

Providence Bible College & Theological Seminary

Academic Catalog

2025-2026

**301 Goode Way, Ste. 205
Portsmouth, VA 23704-2266**

(757) 625-7996

www.pbcts.edu

“Academic Excellence at an Affordable Cost”



“Providence Bible College and Theological Seminary is a religious institution exempt from state regulation and oversight in the Commonwealth of Virginia.” – SCHEV, 2021-2022

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Providence Bible College and Theological Seminary admits students of any race, color, and national or ethnic origin and with all the rights, privileges, programs, and activities accorded or made available to applying or enrolled students at the College. It does not discriminate by race, color, and national or ethnic origin, in the administration of its educational policies, admissions policies, and school-administered programs.

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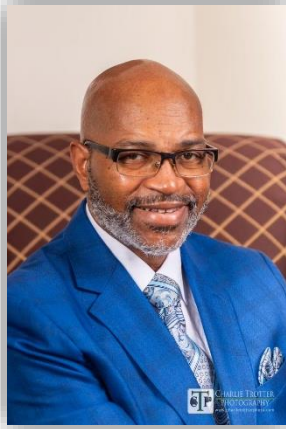
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WELCOME

Letter from the President



Hello future student,

I greet you in the marvelous, matchless, and mighty name of our Lord and Savior, Jesus Christ!

It is with great joy that I welcome you to Providence Bible and Theological Seminary. An incredible privilege has been bestowed upon us, and that is the call of God to the ministry. The opportunity is priceless, challenging, and stimulating. For those who pass it by, there is a void. For those who grasp it, accomplishments and memories have lifelong significance.

Providence Bible College and Theological Seminary stands firmly upon three foundational pillars that shape our mission and vision. First, *Affordable Academic Excellence* ensures that a high-quality, Christ-centered education remains within reach, without compromising the rigor or depth expected of serious biblical study. Second, our *Life Application Curriculum* is designed not only to impart knowledge but to foster real-world spiritual formation, equipping students to integrate biblical truth into every sphere of life and ministry. Third, we embrace *Cutting Edge Technology* to enhance the learning experience—leveraging modern tools for teaching, research, and communication—so that students are prepared to minister effectively in a digital age. These pillars together reflect our commitment to accessible, transformative, and forward-thinking Christian education.

The decision to attend Providence Bible College and Theological Seminary is a step into an oasis of opportunity, and may I say it's providential. Distinct in its blend of tradition and innovation, PBCTS is building the lives of its students to impact the world for Christ through the various professions, ministries, and businesses to which He has called them to serve for His kingdom.

We have a dedicated and caring faculty, a warm and friendly student body from all over the Hampton Roads area and the nation, which are all key ingredients in this unique opportunity. We offer this most affordable, once-in-a-lifetime academic and spiritual experience to you.

Established in 1987, PBCTS has a proven record of 36 years providing a quality biblical education advancing the kingdom of God, on earth for heaven's sake.

I invite you to become a part of our school's growing family. I look forward to meeting you in person and welcoming you to a journey to be remembered for the rest of your life.

Dr. LeRoy Hill, Jr.

President

Philosophy of Education

At Providence Bible College and Theological Seminary, our philosophy of education is grounded in the traditional Christian worldview, in deliberate contrast to the humanistic and progressive models that often dominate contemporary education. We affirm that a biblically based, Christ-centered approach offers students the most effective and faithful framework for intellectual and spiritual formation. It is our conviction that this model best promotes the development of Christian character, the cultivation of clear and effective communication, and the mastery of subject matter in alignment with the truth of God revealed in Scripture and creation.

Our educational objective is to nurture individuals who, within the unique framework of their God-given personality, potential, and abilities, grow into articulate, knowledgeable, and godly men and women. This holistic development integrates moral and spiritual formation with academic excellence, producing graduates who embody Christian integrity and serve effectively in their callings.

We hold that the content of Christian education must reflect the virtues extolled in Philippians 4:8—"whatsoever things are true, honest, just, pure, lovely, and of good report." Instructional methods are to be teacher-directed (Deuteronomy 6:7), with the student engaging actively through study (2 Timothy 2:15), research (John 5:39), reasoning (Acts 24:25), relationship-building (Luke 24:27), and accurate record-keeping (3 John 12). These practices are not merely academic exercises but are acts of obedience to the call to love God with all one's mind.

We believe that the Scriptures provide the only true and coherent view of God, humanity, and the created order. God is revealed as an intelligent, personal, and orderly Creator, and the universe reflects His rational design. Therefore, Christian education must be rooted in objective reality and absolute truth, not in the shifting sands of relativism. All truth, wherever found, is God's truth, and must be interpreted in light of divine revelation.

