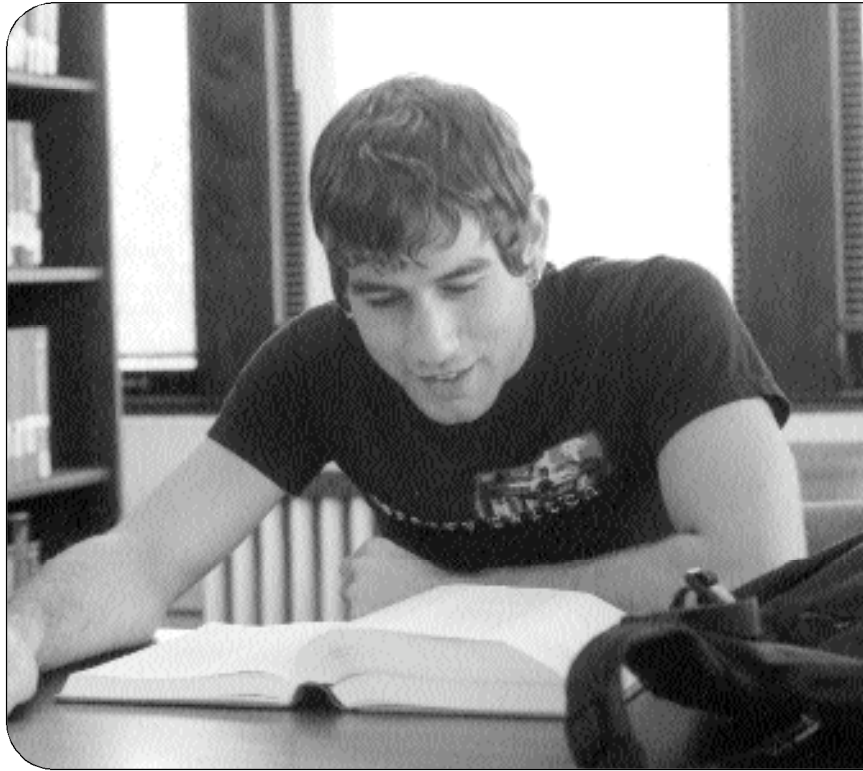




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## **General Information 3**

# General Information

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## **Mission Statement**

North Central University is a Christ-centered school in the Bible college tradition, with urban and international focus, whose purpose is to prepare Pentecostal leaders to serve God in the church and in the world.

Carlson Institute for Church Leadership exists to provide Christian higher education through nontraditional means contributing to the overall mission of North Central University by providing adult education with a Christian worldview for those who cannot participate in the traditional programs on the main campus, equipping them for ministry through excellence in curricula and service.

## **History of North Central University and the Carlson Institute**

North Central University was founded in 1930 in what is now Christ's Church International in Minneapolis, Minnesota. Since that time the University has seen many changes including moving its campus into the downtown area of Minneapolis, securing accreditation with the American Association of Universities and the North Central Association of Colleges and Schools, and growing to a student body of greater than 1,500, including Carlson students. Through these years, and numerous developments, the eleven neighboring districts of the Assemblies of God, which form the North Central Region, have governed the University. These districts are North Dakota, South Dakota, Nebraska, Minnesota, Midwest Latin American, Iowa, Northern Missouri, Wisconsin-Northern Michigan, Michigan, Illinois, and Indiana Districts of the Assemblies of God.

The Carlson Institute, a division of North Central University, began in 1989 as a result of a year long study exploring new ways to meet the growing demand for ministerial education among the University's constituency.

## **The Carlson Institute**

The G. Raymond Carlson Institute for Church Leadership is the division of North Central University which provides nontraditional programs of study, i.e. distance education, to make the resources of the University available to people who cannot attend the resident campus in Minneapolis, Minnesota. The Institute is named in honor of G. Raymond Carlson, former general superintendent of the Assemblies of God. Reverend Carlson is also a former president of North Central University.

Using nontraditional educational methods, Carlson Institute provides University education with a Christian worldview for individuals who are pursuing careers in

various areas of service. Please note: the Carlson Institute Catalog is a supplement to the official catalog for North Central University. More detailed explanation about the main campus, its programs and organization is published in the main catalog of North Central University. Currently, however, course offerings and degree programs differ somewhat between this program and that of the main campus. Carlson Institute offers the following programs:

### Independent Studies Program

The Independent Studies Program offers correspondence courses for degree completion or personal enrichment. When students have completed the B.A./B.S or diploma independent studies program, they should be able to pass the educational requirements to receive ministerial credentials in the Assemblies of God. However, students seeking to pursue ministerial credentials should contact the district office in the district in which they intend to apply to learn what the specific requirements of that district are.

### **We Believe:**

- The Bible to be the inspired and only infallible and authoritative Word of God.
- That there is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit.
- In the deity of our Lord Jesus Christ, in His virgin birth, in His sinless Life, in His miracles, in His vicarious and atoning death, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal future return to this earth in power and glory to rule 1,000 years.
- In the Blessed Hope, which is the rapture of the Church at Christ's coming.
- That the only means of being cleansed from sin is through repentance and faith in the precious blood of Christ.
- That regeneration by the Holy Spirit is absolutely essential for personal salvation.
- That the redemptive work of Christ on the cross provides healing of the human body in answer to believing prayer.
- That the baptism of the Holy Spirit according to Acts 2:4 is given to believers who ask for it.
- In the sanctifying power of the Holy Spirit by whose indwelling the Christian is enabled to live a holy life.
- In the resurrection of both the saved and the lost, the one to everlasting life and the other to everlasting damnation.

The means by which these purposes are achieved include a combination of academic and practical experiences. The academic portion of the program consists primarily of independent study courses that allow students to study at home. The practical component includes local church involvement and a mentoring program.

### Learning Centers

In cooperation with the Carlson Institute, a growing number of churches and other Christian organizations are establishing Learning Centers in their facilities. Students enroll in the independent study courses and meet together for the benefits of group study. Led by a trained facilitator, Learning Center classes focus on reviewing materials studied at home, clarifying the material, sharing insights with one another, receiving input from the facilitator and seeking practical application of principles learned in the coursework. Located in the very context of the ministry itself, Learning Centers offer those pursuing church leadership training the advantage of immediate application through hands-on experience.

Learning Centers differ from extension sites in that they do not seek to emulate the on-campus classroom led by University professors in a lecture-oriented setting. Academic guidance is furnished through the study guides, syllabi and textbooks. The facilitator's role is primarily that of a mentor/coach and small group discussion leader. North Central University faculty members serve as instructors of record to maintain course quality, evaluate student assignments and assign final grades. A Learning Center program manual containing a fuller description of the program, costs and associated fees is available upon request.

### Master's Commission Learning Groups

Master's Commission is a rapidly growing ministry training program within the Assemblies of God for young adults who have a desire for future full time ministry. Many Master's Commissions have taken advantage of the Learning Center program. Students completing a two-year commitment in an officially recognized Master's Commission Affiliate program may qualify for nine advanced standing credits in the North Central University residence program. Similar arrangements may be considered on an individual basis by means of a petition and documentation deemed appropriate by the Carlson administration.

### Continuing Education Program

This program offers seminars on topics of significant importance and interest to church leaders. Seminars are conducted at the University.

## Accreditation

North Central University is accredited by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools. As a

division of the University, the Carlson Institute is covered by that accreditation and abides by those standards.

North Central University is approved by the Department of Education of the State of Minnesota for training of veterans and war orphans under Public Laws 358, 634, 87-815.

The University is also approved by the United States Department of Justice for the training of foreign students. It is approved by the State of Minnesota, Department of Education, Division of Vocational Rehabilitation, for the training of students with disability handicaps.

## **Library Resources**

Carlson Institute students have access to the North Central University library by an on-campus visit, by mail or e-mail. Up to five books may be loaned by mail for a period of four weeks. Requests for library loans should be mailed to:

Director

T. J. Jones Information Resource Center

910 Elliot Avenue South

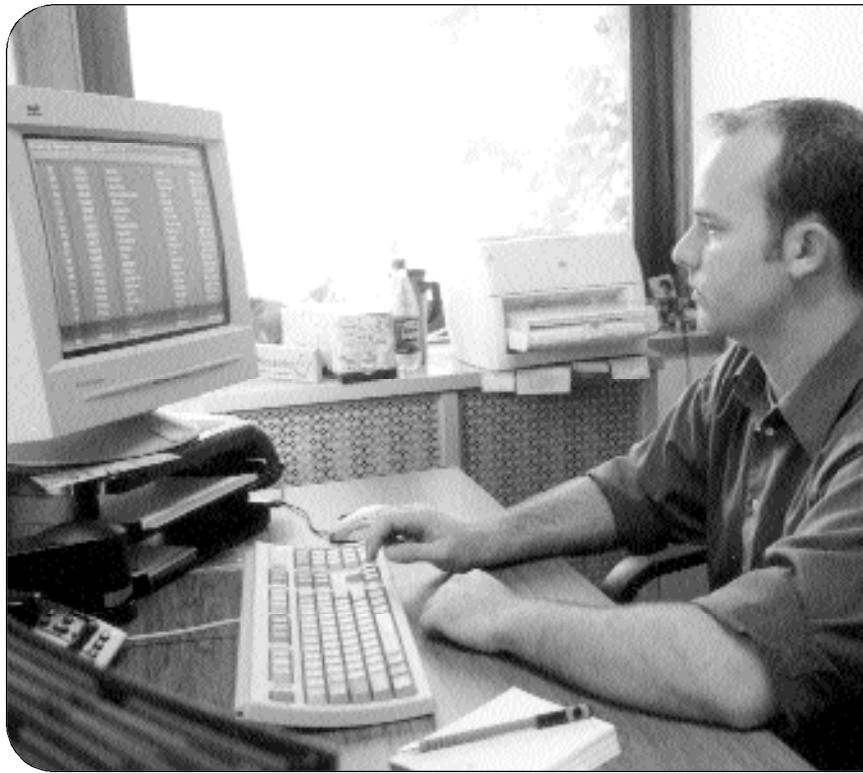
Minneapolis, MN 55404

or e-mailed to [jejewett@northcentral.edu](mailto:jejewett@northcentral.edu)

You may also log onto North Central University's online catalog at <http://voyager.northcentral.edu>.

Students are encouraged to take advantage of the resources of libraries located near them. As a Carlson student, you may be able to gain access to local college and university libraries, including checkout privileges. University libraries often allow limited check-out privileges to non-students. Many additional resources may be accessed through the public libraries. Many of these libraries often have access to the interlibrary loan system. You should check with your local librarian concerning the availability of these types of resources.





## **Admissions**

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# Admissions

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The only entrance requirements for admission to take courses from the Carlson Institute, whether by independent study or in learning centers, is high school graduation diploma or equivalent. However, admission into a specific degree program does require certain qualifications. Degree admission is not required if you do not seek a degree from Carlson Institute. Some courses require prerequisite study or experience. Most courses may be started at any time and must be completed between six weeks and six months unless an extension is requested.

## Degree Admission Requirements

To be admitted into a degree program students must:

1. Have a high school diploma or have successfully completed the GED exam.
2. Have a “C” average in high school and other completed college work. Students with less than a “C” average in high school or college work, if admitted, will be placed on probationary status until 15 credits of at least “C” average work are completed.
3. Students who have been formally admitted to, and have attended North Central University, may enroll in the Carlson Institute after one year has elapsed. Exceptions may be made in special cases through a North Central University Academic Petition. Academic Petition forms may be obtained by either calling the Registrar Office or stopping by the Registrar Office.

The Carlson Institute does not discriminate against any student on grounds of race, color, national or ethnic origin, sex, or documented special need.

## Degree Admission Procedures

Students who desire to complete a degree must: apply for admission, pay a non-refundable \$40 application/transcript evaluation fee, and submit all necessary materials. These include:

1. application form
2. pastor’s reference form
3. educator’s or business associate’s reference form
4. official high school transcript or GED examination results
5. official transcripts for all college credits earned (Students must request transcripts in writing from the college where credits were earned.)

