAC 805 Group Counseling (3)</td>
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<td></td>
<td>MAC 621 Child and Adolescent Counseling (3) *</td>
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<td></td>
<td><strong>International Students must take Psychological Assessment in spring of year 2</strong></td>
<td></td>
</tr>
<tr>
<td><strong>June</strong></td>
<td>MAC 804A Career &amp; Lifestyle Development (3)</td>
<td>Internship Candidate</td>
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<tr>
<td><strong>Summer</strong></td>
<td>Electives (credits vary) †</td>
<td>Total of 1 credit needed for degree</td>
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<tr>
<th>Year 3</th>
<th>COURSES</th>
<th>CANDIDACY LEVELS</th>
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<tbody>
<tr>
<td><strong>Fall</strong></td>
<td>MAC 600 Internship and Professional Seminar 1 (3)</td>
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<tr>
<td></td>
<td>MAC 601 Marriage and Family Therapy (3) *</td>
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<td>(GTRI online elective (1))</td>
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<td></td>
<td>Elective tracks (credits vary)</td>
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<td></td>
<td>Retreat Required; non-credit (must complete 2)</td>
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<td><strong>International Students must take 3 elective credits in the fall of year 3</strong></td>
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<tr>
<td><strong>Winter</strong></td>
<td>MAC 521 Counseling and the Biblical Text 3 (2)</td>
<td>Graduate candidate</td>
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<td>(GTRI online elective (1))</td>
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<tr>
<td><strong>Spring</strong></td>
<td>MAC 610 Internship and Professional Seminar 2 (3)</td>
<td>Eligible to apply for NCC and take NCE exam</td>
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<tr>
<td></td>
<td>MAC 802A Research and Program Evaluation (3) *</td>
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<td></td>
<td>MAC 801A Psychological Assessment (3)</td>
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<td>(GTRI online elective (1))</td>
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<td>(GTRI intensive elective (1))</td>
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<tr>
<td><strong>Summer</strong></td>
<td>(GTR Immersion elective (1))</td>
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**TOTAL CREDIT HOURS: 60**
MAC Cohort Course Order – 48 credit hour non-licensure track degree

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<tbody>
<tr>
<td>Fall</td>
<td>MAC 510 Helping Relationships (3) †</td>
<td>CCE = Clinical Counseling Exam Part A</td>
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<tr>
<td></td>
<td>MAC 525 Ethics and Professional Orientation (3) *</td>
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<td>MAC 500 Human Development and Change (3) **</td>
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<tr>
<td>Winter</td>
<td>MAC 501 Counseling and the Biblical Text 1 (2)</td>
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<tr>
<td></td>
<td>MAC 512 Psychopathology (3) †</td>
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<td>MAC 803A Social &amp; Cultural Diversity (3) *</td>
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<td>MAC 704 Models of Counseling (3) **</td>
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<tr>
<td>Spring</td>
<td>Elective Options: †</td>
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<tr>
<td></td>
<td>Summer Counseling Institute Electives (credit varies)</td>
<td>Total of 9 credits needed for degree**</td>
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<td></td>
<td>Retreated Required; non-credit</td>
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<tr>
<td>Summer</td>
<td>Elective Options: †</td>
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<tr>
<td></td>
<td>Summer Counseling Institute Electives (credit varies)</td>
<td>Total of 9 credits needed for degree**</td>
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<th>Year 2</th>
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<tbody>
<tr>
<td>Fall</td>
<td>MAC 595 Counseling and Theology (2) *</td>
<td>Practicum Candidate</td>
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<tr>
<td></td>
<td>MAC 601 Marriage and Family Therapy (3) *</td>
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<td></td>
<td>MAC 605 Advanced Counseling Skills (3)</td>
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<td></td>
<td>(GTRI online elective (1))</td>
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<tr>
<td>Winter</td>
<td>MAC 511 Counseling and the Biblical Text 2 (2)</td>
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<td></td>
<td>(GTRI online elective (1))</td>
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<tr>
<td>Spring</td>
<td>MAC 520 Practicum and Professional Orientation (3)</td>
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<td>MAC 805 Group Counseling (3) *</td>
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<tr>
<td></td>
<td>MAC 804A Career &amp; Lifestyle Development (3)</td>
<td>Graduation Candidate</td>
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<td></td>
<td>Summer Counseling Institute Electives (credit varies)</td>
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TOTAL CREDIT HOURS: 48

† These courses can be taken in the certificate program and then rolled into the cohort program starting every fall.
* These courses include a Saturday class from 8:30 a.m. to 4:30 p.m.
** Students may choose electives from another program but the credits will not transfer back if returning to the licensure track.

See the cohort calendar for specific dates of courses.

Students will be expected to complete 20–25 hours of homework each week. Students will complete 700 hours of supervised practicum and internship in an area for which they have a passion.

Fieldwork Hour Estimates
If you would like to complete your fieldwork in 15 months (spring semester year 2 – spring semester year 3):
280 direct hours = 19 per month average
380 indirect hours = 25 per month average
40+ supervision hours = 4 per month average
Total: 700 = 47 per month average

Program Overview

The purpose of this section is to be an extended resource for students, staff, and faculty. The MAC program follows the seminary’s academic policies except where the nature of the MAC program requires modification. This section usually describes only those policies and procedures that differ from those in the earlier sections of this catalog. In the case of any conflicting information, the earlier sections take precedence.
Please note that students are fully responsible to know and follow all seminary rules, regulations, deadlines and all requirements concerning their degree programs as published in the academic catalog.

Orientation

Student orientation is an online “course.” New students who have matriculated (paid the $100 fee) will be given access to the orientation course (NC100) on the E-Campus. In addition, MAC students must take the online MAC orientation course on the E-Campus called MAC100. Within the MAC100 course you will find program information like this supplement that you will need to review. It is your responsibility to review and become familiar with the policies and procedures of the MAC program as listed on the MAC100 course site.

Other Requirements

Note: MAC student files are web-based in an ePortfolio. The individual student and MAC program staff and faculty have access to these files during the student’s program. Students will pay a one-time fee for access for up to 4 years.

Background Checks

Each student will need to get a recent criminal and child abuse background check prior to being accepted and admitted into the program. This is in preparation for fieldwork placement. No student will be permitted to start in the program or move forward into fieldwork without a recent background check. Background checks can be submitted in paper form during the admissions process and then uploaded to the ePortfolio after acceptance. International students need to complete and sign the “International Student Background Check Verification Process” form.

Consent Form

Each student must sign a consent form, which outlines the program’s policies. Please complete in the student ePortfolio before the first night of class.

Reference and Information Release Forms

Each student must complete reference and information release forms, which allow for faculty and staff to release information on a student’s academic and/or clinical performance. Any time a student wishes to utilize a faculty or staff member as a reference for obtaining a fieldwork placement or employment, the student must notify and gain permission first. Please complete in the student ePortfolio before the first night of class.

Liability Insurance

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Each student is required to maintain liability insurance while participating in fieldwork placement. Options to purchase insurance will be available on the E-Campus Counseling Program Network.

*Personal Counseling*

Each student is required to seek personal counseling for at least 6 sessions while in the program.

**MAC Retreat Information**

MAC students must attend 2 retreats while in the program. Two *weekend retreats* are sponsored by the seminary. These will be held in the fall, usually in October. Note: You must attend at least two MAC retreat weekends in order to graduate. There is a yearly fee for retreats. Students in the non-licensure track must also attend two retreats.

*Weekend Retreat Policies*

Students are required to attend the seminary-sponsored retreat in the fall and must be present at all of the sessions (Friday night through noon on Sunday) in order to meet the requirement. Retreat speakers may assign work prior to the retreat. The retreat is pass/fail and is a non-credit event.

If a student is unable to attend a seminary-sponsored retreat in the fall, a variance form must be submitted to the GSOC Committee at the beginning of the fall term.

Missed retreats are required to be made up with the following:

- First Year MAC students- MAC550 Personal Counseling Retreat only
- Second Year MAC students- attend MAC retreat year 3
- Third Year MAC Students - **personal retreat** if the second year retreat was also missed
  - Students are required to submit a personal retreat approval form (see below) prior to going on their personal retreat. Personal retreats must be approved by the GSOC Committee. See Personal Retreat Guidelines, Policies, and Report Form below.

Note: Postponing retreat attendance/missing a retreat or make-up retreat may adversely affect a student’s program completion date. If a student fails to attend the retreat without a variance, the student automatically receives an “F” for the retreat. In addition, the full retreat cost (room & board) will be charged to the student’s account if a student is expected at a retreat but does not show up or give at least a month’s notice that s/he cannot attend.

*Personal Retreat Guidelines*
A personal retreat can be scheduled for any time during the year. It can be planned in basically three ways:

1. Isolated time alone with God. You plan and implement your own formation retreat. You stay at a retreat center, vacation house, hotel, etc. The place you stay should help you fulfill your retreat goals, rather than be a distraction. You use your time meeting with God, reading Scripture, prayer, and meditation. Your meals are simple or provided by the retreat center. You may choose to fast for a period of time. Length of retreat—30 hours, not including transportation.

2. Time alone with God and in the company of your spouse, who is also seeking the presence of God. You plan and implement your formation retreat with your spouse. This kind of retreat can be conducted in a retreat center or vacation house, hotel, etc. The place you stay should help you fulfill your retreat goals, rather than be a distraction. The key is to have an agreed-upon purpose for the retreat; a schedule for prayer, worship, and silence; and arrangements for meals or periods of fasting. Length of retreat—30 hours, not including transportation.

3. Attending a retreat sponsored by a Christian organization on a formation topic. You choose to attend a retreat that is designed for spiritual formation with or without your spouse. The topic should relate to deepening your spirituality, such as prayer, discipleship, aligning your priorities, Christian meditation, using a labyrinth for prayer, being a friend of God, etc. You may attend with your spouse, a friend, or alone. Retreats where you serve in leadership or have other responsibilities are not eligible for the personal retreat credit. Length of retreat—at least two days (for example, Friday night-Sunday morning or all day Friday-Saturday afternoon).