Furthermore, Christian education must address not only the academic but also the social and spiritual dimensions of the student's life. Accordingly, the academic curriculum forms only one part of the broader educational process that takes place within our college community. Discipleship is at the heart of our mission, and it is characterized by self-denial (Titus 2:12) and self-discipline. Through our instruction, mentoring, and training programs, students are equipped with a comprehensive

Christian worldview that guards them against “philosophy and vain deceit” (Colossians 2:8) and prepares them to engage the world with discernment and grace. Ultimately, the goal of Christian education is to lead the student toward “the unity of the faith and of the knowledge of the Son of God, unto a perfect man, unto the measure of the stature of the fullness of Christ” (Ephesians 4:13). It is our prayer and purpose that each graduate will emerge as a faithful witness for Christ, intellectually and spiritually prepared to serve in a free society, and displaying the fruit of the Spirit in every aspect of life.

Mission

In partnership with the Church, the mission of Providence Bible College and Theological Seminary is to prepare Christians for leadership and service in both the Church and society. We pursue this calling through Christ-centered higher education, intentional spiritual formation, and practical life application. Our educational foundation is firmly rooted in four key commitments: to be **Christ-centered, biblically grounded, practically oriented**, and **culturally engaged**—equipping students to live out their faith with wisdom, effectiveness, and compassion in a diverse and changing world.

Purpose

In harmony with our Mission Statement, Providence Bible College and Theological Seminary exists to equip men and women for a lifetime of faithful service to the Lord Jesus Christ. We are a distinct institution with a God-given identity, shaped by a clear educational philosophy, a strong sense of purpose, and a commitment to biblical truth. We believe that God has called this school into existence for His glory, and in response, our administration, faculty, and staff are wholeheartedly devoted to preparing students for effective ministry, leadership, and Christian witness in every sphere of life.

History

Providence Bible College and Theological Seminary draws from a rich spiritual heritage and a legacy of faithful Christian training. Originally founded in 1952 as the Whitefield Institute of Tidewater, the school was inspired by the ministry vision of George Whitefield—namely, that “*wherever a group of disciples will gather, leadership training is provided to build up God’s people.*” Beginning with a small group of students and a mostly volunteer staff, the Institute offered an innovative, church-centered model of biblical education designed to equip local believers for effective ministry.

As the Institute grew, the desire for a more structured academic program led its leadership to consider a broader educational model. However, after much prayer and counsel, it became clear that God’s calling was not to build a large liberal arts

university, but rather a faithful, Christ-centered Bible college. In April 1987, the school was officially incorporated as Providence Bible College under the laws of the Commonwealth of Virginia. Recognized by the State Council of Higher Education for Virginia (SCHEV) as a religious institution, PBCTS is authorized to grant degrees in religion at the associate, bachelor's, master's, and doctoral levels. The College also received 501(c)(3) tax-exempt status in 1990 and remains committed to providing accessible, high-quality biblical education.

In 1995, Dr. Raymond W. Stiles—a local businessman with a background in education and law—became president. During his tenure, the College saw steady development, including the launch of the Distance Education program, the establishment of the Graduate School, the creation of the pbcts.edu website, and the approval of Veterans Tuition benefits. Dr. Stiles faithfully served until his retirement in 2012.

The Rev. Dr. Reginald Woodhouse succeeded him and served as president from 2012 to 2023. With a heart for mentoring and a distinguished career as a pastor, administrator, and public servant, Dr. Woodhouse led PBCTS through a season of renewed vision, strengthened faculty leadership, and deeper engagement with the local church community. His commitment to biblical fidelity and sacrificial leadership continues to leave a lasting impact.

In June 2023, Dr. LeRoy Hill, Jr. was appointed president. A seasoned pastor, academic leader, and denominational statesman, Dr. Hill holds two professional doctorates and currently serves as the pastor of Ebenezer Baptist Church in Portsmouth, Virginia. Under his leadership, PBCTS looks forward to continuing its mission of equipping men and women for transformative ministry in the Church and the world.

Articles of Faith

We believe the Bible to be the inspired, inerrant, and the only infallible, authoritative Word of God.

We believe that there is one God, eternally existent in the persons of Father, Son, and Holy Spirit.

We believe in the deity of our Lord Jesus Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death through His shed blood, His bodily resurrection, His ascension to the right hand of the Father, and in His personal coming again for the saints in power and glory.

We believe that for the salvation of lost and sinful man, regeneration by the Holy Spirit is essential.

We believe in the resurrection of both the saved and the lost: those that are saved unto the resurrection of life and those that are lost unto the resurrection of damnation.

We believe in the spiritual unity of believers in our Lord Jesus Christ.

We believe in the present ministry of the Holy Spirit and His Gifts by whose indwelling the Christian is enabled to live a godly life.

We believe that God has ordained the Church for the perpetrating of His truth and work in the world.

Without meaning to be unfriendly or unkind to anyone, Providence Bible College and Theological Seminary affirms the historic Christian understanding of marriage as a sacred, lifelong covenant between one man and one woman, and upholds the biblical teaching that God has created humanity in His image as male and female—distinct, complementary, and immutable. These convictions are not only doctrinal positions but also form the foundation of our community life, curriculum, and policies.