Students may begin courses while the paperwork is being processed. Upon acceptance, all college transcripts are evaluated for transfer credit.

### Orientation

Upon notification of acceptance, students enter the orientation phase of enroll-

ment. Students enrolled in independent study pay a non-refundable \$50 orientation fee. [Note: Students enrolled in a Carlson Institute Learning Center will receive orientation through their Learning Center.] Students complete the orientation program by following instructions in the Student Orientation Manual, which is mailed or e-mailed to students upon receipt of the orientation fee.

The personnel of Carlson Institute are available by phone, email, or mail to assist in the orientation process. This process includes the following elements:

1. a career analysis review
2. development of career goals
3. development of educational goals
4. development of a degree completion outline that identifies which courses are needed to complete the desired degree, the order in which the student intends to take the courses and an approximate time line which helps the student plan for efficient and reasonable progress toward degree completion
5. guidelines for applying for credit for life experience
6. information on how a student may earn credits through nationally recognized testing programs

## **Degree Program Enrollment**

Following acceptance into the Carlson Institute, and completion of the orientation process, students enroll in a specific degree or diploma program. Students must submit a program enrollment form (from the Student Orientation Manual). Receiving this form will initiate what is known as the official student record for that particular individual. It is expected that courses will be taken in the order stipulated in the learning outline in the Orientation Manual. However, upon consultation with the Carlson Institute, courses may be taken concurrently with the degree admission and enrollment process.

### **Re-applicants**

Degree program students, who have allowed three years to elapse since the completion of their last course, must resubmit an application, pay a fee of \$25 and submit a recommendation from their current pastor. The student's transcripts will then be re-evaluated under the new catalog and/or degrees.

Students are expected to complete the requirements for their degree under the catalog in effect at the time of initial degree candidacy. They may elect to meet modifications in the program announced in subsequent catalogs with the approval of the director of Carlson Institute. All requirements for the Bachelor degrees must be completed within 6 years of admission into the degree program. Students who have not finished their Bachelor degree within six (6) years from admission into the

degree program with Carlson Institute must pay a \$25 fee and will then fall under the degree requirements of the most recent catalog. The student's transcripts will then be re-evaluated under the new catalog and/or degrees.

### Transfer Students

Transfer students must meet all admission requirements and complete the application procedures as outlined.

## Lifestyle and Conduct

Jesus commanded His followers to "make disciples of all nations, baptizing them in the name of the Father, of the Son, and of the Holy Spirit, and teaching them to obey everything I have commanded you" (Matthew 28:19-20, NIV). He was not content with His followers simply understanding His teachings but commanded obedience through their conduct and actions. So it must be with us. There must be a consistent direct relationship between belief and practice in the life of a Christian.

It is not possible, and hopefully not necessary, for Carlson Institute personnel to monitor the lifestyle of our students. While the Scriptures do not provide specific teaching regarding all social practices, they do uphold principles that establish essential guidelines for life. Let the following excerpt from the by-laws of the General Council of the Assemblies of God serve as a guide:

In view of the alarming erosion of national moral standards, we reaffirm our intention of holding up Bible standards against all forms of worldliness. We urge all believers to "Love not the world, neither the things that are in the world...For all that is in the world, the lust of the flesh, the lust of the eyes, and the pride of life, is not of the Father, but is of the world." (1 John 2:15,16, NIV).

In its teaching regarding worldliness, the Scripture warns against participation in activity which defiles the body, or corrupts the mind and spirit; the inordinate love of our preoccupation with pleasures, position or possessions, which lead to their misuse; manifestation of extreme behavior, unbecoming speech, or in-appropriate appearance; any fascination or association that lessens one's affection for spiritual things (Luke 21:34, 35; Romans 8:5-8; 12:1,2; 2 Corinthians 6:14-18; Ephesians 5:11; 1 Timothy 2:8-10; 4:12; James 4:4; 1 John 2:15-17; Titus 2:12).

Carlson Institute students should observe the highest social and ethical standards. Desirable social conduct and sexual purity must always be maintained.

Obscenity, vulgarity, profanity and pornography must not be practiced, nor harassment or abuse of any kind. Students are expected to conform to local, state and federal laws. Besides the direct benefits to a person's physical, emotional and spiritual health and growth, it is important that we glorify our Lord and cause no offense through our lifestyle nor cause anyone to stumble into sinful or unhealthy practices.

### Cultural Diversity

In the Christian society, the ultimate purpose in community experience is achieved when people from all racial, ethnic origins and language groups can celebrate together through Jesus Christ their joys and sufferings. Such will be our experience in heaven (Revelation 7:9, 10). A healthy Christian society provides opportunities for, and encourages, such sharing. The laws of the nation that now prohibit any sort of racial, ethnic, language discrimination are a fulfillment of these ideas. The Carlson Institute and its Learning Centers are to be places where all who wish to study and who meet the academic qualifications can join together regardless of their racial, ethnic, or language heritage.

### Sexual Harassment

Carlson Institute subscribes to a “no tolerance” policy. Should such complaints be brought forward, they shall be processed according to the prevailing laws of that locality. If proved true, those associated with the Carlson Institute will be subject to disciplinary action.

### Personal Devotions

Communion with our Lord brings spiritual renewal and strength as well as guidance for our lives. Students are encouraged to spend time each day in worship and the reading of the Word. Such practices should include prayer, praise, fasting and study of the Scriptures. There is no substitute for prayer and Bible study if one is to grow in the Lord.

### Local Church Attendance

One of the great privileges of the Christian faith is the opportunity to fellowship and worship together with other believers in a local congregation.

Carlson Institute students are expected to be regular in attendance at the established times of worship in their local church. Part of the assessment procedures will include a report from the pastoral staff of the students' presence and participation in the worship services. However, this should be their practice not because of an established rule, but out of a heart of love for the Lord and His people.

## **Academic Integrity and Plagiarism**

Carlson Institute considers any kind of academic dishonesty a serious violation of Christian standards. This behavior may result in penalties, such as receiving a grade of “F” in a course and/or being dismissed from Carlson Institute. Academic dishonesty includes cheating on assignments or examinations, plagiarism (misrepresentation of another's work as one's own original creation), submission of the same (or essentially the same) paper in more than one course without prior consent

of all professors concerned, and sabotaging another student's work. Any student charged with academic dishonesty has the right to appeal any disciplinary action. Contact the Carlson Institute Director for details on the appeal process.

Plagiarism is "academic theft". Plagiarism covers a broad range of offenses including: copying any portion of a paper, article, magazine or book without proper notation; using in part or whole, a paper for more than one class without the prior consent of both professors; having another individual write part or all of the paper; or downloading a paper from the internet, editing it and submitting it as your own work.

Penalties for plagiarism range from receiving an "F" on an assignment to dismissal from Carlson Institute. Copies of the official Plagiarism Policy, North Central's official policy, are available in the Carlson Institute or the Academic Affairs office of North Central.



## **Academic Information**

# Academic Information

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## Enrollment

### When to Enroll

Since independent study does not follow the traditional academic calendar, a student may enroll at any time during the year and begin course-work as soon as study materials are received. Learning Center students will follow their center's schedule. Courses not currently offered in the Learning Center program may be taken through independent study.

### Course Load

Unless you consider yourself a full-time student or have a good amount of free time, it is recommended you enroll in no more than 3-6 credit hours at a time. A typical 3-credit course will likely require 9-10 hours of study per week.

### Course Registration Form

A Course Registration form can be obtained online or per request to the Carlson office. For first-time registering students, these forms, your payment, and an official copy of your high school diploma or G.E.D certificate is all that is needed to enroll in a course.

Should you desire to enroll in a degree program, additional information is required as outlined above. You may, however, start taking courses at any time while your application is being processed.

### Credit Transfer

To transfer credit earned in the Independent Studies Program, students must submit a request in writing. The request must include the student's name, ID number, Social Security number, date of birth, signature and name and address of institution/person to whom the transcripts are to be sent and the request must be signed by the student. Transcripts are \$10 for each official copy and \$5 for a student copy. Transcripts sent to district offices for ministerial credentials need to be requested in writing, but the fee is waived.

## Academic Programs

The Carlson Institute offers two undergraduate level programs of study. They are:

- College Degree: These programs lead to the B.A., B.S., or A.A. degrees. The B.A. and B.S. degree in Church Ministries requires the completion of 129 credits. The B.A. and B.S. degree in Interdisciplinary Studies requires the completion of 128 credits. The A.A. degree in Bible/Theology requires the com-

pletion of 65 credits. A Bachelor of Arts degree may be earned by completing one full year (6 credits) of the same foreign language and adding these credits to the 4-year requirements for the Bachelor of Science degree. The language courses should be taken consecutively.

- Bible Certificate: This program is designed for the student who wants a concentrated study of the Bible and Bible-related subjects. These courses help enrich the students' Christian life and service and enhance vocational calling. If the student desires to extend his/her college experience after this program's completion, the courses taken will apply to all four-year degree programs. The Certificate program requires the completion of 31 credits.

Students not pursuing a degree may take courses for credit without being accepted into one of the formal programs leading to a degree or certificate. There are no entrance requirements other than high school graduation. Students may use the courses to earn credit for transfer to other institutions.

Any time a student may have questions about course procedures or content, a student may call, fax, e-mail or write the Distance Education office for assistance.

### Academic Advising

Students are provided with academic advising in two ways: through completing the Orientation Program and periodic dialogue with Carlson faculty and staff. The Orientation Program, which is completed at the beginning of any program, provides an outline of the courses needed and other important information.

Learning Centers are furnished with basic information in the Operational Manual to guide participating students in establishing their educational plans. Staff members of the Carlson Institute are available to assist Learning Centers in this process.

While students are working toward the completion of a program, the personnel of Carlson Institute are available for assistance. Personal appointments, telephone interviews and letters are all used to make it possible for students to obtain academic advising.

### Cancellations and Withdrawals

A student who wishes to withdraw from a course must inform the Carlson Institute in writing within ten weeks from the date of registration for the course. Simply not submitting assignments does not constitute cancellation. You will receive an "F" grade if you do not cancel officially in written form. Cancellations are effective on the date of the postmark.

If a student withdraws from a course within five weeks, that course will not show up on the student's transcript.

If a student wishes to withdraw from a course after five weeks from the date of enrollment, the student may do so through the tenth week; however, the student's transcript will show the course with a grade of "W" (official cancellation without a grade). This will not affect the student's grade point average (GPA).

If a student wishes to withdraw from a course after the tenth week from the date of enrollment, he or she will need to petition the case to the director of Carlson Institute. If the petition is accepted, arrangements will be made on an individual basis.

Any student withdrawing after the tenth week will receive a grade of "F" if the petition is denied. This failing grade will be figured into the student's GPA.

### Course Availability

From time to time a course may become unavailable. The unavailability of courses may be due to course revision, restructuring of programs, the needs of external degree-seeking students, etc. Tuition will be refunded or applied to another course when a course is not available. Where applicable, a student's name may be placed on a waiting list. When the course becomes available, the student may register for the course.

### Course Completion

A minimum of eight weeks is required to complete an independent study course, based on the date of shipment of the course materials. However, expect to spend about 15 weeks to complete an independent study course.

**Please keep a copy of all test answer sheets and assignments for your records,** then send the originals to:

Carlson Institute  
910 Elliot Avenue  
Minneapolis, MN 55404

## Refund of Tuition

Week 0	Enrollment	
Weeks 1-2	100% Tuition Refund	
Week 3	75% Tuition Refund	
Week 4	50% Tuition Refund	
Week 5	25% Tuition Refund	(Not on transcript)
Week 6-9	No Refund	("W" on transcript)
Week 10	No Refund	(Last week to withdraw passing)
Week 10+	No Refund	(Petition CI director)

Refunds are for tuition only. The processing fee of \$15 will not be refunded. No refund will be given on any study materials.