**Personal Retreat Policies**

**Approval for Your Personal Retreat is a Requirement:** At least 2 weeks before the retreat, submit your *Personal Retreat Approval Form* to the GSOC Committee. *Students must have approval for the retreat prior to attending the retreat.* (Note: You may not count a retreat you are leading.)

**Personal Retreat Report Form**

Submit your *Personal Retreat Report Form* to the GSOC committee within 4 weeks of the completion of your retreat. This will include a one- or two-page reflection paper. Your paper will be reviewed by your faculty advisor and returned to you promptly with a pass/fail grade. Retreat requirement will not be fulfilled if the report form has not been submitted within 4 weeks or if the reflection paper lacks thoughtfulness and clarity. Students who fail the personal retreat will need to repeat it or attend a LEAD retreat.

**Fieldwork**

The purpose of the practicum and internship is to expose students to the field of counseling. The experience will give students an opportunity to work with the types of clients learned about in the classroom. Fieldwork is designed to provide the student with experiences that enhance knowledge and skills while meeting MAC program learning outcomes: diversity, professional identity, ethics, and grace-filled biblical counseling with a commitment to humility.
Practicum and Professional Experience

The purpose of the practicum is to introduce students to professional counseling settings. This is accomplished through students obtaining placement in a counseling center, church, or organization where appropriate supervision is provided. The practicum is an important part of the MAC program. Beginning in the spring term, second year students will begin acquiring hours towards their fieldwork requirement.

The MAC program requires 100 hours of practicum to be completed before moving on to the internship portion of the fieldwork (a minimum of 40 direct and 60 indirect, which also includes 10 supervisory hours). As part of the practicum experience students will attend a seminar class where practicum experience and current counseling issues are discussed. The practicum will include 15 hours of class time, and faculty-involved precepting group experience.

Students need to complete at least 90% (36 hours) of direct counseling by August 31 of their second year in the program in order to be approved to start internship. Practicum consists of observing and participating in counseling activities in a recognized practicum site.

Practicum approval requires the following to be met by students:

- Clearance on criminal and child abuse background checks (updated within the last 3 years)
- Meet or exceed criteria for Practicum Readiness Review
- Positive course assessment from the Helping Relationships and Advanced Counseling Skills professor
- Complete 31 credits of coursework including: Helping Relationships, Human Development, Models of Counseling, and Psychopathology, and pass both CCE Exams
- Overall average of 3.0 in counseling courses and 2.0 in Bible/Theology courses
- Provide liability insurance certificate and updated background checks
- Sign and complete practicum placement form and practicum contract form and upload to ePortfolio

Once the checklist is complete, the fieldwork coordinator will submit the Practicum readiness approval via email to the student. Any request for exceptions to the policy must be submitted in writing to the fieldwork coordinator and the GSOC Committee. Exceptions will be considered on a case-by-case basis.

Internship

The internship presents students with the opportunity to gain knowledge and skill in providing counseling services in a supervised setting. This will allow students to experience how theories of change learned in the classroom come to life during counseling. Students will seek to develop a variety of skills and techniques used to provide humble and wise counsel.
The internship consists of 600 total hours of fieldwork (a minimum of 240 direct and 360 indirect, which includes 30 supervisory hours). While acquiring hours students will be in the Internship 1 and 2 courses. Practicum students will remain in practicum status but can accrue hours until internship approval is given. Due to the timing of certain requirements, an internship cannot officially start until July or later between years two and three.

Internship approval requires the following to be met by students:

- Complete and pass the Practicum course
- Complete 36+ direct practicum hours
- Acceptable evaluations from Practicum course professor and preceptor
- Acceptable supervisor(s) evaluations
- Acceptable GPA: 3.0 or higher for counseling courses; 2.0 or higher for Bible/Theology courses
- Pass CCE Clinical Exams
- Completed and signed Internship Placement form uploaded to ePortfolio
- Completed and signed Internship Contract form uploaded to ePortfolio
- Approval of Fieldwork Coordinator and GSOC Committee

**Program Completion**

*Requirements for Graduation*

- Successful completion of at least 60 hours (3.0 or higher average in counseling courses and 2.0 or higher in all other courses; 48 hours for non-licensure track)
- Successful completion of required fieldwork hours (including recommendations from supervisors, fieldwork coordinator, and professional seminar professors; not required for non-licensure track)
- Recommendation of the resident faculty

**Student Assessments**

*Student ePortfolio*

The student ePortfolio is created from evaluations from professors, mentors, and peers, plus the student’s own self-evaluations. It will also include on-going projects, videos, practicum, and internship evaluations, case presentations, and clinical counseling exams.

*Student Performance Evaluations*

This assessment is designed to track students’ growth in the 4 MAC Program Goals.
• **Self-Evaluations:** Basic self-evaluations consist of personality profiles, areas of gifting, areas of growth noted, clinical and field work, and audio/visual reviews.

• **Peer Evaluations:** Selected peers will complete an evaluation on a student. This allows for a more comprehensive evaluation process. Students will gain the perspective of those they have encountered and interacted with on a regular basis.

• **Course Evaluations:** Each student will evaluate every course in the curriculum and its instructor after completion of that course. This is an important and required part in assessing success and effectiveness of course materials and areas for needed improvement.

• **Faculty Evaluations:** All instructors will complete an evaluation for each student in the class at the completion of the course. Students will receive a summary of course reviews at their Practicum Readiness Review and Final Review unless the instructor deems otherwise.

• **Mentor Evaluations:** By your first retreat you need to have selected and started meeting with a mentor – someone who can guide you spiritually and be a support to you while you are in the program. Your mentor will need to turn in confirmation that you have been meeting for your Practicum Readiness Review and Final Review.

• **Supervisor Evaluations:** During the practicum and internship your supervisor will evaluate your progress and complete an evaluation form.

• **Clinical Counseling Exam – CCE:** During the MAC512 and MAC525A courses, the finals in these courses will constitute the clinical counseling exam. These are given in order to assess the student’s level of skill and knowledge prior to the start of the internship.

• **Mock and Video Counseling Reviews:** During MAC510, MAC605, and MAC610, students will be reviewed on their counseling skills.

• **Case Presentations:** During fieldwork courses (MAC 520, 600, and 610) students will participate in preceptor groups and present two current cases.

### MAC Academic Policies

#### MAC Workload

MAC program courses require additional work outside of class in exchange for less class time. Students should plan for 20-25 hours per week of homework in addition to class time. This homework will include internet-based work, so please prepare accordingly. Note: all information
and material utilized in the MAC program is subject to change at the discretion of the MAC director.

**GPA Policy**

The MAC Program has the following GPA requirements:

1. All counseling courses must average to a 3.0 (B) GPA. No student can start the practicum fieldwork in the second year of the spring semester unless at a 3.0 or higher.

2. Any individual counseling course where a grade is lower than a 2.0 (C- or 79.9 or below) will be considered a failing grade and the student will be subject to any or all of the following:
   - Obtaining permission from the student’s advisor to remain in the program
   - Probation, if lasting for more than two consecutive semesters, will be cause for dismissal from the program.
   - Need for remedial work or retaking of the course
   - Delays in starting field work experiences and/or graduation
   - All Bible and Theology courses must average to a 2.0 (C) GPA. These courses include: MAC501, 511, 521, and 595.

**Grading**

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**Grievance/Appeals**

A grievance is a complaint of either an interpersonal nature between two or more people or against the school or program policy. If it is an interpersonal concern the parties involved should follow Missio Seminary’s student grievance policy in accordance with Matthew 18 (see Academic Policies). If it is a grievance related to the policies of Missio Seminary or the MAC program then the student needs to refer to the variance or program dispute instructions below.
For variance issues a student must complete a variance form, which is available on the seminary website. For dispute issues a student must address the concern orally and in written form with the professor (in the case of grades or missed classes), your advisor (in the case of below baseline expectations or missed retreats), or the MAC fieldwork director (in the case of issues with the practicum or internship). After addressing the grievance with the other party involved (e.g., professor, etc.), if the student still feels unheard or disagrees with the other party’s decision, the student can appeal to the GSOC Committee. All paperwork and information must be brought to the assistant director for review by the GSOC Committee. A written response will be received within a week after the GSOC Committee meeting. The committee’s decision is final.

Licensure/Certification Disclaimer

Missio Seminary has designed its MAC degree program to educate students in professional counseling from a distinctly Christian perspective. Course titles and content have been chosen to address key professional counseling areas of study while still maintaining a biblical and ministry focus. Many of our students have interests in becoming licensed as professional counselors in their own states. Because no graduate program can guarantee licensure or certification upon graduation, we encourage students to consult the appropriate agency to determine whether our program will meet their specific needs.

Note for Students Seeking Licensure

Missio Seminary has no control over your state’s licensing board and in particular what course(s) will or will not be accepted towards licensing. The MAC program has developed this new curriculum towards Pennsylvania’s requirements, but does not guarantee their acceptance, especially courses that we accept as transfers for other institutions. Transferred courses that are replacing approved state and MAC courses will show on the transcript as such, for example, Biblical Interpretation transferred in to replace MAC501 Counseling and the Biblical Text 1.

Non-MAC Student Policies

Students not in the MAC program who wish to complete core counseling classes (note: this does not limit Bible and theology counseling courses) are limited to certificate-level courses. These courses include: Helping Relationships, Human Development, Psychopathology, Models of Counseling, Counseling and Physiology, and some summer electives.

Students desiring to take advanced counseling classes as part of the certificate (e.g., the elective course), such as Marriage and Family Therapy, Advanced Marital Therapy, or Child and Adolescent Counseling, must first successfully complete Helping Relationships (or Pastoral
Counseling plus receive the recommendation of the professor). Students may also have to fulfill other prerequisites.