We recognize that these beliefs may differ from prevailing cultural perspectives, and we hold them with both conviction and compassion. While we welcome all individuals to explore the Christian faith, those who do not share these core values are kindly encouraged to pursue their education in an institution more aligned with their views. In all things, we seek to speak the truth in love (Ephesians 4:15), honoring both God's Word and the dignity of every person.

At Providence Bible College and Theological Seminary, we affirm the verbal, plenary inspiration of the Bible and are committed to its use as the foundation for all classroom instruction. Our institution serves a broad constituency of Evangelical, Bible-believing churches throughout the Hampton Roads region. Our faculty and staff are born-again Christians who uphold the teachings of Jesus Christ as the only true and authoritative way of life.

Institutional Objectives

At Providence Bible College and Theological Seminary, our objectives are firmly rooted in our purpose: to educate and equip Christians for a life of faithful service, with every aspect of their lives becoming a distinctively Christian ministry. Above all, we are committed to the spiritual formation of our students, believing that a Christlike character is the foundation of all effective ministry.

To that end, our graduates will be:

- **Transformed in Character** – Growing in Christlikeness through personal discipleship, spiritual disciplines, and a life shaped by the fruit of the Spirit, so that their character and conduct serve as a living testimony of the gospel to a watching world.
- **Doctrinally Sound and Spiritually Grounded** – Rooted in Scripture and equipped to rightly divide the Word of Truth, able to articulate and defend the faith with clarity, humility, and conviction.
- **Academically and Intellectually Competent** – Well-prepared in their chosen field of study, capable of engaging the world of ideas with wisdom, discernment, and a biblical worldview.
- **Globally and Missionally Oriented** – Spiritually equipped and culturally aware, ready to serve Christ faithfully both at home and around the world in a variety of ministry and vocational contexts.
- **Effective Communicators of the Gospel** – Able to share the message of salvation with clarity and compassion, through both word and example, demonstrating the hope and truth of Christ in everyday life.

Accreditation



Providence Bible and Theological Seminary is accredited by Transworld Accrediting Commission International, (<http://transworldaccrediting.com>) an international accrediting agency overseeing the quality of education provided by smaller Christian colleges and seminaries. They may be contacted at 2310 E. Alessandro Blvd., Suite A-210, Riverside, CA 92508 or by phone at (951) 656-3590.

Location

Providence Bible College is located in the City of Portsmouth, Virginia, surrounded by the Chesapeake Bay and adjacent to the resort City of Virginia Beach.

Campus Address

301 Goode Way, Ste. 205
Portsmouth, VA 23704-2266
757-625-7996
757-559-4285
www.pbcts.edu

ACADEMIC PROGRAMS

Letter from the Dean of Academic Affairs



Dear Student:

We are pleased to welcome you to our academic and spiritual community. At PBCTS, we believe the mind is one of God's most valuable gifts—entrusted to us for faithful stewardship. Scripture calls us to be transformed by the renewing of our minds (Romans 12:1–2), and it is our joy to partner with you in that transformation. Through the study of Scripture, theology, and related disciplines, our goal is to help shape a distinctly Christian worldview and prepare you for a lifetime of faithful leadership and meaningful service. May the Lord richly bless you in your journey of growth and learning!

Donald W. Mills, Ph.D.
Dean of Academic Affairs
Registrar



2025-2026 Academic Calendar

Registration for Fall Quarter 2025	August 4, 2025-August 25, 2025
Application for Admission	Open
FALL QUARTER 2025	August 18, 2025-October 24, 2025
Classes Start	August 18, 2025
Deadline for adding courses	August 25, 2025
Deadline for dropping courses	September 2, 2025
Classes End	October 24, 2025
Labor Day-No Classes	September 1, 2025
Registration for Winter Quarter 2025-2026	October 27, 2025-November 17, 2025
Application for Admission	Open
WINTER QUARTER 2025-2026	November 10, 2025- January 23, 2026
Classes Start	November 10, 2025
Deadline for adding courses	November 17, 2025
Thanksgiving-No Classes	November 27, 2025
Deadline for dropping courses	December 1, 2025
Classes End	January 23, 2026
Christmas Break-No Classes	December 25, 2025 - January 1, 2026
Classes Resume	January 5, 2026
Martin Luther King Day-No Classes	January 19, 2026
Registration for Spring Quarter 2026	January 26, 2026-February 17, 2026
Application for Admission	Open
SPRING QUARTER 2026	February 9, 2026- April 24, 2026
Classes Start	February 9 2026
Deadline for adding courses	February 16, 2026
Deadline for dropping courses	February 23, 2026
Spring Break -No classes	March 23, 2026-March 27, 2026
Classes End	April 24, 2026
Registration for Summer Quarter 2026	April 27, 2026-May 18, 2026
Application for Admission	Open
SUMMER QUARTER 2026	May 11, 2026-July 17, 2026
Classes Start	May 11, 2026
Deadline for adding courses	May 18, 2026
Deadline for dropping courses	May 25, 2026
Memorial Day-No Classes	May 25, 2026
Independence Day-No Classes	July 4, 2026
Classes End	July 17, 2026