Allow approximately two weeks for processing from the time your assignment is received by the Carlson Institute. Make sure your current address, including the zip code, is clearly marked. Contact the student services coordinator at (612) 343-4430 if your assignment is not returned within four weeks from the date it was submitted. Final grades will take approximately three weeks to process after the final assignment is returned to you.

Please note: The last three weeks of December, April 15-May 15 and August 15-31 are weeks of staff and instructor overload. Therefore, we cannot guarantee quick turnaround times for grading of exams and papers, or the assignment of final grades during these periods.

### Course Extension

Courses must be completed within six months from the date of enrollment. The date of enrollment is the date Carlson Institute enters your order into our computer database. When a student exceeds the six month time limit for a course, the student should submit to Carlson Institute an Application for Course Extension, a letter or phone request for an extension and submit payment of a \$25 extension fee within 30 days following the original due date in order to receive the extension. When the extension is granted, the new deadline will be 12 months from the original enrollment date. The student will resume coursework with the goal of completing the course by this new deadline. The 30-day grace period is not to complete the course, but rather to apply for the extension. If a course extension application is not received, it will be assumed that the student will not complete the course. The student will be issued a failing grade ("F") for the course. This will affect the student's grade point average (GPA).

If the 30-day grace period is exceeded, and the student desires the extension, the student will need to petition his or her case to the director of Carlson Institute. No petitions for extension are accepted after 12 months have passed since the original date of enrollment.

### Course Re-activation

In the event that students do not complete the course in the one-year period, the course is considered inactive. The course may be reactivated and another extension of six months granted upon receipt of an Application for Course Reactivation, a letter or a phone request as well as payment of a \$75 reactivation fee within 30 days of the new extended due date. The reactivation moves the course due date to 18 months from original start date. Failure to complete the course in that six-month period will result in a grade of "F" being assigned for the course. The grade of "F" can be erased if the student enrolls for the course again (including the study guide and textbooks if the course materials have changed), pays the full tuition and fees and must complete the course within the time limits with a passing grade.

## Credit Issues

North Central University and the Carlson Institute use the semester hour as the basis of credit evaluation. Credit may also be earned in the following ways:

1. Credit for prior learning: Students who wish to transfer credit from an accredited institution must submit an official transcript of all previous courses. Only grades of “C” or better can be accepted.
2. Credit for learning through life experience: College credit may be granted if it can be shown that the life experiences are equivalent to the learning achieved in a college level course. Please see the Orientation Manual for detailed requirements.
3. Earning credit: Credits toward Carlson Institute programs may be earned in various ways. These include:
  - a. independent studies courses
  - b. courses taken through learning centers
  - c. directed research courses offered through North Central University
  - d. resident courses at North Central University
  - e. CLEP—College Level Examination Program: For information about gaining college credit through CLEP, and to obtain details of the specific courses that will be accepted, please contact the Carlson Institute office.
4. The last 27-credits requirement: To earn a degree or certificate through the Carlson Institute a minimum of the last 27 credits applied to the program must be completed through courses offered by Carlson Institute or the North Central University resident program.

## Course Numbering System

Class listings in this catalog give all the information needed for completing the registration forms. The course descriptions give the full title and course number.

The significance of the course numbers is as follows:

100-199	freshmen level courses
200-299	sophomore level courses
300-399	junior level courses
400-499	senior level courses

The second digit of the course number indicates:

1 or 2	Liberal arts course, general requirement
3 or 4	Elective course
5 or 6	Course taken primarily within major field of study
7	Seminar course Practicum

## **Disclosure of Information**

Carlson Institute complies with the Family Educational Rights and Privacy Act of 1974. This act was designed to protect the privacy of educational records, to establish the rights of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data through formal and informal hearings. Students also have the right to file complaints with the Family Educational Rights and Privacy Act Office concerning alleged failures by the institution to comply with the Act.

All requests for official transcripts must be made in writing to the Carlson Institute. The request must include the student's name, ID number, Social Security number, date of birth, signature and name and address of institution/person to whom the transcripts are to be sent and the request must be signed by the student. There is a \$10 charge for each official transcript. Transcripts sent to district offices for ministerial credentials need to be requested in writing, but the fee is waived.

## **Financial Aid**

Financial aid is not easily obtained for Independent studies. Carlson Institute is not able to offer any scholarships or grants to students but does offer a great program at a reasonable price.

The following source may be of some assistance: Bear's Guide to Finding Money for College, by John Bear, Ten Speed Press Publications; National Scholarship Research Service, 86 Belvedere St., San Rafael, CA 94901.

Employers and unions often provide educational benefits for their employees. You may wish to pursue this possibility.

### **Veteran Benefits**

Veteran Benefits are available. If you have any questions about the V.A. benefits, please contact the Registrar's Office for North Central University at (612) 343-4409.

## **Faculty**

The Academic Affairs Committee of North Central University approves the instructors of record for all independent study courses. In most cases, the Carlson Institute instructors of record are faculty members at the University, although some are former faculty members or specialists in professional fields.

## **Academic Probation**

Students must maintain a grade point average of at least 2.0 on a 4.0 scale to remain in good standing. A minimum GPA of 2.0 is required for graduation. Should students fall below the 2.0 minimum, they will be placed on academic pro-

bation until the GPA is raised to the minimum. If, after a serious attempt is made, the GPA is not raised to the minimum, the student may be dropped from the program. This will be done when, in the judgment of the director, it does not seem likely that the student will be able to raise the GPA to the minimum required for graduation. The decision of the director in such cases may be appealed to the Academic Affairs Committee of North Central University. The decision of the Committee is final.

## Grades

All grades are considered final and are not subject to change except for errors in calculation or as a result of a grade appeal to the professor. The GPA is calculated only on the basis of credits attempted at the Carlson Institute. In order to receive a degree, a student must earn a 2.0 overall GPA in the major.

Each credit of A = 4 grade points

Each credit of B = 3 grade points

Each credit of C = 2 grade points

Each credit of D = 1 grade point

## Graduation

Students must apply for graduation when they enroll for the Senior Project, which is the last course to be taken in each of our four-year programs. Upon receipt of the graduation application and the nonrefundable \$50 graduation fee, the Carlson Institute will conduct an evaluation of the student's academic performance. In addition to academic requirements for graduation, students must receive the endorsement of their pastor or mentor (if an Independent Studies Student) or the Learning Center Director (if a Learning Center Student). If the student is a pastor then this endorsement will come from the next higher church official, such as a presbyter. This endorsement must verify that the student has met the requirements of Local Church Involvement and attempted to live in accord with standards of wholesome Christian character (see Local Church Involvement on page 13).

If all the coursework and program requirements have been met, the director will forward to the records office of North Central University a recommendation that the student be awarded the degree or certificate. Students may choose to participate in the next North Central University graduation ceremonies that follow the completion of the final course or may elect to have the graduation documents mailed to them according to the North Central University graduation schedule. Graduation diplomas will be dated and sent in accordance with the on-campus calendar graduation dates in May, August or December.

## Level of Study

Courses may be taken from the Carlson Institute at one of two levels: credit (CR), or audit (AU). To receive credit, students pay the full tuition and do all of the coursework assignments, take all of the tests and submit all of the written materials required. Grades are entered on the student's transcript.

Those who desire to audit courses do everything required of the credit program except any essays or projects but pay a lower rate than for regular tuition. Exams are graded and a "final" grade is recorded in their file, but will not be shown on their transcript. A "final" grade can be reported to district offices to meet credentialing requirements. A course taken for audit cannot be "upgraded" to full credit.

Occasionally while in the midst of taking a course, a student auditing would like to change the course status to full credit. A letter of intent stating the desired change and intent to take the course for credit must be submitted while enrolled in the course prior to taking the final exam. The course will be changed to credit only if all course work, letter of intent, and the balance of the tuition cost for that credited course be submitted prior to the taking of the final exam.

## Mentoring Program

Most degrees require at least one year in the Mentoring Program prior to graduation. This program must be completed at the end of the course of study, no earlier than 6 months prior to completion of the last course in the degree or diploma program. The purpose of the program is to provide an opportunity for students to develop spiritual character and the necessary social, practical, and leadership skills that must accompany academic preparation. It is important that students demonstrate the ability to accept responsibility and to faithfully serve in some area of church life. The Mentoring Program requirements include:

1. Accepting, for a period of at least one year, a service or leadership responsibility in a local church. This can include a wide variety of ministry areas.
2. Meeting regularly with the mentor (supervisor) under whose authority the student serves.
3. Filing self-evaluation reports with the Carlson Institute.
4. Having the mentor file evaluation reports with the Carlson Institute.
5. Filing a final, joint summary report in which documentation is provided to assure that students have demonstrated the ability to accept responsibility and faithfully serve in a ministry role.

The Mentoring Program is two credits for which tuition is charged. Details of the program are included in the Mentoring Program manual that is given to students when they enroll in the course.

## Proctoring Exams

All examinations must be taken under the supervision of an approved proctor. Once you have enrolled in an independent study course, other than in a Carlson Institute-related Learning Center, you will be asked to choose a proctor and submit a Proctor Agreement form signed by the prospective proctor. The proctor will be sent all exams except the final and, in some cases, the answer keys to the objective tests to insure a quick turnaround for learning purposes. The following persons may serve as proctors:

1. A facilitator or director in a Carlson Institute-related Learning Center.
2. A pastor, church board member, deacon or institutional chaplain.
3. A school superintendent, principal or counselor; a faculty member or administrator of an accredited university or college; a librarian.
4. A corporate officer or education director.
5. A commissioned officer whose rank is higher than your own (for students in the military).
6. A testing service on the campus of an officially accredited college or university.

The following persons may not serve as a proctor:

1. A relative.
2. A fiancé or close friend.
3. A classmate, roommate, or anyone simultaneously taking the same course.
4. A work supervisor or immediate employer.
5. An athletic coach.

The Carlson Institute reserves the right to reject any proctor. No proctor fees are authorized. Alternatively, exams may be taken under proper supervision on the North Central University campus or at the offices of the Carlson Institute.

## Financial Information

The following information applies to the degree and certificate programs.

### Program Fees

- application/transcript evaluation fee: \$40
- orientation fee: \$50 (Learning Center students should get their orientation materials from the Learning Center Director.)
- readmission fee: \$25
- life experience credit for each hour of college credit awarded: same as tuition charge
- change of major fee: \$30
- graduation fee: \$50

### Course Costs

- tuition: \$99/credit (learning center: \$79)
- materials and books: vary with each class
- course extension fee: \$25
- course reactivation fee: \$75

Checks, money orders, VISA, Discover or MasterCard may be used to pay for tuition, fees and materials.

All costs, tuition and fees are subject to change without prior notice.





## **Curriculum**

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# Curriculum

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## Organization

The academic programs of the Carlson Institute for Church Leadership at North Central University are divided into two majors. The departments are structured to assist each student in the particular academic needs he or she may encounter while attending the Carlson Institute for Church Leadership. All bachelor degree programs include a major in Bible.

- **Bachelor of Arts/Science Degree Programs (Four-Year)**  
Church Ministries—129 credits  
Interdisciplinary Studies—128 credits
- **Associate of Arts (Two-Year)**  
Bible/Theology—63 credits
- **Certificate Program (One-Year)**  
Bible Certificate—31 credits
- **Credentialing Program**

## Rationale of Academic Programs

### Four Year Degrees (Bachelor of Arts/Science)

Each of the four-year degree programs is made up of three components: the General Education Core, the Biblical Studies Core and the Vocational or Major Core.

#### 1. General Education Core.

This component is designed to give the student a broad-based education essential to any graduate regardless of vocational interests. The General Education Core Curriculum is required of every graduate in the Associate of Arts, Bachelor of Arts and Bachelor of Science degree programs. It represents a foundational course of study considered essential for an educated person regardless of profession or career. It is broad-based and is designed to give the student an awareness of the major elements of human existence and an appreciation for the different academic disciplines that study human existence in this world.