Students desiring to transfer into the MAC program must first complete Helping Relationships (including successful completion of triads, mock counseling, and the video assignments). Those students who completed the Pastoral Counseling course must audit Helping Relationships and successfully complete the above assignments. For more details see Transfer Credits and Independent Studies below.

Students need to be reviewed before they are permitted to transfer fully into the MAC program, but they can be taking courses listed above.

**Missing Class Policies**

See section 5 for Absence Policies for Cohort Programs.

**Students below Baseline Expectations**

In God’s glorious design, we live in a community of believers. This community exists for God’s glory and our growth. From time to time we all need correction, encouragement, training, and rebuke (2 Tim. 4:2). When students exhibit struggles (whether academic, personal, or spiritual) we wish to come alongside to support and help them grow to their God-given potential. Some concerns will require observation, while others may require temporary or permanent hiatus from the program. Students with performance evaluation concerns can expect to meet with their advisor or one of the program directors to identify their problems, challenges, and concerns.

*Discuss Options*

Temporary withdrawal from the program, counseling for personal concerns, guidance and training for academic challenges/deficiencies, etc.

*Develop an action plan*

Reevaluate after a period of time not to exceed two semesters in length.

*Reasons for Not Progressing in the Program*

- Does not meet GPA requirements/failing of course(s)
- Lack of professionalism
- Disregards deadlines (including paperwork, academic work, etc.)
• Leaves fieldwork site without warning (e.g., not discussing and/or receiving approval from GSOC staff)
• Does not correct problems noted in the Practicum Readiness Review or Final Review
• Impaired while a student/intern
• Does not appear to acknowledge or understand the problematic behavior when presented with feedback about it
• Problematic behavior is not a simple skill deficit (training will not resolve it)
• Consistently provides service that is negatively affected by the problem area(s)
• Problematic behavior spans across several areas of professional functioning
• Problem area has potential for ethical or legal consequences if not resolved
• Supervisor and others spend a disproportionate or unusual amount of time addressing the student/counselor/supervisee
• Does not improve with feedback, remedial efforts, or time
• Behavior negatively affects the public image of the institution (counseling agency and seminary)

Transfer Credits and Independent Studies

Transfer credit may be granted to qualified students for appropriate program-related courses completed at other accredited graduate institutions. When requesting transfer credit you must fill out a credit transfer request form and provide official transcripts of prior work. In addition you may be asked to provide course descriptions from a catalog or syllabus. Grades for each course must be 3.0 (B) or higher to be considered. Any grade below a 3.0 will not be suitable for transfer.

Students who have already completed or are in the process of completing another degree program at Missio Seminary (i.e., MDiv, MAM, etc.) may transfer in courses in which a 3.0 (B) or better was attained. If the course grade is below 3.0, then the student will be required to retake those courses within the cohort. In addition, a 3.0 GPA must be obtained and maintained by the start of the practicum (April of the first year). Note: you are required to attend the cohort course until you are given approval for transfer and have been dropped from the course. Forms to request transfer can be found on the E-Campus on the MAC100 course.

Transfer credit is evaluated by the GSOC Committee and the academic office and credit is given after you have successfully completed one semester (9 credit hours) at Missio Seminary. Students may transfer in up to half the credits of the degree (i.e., 24 credits for the 48-hour degree or 30 credits for the 60-hour degree) based on the following:
• Bible and Theology- up to 6 credits
• Counseling core- up to 9 credits
• Advanced counseling/electives- maximum of 10 credits
• Fieldwork- no transfers/no credit
• 6 of the 26 credits can be from non-accredited schools or courses
Transfer credits from the Christian Counseling and Educational Foundation (CCEF) may be converted to graduate credits pending approval and payment of a tuition differential. Please see the CCEF pages on the seminary website.

Independent study is an option in the MAC program with a maximum of 4 credit hours (and no more than 2 credits for conferences or seminars) and meeting of the following requirements:

- Cumulative grade point average of 3.0 or higher
- Approval by GSOC director/GSOC committee
- Only one independent study per semester
- Follow all the steps for the MAC independent study
- Cannot be used in place of required courses
- No extensions/variances granted

**Certificate in Advanced Professional Counseling (CAPC)**

The Certificate in Advanced Professional Counseling is a post-master’s program for students who completed the seminary’s previous 52-hour Master of Arts in Counseling program. Such students who complete the additional 10 credits of the Certificate in Advanced Professional Counseling (CAPC) will acquire at least 60 graduate hours in counseling training. The Certificate in Advanced Professional Counseling is an excellent way for those with a completed graduate degree to develop advanced counseling competencies.

**Admissions**

Students must have completed the previous 52-hour MAC degree program with a minimum grade point average of 3.0. Students who have not completed the MAC program at Missio Seminary or at another institution should contact the GSOC office for details about taking these courses for transfer into a degree program.

**Curriculum**

All courses are online except for Group Counseling. All courses are two credits (with permission of the MAC program director, students may take courses for three credits [extra assignments and tuition apply]). Total credits: 10

- Psychological Assessment
- Research & Program Evaluation
- Career & Lifestyle Development
- Group Counseling
- Social & Cultural Diversity

**Licensure**
The primary license for master’s-level counselors in the Commonwealth of Pennsylvania is the Licensed Professional Counselor (LPC) credential (enacted in 1998). To obtain this license, individuals need to complete 60 graduate hours in a counseling related program of study, 3000 hours of postgraduate supervised work, and pass a national counseling exam. Details can be found at: [http://www.pacode.com/secure/data/049/chapter49/chap49toc.html](http://www.pacode.com/secure/data/049/chapter49/chap49toc.html)

The practice and testing requirements for licensure will be the student’s responsibility after graduation. While Missio Seminary makes every effort to stay abreast of licensing changes, our primary goal is to train and educate wise, godly counselors for kingdom work. Those seeking licensure in their jurisdiction need to take personal responsibility to ensure that our program meets their needs.

**Online Courses**

Missio Seminary welcomes online students from outside of Pennsylvania. Different states have various authorization requirements for institutions offering distance education to their residents. Missio Seminary cannot register students in online courses who live in certain states. Please email [academic@missio.edu](mailto:academic@missio.edu) for information about your state of residency.

**Certificate in Christian Counseling**

The Certificate in Christian Counseling Program is designed for students who desire seminary-level education but who are not pursuing a degree at this time. It is an excellent way for those with a completed undergraduate degree to develop basic counseling competencies. The certificate program provides an opportunity for those in a wide range of ministry services to bring current counseling skills to their ministries that will help people to grow and change.

In addition to those who wish to examine the possibility of a future MA in Counseling degree, others who will benefit from the certificate courses include pastors, church leaders, pregnancy counseling volunteers, crisis hotline personnel, educators, home school directors, those in a social service environment, and anyone with a desire to explore counseling from a Missio Seminary perspective.

To qualify for the certificate, students must complete fifteen (15) credit hours with a minimum grade point average of 3.0. Since the certificate program requires a completed undergraduate degree, students may transfer appropriate completed required courses into a degree program.

*Admissions*
Students are required to have a completed undergraduate degree from an accredited college or university.

Curriculum

All courses are on Monday nights. Some electives are alternative format (Friday-Saturday) courses offered in the summer. Total credits: 15

- Helping Relationships
- Psychopathology
- Human Development & Change
- Counseling electives (6 credits); options are: Models of Counseling; Counseling and Physiology; summer electives (topics vary)

Certificate in Global Trauma Recovery (GTRI)

The Global Trauma Recovery Institute (GTRI) within the Graduate School of Counseling provides high quality continuing educational resources, skills training, and case consultation for mental health clinicians, ministry leaders, and professionals interested in addressing the needs of psychosocial trauma victims in the United States and around the world. Trauma is the mission field of the 21st century. Trauma disrupts life, dissolves relationships, and hinders faith development wherever it is experienced. As an expression of the gospel, missional Christians follow Jesus into the world to care for the least of these suffering the effects of trauma. Students have the choice to take up to 5 credits, 3 of which are offered online. Separate application is required.

Continuing Education (CE)

Missio Seminary offers pre-approved continuing education contact hours for professional counselors (based on PA Code 49.36 (a) (3)). Continuing education is available in both live and online formats. PA Professional Counselors are required to complete 30 contact hours of continuing education every 2 years, including at least 3 hours focused on the area of ethics, 2 hours in Child Abuse Recognition and Reporting, and 1 hour in Suicide Prevention. Holders of the LPC are eligible to audit courses and receive a certificate verifying the contact hours and course titles completed. Note: Other states may have different CE requirements. Check your state’s website.

On-site
LPCs seeking CEs must register and pay in advance, provide Missio Seminary with a current license number, attend all sessions (signing in and out), and complete a course survey to be eligible to receive their certificate. Auditors do not need to complete out of class assignments and will not receive a grade for the course. Audited courses would not be eligible for transfer into any program at Missio Seminary since auditors are not matriculated students. See the seminary website for additional information.

**Online**

Missio Seminary offers online CEs on its website. On February 1, 2013 the GSOC was approved to offer Online Continuing Education by the National Board of Certified Counselors (#4562). This is in addition to our approval to offer live on-site continuing education, which was granted on June 1, 2011.

**Graduate School of Counseling Course Descriptions**

Courses are offered in the hybrid course format unless stated otherwise in the course description. Course identification numbers that end in “A” are online courses (some of these courses will offer optional face-to-face meetings or class sessions).

Course descriptions are subject to change and not all courses are offered every year. Some courses may be offered on an “on demand” basis only. For more information about a specific course, contact the Graduate School of Counseling office. Course descriptions are organized into two categories: Counseling & Psychology (MAC) and Global Trauma Recovery (GTR).