AN OVERVIEW OF OUR ACADEMIC PROGRAMS

Associate of Biblical Studies	90 QH
A degree program focusing on Bible, Theology, Ministry Skills and General Education	
Diploma in Bible 2 Year Program	66 QH
Same as the Associate's without the General Education Requirements	
Bachelor of Biblical Studies	180 QH
A degree program designed to lay a foundation for ministry and/or further graduate-level education	
Diploma in Bible 3 year Program	135 QH
Same as the Bachelor's without the General Education Requirements	
Master of Biblical Studies (M.B.S.)	64 QH
A degree program with a concentration in biblical Studies, a basic introduction to Hebrew and Greek, Hermeneutical and Theological components, and basic Church History.	
Master of Divinity (M.Div.)	96 QH
A degree program designed for the student who desires to serve the Lord in full-time pastoral care. The program has five major concentrations: Church Ministry, Women's Ministry, Youth Ministry, Inner-City Ministry, and Missions.	
Doctor of Ministry (D. Min)	45 QH
A professional degree designed to integrate theological learning in the context of responsible Ministry and service in the Kingdom of God.	

CEU-Continuing Education Unit
 QH-Quarter Hour
 SH-Semester Hour

When calculating credits, the ratio is 1.5/1: Quarter credits/Semester credits Thus, for example, 45 Quarter credits=30 Semester credits.

ASSOCIATES IN BIBLICAL STUDIES/DIPLOMA IN BIBLICAL STUDIES (2yr)

Program Coordinator: Donald W. Mills, PhD

Purpose and Objectives

1. Associate of Biblical Studies (Two-Year Degree)

The *Associate of Biblical Studies* is a two-year undergraduate degree designed to deepen a student's knowledge and understanding of God and His Word. Rooted in the conviction that all Christian service must be grounded in sound biblical truth, this program provides a strong foundation in Scripture, theology, and ministry practice for those preparing to serve in their local church—whether in volunteer roles, lay leadership, or vocational ministry.

Students enrolled in this program will complete 66 quarter hours of Bible, theology, and ministry coursework, equivalent to the 2-Year Bible Diploma offered by the College. These courses aim to equip students with the interpretive skills, doctrinal understanding, and practical tools necessary for faithful Christian living and effective ministry engagement.

In addition to biblical studies, the Associate's Degree requires the completion of 30 quarter hours (eight courses) in General Education, covering disciplines such as English, Communication, Humanities, Mathematics, Science, and Social Sciences. These courses must be completed through an accredited college, university, or an approved online program. In rare instances, PBCTS may offer General Education courses in areas such as English, Communication, or the Humanities to meet this requirement.

This degree is academically equivalent to an Associate of Arts or Science degree awarded at other institutions of higher learning but retains the distinctive PBCTS emphasis on biblical and theological training. All credits earned in this program—both in Bible and General Education—are fully transferable into more advanced programs within the College, including the 3-Year Bible Diploma and the Bachelor of Biblical Studies.

2. Two-Year Bible Diploma

The *Two-Year Bible Diploma* is designed for students who desire to complete a concentrated program in Bible, theology, and ministry without the general education requirements of a full associate's degree. This program is ideal for personal enrichment, lay leadership, or preparation for ministry in settings where a general education component is not essential. All Bible-related courses are the same as the Associate's program. All Bible Institute courses are identical in content and quality to those in our degree-level programs in Bible, Theology, and Ministry. Courses are taught by the same qualified faculty and reflect the same biblical commitments. The

only difference is the exclusion of General Education subjects.

If students wish to upgrade their Bible diploma to the associate's degree, they may apply to receive transfer credit evaluation and academic advising to determine eligibility and remaining requirements. If all requirements are satisfied, the student will receive his or her new degree the following commencement.

Program Learning Objectives Associate of Biblical Studies, 2 Year Diploma

Upon successful completion of the Associate of Biblical Studies degree or the 2 Year Diploma Program, students will be able to:

1. **Demonstrate a foundational knowledge of the Bible**
 - Accurately summarize the content, structure, and theological themes of both Old and New Testaments.
 - Trace the overarching redemptive narrative of Scripture and its fulfillment in Jesus Christ.
2. **Interpret Scripture using sound hermeneutical principles**
 - Apply basic grammatical-historical methods of biblical interpretation.
 - Recognize the importance of literary genre, historical context, and authorial intent.
3. **Articulate essential doctrines of the Christian faith**
 - Explain core theological concepts such as the Trinity, salvation, the nature of God, the person and work of Christ, and the authority of Scripture.
 - Discern the relationship between theology and Christian living.
4. **Demonstrate personal spiritual growth and character development**
 - Exhibit evidence of a maturing walk with Christ marked by humility, integrity, and a servant's heart.
 - Practice basic spiritual disciplines (e.g., prayer, Scripture reading, worship, fellowship).
5. **Communicate biblical truth clearly and effectively**
 - Present biblical messages or teachings in a variety of settings using appropriate methods.
 - Engage in conversations about faith with clarity, gentleness, and respect.
6. **Serve in local church ministry roles with competence and humility**
 - Participate in areas such as teaching, discipleship, worship, or outreach, depending on gifting and opportunity.
 - Understand the nature and mission of the church and the believer's role within it.
7. **Integrate biblical principles into decision-making and ethical living**
 - Apply Scripture to personal, family, and societal issues in a way that reflects Christian values.
 - Respond to contemporary challenges with a biblically-informed worldview.
8. **Exhibit foundational academic skills appropriate to undergraduate study**
 - Demonstrate proficiency in reading, writing, and critical thinking.