When the General Education Core is completed, it should be possible for the student:

- To communicate clearly and effectively.
- To relate the present to the past through an understanding of the historical process.
- To demonstrate expanded perceptions of life with refined aesthetic sensibilities.
- To develop and maintain a practical physical fitness program.
- To utilize a systematic approach to examine nature and solve quantitative problems.
- To apply analytical and critical thinking skills to problem solving in a disciplined and imaginative way.

- To observe and interpret human behavior within the context of social and cultural diversity.
- To acquire foundational knowledge of Bible content and develop a basic research methodology for biblical research.
- To integrate his or her faith in God with the information learned.
- To understand that all truth is God's truth.

### General Education Core (46-47 Credits)

#### Biblical Studies: 9 Credits

BIBL	126	Old Testament History and Literature (3)
BIBL	127	New Testament History and Literature (3)
BIBL	229	Bible Study Methods (3)

#### Communications: 8 Credits

COMM	220	Fundamentals of Public Speaking (2)
ENGL	123	Composition I (3)
ENGL	124	College Rhetoric & Research (3)

#### General Studies: 2-3 Credits

GNST	101	Mastering College Learning (2-3)
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#### Historical Perspective: 6 Credits

HIST	225	American History I (3)
HIST	311/312	Church History I or II (3)

#### Literature/Fine Arts: 5 Credits

FNAR	112	Music Appreciation (2)
ENGL	219	Value and Meaning in Literature (3)

#### Physical Education: 2 Credits

PE	123	Physical Education (2)
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#### Science/Math: 5 Credits

MATH	125	College Math & Algebra (2)
SCIN	215	Physical Science (3)

#### Critical Thought: 3 Credits

CRTH	213	Christian Ethics (3)
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#### Social Relations: 6 Credits

PSYC	125	General Psychology (3)
PSYC	126	Intro to Sociology (3)

Synopsis:

Communications	8 credits
Historical Perspective	6 credits
Literature/Fine Arts	5 credits
Physical Education	2 credits
Science/Math	5 credits
Critical Thought	3 credits
Social Relations	6 credits
Biblical Studies	9 credits
General Studies	2-3 credits
Total	46-47 credits

## 2. Biblical Studies Core.

This component is designed to give the student a foundation of biblical content and theology for lifelong spiritual maturation.

The Biblical Studies Core is required of every graduate in the Bachelor of Arts and Bachelor of Science degree programs. A minimum of 30 credits of Bible/Theology is required.

When the Biblical Studies Core has been completed, it should be possible for the student:

- To grasp the historical background and biblical content of both the Old and New Testament.
- To interpret properly the biblical content.
- To understand and build a firm, orthodox and evangelical theological base, especially in those areas that are distinctive to our Pentecostal and charismatic tradition.
- To research, in depth, specific Old and New Testament books.
- To launch a lifelong learning strategy for biblical research applicable to self-study and/or graduate training.

### Biblical Studies Core (21 Credits)

#### Biblical Studies: 18 Credits

BIBL 114	Systematic Theology I (3)
BIBL 359	Hermeneutics (3)
THEO 336	Christology (2)
THEO 337	Soteriology (2)
BIBL	Old Testament elective (3)
BIBL	New Testament elective (3)
BIBL/THEO	Bible/Theology elective (2)

#### Select One: 3 Credits

BIBL 242	Acts: Early History of the Church (3)
THEO 437	Pneumatology (3)

3. **Vocational Core.** The Vocational Core identifies the student's major and is designed to give the student dual skills for the purpose of equipping the graduate for immediate entrance into a career ministry or for further studies at the graduate/seminary level. As a result, the programs are both terminal and preparatory.

The Vocational Core is required of every graduate in the Bachelor of Art, Bachelor of Science and Diploma programs. When the Vocational Core has been completed, it should be possible for the student:

- To integrate the academic and non-academic learning experiences into a well-balanced philosophy of life and ministry.
- To grasp the theoretical and practical dimensions of one's vocation.
- To acquire the essential knowledge and skills necessary to lead with excellence within the vocation.
- To develop practical expertise through hands-on experiences such as internship, cross-cultural encounters, summer ministry, etc.
- To serve specifically the Assemblies of God and, more generally, the Church universal.

### The Senior Project

The Senior Project, a crucial component in each major, gives the student an opportunity to apply the learning gained in the General Education Core, the Biblical Studies Core and the Vocational or Major Core. The Senior Project is designed to meet the unique needs and requirements of each major, resulting in a culminating synthesis of all that has been learned. Please check the specific requirements of each major.

## Two Year Associate of Arts Degree

The two-year Associate of Arts Degree meets the educational needs of at least three classifications of students:

1. The student who wants to begin a college education but is not sure of his or her career goals and major field of study.
2. The student who has decided upon a career and major field and wants to attend a Christian University while meeting the foundational requirements of most academic programs.
3. The student whose personal and career goals are met by completing an Associate of Arts degree with a specific concentration.

## One Year Bible Certificate Program

This program is designed for the student who wants a concentrated study of the Bible and Bible-related subjects. These courses help enrich the student's Christian life, service and vocational calling. If the student desires to extend his or her college experience after the completion of this program, the courses taken will apply to all four year degree programs.





**Academic Programs 33**

# Church Ministries

129 Credit Hours

Dr. Glen Menzies, Chair

Bachelor of Arts/Bachelor of Science

Students who complete the Church Ministries degree, should be prepared for pastoral ministry in a local church, as a staff or senior pastor, or to be involved in various types of parachurch ministries or to go on to further training in graduate school. They will have acquired knowledge necessary to carry out their leadership role in a local congregation.

Graduates of the Church Ministries major will be able to carry out their leadership role in a local congregation including being able to:

- understand historic and contemporary theology
- rightly divide the word of God and articulate it effectively
- know theology and Assemblies of God doctrine
- apply God's Word to current issues in the world, the church and in peoples' lives
- know the operations, administration and organization of the local church
- maintain board relations
- handle church business meetings, including Robert's Rules of Order
- understand the importance of being loyal to a denomination, a local congregation and in every area of life which demands responsibility
- understand the importance of what it means to be accountable
- utilize the principles of church growth

Graduates will have gained pastoral skills including:

- preaching and teaching
- people skills and interpersonal relationships
- a sincere desire and the ability to help and minister to all people of any age, socioeconomic background, cultural or ethnic group, etc.
- evangelism and discipleship
- special services and their biblical background including communion, baptism, funerals, weddings, baby dedications, installation of officers
- maintaining a healthy personal and family life
- serving as a model of consistent Christian character and lifestyle
- possessing financial and other management skills

Through courses common to all majors, students will:

- proclaim God's Word accurately and effectively
- actualize their God given gifts
- prepare for practical ministry in the local church
- broaden their perspective of missions at home and abroad
- teach and implement the Christian education of a local church

## Program Overview

All students must complete the General Education Core and Biblical Studies Core. A total of at least 129 credit hours are required. Twelve of these credit hours are classified as "general electives" and may be taken from any area of study with the exception of students coming to Carlson Institute with less than 18 college level credits with a "C" or better in each course. These students will be required to take GNST 101 Mastering College Learning, which is a 2-3 credit course and will fulfill 2-3 credits of the general electives field. This course is

designed to help students develop the learning skill necessary to study at the college level. Students who plan to continue their studies in graduate schools or seminaries are advised to complete the courses in biblical languages: (BLAN 241) New Testament Greek I-A and (BLAN 242) New Testament Greek I-B or (BLAN 235) Biblical Hebrew I-A and (BLAN 236) Biblical Hebrew I-B. At least 6 credits of one biblical or foreign language are required to earn the Bachelor of Arts degree. These language courses should be taken consecutively. The Bachelor of Science degree is conferred without a biblical or foreign language requirement.

## Part I. General Education Core

46-47 Credits

For General Education Core see pages 29-30.

## Part II. Biblical Studies Core

21 Credits

BIBL	114	Systematic Theology I (3)
BIBL	359	Hermeneutics (3)
THEO	336	Christology (2)
THEO	337	Soteriology (2)
BIBL		Old Testament elective (3)
BIBL		New Testament elective (3)
BIBL/THEO		Bible/Theology elective (2)
Select One: 3 Credits		
BIBL	242	Acts: Early History of the Church (3)
THEO	437	Pneumatology (3)

## Part III. Church Ministries

61 Credits

CHED	260	Principles & Methods of CE (3)
HIST	311/312	Church History I or II (3)
ICS	355	Church Planting and Growth (3)
PRAC	122	Evangelism (3)
PRAC	252	Homiletics I (3)
PRAC	340	Church Administration (3)
PRAC	352	Homiletics II: Expository Preaching (3)
PRAC	451	Pastoral Theology I (3)
PRAC	486	Mentoring (2)
PRAC	495	Senior Project (3)
THEO	343	Old Testament Theology (3)
THEO	438	Eschatology (2)
THEO	446	Christian Apologetics (3)
Church Ministries Electives: 24 Credits		
Select 24 credits from: BLAN, BIBL, CHED, ICS, PRAC or THEO		

# **Interdisciplinary Studies** 128 Credit Hours

Dr. John Davenport, Chair

Bachelor of Arts/Bachelor of Science

As a result of completing the Interdisciplinary Studies degree, students should be able to meet their individual career goals or plans for graduate study through selecting two fields of study. These will provide for a broad approach, often moving people into support ministry roles. If the two fields of study, and the courses taken in them, are carefully chosen, this major can provide a broad base for future graduate or seminary study.

When this major has been completed, the student should be able to:

- combine two specialized fields of study which will lead toward unique combinations for career choice
- cultivate a broad, interdisciplinary approach to leadership
- have the opportunity to combine a ministry field of study such as missions or church planting with a professional career track such as nursing, linguistics, medical interpretation for the Deaf or aviation
- use bi-vocationally training for tentmaking opportunities
- demonstrate proficiency in two specialized fields made possible by the flexible academic curriculum
- utilize the many different educational resources within the student's local area
- integrate and possess an understanding of the relationship between one's academic discipline and Christian truth
- move into significant support ministry roles in various technical areas such as linguistics, education, health care, printing, computer science, business and many more
- launch a lifelong training strategy in the various specialized fields that were chosen

Because of the flexibility of the Interdisciplinary Studies program, academic advising is an essential part of designing the individual student's program requirements. Students who wish to obtain ministry credentials with the Assemblies of God may select Biblical Studies as one of their fields of study and consult with their district regarding specific requirements for obtaining ministry credentials.

### Cooperative Programs

There are a number of students who desire training for ministry in specialized or technical fields that Carlson Institute does not offer. For example, support ministries such as printing, electronics, nursing, business, photography, computer science, and many others require specialized education and technical skill. To meet this need, the Interdisciplinary Studies major offers a unique opportunity for students to combine their work at North Central with other academic resources. By selecting the Cooperative Programs as one of the two fields in the major the student is able to construct a degree program which includes a portion of curriculum taken at some other institution.

### Procedure

1. Students interested in the Cooperative Programs option in Interdisciplinary Studies should discuss their curriculum plans with the Director of Carlson Institute.
2. A course of study should be proposed in writing and submitted for approval.
3. Should the student desire to make any changes in the program of study, a written request for amending the Cooperative Program should be submitted to the Carlson Institute.

*continued on next page*



### Interdisciplinary Studies Program Overview

All students must complete the General Education Core and Biblical Studies core. The curriculum for the Bachelor of Arts/Bachelor of Science degree with a major in Interdisciplinary Studies is given below. A total of at least 128 credit hours are required. Six (6) of these credit hours are classified as “general electives” and may be taken from any area of study with the exception of students coming to Carlson Institute with less than 18 college level credits with a “C” or better in each course. These students will be required to take GNST 101 Mastering College Learning, which is a two to three (2-3) credit course and will fulfill two to three (2-3) credits of the general electives field. This course is designed to help students develop the learning skill necessary to study at the college level. Students who plan to continue their studies in graduate schools or seminaries are advised to complete at least six (6) credits of the same biblical or foreign language: (BLAN 241) New Testament Greek I-A and (BLAN 242) New Testament Greek I-B or (BLAN 235) Biblical Hebrew I-A and (BLAN 236) Biblical Hebrew I-B. At least six credits of one biblical or foreign language are required to earn the Bachelor of Arts degree. These language courses should be taken consecutively. The Bachelor of Science degree is conferred without biblical or foreign languages.