**Counseling & Psychology Courses (MAC)**

**MAC500 Human Development & Change**

This course explores how humans grow, learn, and mature across the life-span. Special attention will be given to identifying developmentally specific challenges and how to address them in counseling from a Christian perspective. Each student will engage in a personal exploration project. *Three hours.*

**MAC501, 511, & 521 Counseling & the Biblical Text I, II, & III**

Counselors from the Christian tradition recognize the value and influence of the Scriptures in shaping worldview and clinical practice. These three courses provide a general orientation to the biblical texts and to the various skills and disciplines needed to read, interpret, apply, and communicate the texts to students’ lives and professional work. Students will also engage the questions of postmodernism and contemporary culture as they impact the task of biblical interpretation application. *Two hours each.*
MAC510 Helping Relationships

Based on the biblical model of love, the nature of persons, problems and means of change, and informed by clinical research, students in this course will explore and practice the elements, skills, and character qualities needed to build effective helping relationships. Three hours.

MAC512 Psychopathology

Based on a deep understanding of human suffering, this course will explore the multi-faceted experience of those struggling with common psychological maladies. Effective interventions will be identified and practiced. Students will also critique a variety of taxonomies used to classify pathology. Students will also complete Part B of the Clinical Counseling Exam. Three hours.

MAC520 Practicum & Professional Experience

Based on prior coursework, students will begin to develop their professional identity and skills. The course expands on students’ knowledge of professional ethics and responsibilities. In addition, the course provides a supportive learning environment for students to assess strengths and weaknesses as a counselor. Small group sessions will provide instruction on how to get the most out of the practicum experience, group consultation on counseling cases, and discussion of problems and issues relating to the life and work of the counselor. During the course each student will be completing 100 hours of practicum and professional experience at an approved practicum site. In addition, students will complete 3 hours of DPW/DHS-approved Child Abuse Recognition and Reporting requirements. Three hours.

MAC525A Ethics & Professional Orientation

This online course is designed to orient students to the counseling profession and the importance of ethics. Students will begin to develop or grow their professional identity and skills through reading assignments, PowerPoint presentations, and viewing initial session videos. This course will also introduce students to ethics, ethical codes, and state law. In addition, counselling associations, advocacy, licensure and certificate requirements and credentialing will be addressed. Students will begin the process to pursue and obtain a fieldwork placement by the start of the Practicum course. Students will also complete Part A of the Clinical Counseling exam. Three hours.

MAC595 Counseling & Theology

This course addresses the question of what it means to think theologically about counseling in our contemporary setting. Christian counselors should reflect on how to fulfill their calling in light of the teaching of the Bible, the history of Christian tradition, and the specific opportunities and challenges presented by contemporary culture. Two hours.
MAC600 & 610 Internship & Professional Seminar I & II

The purpose of these courses is to orient students to the internship experience and to assist and encourage them in their clinical work. They will focus on how to get the most out of internship experiences, counselor identity, group consultation on counseling cases, discussion of problems, and theological and ethical issues related to particular counseling environments. During these courses students will be in the process of completing 600 hours of internship at an approved setting. *Three hours each.*

MAC601 Marriage & Family Therapy

This course will focus on the theories and practices of marriage and family counseling. Students will be encouraged to think through the major causes of marriage problems and how to skillfully address these issues in the counseling context. *Three hours.*

MAC602 Counseling & Physiology

Building upon the foundation of biblical anthropology and professional counseling methods, this course will develop practical approaches to counseling issues having physiological manifestations, particularly those which affect intellect and mood. In addition, the course will include an introduction to psychopharmacology and will provide criteria for medical and/or psychiatric referral. *Three hours.*

MAC605 Advanced Counseling Skills

Building on the helping skills learned in MAC510, this course will apply basic and intermediate counseling skills to behavioral, interpersonal, and affective models of therapy. Students will practice skills in weekly triad settings and produce a video illustrating clinical interventions in a mock counseling setting. *Three hours.*

MAC621 Child & Adolescent Counseling

This course will focus on the theory and primarily the practice of child, adolescent, and family counseling. Assessment and expressive therapies and tools unique to these populations will be identified. Distinctive treatment strategies such as play therapy will also be highlighted in the course. Finally, this course will also explore where these ideas fit within a Christian framework. *Three hours.*

MAC704 Models of Counseling

Classical and current theories of counseling will be studied and evaluated in light of Scripture, psychological sophistication, and practical relevance. Classic psychoanalysis, current psychodynamic theories, behaviorism, and humanistic theory will receive major focus. *Three hours.*
MAC801A Psychological Assessment

This course gives you theoretical and practical training in clinical assessment as a mental health professional. You will be introduced to the science and art of assessing and reporting client functioning (interviewing, testing, interpretation, and writing). The course will pay particular attention to proper ethical and cultural aspects of assessment. *Three hours.*

MAC802A Research Methods & Program Evaluation

The goals of this course are to enable the student to: 1) develop a broad understanding of the nature and value of psychological research, 2) become a discerning consumer of psychological research products, and 3) design and present a research project. *Three hours.*

MAC803A Social & Cultural Diversity

This course builds on prior coursework in professional ethics and identity formation by exploring more deeply the importance of multi- and cross-cultural counseling competencies. Students will explore historical and philosophical foundations of professional counseling, examine and critique underlying assumptions, and develop population-specific counseling interventions. The goal for all is to be prepared to work effectively and ethically in a complex and diverse social world. *Three hours.*

MAC804A Career & Lifestyle Development

The principles of counseling for career and lifestyle development apply both in secular and in ministry environments. This advanced-level course supports the Pennsylvania state requirement that those interested in pursuing licensure must have studies that provide an understanding of career development and related life factors. The course will address theories and their application in formal and informal settings. *Three hours.*

MAC805 Group Counseling

This course is a comprehensive study of the major theories and techniques used in group psychotherapy and in other small group settings. Special focus will be on the dynamics of group process including the formation, stages, and challenges of groups. *Three hours.*

**Global Trauma Recovery Courses (GTR)**

GTR801A Introduction to Global Trauma Recovery

Counselors have nearly instant access to staggering accounts of human suffering around the world. Moved by compassion, many are willing to travel to remote areas in order to provide
therapeutic care for those having experienced wars, rapes, abuse, genocide, natural disasters, and many other forms of traumatic experiences. Good intentions notwithstanding, some efforts to heal trauma have harmed more than helped. Utilizing multimedia presentations, guided readings, forum discussions, live case consultation and skill practice, this continuing education course introduces students to trauma in international settings and provides guidance for how Western counselors and caregivers can encourage healing in a culturally sensitive manner.

GTR802A/B Advanced Global Trauma Recovery Practices: Intensive Course

Building on the introductory trauma course, participants will deepen their understanding of the developmental impact of complex trauma as well as the role of culture and religion in both trauma formation and recovery. Participants will explore particular forms of trauma and responses to shame, as well as their own theology of spiritual warfare. Using case studies and live practice, students will focus on strength-based assessments, cross-cultural communication, trauma interventions for destabilized communities, and practical Scripture engagement.

GTR803A/B Facilitating Global Trauma Recovery: Immersion Course

Building on both the introductory and advanced courses, this continuing education course prepares participants to facilitate trauma recovery education in a cross-cultural setting. Participants will deepen their understanding of the developmental impact of complex trauma as well as the role of culture, religion, and community in both trauma formation and recovery. Participants will explore how to support local trauma recovery practices. Using case studies and live practice, students will focus on cross-cultural communication, trauma interventions for destabilized communities, and practical Scripture engagement. Students completing 803A may apply to complete 803B, a 2-credit immersion experience in an international or domestic setting. Additional tuition fees may apply.
12. Master of Theology Program

Program Director: R. Todd Mangum, PhD, Professor of Theology
For answers to questions regarding course scheduling, program requirements, graduation requirements, etc., contact the Director of Academic Services.

Purpose

The purpose of the Master of Theology (ThM) program is to increase students’ understanding of redemptive historical hermeneutics and biblical theology and advance competencies in biblical exegesis, exposition, and theological research and writing, thus to further preparation for pastoral ministry, teaching, doctoral study, or other pursuits.

Admissions and Program Length

The ThM degree program is an advanced, post-graduate degree that builds upon the MDiv degree. Applicants must have earned the MDiv degree with a GPA of 3.0 or higher from an accredited theological seminary or first graduate theological degree providing equivalent theological background, or its educational equivalent. For students whose MDiv/first graduate theological degree is from a non-English speaking school, a minimum TOEFL score of 90 is required. (Students whose TOEFL score ranges from 80 to 89 may take three MA courses before being admitted to the ThM and must achieve a 3.0 GPA or higher.)

Applicants must submit the application and related materials, including an exegetical paper that demonstrates MDiv level proficiency in theology and biblical theological hermeneutics. Applicants may submit their biblical-theological paper from their Missio Seminary Senior Seminar or demonstrate the equivalent level of proficiency through theological or biblical studies papers completed successfully in their non-Missio Seminary MDiv program. Note that all such papers submitted for consideration in the application process must be in English and in a professional, master’s level format (e.g., Chicago Manual of Style, Turabian, or MLA).

Applicants must also satisfy the biblical languages prerequisite by one of the following methods:
1. Official transcripts showing at least two semesters of each biblical language, with a minimum grade of “B” for each.
   OR
2. Successful completion of the biblical languages competency exam.

Students who do not satisfy the biblical languages requirement by one of the above methods must complete the appropriate language courses from Missio Seminary’s MDiv program with a minimum grade of “B” for each. Students who need to complete the language prerequisite in this manner will be admitted as candidates for the ThM program and may only proceed with the second half of their program after they have satisfied the requirement. Students who have transcripted grades of C or higher may take language classes concurrently with biblical studies classes (e.g., Greek 1 or 2 with a NT Bible class, Hebrew 1 or 2 with an OT Bible class).
Propaedeutic classes may become graduation requirements for students who take all their biblical studies classes in one testament (e.g., students deficient in Hebrew but not Greek may take all of their biblical studies classes in NT but must complete the required Hebrew language classes before graduation).

The program requires 1.5 – 2 years of full-time study or its equivalent. A full-time load is defined as 6 credits per semester.

Program Goals

The goals of the program are to enable students to build upon their Master of Divinity degree by extending their knowledge of biblical theology and redemptive historical hermeneutics, honing their skills in exposition and application, and engaging in sustained research and writing on a focused area of biblical and theological studies.