- Utilize research tools, including digital Bible software, to support study and ministry.
9. **Lay a solid foundation for further academic and ministry training**
- Meet the academic requirements for transferring into the PBCTS 3-Year Bible Diploma or Bachelor of Biblical Studies programs.
 - Identify potential areas of emphasis or calling for future development (e.g., teaching, missions, pastoral care).

Program Requirements (Associate's)

Requirement	Quarter Hours	Courses
Core Curriculum	60 (20 courses)	Bible, Theology, Ministry
Electives	6 (2 courses)	Elective tracks: Christian Education, Missions and Evangelism, Women's Ministry, Spiritual Formation, Advanced Hermeneutics, Bible Exposition, Church Leadership, Communication
General Education	24 (8 courses)	See chart Below
Total	90	Equivalent to a standard associate's degree

Additional Notes:

- General Education courses must include at least one course in each of the following: English Composition, Communication, Humanities, Natural Sciences, Mathematics, and Social Sciences.
- PBCTS may occasionally offer General Education courses in English, Communication, or the Humanities to help meet this requirement.
- All 66 Bible credits are fully transferable into the 3-Year Bible Diploma or Bachelor's programs at PBCTS.
- Upon successful completion of the 66 Bible credits alone (without General Education), the student may be awarded the Two-Year Bible Diploma (see below).

General Education Requirements to Transfer to PBCTS

Category	Minimum Quarter Credits	Typical Courses
Humanities / Communication	9	English Composition, Speech, Philosophy
Social / Behavioral Sciences	9	History, Psychology, Sociology, Government
Math / Natural Sciences	9	College Algebra, Biology, Environmental Science
Other / Electives	3	Computer Literacy, Health, Critical Thinking
	30	30 Quarter Credits

Program Requirements (2 Year Diploma)

Requirement	Quarter Hours	Courses
Core Curriculum	60 (20 courses)	Bible, Theology, Ministry
Electives	6 (2 courses)	Elective tracks: Christian Education, Missions and Evangelism, Women's Ministry, Spiritual Formation, Advanced Hermeneutics, Bible Exposition, Church Leadership, Communication
Total	66	All Bible-related Courses are the same as the Associate's

Unless otherwise noted, each course is valued at 3 quarter credit hours.

Required Courses for Associate of Biblical Studies / 2-Year Diploma

66 Quarter Hours / 20 Courses

Academic Foundations

1. ACA 100 – Research and Study Skills

Old Testament Studies

2. OT 201 – Old Testament Survey I: The Law
3. OT 202 – Old Testament Survey II: Historical Books
4. OT 203 – Old Testament Survey III: Poetry and Wisdom
5. OT 204 – Old Testament Survey IV: Prophets

New Testament Studies

6. NT 210 – New Testament Survey I: Gospels and Life of Christ
7. NT 211 – New Testament Survey II: Acts and Paul
8. NT 212 – New Testament Survey III: General Epistles

Theological Studies

- 9. THEO 301 – Systematic Theology I: Prolegomena, Revelation, and Theology Proper
- 10. THEO 302 – Systematic Theology II: Christology, Pneumatology, etc.
- 11. THEO 303 – Systematic Theology III: Ecclesiology & Eschatology
- 12. THEO 310 – Apologetics, Worldview Analysis, and Critical Thinking

Biblical Interpretation

- 13. BIBL 350 – Hermeneutics I: Principles of Interpretation
- 14. BIBL 351 – Hermeneutics II: Bible Study Methods

Historical and Missional Studies

- 15. HIST 195 – Historical Theology
- 16. MM 130 – Missions and Evangelism

Spiritual Formation and Ministry Skills

- 17. CL 101 – Spiritual Formation and the Christian Life (with Ethics)
- 18. CED 152 – Principles of Bible Teaching
- 19. CHM 407 – Spiritual Leadership and Discipleship

Biblical Languages and Tools

- 20. LANG 101 – Language Tools for Biblical Study

Elective Tracks 2 Courses (6 credits)

In addition to the 60 quarter hours of core Bible, theology, and ministry training, each student must complete 6 quarter **hours (2 courses)** from the elective ministry tracks listed below. These elective options allow for personalized development in specific areas of ministry interest or gifting. Students may select freely from any category or focus within one track for deeper concentration.