### Part I. General Education Core

46-47 Credits

For General Education Core see pages 29-30.

### Part II. Biblical Studies Core

21 Credits

BIBL	114	Systematic Theology I (3)
BIBL	359	Hermeneutics (3)
THEO	336	Christology (2)
THEO	337	Soteriology (2)
BIBL		Old Testament elective (3)
BIBL		New Testament elective (3)
BIBL/THEO		Bible/Theology elective (2)
Select One: 3 Credits		
BIBL	242	Acts: Early History of the Church (3)
THEO	437	Pneumatology (3)

### Part III. Christian Studies

24-30 Credits

**FOCUS I:** 30 Credits

**FOCUS II:** 24 Credits

The areas of focus must be selected from the list below. A minimum of 36 of the 63 credits in Parts III, IV AND V must be taken at the 300/400 levels.

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### **Part III. (continued)**

24-30 Credits

#### **FIELDS:**

**Psychology** – Any PSYC course

**Biblical Studies** – A minimum of 3 credits must be taken in each area: Old Testament, New Testament, PRAC and THEO

**Christian Education** – Any CHED Course, PRAC 432, PRAC 252, PRAC 352 and PRAC 461

**Church Ministries** – At least 3 credits must be taken in each area: Old Testament, New Testament, Cross Cultural Studies, Christian Education, Practics and Theology

**Humanities** – human condition, life, thought

#### **COOPERATIVE PROGRAMS:**

See director for more information/approval of written proposal.

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### **Part IV. General Electives**

7-8 Credits

(7-8 credits if GNST 101 Mastering College learning has not been taken)

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### **Part V. Senior Project**

3 Credits

PRAC 495 Senior Project (3)

# **Bible/Theology A.A.** 63 Credit Hours

Dr. Roger Sorbo, Chair

Associate of Arts Degree

The Department of Arts and Sciences oversees the General Education Core curriculum (45 credits), which is required of all degree students. Four types of students whom this core will benefit are:

- The student who wants to begin college but is not yet sure of his/her vocational goals and major field of study.
- The student who has decided upon a career and major field and wants to attend a Christian University while meeting the foundational requirements of most academic programs.
- The student whose personal and career goals are met by an Associate of Arts Degree with a specific concentration. To provide for these needs, the Department of Arts and Sciences offers a two-year Junior College program which, when successfully completed, earns the student a two-year Associate of Arts Degree.
- The student who is taking a networking program such as nursing or secondary education who needs to complete specific courses for transfer to the networking institution or to take specific courses for the Christian Studies degree.

As a result of completing the Associate degree, the student should value and exhibit the following characteristics:

- knowledge of the fundamentals of the humanities, the natural sciences, the social sciences and Bible content and research methodologies
- competence in written, verbal and electronic communication, logic and reasoning and basic computer use
- a sensitive and inquisitive approach to learning and to others

All of this is accomplished in ways that integrate faith and learning as a way of presenting, understanding and practicing a Christian worldview. Additionally, students will gain a foundation by studying a selected concentration in a particular field of study. Note the specific descriptions of the General Education Core to gain more detailed information.

## Program Overview

The curriculum for the Associate of Arts degree in Bible/Theology is given below. A total of 63 credit hours are required (60-61 if required to take GNST 101 Mastering College Learning). Five of these credit hours are classified as "electives" and may be taken from BIBL or THEO course listings. Any student coming to Carlson Institute with less than 18 college level credits with a "C" or better in each course. These students will be required to take GNST 101 Mastering College Learning, which is a two to three (2-3) credit course. This course is designed to help students develop the learning skill necessary to study at the college level.

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**Part I. General Education Core**

46-47 Credits

For General Education Core see pages 29-30.

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**Part II. Biblical Studies Core**

19 Credits

BIBL	359	Hermeneutics (3)
THEO	114	Systematic Theology I (3)
THEO	336	Christology (2)
THEO	337	Soteriology (2)
BIBL		Old Testament elective (3)
BIBL		New Testament elective (3)
Select One: 3 Credits		
THEO	437	Pneumatology (3)
BIBL	242	Acts: Early History of the Church (3)

# **Bible Certificate**

31 Credit Hours

Dr. Glen Menzies, Chair

Bible Certificate Program

The Bible Certificate Program is designed to introduce students to college level Bible study. The credits earned in this program apply to the other programs of study. Students do not lose any of the credits earned in this program should they desire to complete other programs available through the Independent Studies Program. The curriculum for the Certificate in Bible is given below. Thirty-one (31) credits must be earned to complete the program.

## **Program for Bible Certificate**

31 Credits

BIBL	126	Old Testament History and Literature (3)
BIBL	127	New Testament History and Literature (3)
BIBL	224	Galatians/Romans (3)
BIBL	229	Bible Study Methods (3)
BIBL	242	Acts: Early History of the Church (3)
BIBL	264	Corinthian Letters (3)
BIBL	359	Hermeneutics (3)
THEO	114	Systematic Theology I (3)
THEO	336	Christology (2)
THEO	337	Soteriology (2)
THEO	437	Pneumatology (3)

# Credentiaing Program

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The Credentiaing Program is designed to offer students college-level accredited courses required for credentials through their district office. The credits earned in this program apply to the other programs of study. Students do not lose any of the credits earned in this program should they desire to complete a degree program through the Independent Studies Program. The courses approved by the General Presbytery are given below, however, you may want to check with your district office as to their education requirements.

## Part I. Certified Minister (Formerly 'Christian Worker')

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BIBL	126	Old Testament History and Literature (3)
BIBL	127	New Testament History and Literature (3)
BIBL	229	Bible Study Methods (3)
BIBL	231	The Life and Ministry of Jesus (3)
ICS	111	Global Perspectives (3)
PRAC	252	Homiletics I (3)
THEO	114	Systematic Theology I (3)

Required but not offered through Carlson:  
Biblical Theology of Prayer

## Part II. Licensed Minister

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BIBL	242	Acts: Early History of the Church (3)
BIBL	357	Pentateuch: History of Early Israel (2)
CRTH	213	Christian Ethics (3)
CHED	460	Supervision of CE (3)
HIST	312	Church History II (3)
PRAC	340	Church Administration (3)
PRAC	352	Homiletics II: Expository Preaching (3)
THEO	235	Theology Proper (2)
THEO	236	Anthropology/Hamartiology (2)
THEO	336	Christology (2)
THEO	337	Soteriology (2)

Required but not offered through Carlson:  
Psalms  
History and Geography of the Holy Land

## Part III. Ordained Minister

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BIBL	224	Galatians and Romans (3)
BIBL	264	Corinthian Letters (3)

**Part III. Ordained Minister (continued)**

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BIBL	440	Hebrews (3)
ICS	266	World Religions (3)
ICS	354	Intro to Cross Cultural Communications (3)
PRAC	431	Pastoral Counseling (3)
PRAC	451	Pastoral Theology I (3)
THEO	438	Eschatology (2)
THEO	446	Christian Apologetics (3)

Required but not offered through Carlson:

Worship: A Biblical Survey  
Church and Law



**Course Descriptions 45**

# Course Descriptions

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## Biblical Languages (BLAN)

### **BLAN 235 Hebrew IA**

3 credits

Hebrew I by Dr. William Williams is a study in the Semitic language of the ancient Hebrews. Dr. Williams stresses fundamentals of Hebrew, paying special attention to the use of these skills in translation. The study of this biblical language increases the students' capacity to minister the Word of God from the Old Testament. Knowledge of Hebrew enriches the teaching and preaching of the gospel of Jesus Christ. Audio cassettes accompany the course. The study guide is *Hebrew I* by Dr. William Williams. The textbooks are *Introduction to Hebrew* by Moshe Greenburg and the Holy Bible.

### **BLAN 236 Hebrew IB**

3 credits

Hebrew II by Dr. William Williams continues the study of Hebrew vocabulary, grammar and syntax. It enables the student to read, understand, and translate the easier passages of narrative prose in the Hebrew Bible. Audiocassettes accompany this course. The study guide is *Hebrew II* by Dr. William Williams. The textbooks are the same as for BLAN 235 Hebrew IA. *Prerequisite: BLAN 235 Hebrew IA.*

### **BLAN 241V New Testament Greek IA**

3 credits

New Testament Greek IA by Dr. Deborah Gill is a dynamic course in video format involving a deductive study of the essentials of New Testament (Koine) Greek. It is designed to prepare the student for translation and exegesis of the New Testament by utilizing lectures, music and exercises in the learning process. The videos were taped in a live classroom setting with Dr. Gill, one of the premier NT Greek language teachers in the USA. Students will enjoy learning choruses in Greek as a memory device for word forms, but also for praising God through songs in the Greek language. The study guide is *Manual for NT Greek I* by Dr. Deborah Gill. The textbooks are *NT Greek for Beginners* by Machen, the United Bible Society Greek New Testament and 14 lecture and lab videotapes.

### **BLAN 241 New Testament Greek IA**

3 credits

Greek IA by Hobart Grazier is an introduction to the fundamentals and grammar of the Greek New Testament. The course includes a study of certain verb, noun, pronoun, and adjective forms. In addition, students learn to apply their knowledge to the translation of selected portions of Scripture. Audiocassette tapes accompany the course. The study guide is *Greek IA* by Hobart Grazier. The textbooks are *New Testament Greek for Beginners* by J. Gresham Machen and the Holy Bible.

**BLAN 242V      New Testament Greek IB**

3 credits

New Testament Greek IB by Dr. Deborah Gill is the video version of the second half of the first year Greek course by this dynamic teacher. Following an approach much like BLAN 241V NT Greek IA, Dr. Gill leads the student to expand their Greek vocabulary, enhance their translation skills, and better understand the nuances of the language. By the completion of the course, the student should be able to read the entire First Epistle of John from the Greek text. The study guide is Dr. Deborah Gill, *Translation Notebook for the Epistles of John* and the textbooks are Kubo, *Reader's Greek-English Lexicon*, 14 lecture and lab videotapes, and the printed materials from BLAN 241V. *Prerequisite: BLAN 241 New Testament Greek IA.*

**BLAN 242      New Testament Greek IB**

3 credits

Greek II by Hobart Grazier continues the study in basic elements of the grammar of the Greek New Testament. Certain verb, noun, pronoun, and adjective forms are studied on a more detailed level than in BLAN 241 New Testament Greek IA. Various elements of syntax and concepts of grammar that are essential to translation and exegesis are studied. Audiocassette tapes accompany the course. The study guide is *Greek II* by Hobart Grazier. The textbooks are the same as for BLAN 241 New Testament Greek IA. *Prerequisite: BLAN 241 New Testament Greek IA.*

**Biblical Literature and Interpretation (BIBL)****BIBL 126      Old Testament History and Literature**

3 credits

The work of God in relation to man begins in the Old Testament. All the events from man's creation up to the point of his redemption occur in this larger portion of the Bible. In *Old Testament Survey*, author Dr. Fred Greve dissects these events into their historical and prophetic contexts. He includes a study of the development of the nation of Israel and individuals who made significant contributions to this process. The study guide is *Old Testament Survey* by Dr. Fred Greve. The textbooks are *The Old Testament Speaks* by Samuel Schultz and the Holy Bible.

**BIBL 127      New Testament History and Literature**

3 credits

This is a course concentrating on three areas: (1) The contribution of Greek, Roman and Jewish political history, culture, literature and religious life that gives a background to the New Testament era; (2) An introduction to the origin and history of the New Testament canon considering its languages, writing materials, manuscripts, versions and the science of interpretation; (3) A survey of the literature of the New Testament stressing the major features of each book and emphasizing the practical value of these books in our modern world.