At the completion of the program, students will be able to:
1. Demonstrate advanced knowledge of biblical theology and redemptive historical hermeneutics.
2. Exegete the Bible in Hebrew and Greek.
3. Use advanced methods and disciplines of critical thinking, research, exposition, and application.
4. Complete a scholarly thesis that explores a theological or biblical issue in their chosen area of focus.
5. Demonstrate advanced preparedness for pastoral ministry, teaching, doctoral study, or other pursuits.

Curriculum

The program consists of regular course work and faculty-directed independent study and research. Over 50% of the courses are ThM level courses taught by full-time faculty. Students engage in advanced language study in biblical Hebrew and Greek as a regular part of their program. Students desiring to add or substitute a modern language may petition to do so if appropriate for their area of focus. The program requires demonstration of competency in Hebrew and Greek and a research-based thesis.

Students may choose from two tracks in the ThM program.

The thesis track curriculum consists of 24 credits. Course titles are:

1. Advanced Biblical & Theological Research Practicum
2. Biblical Theology
3. Choice of one:
   a. The Christotelic Hermeneutic
   b. Communication in Context
4. Choice of three:
   a. Seminar in OT (Pentateuch, Prophetic, OT Writings book studies)
   b. Seminar in NT (Gospels, Pauline Epistles, General Epistles book studies)
c. Advanced Hermeneutics Seminar (prereq.: Research Practicum & Christotelic Hermeneutic)

5. Thesis 1 and 2 (independent studies)

The non-thesis track curriculum consists of 30 credits. Course titles are:

1. Advanced Biblical & Theological Research Practicum
2. Biblical Theology
3. The Christotelic Hermeneutic
4. Communication in Context
5. Advanced Hermeneutics Seminar (prereq.: Research Practicum & Christotelic Hermeneutic)
6. Choice of five:
   a. Seminar in OT (Pentateuch, Prophetic, OT Writings book studies)
   b. Seminar in NT (Gospels, Pauline Epistles, General Epistles book studies)

Sample course sequence:

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Spring Semester</th>
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</thead>
<tbody>
<tr>
<td><strong>Year 1 Students</strong></td>
<td><strong>Year 1 Students</strong></td>
</tr>
<tr>
<td>• Theological Research Practicum</td>
<td>• Advanced Hermeneutics Seminar</td>
</tr>
<tr>
<td>• Christotelic Hermeneutic</td>
<td>• Choice of OT or NT Seminars</td>
</tr>
<tr>
<td>• Choice of OT or NT Seminar</td>
<td></td>
</tr>
<tr>
<td><strong>Year 2 Students</strong></td>
<td><strong>Year 2 Students</strong></td>
</tr>
<tr>
<td>• Communication in Context</td>
<td>• Choice of OT or NT Seminars</td>
</tr>
<tr>
<td>• Biblical Theology</td>
<td>• Thesis 2</td>
</tr>
<tr>
<td>• Choice of OT or NT Seminars</td>
<td></td>
</tr>
<tr>
<td>• Thesis 1</td>
<td></td>
</tr>
</tbody>
</table>

**Satisfactory Academic Progress**

Course assignments are graded using the grading system in the Academic Catalog. Course syllabi will typically include grading criteria for each assignment. Students must achieve a grade level of B or higher in their ThM courses in order for them to count towards their degree. A student whose GPA drops below 3.0 will be placed on academic probation. Students who remain on academic probation for two consecutive terms will be subject to academic dismissal.

Students will not be permitted to begin their thesis courses with a GPA lower than 3.0.

**Thesis**

Thesis 1 and 2 are independent study courses. In Thesis 1 the ThM director serves as the professor of record and will have the student get his/her project in such shape that it is ready for an advisor and reader, which the director will assign. Thesis 2 will be run by the advisor and reader. The grade for the thesis courses will be Pass or Fail.
Thesis 1 may be taken after completion of (or concurrently with) TH 800 Advanced Theological Research Practicum and after the completion of 12 ThM credits, with a GPA no lower than 3.5.

If a student does not complete the thesis after two consecutive semesters, each semester will carry a continuation fee of $600 until completion of the final thesis. If the thesis advisor and program director determine that the student will not be able to complete the thesis in a satisfactory manner, the student may change to the non-thesis track or exit the program.

Master of Theology Course Descriptions

Core Courses

TH 800  Advanced Theological Research Practicum

This course engages the student in critical thinking and advanced research methodologies. The course explains and engages students in good research and the rationales that undergird pursuit of credible, scholarly theses. *Three hours.*

TH 801 Biblical Theology

This course engages the student in the theology of the Bible. This is different from engaging in a systematic construction of theological conclusions taking its cues from philosophy. Rather, this course engages the student in exploration of how the individual biblical writers formulate their own discrete theologies and how these distinctive theologies may and may not be authentically congealed into a coherent whole. *Three hours.*

TH 806 (Christotelic) Hermeneutics

In this course students will delve deeply into significant biblical-theological problems involving the use of the Old Testament by the New Testament in the context of a solid background in hermeneutics and the history of Christian Biblical Interpretation. Students will begin thinking about how the Bible generally needs to be read, interpreted and applied in the light of Jesus and the gospel, develop proficiency in researching and understanding the demanding and complex discussions surrounding hermeneutics and a thoughtful approach to the Bible, and seek to practice good research methods and reasoning skills in relationship to hermeneutical self-awareness. *Three hours.*

TH 807 Communication in Context

Missional leaders model, inspire, and invite others to participate in the mission of God. The task of communicating the gospel and the mission of God is integral to this process. This course is designed to focus on communicating in various ways as is appropriate and effective in various contexts, including across various cultural landscapes. The student will also consider and analyze
the dynamics involved and needing to be considered in various means of communication, as well (e.g., oral proclamation, written communication, dialogical interaction, visual and/or multimedia or artistic media). The role of the preacher/teacher as God's instrument of communication, and the task of communicating the message(s) of God's word, will be carefully considered. You will be prompted to evaluate the process and refine the skills and passion necessary to prepare and present the gospel in ways that are culturally relevant and missionally faithful. Three hours.

TH 808 Advanced Hermeneutics Seminar

A subtle temptation exists among Christians, that reading the Bible ought to be very easy, particularly under the umbrella of the doctrine of the perspicuity of Scripture. However, the history of interpretation of the Bible testifies to the fact that that simple assumption is far from the case. In addition to long-standing debates regarding how the Church ought to approach the Bible, recent hermeneutical trends have greatly complicated the lay of the land. This course is designed as a seminar to heighten students' awareness of their own hermeneutical assumptions and practices, particularly in light of recent hermeneutical developments. The course will be very thin on lectures, and rely on seminar discussions around carefully chosen biblical passages and secondary reading. Knowledge of Greek and Hebrew is assumed. Three hours.

Elective Courses

OT 806 Old Testament Pentateuch Book Study

The story of God's plan for his people and his planet starts dramatically with the creation of the cosmos, the blessing on Abraham's family and the nations, the deliverance from Egypt and the establishment of the covenant. Within this narrative, this course will focus on one (or several) book(s) of the Pentateuch, examining in detail one aspect of God's redemption of his people. As a result, students will gain skills to enable them to not only profitably study the text but also to gain biblical perspective on their role in the story of the God's ongoing mission. Prerequisite: OT 511. Three hours.

OT 807 Old Testament Writings Book Study

As an introduction to the Old Testament Writings books this course examines the contents of one or several of these texts with a view to set proper foundations for exegetical analysis (in translation) and relevance for application within our pluralistic contemporary context. Particular attention is devoted to the unfolding of God's mission in this section of the Old Testament and how it, in turn, impacted the writings of the New Testament. Prerequisite: OT 511. Three hours.

OT 813 Old Testament Prophets Book Study

Prophets were the heroes of the Old Testament. They spoke for God, risking their lives to confront rulers and nations, and all the while anticipating a future Messiah. We read their story in the books of the Former prophets (Joshua-Kings) and their writings in the Major and Minor
Prophets. This course will begin by looking at the literature of the prophets generally, but then primarily focus on one prophetic book specifically. Particular attention will be devoted to the unfolding of God’s mission within the book and how it, along with other prophetic literature, impacted the writings of the New Testament. Students will thereby be equipped both to understand prophetic texts as well as to apply them into their pluralistic contemporary contexts. Prerequisite: OT 511. Three hours.

NT 806 New Testament Gospels Book Study

If Jesus was the prophesied Messiah, why was he rejected by his own people and abandoned by his own disciples? Why did Jesus speak and act in such mysterious ways? Why did Jesus so often appear to act in tension with the Old Testament? Why are there four gospels that differ significantly from each other? Why do the gospels ignore so much of Jesus' life? As you focus on one of these gospels, you will tackle these and many other vital questions and in the process be confronted by the bewildering majesty of Jesus, challenged to a more radical discipleship, and instructed in how to read and communicate the gospels in missionally relevant ways. Prerequisite: NT 511. Three hours.

NT 807 New Testament Acts/Pauline Book Study

Paul the Apostle clearly understood the significance of what the God of Israel had done in sending Jesus and the Spirit “in the fullness of time.” When God chose to reveal his son, Jesus, in Paul to the first-century, Greco-Roman world, he inspired Paul to be both a missional and a theological trailblazer for the Christian movement. Thankfully we possess not only a second hand account of his career (Acts), but we also have a series of letters by him written in some very concrete and specific circumstances. We will be questing after a better understanding of Paul’s thought and practice by focusing on Galatians. Indeed, the central purpose of the course is to spark or deepen a love for this most polemical of Paul's letters; but in the process, students will be introduced to some of the major currents of Pauline studies, come to appreciate many of the findings of modern Pauline scholarship as enriching rather than threatening orthodox faith, and be challenged by Paul’s own vision of the gospel to more effectively bring that gospel to bear on the 21st century church and world. Prerequisite: NT 511. Three hours.