1. Christian Education Track

CED 230: Teaching the Bible to Children and Youth
CED 310: Curriculum Design for Christian Education
CED 330: Educational Ministry of the Church

2. Missions and Evangelism Track

MM 210: Cross-Cultural Ministry

MM 220: Urban Missions

MM 230 – World Religions and Global Engagement

3. Women's Ministry Track

WMN 210: Women in the Bible and Church History

WMN 220: Discipleship and Mentoring for Women

WMN 310: Leadership in Women's Ministry

4. Spiritual Formation Track

CL 210: Practicing the Spiritual Disciplines

CL 220: Prayer and the Ministry of the Word

CL 230: Biblical Counseling Foundations

5. Advanced Hermeneutics and Apologetics Track

BIBL 410: Hermeneutics III – Advanced Biblical Interpretation

THEO 450: Cultural Apologetics and Worldview Engagement

PHIL 200: Critical Thinking and Worldview Analysis

6. Bible Exposition Track

OT 310: Exposition of Genesis

OT 412: Exposition of Isaiah

NT 327: Exposition of Romans

NT 330: Exposition of John

7. Church Leadership and Administration Track

CHM 421: Church Management and Administration

PRAC 411: Biblical Proclamation (Homiletics)

CHM 430: Leading Volunteers and Ministry Teams

8. Communication and Public Ministry Track

COMM 210: Public Speaking and Sermon Delivery

COMM 220: Writing and Communication for Ministry

COMM 310: Media and Ministry Communication

Note: Elective courses are offered **based on student interest and the availability of qualified instructors**. Not all electives will be available every academic year.

Students are encouraged to consult with academic advisors to plan their emphasis track and ensure timely progress toward graduation.

Graduation Requirements Associate of Biblical Studies

To be awarded the Associate of Biblical Studies degree from PBCTS, students must fulfill the following requirements:

1. **Completion of Coursework**
Successfully complete a minimum of **66 quarter hours** of prescribed Bible, theology, and ministry courses.
2. **General Education Transfer Credits**
Submit official transcripts verifying **24 quarter hours** of approved General Education coursework from a recognized college, university, or accredited online provider.
3. **Total Required Quarter Credits**
This brings the total number of credits to 90 (66 + 24)
4. **Minimum Cumulative GPA**
Maintain a **cumulative grade point average (GPA) of 2.5** or higher on a 4.0 scale.
5. **Intent to Graduate**
File the official **Intent to Graduate form** with the Registrar by the published deadline.
6. **Graduation Fee**
Pay the required **graduation and diploma processing fee** in accordance with institutional policies.
7. **Christian Character and Conduct**
Exhibit evidence of **genuine Christian character and spiritual maturity**, consistent with the mission and values of PBCTS.
8. **Financial Clearance**
Satisfy all financial obligations to the College, including tuition, fees, and any outstanding balances. Academic records and transcripts will not be released until accounts are paid in full.
9. **Commencement Participation**
Attend and participate in the **Commencement ceremony**, unless officially excused by the Academic Dean.

Graduation Requirements Two-Year Bible Diploma

To be awarded the Two-Year Bible Diploma from PBCTS, students must meet the following requirements:

1. **Completion of Coursework**
Successfully complete **66 quarter hours** of prescribed Bible, theology, and ministry courses outlined in the diploma curriculum.
2. **Minimum Cumulative GPA**
Maintain a **minimum cumulative GPA of 2.5** on a 4.0 scale.
3. **Intent to Graduate**
Submit a completed **Intent to Graduate form** to the Registrar by the published deadline.
4. **Graduation Fee**
Pay the required **graduation and diploma processing fee** in accordance with College policies.
5. **Christian Character and Conduct**
Demonstrate **consistent Christian character and personal integrity**, as expected of all students preparing for ministry and service.

6. **Financial Clearance**

Ensure **all financial obligations** to the College are fully satisfied. Diplomas and academic records will be withheld until all balances are cleared.

7. **Commencement Participation**

Participate in the **Commencement ceremony**, unless officially excused by the Academic Dean.

BACHELOR IN BIBLICAL STUDIES/DIPLOMA IN BIBLICAL STUDIES (3 yr)

Program Coordinator: Donald W. Mills, PhD

Purpose and Objectives

Bachelor of Biblical Studies 4 years/ 3-Year Bible Diploma

The Bachelor of Biblical Studies and 3-Year Bible Diploma are advanced undergraduate programs that emphasize both rigorous academic preparation and practical ministry application. Designed to provide a deep and comprehensive understanding of Scripture, sound theological formation, and ministry competence, these programs equip students to think critically, explore their Christian heritage, and write with clarity from a biblical-theological perspective. Rooted in the conviction that all Christian service must flow from a mature walk with Christ and a firm foundation in the Word of God, the curriculum prepares students for lifelong ministry, spiritual leadership, faithful service in the church and world, and for further graduate study at the seminary level. The programs follow a quarter system.