**BIBL 181      Themes from the Major Prophets**

3 credits

The Major Prophets, Isaiah, Jeremiah and Ezekiel spoke God's message to His people many

## Course Descriptions

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years ago, yet their message is as important today as it was then. In *Themes From the Major Prophets* by David Petts, students gain an understanding of who these men were, why God called them to be His messengers, what their messages were and how to apply these messages. The study guide is *Themes From the Major Prophets* by David Petts. The textbooks are *The Prophets of Israel* by Leon Wood and the Holy Bible. *Prerequisite: BIBL 126 Old Testament History and Literature, and BIBL 229 Bible Study Methods.*

### **BIBL 224 Galatians and Romans**

3 credits

From its earliest days the Christian Church has raised questions concerning the relationship between law and grace. Is a person saved by faith alone? How does the plan of salvation differ between the Old and New Testaments? What about predestination? The study guide *Galatians and Romans* examines these and other questions in the light of Paul's letters. In addition to the interpretive study of these letters, Dr. Anthony Palma presents interesting details concerning the life and ministry of the apostle Paul. The study guide is *Galatians and Romans* by Dr. Anthony Palma. The textbooks are *The Epistle of Paul to the Galatians* by R. A. Cole, *The Epistle of Paul to the Romans* by F. F. Bruce, and the Holy Bible. *Prerequisite: BIBL 127 New Testament History and Literature.*

### **BIBL 229 Bible Study Methods**

3 credits

This course explores the different methods of Bible study, methods of making extensive study of individual Bible books, discussion of critical questions, geographical and historical backgrounds, special topics, biographies and acquaintance with various books that are valuable tools in Bible study. The study guide is *Methods of Bible Study* by Dr. Cheryl Johns. The textbooks are *Effective Bible Study* by Vos; *Galatians: The Charter of Christian Liberty* by Tenney, and the Holy Bible.

### **BIBL 231 Life and Ministry of Jesus**

3 credits

A study of the life and teachings of Jesus as recorded in the gospels in light of the historical cultural geographical settings of the first century. The course will emphasize the ministry of John the Baptist, the proclamation of the kingdom of God, the miracles and parables of Jesus, the passion, the resurrection and messianic titles. The study guide is *Life of Christ* by Terris H. Neuman. *Prerequisites: BIBL 126 Old Testament History and Literature & BIBL 127 New Testament History and Literature.*

### **BIBL 242 Acts**

3 credits

This course by Dr. George Wood deals with the continuing ministry of the resurrected Christ in the world through the Holy Spirit. The author analyzes and examines questions concerning the growth of the Church, both historical and contemporary. Using the principles of divine guidance illustrated in Acts, Dr. Wood shows how apparent defeats and setbacks actually became victories and advances for the gospel. He suggests practical applications to help students face similar problems today. The study guide is *Acts* by Dr. George Wood. The textbooks are *Commentary on the Book of Acts* by F. F. Bruce and the Holy Bible. *Prerequisite: BIBL 127 New Testament History and Literature & BIBL 229 Bible Study Methods.*

**BIBL 246      The Gospel of John**

3 credits

In the study guide *The Gospel of John*, Dr. Peter Kuzmic examines the life, character and ministry of Jesus Christ. This examination includes not only the historical context but also the divine perspective presented by John the evangelist. The study of this course increases the students' understanding of John's gospel and aids in its interpretation. The study guide correlates closely with the analytical presentation of John given by Merrill Tenney in the course textbook. The study guide is *The Gospel of John* by Dr. Peter Kuzmic. The textbooks are *John: The Gospel of Belief* by Merrill Tenney and the Holy Bible. *Prerequisite: BIBL 127 New Testament History and Literature.*

**BIBL 248      History of Ancient Israel**

3 credits

This interpretive survey by Dr. Amos Millard covers the historical books of the Old Testament: Joshua through Esther. They deal with the period of about 1,000 years from the entrance of the nation of Israel into the Promised Land until its return after the exile. Dr. Millard especially emphasizes Israel's Messianic Mission first described in God's covenant with Abraham, father of the Hebrew nation. He examines the background, structure and content of each book. This examination helps to provide an understanding of the times and their relationship to God's purpose in redeeming the world through Jesus Christ. The study guide is *Old Testament Historical Books* by Dr. Amos Millard. The textbooks are *Historical Books* by L. Thomas Holdcroft and the Holy Bible. *Prerequisite: BIBL 126 Old Testament History and Literature.*

**BIBL 264      Corinthian Letters**

3 credits

How does one relate the Bible to contemporary church life? In the study guide *Corinthians*, Dr. Gordon Fee helps students do this by an in-depth study of the Corinthian letters. He begins with exegesis, teaching students how to use this method of Bible study to understand the problems faced by first century Corinthian believers. Then, for each major problem dealt with by the apostle Paul, Dr. Fee suggests a possible solution or an interpretation, which can be applied to the 20th century church. This course is especially helpful to those who wish to preach and teach. An overview of 2 Corinthians is also included in this study. The study guide is *Corinthians* by Dr. Gordon Fee. The textbooks are *The First Epistle to the Corinthians* by C. K. Barrett and the Holy Bible. *Prerequisite: BIBL 127 New Testament History and Literature & BIBL 229 Bible Study Methods.*

**BIBL 335      The Minor Prophets**

3 credits

The 12 books of the Minor Prophets are perhaps one of the most neglected portions of the Bible in preaching, teaching and devotional study. This course, by Dr. Thomas Harrison, covers the contributions of the Minor Prophets as seen in the light of their times and ours, the doctrines they preached and the meanings and fulfillment of their prophecies. The Study guide is *Themes from the Minor Prophets* by Dr. Thomas Harrison. The textbooks are *Nahum-Malachi, Interpretation: A Bible Commentary for Teaching and Preaching* by Elizabeth Achtemeier, *Hosea-Micah, Interpretation: A Bible Commentary for Teaching and Preaching* by James Limburg, and the Holy Bible. *Prerequisite: BIBL 126 Old Testament History and Literature, & BIBL 229 Bible Study Methods.*

**BIBL 348 Timothy and Titus**

3 credits

The Apostle Paul, in his care to mentor his disciples, gave very practical advice to the young pastors Timothy and Titus. These teachings still apply to those serving in the Church today. The course covers an in-depth study of these three letters of Paul, with application to today's church and the Christian ministry. The study guide is *Paul's Letters to Pastors* by John R. Brogan, and the textbooks are by Gordon D. Fee, *I and II Timothy, Titus* (NIBC) and the Holy Bible. *Prerequisite: BIBL 127 New Testament History and Literature & BIBL 229 Bible Study Methods.*

**BIBL 357 Pentateuch**

3 credits

Pentateuch by George Assad considers the origin of both the earth and mankind. From Genesis to Deuteronomy, the author helps the students trace the nation of Israel from its beginnings until the time of its entrance into the Promised Land. Studies on the Creation theories, the Flood, and the concept of holiness as presented in the book of Leviticus are included in this course. The study guide is *Pentateuch* by George Assad. The textbooks are *God Spoke by Moses* by Oswald T. Allis and the Holy Bible.

**BIBL 359 Hermeneutics: The Art of Interpretation**

3 credits

Hermeneutics is the science and art of biblical interpretation, attempting to ascertain what God has said to man in sacred Scripture. While it is a science based upon principles for discovering the meaning of a document; it is also an art because principles or rules cannot be applied mechanically to Scripture but must involve the skill of the interpreter. In the study guide *Hermeneutics*, Dr. Peter Kuzmic introduces students to sound hermeneutical principles and rules and gives them the opportunity to gain skill in applying them. The study guide is *Hermeneutics* by Dr. Peter Karmic. The textbooks are *Protestant Biblical Interpretation* by Bernard Ram, *How To Read the Bible For All It's Worth* by Gordon Fee and Douglas Stuart and the Holy Bible. *Prerequisite: BIBL 229 Bible Study Methods.*

**BIBL 440 Hebrews**

3 credits

In *Hebrews*, Dr. A. C. George uses both analytical and topical studies to bring out the rich truths about Christ, which are taught in this epistle. By studying the background information, students will be able to identify with early Christians in their spiritual crises and feel the impact of the warnings and exhortations given to them. Students will also gain insight into Old Testament forms of worship and their prophetic aspects. The author leads students to a new appreciation of Christ as the fulfillment of the Old Covenant. The study guide is *Hebrews* by Dr. A. C. George. The textbooks are *Hebrews: An Introduction and Commentary* by Thomas Hewitt and the Holy Bible. *Prerequisite: BIBL 126 Old Testament History and Literature, BIBL 127 New Testament History and Literature & BIBL 229 Bible Study Methods.*

## Christian Education (CHED)

### CHED 152 Introduction to Christian Education

3 credits

This course is designed for pastors or those who are responsible for the educational program in the local church. It provides a biblical foundation for Christian education as well as numerous guidelines for effective teaching. Attention is given to the purpose and design of Christian education programs in various settings. The levels, extent, avenues, nature of learning, as well as the readiness for and the ability for learning, will be introduced. The textbooks for this course are *The Christian Educator's Handbook on Teaching: A comprehensive resource on the distinctiveness of true Christian teaching*, by Gangle and Hendricks, and *How We Learn: A Christian teacher's guide to educational psychology*, by Issler and Habermas.

### CHED 260 Principles and Methods in Christian Education

3 credits

This course starts with a review of various views of revelation and the Bible. Good teaching comes to a biblical conclusion by showing how God speaks to people through His Word. Drawing from modern teaching and learning theory, author J. E. Pearson applies theory to practice with varying age groups. The course helps students to understand the problems and possibilities associated with creative teaching. It also helps them to gain the skills needed to teach creatively. The study guide is *Teaching in the Church* by J. E. Pearson. The textbooks are *Creative Bible Teaching* by Lawrence O. Richards and the Holy Bible. *You the Teacher*, also by Lawrence O. Richards, is suggested as a supplemental text.

### CHED 460 Supervision of Christian Education

3 credits

Many students are interested in leadership for the Church today and may feel the call of God upon their lives to preach and minister the gospel. Christian Education Leadership by J. E. Pearson increases the student's knowledge of the theoretical aspects of leadership and of administrative roles. It also presents practical applications in the local Church situation. Pearson examines both the secular and Christian ideas of leadership and relates them to Christian education. Other leadership needs and principles for the church are also covered. The study guide is *Christian Education Leadership* by J. E. Pearson. The textbooks are *Building Leaders for Church Education* by Kenneth O. Gangel, *Techniques of Leadership* by Auren Uris and the Holy Bible. *Prerequisite: Either CHED 152 Introduction to Christian Education or CHED 260 Principles and Methods of Christian Education.*

## Communication (COMM)

### COMM 220 Fundamentals of Public Speaking

2 credits

This is an introductory course in the fundamentals of creative, contemporary communications processes with emphasis on the dynamics of interpersonal communication as well as public speaking techniques. Students glean theoretical concepts from the textbook and lectures. Those theories are practically applied as speeches are written, delivered and critiqued in the classroom.

## Critical Thought (CRTH)

### CRTH 214 Christian Ethics

3 credits

This course is a study of values and their influence on social and individual behavior. Special emphasis is placed on the development of Christian values, congruent with the teachings of Christ and the application of these values to everyday living. The study guide is *Christian Ethics* by Laurier Bergeron. The textbooks are *Ethics: Approaching Moral Decisions* by Holmes; *Introducing Christian Ethics* by Barnette; and *Principles of Conduct* by Murray.