NT 808 New Testament General Epistles Book Study

By the early A.D. 60’s the Early Church was beginning to experience some of the problems of adolescence. Key members of the original leadership team were passing from the scene; a demographic shift from culturally Jewish to culturally Gentile was accelerating among the Christian communities; social-cultural diversity within the Christian movement was contributing to different and sometimes incompatible understandings of the faith; both Jewish and Roman authorities were beginning to perceive the Christian movement as something that transgressed the boundaries of traditional Judaism in worrisome ways; and a new generation of leaders within the Christian movement was being called to respond to these and other realities in creatively faithful ways. In this course, you will focus on the content of one of the biblical texts addressing
this context with the goal of integrating and applying it to the pastoral and missional task facing
the church in a 21st-century world. Prerequisite: NT 511. Three hours.

13. Doctor of Ministry Program

Director: Kyuboem Lee, DMin, Assistant Professor of Missiology
Email: klee@missio.edu

Assistant Director: Susan Baker, PhD
Email: sbresearch@aol.com

Purpose

The purpose of the Doctor of Ministry program is to prepare men and women for expertise and
increased effectiveness in ministry and missional leadership that develops and sustains faithful
Christian communities.

Admission

Admission to the DMin degree program requires a completed MDiv degree or its equivalent from
an accredited institution and three years of ministry experience subsequent to the first
theological degree. Students who are interested in the DMin program and who have a graduate
theological degree but do not hold the MDiv degree may qualify for the DMin program by
completing a pre-doctoral course of study. MDiv equivalency is defined as broad-based work in
theology, biblical studies, and the arts of ministry, and that includes a master’s degree and
significant ministerial leadership. Applicants must complete all elements of the application
forms and process and be interviewed by the director of the DMin Program and the assistant
director of the DMin program.

Program Length

The ordinary time for completion of the Doctor of Ministry (DMin) program, including the applied
research project and oral review, is three to four years from the date of the student’s first course.
The maximum length is six years. The length of study leading to the degree could vary significantly
among students. Students are expected to enroll in courses and/or project modules continuously
throughout their program, with no more than one semester of absence from taking courses or
project modules. All students should take the Advanced Ministry Research and Writing course
before anything else. That means all students must begin their programs in the fall semester.
The ONLY exception applies to international students who must begin their program in the spring
semester due to student visa requirements. They will follow a slightly different program as
explained below.

Professional Orientation
The DMin program is a professional program intended for men and women actively engaged in full-time Christian ministry. Unlike a PhD program’s academic orientation, the DMin program is oriented to professional competence in the practice of ministry.

**Core Student Learning Goals**

Goal 1: Students will examine the primacy of mission in shaping Christian thought and practice.
Goal 2: Students will develop an advanced understanding of Christian theology in relation to the practice of ministry.
Goal 3: Students will develop a plan for ongoing personal development in spiritual formation.
Goal 4: Students will develop the skills and competencies necessary for ongoing interaction of the gospel and culture and to critically engage their own cultural contexts.
Goal 5: Students will grow in the area of contextually appropriate leadership development.

**Courses**

- Course descriptions are listed at the end of this section.
- Courses will be offered every year.
- Courses are offered in a residential course format unless stated otherwise in the course description.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>CREDIT HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>DM 941 Advanced Ministry Research and Writing</td>
<td>3</td>
</tr>
<tr>
<td>DM 942 Community Analysis for a Changing World</td>
<td>3</td>
</tr>
<tr>
<td>DM 943 Applied Missional Theology</td>
<td>3</td>
</tr>
<tr>
<td>DM 944 Missional Leadership Development</td>
<td>3</td>
</tr>
<tr>
<td>DM 945 Missional Cultural Studies</td>
<td>3</td>
</tr>
</tbody>
</table>

**Personalized Project Studies**

Each student will be required to do two Personalized Project Studies (PPS) in their program. The purpose behind these is to allow the students to investigate areas that are unique to their particular projects. The research methods needed for each PPS are explained and demonstrated in the DMin Handbook.

During the **DM 941 Advanced Ministry Research and Writing** course which develops the students’ project proposals, students will work with the DMin director and/or the assistant DMin director to determine what topics they would be studying in their PPS. PPS 1 will be supervised by the DMin director and/or the assistant DMin director. PPS 2 will primarily be supervised by the student’s advisor. This process would keep the students on a steady road toward completing their dissertations on time.
- Personalized Project Study descriptions are listed at the end of this section.
- Personalized Project Studies should be taken during the first and second year of the student’s program.
- Personalized Project Studies will be done as independent studies. However, the first PPS will have one day of residency after the first course of the program.

<table>
<thead>
<tr>
<th>PERSONALIZED PROJECT STUDIES</th>
<th>CREDIT HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personalized Project Studies</td>
<td>6</td>
</tr>
<tr>
<td>DM 951 Personalized Project Study 1</td>
<td>3</td>
</tr>
<tr>
<td>DM 952 Personalized Project Study 2</td>
<td>3</td>
</tr>
</tbody>
</table>

**Applied Project Modules**

Two project modules are required. The first one is a hybrid course that is partly self-directed and requires the students to monitor their own pace toward completion of the course requirements but also includes a residential component. The second one is self-directed with assistance from the student’s advisor. It will culminate in a final, approved dissertation.

<table>
<thead>
<tr>
<th>APPLIED PROJECT MODULES</th>
<th>CREDIT HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personalized Project Studies</td>
<td>4</td>
</tr>
<tr>
<td>DM 956 Project Update Module</td>
<td>3</td>
</tr>
<tr>
<td>DM 957 Project Completion*</td>
<td>1</td>
</tr>
</tbody>
</table>

* If students do not complete their dissertations within the stated semester, they must continue registering for this module until their work has been approved, paying for one semester hour for every semester needed for completion.

**Applied Research Project**

The DMin project is a professional paper that has an applied or field-based component, hence the name “applied research” project. The research for a DMin project focuses on scholarly and professional literature relevant to the project’s topic and goals. The dissertation (or project report) discusses the biblical, theological, theoretical, and contextual issues related to the project and reflects the student’s mastery of selected viewpoints concerning the issues being discussed. Also included is a write-up of the actual project (or “doing” aspect) along with an evaluation of the project. The dissertation concludes with recommendations to other ministry leaders that result from the research.

**DMin Project Compared to the PhD**

In contrast, the PhD dissertation is a theoretical study that focuses on specific research questions, hypotheses, and data collection. The research for a PhD project focuses on what is known and not known about the topic and establishes the significance of the study. The PhD dissertation
discusses the theory, the research methods, and implications of the findings to further research, rather than practical implications and meanings for ministry settings.

Three-Year Plan for Completing the Program

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Spring Semester</th>
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<tbody>
<tr>
<td><strong>Year 1</strong></td>
<td></td>
</tr>
<tr>
<td>DM 941</td>
<td>DM 942 (February)</td>
</tr>
<tr>
<td>DM 951</td>
<td>DM 943</td>
</tr>
<tr>
<td>3 credits</td>
<td>3 credits</td>
</tr>
<tr>
<td><strong>Year 2</strong></td>
<td></td>
</tr>
<tr>
<td>DM 944</td>
<td>DM 945</td>
</tr>
<tr>
<td>DM 956</td>
<td>DM 952</td>
</tr>
<tr>
<td>3 credits</td>
<td>3 credits</td>
</tr>
<tr>
<td><strong>Year 3</strong></td>
<td></td>
</tr>
<tr>
<td>DM 942 (winter)</td>
<td>Oral review and graduation</td>
</tr>
<tr>
<td>DM 943</td>
<td></td>
</tr>
<tr>
<td>3 credits</td>
<td>1 credit</td>
</tr>
</tbody>
</table>

*If students take longer than one year for completing their projects, they must register and pay for DM 957 for every semester until they are done.

Sequence of Courses and Project Modules

The DMin program is structured in semesters (fall and spring). The curriculum is made up of five required courses, two personalized project studies, and two applied research project modules. All students must begin with DM 941 Advanced Ministry Research. This arrangement helps students choose an appropriate project topic and develop their project learning proposal. International students who have exceptional visa requirements may begin in the spring and will begin with the same arrangement but with a slightly altered plan (see below).

Three-Year Plan for Completing the Program for International Students with Visa Requirements (starting in spring)

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Spring Semester</th>
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<tbody>
<tr>
<td><strong>Year 1</strong></td>
<td></td>
</tr>
<tr>
<td>DM 941</td>
<td>DM 941 (winter)</td>
</tr>
<tr>
<td>DM 951</td>
<td>DM 943</td>
</tr>
<tr>
<td>3 credits</td>
<td>3 credits</td>
</tr>
<tr>
<td><strong>Year 2</strong></td>
<td></td>
</tr>
<tr>
<td>DM 944</td>
<td>DM 942 (winter)</td>
</tr>
<tr>
<td>DM 951</td>
<td>DM 945</td>
</tr>
<tr>
<td>3 credits</td>
<td>3 credits</td>
</tr>
<tr>
<td><strong>Year 3</strong></td>
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</tr>
<tr>
<td>DM 952</td>
<td>DM 957*</td>
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<tr>
<td>DM 956</td>
<td>1 credit</td>
</tr>
<tr>
<td>3 credits</td>
<td></td>
</tr>
<tr>
<td><strong>Year 4</strong></td>
<td></td>
</tr>
<tr>
<td>Oral review and graduation</td>
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</tbody>
</table>
Educational Assumptions of the Program

Self-reliant Learners

DMin education is best done by self-reliant learners within the context of active ministry. In keeping with this conviction, the program has both on-campus and off-campus components, with great stress placed on the initiative of the student as a self-starter in the learning process.

Action-Reflection Approach to Learning

DMin education is built on the action-reflection approach to learning. In keeping with this, the program de-emphasizes in-sequence classroom learning, characteristic of the methods traditionally associated with the MDiv degree sequence.