Both programs consist of 135 quarter hours in Bible, theology, and ministry-related studies. Students complete 102 quarter hours of required coursework and an additional 33 quarter hours of electives, allowing them to explore ministry concentrations such as preaching, counseling, missions, biblical languages, or church leadership. This curriculum is designed to cultivate doctrinal integrity, interpretive skill, and ministry readiness for a range of callings—whether in pastoral care, missions, teaching, discipleship, or lay leadership.

The *Bachelor of Biblical Studies* builds upon this biblical and theological foundation by requiring an additional 45 quarter hours of General Education, bringing the total program to 180 quarter hours. General Education courses must be completed through transfer credit from an accredited institution or approved online provider. In rare cases, PBCTS may offer select courses in English, Communication, or the Humanities to help fulfill these requirements. This structure ensures students receive not only theological depth but also the academic breadth needed for effective engagement with the wider world.

The *3-Year Bible Diploma* includes the full 135 quarter hours of Bible and ministry coursework but omits the General Education component. It is designed especially for

those seeking advanced biblical training for ministry, leadership, or personal enrichment—without the pursuit of a full academic degree. Taught by faculty who are deeply committed to the authority and inerrancy of Scripture, both programs reflect the doctrinal distinctives and educational mission of PBCTS. They are academically rigorous, ministry-oriented, and spiritually formative. These programs are well-suited to stand alone as comprehensive ministry preparation or serve as a gateway to further study in seminary or graduate school. Whether for pastors, missionaries, counselors, teachers, church elders, or committed lay leaders, the *Bachelor of Biblical Studies* and *3-Year Bible Diploma* provide the theological depth and ministry training necessary for a life of faithful and fruitful Christian service.

Program Learning Objectives

3-Year Bible Diploma / 4 year Bachelor of Biblical Studies

Upon successful completion of the *3-Year Bible Diploma* or the *4 Year Bachelor of Biblical Studies*, students will be able to:

1. Biblical Knowledge and Interpretation
 - Demonstrate comprehensive knowledge of the content, structure, and historical background of both the Old and New Testaments.
 - Identify key theological themes and the unfolding redemptive narrative of Scripture centered in Jesus Christ.
 - Interpret biblical texts faithfully using sound hermeneutical principles, including literary, grammatical, historical, and theological analysis.
2. Theological Understanding
 - Articulate the essential doctrines of the Christian faith in alignment with historic, orthodox, evangelical theology.
 - Systematically explain doctrines such as the Trinity, Christology, Soteriology, Pneumatology, Ecclesiology, and Eschatology.
 - Evaluate theological positions critically and charitably in light of Scripture and historical theology.
3. Spiritual Formation and Personal Integrity
 - Exhibit a growing Christlike character marked by humility, integrity, personal holiness, and love for others.
 - Engage consistently in spiritual disciplines such as Scripture meditation, prayer, worship, and fellowship.
 - Reflect on personal calling and vocation in light of Scripture and the leading of the Holy Spirit.
4. Ministry Competence and Practical Skills
 - Communicate biblical truth clearly and persuasively in teaching, preaching, or discipleship settings.

- Apply biblical and theological principles to contemporary ministry challenges, ethical dilemmas, and leadership contexts.
- Demonstrate basic competence in areas such as church leadership, evangelism, missions, counseling, and Christian education, depending on chosen electives or ministry emphasis.

5. Critical Thinking and Academic Skill

- Engage with Scripture, theology, and culture using critical thinking, academic research, and theological reasoning.
- Utilize appropriate study tools, including digital Bible software, commentaries, and research databases.
- Write and speak with clarity, coherence, and persuasiveness in both academic and ministry contexts.

6. Global and Cultural Awareness

- Understand and articulate a biblical theology of missions and the Great Commission.
- Engage people of other worldviews, religions, and cultures with gospel-centered compassion, clarity, and respect.
- Demonstrate sensitivity to cross-cultural dynamics in the local church and global mission fields.

7. Preparation for Lifelong Learning and Service

- Exhibit readiness for advanced theological study or seminary education, should the student pursue further academic training.
- Demonstrate a lifelong commitment to growing in the knowledge of God and His Word for the sake of faithful service.
- Function effectively as servant-leaders in a variety of church, educational, and parachurch ministries.

Program Requirements Bachelor of Biblical Studies

Each required course = 3 Quarter Hours

Total Required Credits = 102 QH (34 courses)

Elective Credits = 33 QH (11 Courses)

General Education = 45 QH (15 courses)

Requirement	Quarter Hours	Courses
Core Curriculum	102 (34 courses)	Bible, Theology, Ministry
Electives	33 (11 courses)	Elective tracks: Christian Education, Missions and Evangelism, Women's Ministry, Spiritual Formation, Advanced Hermeneutics, Bible Exposition, Church Leadership, Communication
General Education	45 (15 courses)	See chart Below
Total	180	Equivalent to a standard bachelor's degree

Additional Notes:

- General Education courses must include at least one course in each of the following: English Composition, Communication, Humanities, Natural Sciences, Mathematics, and Social Sciences.
- PBCTS may occasionally offer General Education courses in English, Communication, or the Humanities to help meet this requirement.