## English (ENGL)

### ENGL 123 Composition I

3 credits

In this course you will learn the process of writing short essays with various purposes. Each will be organized around a thesis or main point. You will spend some time learning how to create strong paragraphs, the basic unit of composition. You will also cover the fundamentals of grammar and punctuation. The study guide is *Freshman Composition I* by Tracey Finck. The textbooks are *Writing Without Teachers* by Peter Elbow, The *McGraw-Hill Answer Key* to accompany the *McGraw-Hill Workbook* and *The McGraw-Hill Workbook* both by Mark Connelley and *On Writing Well* by William Zinsser.

### ENGL 124 College Rhetoric & Research

3 credits

The purpose of this course is to enable you to communicate clearly and effectively. As an advanced writing course, Composition II deals with logic, the critical essay and research. You will learn to use sources (books, magazines and so forth) to generate and develop your ideas. You will also learn how to find sources in libraries and how to incorporate those sources into your writing. The study guide is *Freshman Composition II* by Leslie A. Crabtree. The textbooks are *Writing Research Papers: A Complete Guide* by James Lester and *Writing From Sources* by Brenda Spatt. *Prerequisite: ENG 123 Composition I.*

### ENGL 219 Value and Meaning in Literature

3 credits

Selected literary works are analyzed and interpreted with the intent of seeing how an author's worldview influences their writing. The course examines how literature serves to communicate important values to readers and how those values are embodied in the text's meaning. The study guide is *Value and Meaning in Literature* by Tracey Finck. The textbooks are *How to Read Slowly* by James Sire, *Brothers Karamazov* by Fyodor Dostoyezsky, *Siddhartha* by Hermann Hesse, *Perelandra* by C. S. Lewis, *The Fall* by Albert Camus and *The Little Prince* by Antoine de St. Exupery. *Prerequisite: ENGL 124 College Rhetoric & Research.*

## Fine Arts (FNAR)

### FNAR 112 Music Appreciation

2 credits

This general course familiarizes the student with various forms of music through an exami-

nation of the masterpieces from different historical periods. The enjoyment of music, and an appreciation of its contribution to life are emphasized. The study guide is *Music Appreciation* by Randy Verble. The textbook is *Music: The Art of Listening* by Jean Ferris.

## General Studies (GNST)

### **GNST 101      Mastering College Learning**

2-3 credits

Many adults have not adequately developed their learning skills or are otherwise fearful of taking college-level courses. This course is specifically designed to help adults develop sound study techniques and life-building skills to become master students. Topics include self-discovery of life patterns, diversity, time management, memory, reading skills, note taking, test taking, creative thinking, writing, relationships, health and money management. This course may be taken for 1, 2 or 3 credits. Each credit level has different requirements. The study guide is *Mastering College Learning* by Leslie Crabtree, M.A., and the textbook is *Becoming a Master Student*, 7th ed., by David Ellis.

## History (HIST)

### **HIST 225      American History I: Colonial Period to Civil War**

3 credits

A history of the foundations of America and how it became great. It spans from the first discoverers of America up to 1865. Topics include the planting of English America, the war for independence, the rise of democracy, slavery and the battles of the Civil War. The study guide is *American History I* by William R. Snell. The textbook is *The American Pageant* by Thomas A. Bailey and David M. Kennedy.

### **HIST 311      Church History I: Early Church to Reformation**

3 credits

The focal point of Church History I is God's intervention in human affairs in the person of Jesus Christ. Dr. George Stotts compares the trends of social, cultural and political development as they relate to present-day civilization and the role of the church. Highly motivational pre- and post-course supplementary tapes have been prepared. The study guide is *Church History I* by Dr. George Stotts (includes audiotapes). The textbooks are *Church History Through the Centuries* by Earl E. Cairns and the Holy Bible.

### **HIST 312      Church History II: Reformation to the Present**

3 credits

An old adage states, "Those who refuse to learn from history are condemned to repeat it." Understanding the vagaries which have confronted Christianity over the past 500 years will help us to avoid those same pitfalls. The course traces the history of Christianity from the context that prompted Luther to nail his Ninety-Five Theses to the church door in Wittenberg, up to the present day. It presents the history of the Church through four stages: the age of reformation, the age of reason, the age of expansion and the age of a new Pentecost. The latter covers the church in the West, in America, in Africa, in Asia and in Latin America. The course also includes a study of the history of the Assemblies of God in the USA, its roots and development through the 20th Century. This is a required course for those seeking ministerial credentials.

with the Assemblies of God. The study guide is *Church History II* by Dr. Donald Smeeton, and the textbooks are *The Story of Christianity, Vol. 2* by Justo L. Gonzalez and *Restoring the Faith: The Assemblies of God, Pentecostalism, and American Culture* by Edith L. Blumhofer.

## **Intercultural Studies (ICS)**

### **ICS 111**

#### **Global Perspectives**

3 credits

The orientation of the course, Introduction to Missions, is both biblical and contemporary. The Bible's teaching on missions is outlined through use of both the Old and New Testaments. Two missions themes (international and biblical) are treated throughout this independent study guide: those of the redemptive people of God and Christ's strategy of missions. The study guide is *Introduction to Missions* by Flattery. The textbook is the Holy Bible.

### **ICS 266**

#### **World Religions**

3 credits

Islam, Zoroastrianism, Hinduism, Buddhism, Sikhism, Confucianism, Shintoism and Jainism constitute the eight major nonbiblical religions considered in the course World Religions. The course also presents a survey of Judaism and Christianity and concludes with a comparison of all world religions. While Dr. John Thannickal encourages students to make their own evaluations of the world's religions, the study is historically and analytically presented from the Christian viewpoint. It is a presentation, which inspires the appreciation of the unique values and blessings of Christianity. The study guide is *World Religions* by Dr. John Thannickal. The textbooks are *The World's Living Religions* by Robert E. Hume and the Holy Bible.

### **ICS 353**

#### **Intercultural Communications**

3 credits

How does culture make a difference in the way people interact? How might people improve their communicative skills in a shrinking world? Cross Cultural Communications attempts to help students discover answers to these current problems. Perhaps the most important aspect of this course relates to the word "mission." Dr. Del Tarr is dedicated to helping students become "sent ones" to present Christ and His kingdom in an environment other than their own. To do this, he addresses how communication and culture relate, how to reach people where they are, how different people think and express ideas across cultures and subcultures and how the thoughts and expressions of people affect their behavior. The study guide is *Cross-Cultural Communications* by Dr. Del Tarr. The textbooks are *Communicating Christ Cross-Culturally* by David Hesselgrave and the Holy Bible.

### **ICS 355**

#### **Church Planting and Growth**

3 credits

A Strategy for Church Growth by Dr. Benjamin Shinde is designed to acquaint students with the importance of the Great Commission in relation to world evangelization and church planting. By studying this course students will learn to identify the principles that underlie the growth of the Church and to make a diagnostic study of a local church. They will also learn to identify reasons for growth or lack of growth. The study guide is *A Strategy for Church Growth* by Dr. Benjamin Shinde. The textbooks are *Understanding Church Growth* by Donald A. McGavran, *The Indigenous Church* by M. L. Hodges and the Holy Bible.

**ICS 369****Introduction to Islamic Culture & Society**

3 credits

This course is an introductory study of Islam, including its beliefs, practices and present status as a world religion. It offers practical guidelines for effective Christian witness to Muslims. Special emphasis is placed on intercessory prayer and the role of the Holy Spirit in the process of conversion and discipleship. The study guide is *Islam: Introduction and Approach* by Sobhi Malek. The supplemental textbook *Islamic Values in the United States* by Yvonne Yazbeck Haddad and Adair T. Lummis provides an introduction to the phenomenon of the growth of this religious movement in the U.S.A., its struggles and aspirations for adaptation into American society.

**Mathematics (MATH)****MATH 125 College Math and Algebra**

2 credits

This course studies the mathematics and algebra necessary to understand story problems, consumer math and the basic laws of science. Topics included are polynomials, story problems involving linear and quadratic equations and factoring. The study guide/textbook is *College Mathematics and Algebra* by Dr. Roger Sorbo.

**Physical Education (PE)****PE 123-124 Physical Education**

2 credits

This course is an introduction to the development and maintenance of good health practices. It will provide information on proper exercise programs, essential nutritional practices, weight loss and control, stress management and lifetime fitness. This course is written so you can construct an individualized fitness program depending on your need and interest. The study guide is *Physical Education* by Mark Engle. The textbook is *The "T-Factor" Fat Gram Counter* by J. Pope-Cordle and M. Katahn.

**Practics (PRAC)****PRAC 122 Biblical Principles of Evangelism**

3 credits

In *Evangelism Today*, author Louise Jeter Walker examines the biblical principles and modern techniques of effective evangelism. She places an emphasis on how God is working through His people today. Examples from many countries show how basic evangelism methods can be used in a variety of ways. The biblical teaching on sin and salvation is given as an essential part of the training in how to share the message. Methods of personal and mass evangelism point out ways all Christians in a local church can work together to evangelize their world. The study guide is *Evangelism Today* by Louise Jeter Walker. The textbooks are *More Than A Carpenter* by Josh McDowell, *Living Proof*, and the Holy Bible.

**PRAC 252 Homiletics I**

3 credits

One of the highest callings in the world is to preach the gospel of the Lord Jesus Christ.

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Preparing and Preaching Bible Messages by Ian R. Hall is designed to give a clear understanding of the basic principles of Christian Preaching. It stresses the prime place of Biblical exposition in authoritatively communicating the Christian message. It deals with practical matters such as the preparation of the sermon, the sources of materials, the construction of the components of the sermon, the variety of sermon types, and the delivery of sermons. It also stresses the importance of the preacher himself in the effective communication of his message. The study guide is *Preparing and Preaching Bible Messages* by Ian R. Hall. The textbooks are *Old Wine in New Wineskins: Doctrinal Preaching in a Changing World* by Millard Erickson and James Heflin and the Holy Bible. *Prerequisites: BIBL 229 Bible Study Methods & COMM 220 Fundamentals of Public Speaking.*

### **PRAC 340 Church Administration and Personal Finance**

3 credits

Church Administration is an introductory study of many of the principles, procedures and techniques used in today's business world as they apply to the local church and its leadership. In this independent study textbook, pastors, church business administrators and other church leaders will find the problem-solving approach to these subjects of practical value. Author Joe Kilpatrick first introduces students to the organizing and staffing functions of the church, which enable it to operate effectively. Then he shows them practical methods of raising money for the church's expenses. Other emphases include the importance of keeping good records and ideas on better management of the church's money, facilities and equipment. The study guide is *Church Business* by Joe Kilpatrick. The textbook is the Holy Bible.

### **PRAC 352 Homiletics II**

3 credits

Expository Preaching, a practical course in the methodology of preaching, emphasizes the step-by-step process of constructing expository sermons. In this independent study textbook Dr. George Batson includes a brief treatment of basic types of sermons, procedures for building expository sermons, the analysis and exposition of Scripture passages, the use of multiple sermon processes in expository preaching and the building of a preaching program. Students build sermons for their pulpit ministry from the Gospel of Matthew and the book of Ephesians. The study guide is *Expository Preaching* by Dr. George Batson. The textbook is the Holy Bible. *Prerequisites: BIBL 126 Old Testament History and Literature, BIBL 127 New Testament History and Literature, & PRAC 252 Homiletics I.*

### **PRAC 431 Pastoral Counseling**

3 credits

Many people have emotional, spiritual, economic or physical problems. Even the most persuasive sermon may not be heard by someone with serious personal problems. The Christian student, layman, pastor or religious worker must find ways to help their people. Written by Dr. Fred Greve, Pastoral Counseling is primarily concerned with teaching students about the people they counsel, the techniques of counseling and the various forms of counseling. Using a strong biblical emphasis, this course considers the student to be a counselor-in-training. The study guide is *Pastoral Counseling* by Dr. Fred Greve. The textbooks are *Basic Types of Pastoral Counseling* by Howard Clinebell and the Holy Bible. *Prerequisite: PSYC 125 General Psychology.*

**PRAC 432      Marriage and Family**

3 credits

A study of marriage and the family from a Christian perspective using a practical, functional approach. This course will introduce the student to the biblical model of the family and the implications of that model for ministry in the Christian church. The textbooks are *Families at the Crossroads* by Rodney Clapp and *Nurturing Pentecostal Families: A covenant to nurture our families* by John Kie Vining.