Contextual Learning

Learning is best achieved in the student’s active context of ministry. In keeping with this, every effort is made to keep studies related throughout the program to the individual needs and ethnocultural setting of the student.

Communal Context of Learning

Learning is a communal process. In keeping with this, students are required to develop peer support and advisory groups in addition to the regular participation of the DMin faculty in the learning process. The congregation or supporting agency of the student is also asked to commit themselves to the program, at its initiation, as much as feasible. Depending on the nature of the DMin project, student may also be encouraged to take course work in universities or seminaries to supplement their research.

Project Related Educational Assumptions

Educational assumptions related particularly to the DMin applied research project build on the above educational assumptions with the following additions:

Self Designed Learning Approach

The applied research project is a self-designed project, with the faculty functioning in a consultative role.
**Integrative Approach**

The applied research project integrates the student’s studies in the DMin courses with a very specific area of study in the student’s ministry context. The completion of the DMin applied research dissertation is structured around the project and the studies— theological, biblical, socio-anthropological, personal, and pastoral— that feed specifically into it.

**Academic Policies**

*Transfer Credit*

Typically no credits from other institutions may be transferred into this program. For Veterans, transfer of credits will be considered on a case-by-case basis but with no guarantee of acceptance.

*Independent Studies*

Typically no independent studies are permitted in place of core or track courses.

*Semester System and Academic Year:*

The DMin program is structured in two semesters—fall and spring semesters. The semesters extend across several months as follows:

- Fall Semester: August 27–December 14
- Spring Semester: February 11 –July 7

*Registering for Courses and Project Modules*

Students may register for their courses and project modules prior to the semester’s start by contacting the academic office. Course syllabi are available on the Missio Seminary website in the registered user area (login required). Students who want to view syllabi for courses or project modules offered in prior years can request them from the academic office if they are not posted on the website.

*Submitting Assignments*

When students have completed their pre- and post-residency assignment, they should post them electronically on the E-Campus course site or in the manner indicated in the syllabus. If students encounter difficulty posting assignments, they should email the webmaster (webmaster@missio.edu). Students should include their name and student ID# in the body of the email.
Deadlines and Extensions for Course Work

Residency course work is typically due by midnight on the due date. Pre-residency assignment is typically due on the Monday before the residency week (or one full week before the course meets). Post-course work is due by six weeks to two months after the course ends. Specific dates for all assignments are listed in the course syllabus. Students should retain a copy of their work for their files. All course deadlines will be strictly enforced. No extensions will be granted for the completion of course work without a written variance form submitted in a timely manner in the academic office. Submit as much work as is complete by the due date.

Attendance and Missing Classes During Residency Weeks

Students should make every effort not to miss any residency class sessions. Students are fully responsible to obtain class notes or have someone record a class for them. It is possible, however, because of the nature of various assignments that an instructor would not allow a missed assignment to be made up later. The instructor has the right to refuse to accept late assignments and to lower your grade due to absence or tardiness. Students will not earn credit for any course that they have missed 30% or more of class time.

Applied Research Project Learning Proposal

The applied research project learning proposal is a binding agreement between the student and the seminary for a particular project as proposed by the student and approved by the DMin committee. Students who want to change their proposal after it is approved must submit a variance form requesting the change. Changes are not automatically granted. If a change is granted, students must retake the first project module, and any project modules they had previously taken, and pay the current tuition for the module(s).

Satisfactory Academic Progress

The ordinary time for completion of the program, including the project dissertation and oral review, is three years from the date of the students’ first course. Students are expected to enroll in courses and/or project modules continuously throughout their program, with no more than one semester of absence from taking courses or project modules. Students should abide by the leave of absence procedures below if they anticipate not taking courses or project modules for two or more semesters in a row.

Six-Year Statute of Limitation for Program Completion

Students should be aware that there is a six year statute of limitation on the length of a student’s DMin program established by the association of Theological Schools (ATS). Year one begins at the time of the student’s first course (semester and year). Students approaching year five of their program should work closely with their advisor to establish a timetable that makes it possible to
complete their courses and/or their project dissertation and oral review within the six year limitation for completion of their program. Students who exceed or expect to exceed the six year limitation for program completion should meet with the DMin Director immediately. Failure to meet with the DMin Director results in automatic withdrawal from the program.

_Leave of Absence_

There are those unavoidable circumstances that occur when work on the courses and project modules must be discontinued for an extended time. A leave of absence may be requested by students when prolonged circumstances prevent them from making satisfactory progress through their programs. Such circumstances are: severe health problems, unexpected family circumstances, unexpected language study requirements, severe financial, personal, or employment difficulties, or military service. This is not an exhaustive list of possibilities, but they represent the kind of difficult circumstances that warrant a leave of absence request.

_When to Apply for a Leave of Absence_

After students have not taken any courses or project module for one semester and are unable to take courses during the following semester, they must submit a variance form requesting a leave of absence. Variances are not automatically granted. Failure to submit a variance form prior to an absence of two semesters: Students who are absent from the program by not taking courses for two consecutive semesters are considered unexcused and are placed on academic probation. Students missing three or more semesters in a row are automatically withdrawn from the program.

_Maximum Length of the Leave of Absence_

Ordinarily no more than one such leave is granted during the program and for no longer than one year from the time of the variance request.

_Provisions of the Leave of Absence_

The seminary suspends the student’s progress through the program and any applicable fees. For example, if a student suspends his or her program at the beginning of year three for one year, he or she restarts his or her program at the point where it was suspended (the beginning of year three). Fees for continuing past year 4 would be applicable when he or she reaches the end of year four based on the restart date. While the student’s program is suspended, the student no longer has the privileges associated with being a student. The student notifies the director of academic services if there is a change of contact information, such as the student’s address, preferred email address, or phone number. When the expiration date of the leave of absence is approaching, the student submits a letter of intention to restart the program to the director of academic services prior to enrolling in courses or project modules and/or prior to re-contacting his or her project advisor. Failure to abide by the provisions of the leave of absence stated above results in automatic withdrawal of the student from the program.
Program Reinstatement for Unexcused Absence

Students must reapply for admission to the DMin program. Note that not all courses or project modules are guaranteed to be transferable into the student’s program at the time of reinstatement. Fees apply.

Graduation Requirements

Students must notify the academic office in February regarding their intention to graduate in June, or in October regarding their intention to graduate in December. Commencement is held once per year in June. To complete the requirements for the degree, a student must: 1) successfully complete and pass the six courses with GPA of 3.0; 2) successfully complete each project module and qualify for advancement to the next module or oral review; 3) successfully complete the applied research project oral review and satisfy any outstanding requirements for the project after the oral review, and 4) satisfy any outstanding financial obligations to the seminary.

DMin students are required to submit two hardcopies of their dissertation to the library for binding at least one week prior to commencement. Students who miss this deadline will not receive their diploma at commencement, but will receive it upon submission of their dissertation copies to the library.

Performance Expectations and Policies

Grading

Students are responsible to be familiar with grading criteria or grading rubrics published in the syllabus and/or posted on the course site. Questions about grading in an individual course should be directed to the instructor. Grading policies in the DMin program varies between the courses and the project modules, as indicated below:

Courses

Course assignments are graded using the grading system in the academic catalog. Course syllabi will typically include grading criteria for each assignment. Students must achieve a grade of B or higher in their DMin courses in order for them to count towards their degree. Students who fail a course are placed on academic probation and must meet with the DMin Director before registering for additional courses or project modules. Students who fail two courses are released from the program.

Project Modules
Course assignments are graded using the grading system below. Students must earn a minimum of B on the final assignment in each of the project modules to progress to the next project module or oral review. Course syllabi will typically include grading criteria for each assignment.

Students who do not achieve a grade of B or higher in their first project module will be placed on academic probation and are not permitted to enroll in courses or the next project module until the probation has been lifted. Students will be notified of their probationary status and are required to meet with the DMin Director. Reinstatement to the program is not guaranteed.

Students are reinstated to the program only if they can demonstrate proficiency in writing, research, and project planning as required in the first project module. Typically students will be required to take a course in writing or work with a tutor in order to improve their skills. Reinstated students are required to retake the first project module.

Students who fail to achieve a B on the final assignment after retaking the module are released from the project portion of the program and may request to continue with courses under the Certificate of Applied Pastoral Studies (CAPS) program. Letters of request are submitted to the Director of Academic Services.

Incomplete Grades and Extensions (Variance Requests)

If a student is unable to complete an assignment by the due date posted in the syllabus, a variance request must be completed and submitted to the academic office. Variances are not automatically granted and are considered on a case by case basis. Variance forms are posted on the website and in the academic office.

Standards for Written Work

Written work must be written in clear, standard English and must be free from all grammatical, syntactical, spelling, and typographical errors. Students should use gender-specific language and avoid use of language with reference to human beings that expresses an inherent predominance of one sex over the other.

Proofreading and Editing

Proofreading and editing are not the responsibility of faculty, project advisors, or project readers. If one of these readers of a student’s work discovers numerous or persistent errors in the reading of ten pages at random, he or she will cease reading the manuscript and return it to the student without comment or indicating where the errors appeared. The student should correct the errors or submit it to a qualified editor (see editorial assistance below). The responsibility for presenting correct copy belongs to the student and to no one else.

Editorial Assistance
Students may want to obtain, at their own expense, an editor to insure that coursework and project dissertation meet the formatting and editorial requirements of the program. If this is done, proper credit must be given to the editor(s) in the final version of the paper or project dissertation. The program does not maintain a list of approved editors. If, after the completion of the first two project modules, the student’s advisor determines that the student’s work does not meet the formatting and editorial requirements of the program, the advisor may require a student to submit to outside editorial assistance.

Registering for Courses and Project Modules

Students are encouraged to register for their courses and project modules at least six weeks prior to the residency week. Register for your courses and project modules by phoning the academic office or emailing academic@missio.edu. The business office will contact students with billing information.

Locations for Courses and Project Modules

All course residencies are typically conducted at the main campus in Hatfield, Pennsylvania. Students will be notified in advance if a residency course or a portion of the course is scheduled to be held off-campus. Contact the housing coordinator in the student advancement office for questions about lodging and restaurants.