**PRAC 451      Pastoral Theology I**

3 credits

What principles guide the minister in his basic relationships? Am I called of God to the ministry? These are examples of the types of questions that students will be encouraged to examine in Pastoral Ministries. This is a study of ministers, their preparation, relationships, and primary ministerial responsibilities. Dr. Jack V. Rozell guides students in developing a biblical model of the ministry. The study guide is *Pastoral Ministries* by Dr. Jack V. Rozell. The textbooks are *Power Through Prayer* by E. M. Bounds, *The Minister as Shepherd* by Charles Jefferson, *The Preacher's Portrait* by John R. Stott, *Ministerial Life and Work* by W. H. Griffith Thomas and the Holy Bible. *Prerequisites: BIBL 126 Old Testament History and Literature, BIBL 127 New Testament History and Literature, & PRAC 252 Homiletics I.*

**PRAC 486      Mentoring**

2 credits

The Mentoring program provides an opportunity for students to serve in a ministry situation under the leadership of an experienced minister. Students accept a leadership or ministry position and meet with a mentor to chart progress in the performance of ministerial responsibilities. The mentoring program is like an internship, but it is not so comprehensive.

**PRAC 495      Senior Project**

3 credits

The Senior Project is a culminating, synthetic learning experience in which students apply the learning gained in the Liberal Arts Core, the Biblical Studies Core, and the major program to a study project in their major field. The Senior Project is designed to meet the unique and particular needs of the students major. Specific requirements are listed in the course syllabus. *Must be the last course in which a prospective graduate enrolls.*

**Psychology (PSYC)****PSYC 125      General Psychology**

3 credits

Psychology is the study of human behavior and mental processes. The central objective of this course is to demonstrate how the body, mind and spirit interact to produce our behavior. General Psychology by Dr. Ronald K. Jewett is a study of the fundamental concepts of psychology from the Christian perspective including: biological basis of behavior, development, emotions, sensations and perceptions, motivation, learning and memory, intelligence, personality, psychology of religion, abnormal behavior and psychotherapy. The study guide is

*General Psychology* by Dr. Ronald K. Jewett. The textbooks are *Introduction to Psychology and Counseling*, 2nd ed., by Paul D. Meier, Frank B. Minirth, Frank B. Wichern, and Donald E. Ratcliff and the Holy Bible.

**PSYC 126 Introduction to Sociology**

3 credits

It has long been recognized that people are not isolated individuals. Mutual dependency as a basic human characteristic is the central topic of this course. This view of man as a social being gives students an appreciation of their need of others. Introduction to Sociology by Dr. Koichi Kitano is a general survey course about the nature and scope of sociology. Basic sociological methods and concepts are also included. The study guide is *Introduction of Sociology* by Dr. Koichi Kitano. The textbooks are *Sociology and Human Experience* by Donald Hobbs and the Holy Bible.

## Science (SCIN)

**SCIN 215 Physical Science**

3 credits

Dr. Kenneth Wireman reviews the fundamentals of science with particular emphasis on those areas of the physical sciences which affect people from day to day. Lab is required and integrated into the Study Guide. This course is appropriate for non-science students. The study guide is *General Physical Science* by Robert A Love and Kenneth Wireman, and the textbook is *Man and the Physical Universe* by Ernest E. Snyder.

## Theology (THEO)

**THEO 114 Systematic Theology I**

3 credits

An overview of various systematic theology courses with special emphasis on the on the sixteen tenets of faith of the Assemblies of God. This course could be known as “Assemblies of God doctrine”, for it covers the fundamental beliefs of the Assemblies of God as well as other Pentecostal fellowships and denominations. The study guide is by Dr. James Allen and the textbooks are *Bible Doctrines: A Pentecostal Perspective* by William W. Menzies and Stanley Horton; *Where We Stand: The Official Position Papers of the Assemblies of God*.

**THEO 235 Theology Proper/Angelology: Study of God and Angels**

2 credits

Theology Proper/Angelology by Masayoshi Safu is a systematic study of the biblical doctrines of God and angels. This course helps the student appreciate God's existence and His desire to be involved in the lives of men and women today. The study guide is *Theology Proper/Angelology* by Masayoshi Safu. The textbooks are *Introductory Lectures in Systematic Theology* by Henry Clarence Thiessen and the Holy Bible. *Prerequisite: THEO 115 Assemblies of God Doctrine and Bylaws*.

**THEO 236 Anthropology/Hamartology: The Study of Man and Sin**

2 credits

There are many ideas in today's world about the origin of man and his nature. In the inde-

pendent-study textbook *Anthropology/ Hamartiology*, Dr. Daniel Pecota discusses the teachings of Scripture and seeks to correct false ideas with regard to man and sin. The course is structured in such a way that the materials are applicable to students personally and to the ministry which God has given them. Students learn to recognize and describe man in his lost condition, to understand his need for a Savior and to detect and avoid sin in their own lives. The study guide is *Anthropology/Hamartiology: The Biblical Doctrines of Man and Sin* by Dr. Daniel Pecota. The textbook is the Holy Bible. *Prerequisite: THEO 115 Systematic Theology I.*

### **THEO 336 Christology**

2 credits

Jesus is more than just a New Testament figure. This course introduces students to Old Testament typology as well as to the prophecies concerning Christ's present and future work. Thomas Holdcroft presents certain controversial historical and contemporary views of Jesus and relates them to the Word of God. With Christology, students discover what the Scriptures really say about Jesus Christ. The study guide is *Christology* by Thomas Holdcroft. The textbooks are *Jesus Christ Our Lord* by John Walvoord and the Holy Bible. *Prerequisite: THEO 115 Systematic Theology I.*

### **THEO 337 Soteriology**

2 credits

The doctrine of salvation—the work of Christ in bringing lost man into fellowship with God—is the focus of Soteriology. This doctrine is treated in a logical progression, a type of order of salvation. The study includes the doctrines of repentance, faith, conversion, regeneration, justification, adoption, sanctification and prayer in the life of a Christian. Dr. Daniel Pecota carefully analyzes biblical passages relating to salvation and evaluates historical and contemporary views of salvation. The 12 lessons stress the applying of salvation truths personally and the sharing of them with others. The study guide is *Soteriology* by Dr. Daniel Pecota. The textbooks are *Salvation* by Charles Horne, *New Born* by Harold Frelich and the Holy Bible. *Prerequisite: THEO 115 Systematic Theology I.*

### **THEO 343 Old Testament Biblical Theology**

3 credits

In this course, John Phillips traces the development of major Old Testament doctrines. The course, Old Testament Biblical Theology, deals with what the Old Testament teaches about God, creation, man, sin, the Messiah, revelation, inspiration, angels, Satan, the various testaments and covenants, judgment and life after death. It provides a wealth of material for preaching and teaching from the Old Testament. The study guide is *Old Testament Biblical Theology* by John Phillips. The textbooks are the *Theology of the Older Testament* by J. Baron Payne and the Holy Bible. *Prerequisite: THEO 115 Systematic Theology I, BIBL 126 Old Testament History and Literature.*

### **THEO 438 Eschatology**

2 credits

Eschatology is a study in that area of biblical teaching which concerns last things, the final outcome of the present order. Dr. Andrew McDearmid addresses the teachings and gives a biblical picture of the events. The second coming of Christ, the tribulation, and the nature of predictive prophecy are among the topics discussed. As part of this course students also

## Course Descriptions

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consider and analyze a number of current eschatological systems. The study guide is *Eschatology* by Dr. Andrew McDearmid. The textbooks are *The End Times* by Herman A. Hoyt, and the Holy Bible. *Prerequisite: THEO 115 Systematic Theology I.*

### **THEO 437      Pneumatology**

3 credits

The person, work, gifts and ministry of the Holy Spirit are the topics examined in the biblical study by Dr. Stanley M. Horton. The following are among the questions discussed from both the Old and New Testaments: Who is the Holy Spirit? What is the baptism of the Holy Spirit? How do I live a Spirit-filled life? Students are encouraged to apply these and other related biblical teachings to their own teaching and preaching ministry. The study guide is *Pneumatology* by Dr. Stanley Horton. The textbooks are *What the Bible Says About the Holy Spirit* by Stanley Horton and the Holy Bible. *Prerequisite: THEO 115 Systematic Theology I.*

### **THEO 446      Christian Apologetics**

3 credits

Is there a procedure for dealing with doubt? Can Scripture be verified? Are miracles possible? Where is history taking us? Dr. William Menzies discusses these and other questions in the course Apologetics. Faith and knowing are the two consistent themes of this course. Dr. Menzies examines and explains the relationship between them. The course will help student to persuade others that there is no better way to follow than that of faith in, and obedience to, the God of the Christian Scriptures. The study guide is *Apologetics* by Dr. William Menzies. The textbooks are *Know Why You Believe* by Paul E. Little, *A Christian Appeal to Reason* by Bernard L. Ramm, and the Holy Bible. *Prerequisite: THEO 115 Systematic Theology I.*



## **Administration & Faculty**

# Administration & Faculty

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## University Officers

### Gordon Anderson



President, 1995  
Ph.D., University of Minnesota, 1986  
14 years pastoral experience  
13 years teaching experience  
Ordained, 1973  
North Central, 1982

### Cheryl Book



Vice President, Business and Finance  
9 years business experience  
North Central, 1983

### Thomas A. Burkman



Vice President, Academic Affairs  
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North Central, 2002

### Dan Call



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M.Div., Assemblies of God Theological Seminary, 1996  
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Licensed, 1984  
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### Paul Freitag



Vice President, Advancement  
Ph.D., Walden University, 1995  
12 years administrative experience  
5 years teaching experience  
12 years church leadership experience  
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**Mike Nossner**



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M.S., Seattle Pacific University, 1995  
15 years student life experience  
Licensed, 1988  
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**Instructors of Record**

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Campus Pastor  
Student Internship Coordinator  
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D.Min., North American Baptist  
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and teaching experience  
Ordained, 1959  
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**Robert Bernard**



M.Div., Trinity Evangelical Divinity School, 1993  
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7 years pastoral experience  
15 years missionary experience  
2 years Missionary-In-Residence, NCU  
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**Leslie Crabtree**



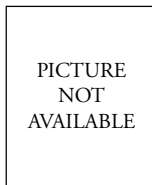
Associate Professor, English  
Ed.D., Hamline University  
21 years teaching experience  
North Central, 1981-93, 1998

**Jim Ferreira**



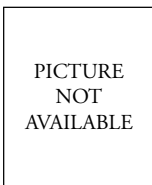
Ph.D. program, University of Minnesota  
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Ordained, 1995  
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**Edwin Hollen**



Pastoral Ministries  
B.A., North Central University, 1959  
34 years pastoral experience  
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**Herb Johnson**



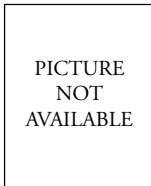
Fine Arts department  
Professor, Music  
D.M.A., Manhattan School of Music, 1992  
20 years teaching experience  
North Central, 1994

**Steve Schweitzer**



Ph.D., University of Notre Dame  
NCU, 1999

**Rod Smith**



B.A., North Central University, 1991  
8 years pastoral experience  
5 years teaching experience  
Ordained 1997  
NCU, 1990

**Buddy Yantz**



B.A., North Central University  
15 years pastoral experience  
NCU, 1998

**Carlson Institute Staff**

**JoAnn Smith**



Director, Carlson Institute for Church Leadership  
Ph.D., Regent University  
9 years pastoral experience  
16 years teaching experience  
Ordained, 1979  
National Home Missions Appointment, 1981-1994  
North Central, 1986

**J. Scott Alexander**



Student Services Coordinator  
B.S., Northwestern College, 1999  
North Central, 2000

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