Administration and Supervision

Students in the DMin program carry out their program with the advice, guidance, consultation, support, and/or evaluation of the following people or groups:

DMin Director

The DMin director directs and maintains the integrity of the program and the tracks at a level above the minimum standard set by ATS. The director is available for consultation with students regarding their program. The DMin director with the academic administration committee adjudicates variance requests and other issues.

DMin Assistant Director

The DMin assistant director works with the director in maintaining accurate records on students, advisors, and faculty teaching in the DMin program. The assistant director also assists with teaching courses and modules as well as being the advisor to some students. The assistant director is available for consultation with students regarding their program.

Missio Seminary Faculty
Students should feel free to consult and make use of Missio Seminary faculty members in connection with the appropriate parts of their studies. Background studies and/or chapters in the project dissertation may be prepared with the advice of such faculty. Students can receive information regarding bibliographical data, suggestions for exegetical and theological research, or supplementary historical studies from faculty in these research areas. The preparation of the project learning proposal, the annotated bibliography, and the research tutorial in the first project module afford an excellent opportunity for seeking such help.

_Director of Academic Services_

Students may contact the director of academic services for unofficial transcripts and questions about program requirements and policies. Variance forms for course extension, leave of absence, and reinstatement requests are submitted to the director of academic services. Variance forms are available on the seminary website and in the academic office.

_Academic Office Administrative Assistant_

The academic office administrative assistant is available to register students for their courses or project modules.

_Library Research Assistance_

The seminary’s full library resources are available to DMin students, including library staff who can help students by phone and email, or by appointment for more lengthy assistance. Students should make themselves familiar with the library’s online resources and the process for requesting that materials be shipped to them from the seminary’s library, as well as find out whether they have a partner theological library nearby. Students should also take time to look at past bound DMin projects in the library.

_Doctor of Ministry Course, Personalized Project Study, and Project Module Descriptions_

_Course Descriptions_

_DM 941 Advanced Ministry Research and Writing_

This course is designed primarily to provide students with orientation to the program. They will learn what they need to move forward and have a successful program experience as well as receive assistance in crafting a project proposal that will fulfill the student’s desire for their ministries but are also doable and appropriate for the DMin program. It will incorporate presenters in such areas as library usage and e-campus. Finally, it will provide experiential learning of a number of research skills necessary to complete their projects.
DM 942 Community Analysis for a Changing World

Globalization has spread throughout the world at a speed no one could have imagined a few years ago. Almost all corners of the globe have been affected by this phenomenon. We have previously thought of how cities have felt the impact of globalization, but now there are very few types of community that have not been affected. All ministries have a context, and students cannot be effectively missional if they do not have a full understanding of their globalizing context. This course will utilize insights from a number of social science and mission fields in order to develop a framework within which we can all become more effective in the mission to which God has called us.

DM 943 Applied Missional Theology

This course presupposes that the student already possesses a foundational knowledge of missional theology (MDiv equivalent), and is designed to take that knowledge deeper both in theory and in practice. All theology is practical and all practice is theological; therefore, students not only learn the body of knowledge that is missional theology at an advanced level, but they will also learn to apply that theology in practice by reading scripture contextually, theologizing locally, strategizing missionally and cultivating intentional incarnational practices in their contexts for the sake of increased effectiveness in ministry.

DM 944 Missional Leadership Development

This course will deepen the student’s self-understanding of their personal story and sense of calling, as well as formulate a plan for leadership development addressing spiritual formation issues in leadership, ministry team building in intercultural contexts, and the work of global ministry leadership. Issues pertaining to the long-term maintenance of a healthy life and ministry balance will be addressed, with a view towards present day missional challenges before the global church.

DM 945 Missional Cultural Studies

This course explores the different perspectives that have a bearing on the task of interpreting culture and approaching it with engaging Christian ministry and the message of the gospel. Students examine their assumptions and predispositions in order to develop the necessary understandings and skills to be missional leaders in their context. Ethnographic work will be explored. The global world is complex, therefore missional leaders need a contextual theology and a contextual praxis. Finally, this course will provide an overview of how to approach other religions that co-exist in our globalized world.

Personalized Project Study Descriptions
DM 951 Personalized Project Study 1

This personalized study will produce a thorough literature review of a topic approved by the DMin director in DM 941. Examples could be History of Church Planting in the U.S, Acceptance of New Immigrants, etc.

DM 952 Personalized Project Study 2

In DM 941, since every project has a “doing” aspect, the DMin director will approve the design of this PPS in which advisors will walk with the students as they go through the actual aspects of the project. This will be reviewed periodically by the advisor either in person or by online teleconferencing. The students need to complete this PPS by writing up exactly what was done in a form that is ready to be incorporated into their dissertation.

Project Module Descriptions

DM 956 Project Update

This module will be taught in a combination of residence (one day) and online instruction. The primary goal of this module is to have students more fully describe their approach to research chapter by chapter and to have them design all research instruments (e.g., questionnaires, types of library research with suggested books, interview questions, focus group design, etc.) needed to complete the project along with in-field pre-testing of these instruments. Students will also be required to develop chapter outlines including what question that chapter is to answer, what they will need to answer that question, and how they plan to get the information needed. Included in this module will be an update from the advisors on their students’ progress. In addition, readings will be required as we go further into research writing.

DM 957 Project Completion

The purpose of this module is to provide a final, approved (by advisor) draft of the student’s dissertation to the committee who will be conducting the oral exams. Taught by the advisor with input from the reader, an original draft will be reviewed, required revisions will be made, and the final draft will be submitted by the end of the semester. If students do not complete their dissertations within the stated semester, they must continue registering for this module until their work has been approved. This means they will be paying for one-hour registration every semester needed for completion.
14. Non-Degree Certificates

Note: Graduate School of Counseling’s non-degree certificates are listed in section 12.

Certificate in Advanced Pastoral Studies (CAPS)

The Certificate in Advanced Pastoral Studies provides an excellent opportunity for ministry leaders to continue study at the doctoral level. Qualified students with the MDiv degree who wish to continue their studies at the completion of the CAPS may apply for the Doctor of Ministry Program.

Admissions

Students must have completed a graduate ministerial degree (e.g., MDiv, MA in Ministry) or have completed an academic MA in religious studies and have at least three years of ministry experience.

Curriculum

All courses are three credits and are offered as one week residency courses. The courses typically have pre- and post-residency assignments. Total credits: 12

- Mission of God – Mission of Christ’s Church
- Missional Theology
- Missional Leadership Formation
- Culture Interpretation and Engagement

Certificate in Biblical Studies

The Certificate in Biblical Studies Program was designed for students who desire seminary-level education but who are not pursuing a degree. This program is an excellent way for those with a completed undergraduate degree to strengthen their biblical foundation for Christian life and ministry. The certificate program meets the requirements of many mission boards for candidates who have not had formal Bible education and of Christian schools for teachers needing continuing education. The program also provides an opportunity for spouses of students in degree programs to pursue biblical studies without pursuing a full degree.

To earn the certificate, students must complete eighteen credit hours with a minimum grade point average of 2.0. Since the certificate program requires a completed undergraduate degree, students may transfer appropriate completed certificated courses into a degree program.
Admissions

Students are required to have a completed undergraduate degree from an accredited college or university.

Curriculum

All courses are three credits and offered at various times during the year. Total credits: 18

- Reading the Old Testament Missionally
- Reading the New Testament Missionally
- Hermeneutics
- Electives (9 credits)

Certificate in Missional Theology

The Certificate in Missional Theology was created to be a tool to assist missional Christians who desire to enhance their awareness of how they are a part of the mission of God to bring righteousness, justice, and peace to those they serve. Courses are taught for application to ministry.

The certificate offers each student the opportunity to interact and dialog with both faculty and fellow students in the program, enhancing both intellectual and vocational growth. Students completing this certificate may transfer credits into an on-campus degree program. Courses are offered on campus. Some courses may occasionally be available online.

Admissions

Students are required to have a completed undergraduate degree from an accredited college or university.

Curriculum

All courses are three credits and offered at various times during the year. Total credits: 18

- Reading the Old Testament Missionally
- Reading the New Testament Missionally
- Theology 1
- Hermeneutics
- World Christian History 1
- Elective
15. Advanced Cultural Studies

Director: Chang Hoon Oh, EdD, Assistant Professor of Intercultural Studies and ESOL  
Email: coh@missio.edu

Advanced Cultural Studies (ACS) is designed to provide training for graduate level students in need of focused academic training in the English language, cultural awareness, and theological terminology in addition to regular program courses at Missio Seminary. Courses focus on theological English, American culture, and spiritual formation.

Admission

Students in ACS must meet certain requirements on the TOEFL test and/or in the admissions interview and application process completed with the ACS director.

Category A: Students with a completed undergraduate degree from an accredited college or university who need an I-20.

Category B: Students who have completed two or more years of college or university (60 credits or more) and who do not need an I-20.

Placement

The required TOEFL iBT score minimum requirement is 60.

- 60-69: three terms are required.
- 70-79: two terms are required.
- 80 and above: selected courses may be recommended.

Curriculum

All courses are three credits and are offered at various times during the year. Course offerings are subject to change. Sample course titles:

- Introduction to American Culture
- Introduction to American History
- Theological Terminology
- Reading the Bible Missionally
- Topics in Christian Counseling
- Critical Writing Skills
Student Learning Outcomes

Goal 1: Demonstrate competency in using comprehensive English skills for academic success in their graduate-level study.

Goal 2: Demonstrate competency in theological terminology, missional theology, biblical literacy, and research skills.

Goal 3: Demonstrate the ability to show cultural competence, multicultural awareness, interpersonal communication, and conflict management in diverse communities.

Goal 4: Demonstrate capacity to maintain spiritual, intellectual, and emotional health by managing their daily life, studies, and social activities in a Christian environment.