General Education Requirements to Transfer to PBCTS

General Education Area	Quarter Credits	Typical Courses
English / Communication	9	English Composition I, English Composition II, Speech/Public Speaking
Humanities / Fine Arts	9	Introduction to Literature, Philosophy, Art Appreciation, Music Appreciation
Social / Behavioral Science	9	Introduction to Psychology, Sociology, U.S. History, World History, Economics
Natural Sciences	9	Biology, Environmental Science, Chemistry, Physics (with or without lab)
Mathematics	6	College Algebra, Statistics, Math for Liberal Arts
Computer / Technology	3	Introduction to Computers, Information Systems
		45 Total (30 Semester Credits)

Notes for Transferring General Education Credits

All General Education credits must come from an approved college or university, or other approved post-secondary source.

Courses must be college-level (100-level or higher) and cannot include remedial, non-academic, or vocational training courses.

PBCTS will evaluate transcripts to determine course equivalency and credit application toward General Education requirements.

General Education courses must include at least one course in each of the following:

English Composition, Communication, Humanities, Natural Sciences, Mathematics, and Social Sciences.

PBCTS may occasionally offer General Education courses in English, Communication, or the Humanities to help meet this requirement.

Upon successful completion of the 135 Bible credits alone (without General Education), the student may be awarded the Three-Year Bible Diploma (see below).

When transferring semester credits, please be sure to multiply each semester credit by 1.5. Thus, for example 30 Semester Credits = 45 Quarter Credits.

Program Requirements (3 Year Diploma)

Requirement	Quarter Hours	Courses
Core Curriculum	102 (34 courses)	Bible, Theology, Ministry
Electives	33 QH (11 courses)	Elective tracks: Christian Education, Missions and Evangelism, Women's Ministry, Spiritual Formation, Advanced Hermeneutics, Bible Exposition, Church Leadership, Communication
Total	135 QH (45 Courses)	All Bible-related Courses are the same as the Associate's

Unless otherwise noted, each course is valued at 3 quarter credit hours.

Required Courses for Bachelor of Biblical Studies / 3-Year Diploma

Academic Foundations

1. ACA 100 – Research and Study Skills

Old Testament Studies

2. OT 201 – Old Testament Survey I: The Law
3. OT 202 – Old Testament Survey II: Historical Books
4. OT 203 – Old Testament Survey III: Poetry and Wisdom
5. OT 204 – Old Testament Survey IV: Prophets
6. OT 310 – Exposition of Genesis
7. OT 412 – Exposition of Isaiah

New Testament Studies

8. NT 210 – New Testament Survey I: Gospels and Life of Christ
9. NT 211 – New Testament Survey II: Acts and Paul
10. NT 212 – New Testament Survey III: General Epistles
11. NT 263 – Exposition of Acts
12. NT 327 – Exposition of Romans
13. NT 330 – Exposition of John
14. NT 440 – Pastoral Epistles: Timothy and Titus

Theological Studies

15. THEO 301 – Systematic Theology I: Prolegomena, Revelation, and Theology Proper

16. THEO 302 – Systematic Theology II: Christology, Pneumatology, etc.
17. THEO 303 – Systematic Theology III: Ecclesiology & Eschatology
18. THEO 310 – Apologetics
19. THEO 320 – Biblical Theology
20. THEO 420 – Theology of Worship and Prayer
21. THEO 470 – Contemporary Issues in Theology and Ministry

Biblical Interpretation

22. BIBL 350 – Hermeneutics I: Principles of Interpretation
23. BIBL 351 – Hermeneutics II: Bible Study Methods

Historical Studies

24. HIST 195 – Historical Theology

Ministerial and Practical Studies

25. CL 101 – Spiritual Formation and the Christian Life
26. CL 230 – Introduction to Biblical Counseling
27. CED 152 – Principles of Bible Teaching
28. CHM 407 – Spiritual Leadership and Discipleship
29. CHM 421 – Church Management and Administration
30. PRAC 411 – Biblical Proclamation
31. MM 130 – Missions and Evangelism
32. MIN 290 – Ministry Capstone Project
33. GEOG 210 – Bible Geography and Cultural Backgrounds
34. LANG 101 – Language Tools for Biblical Study

Elective Ministry Tracks

(33 Quarter Hours Required – 11 courses × 3 QH)

Christian Education Track

- CED 230 – Teaching the Bible to Children and Youth
- CED 310 – Curriculum Design for Christian Education
- CED 330 – Educational Ministry of the Church
- CED 410 – Adult Discipleship and Leadership Training

Missions and Evangelism Track

- MM 210 – Cross-Cultural Ministry
- MM 220 – Urban Missions and Church Planting
- MM 310 – World Religions and Global Engagement
- MM 340 – Apologetics in a Pluralistic World

Women's Ministry Track

- WMN 210 – Women in the Bible and Church History
- WMN 220 – Discipleship and Mentoring for Women
- WMN 310 – Leadership in Women's Ministry

Spiritual Formation Track

- CL 210 – Practicing the Spiritual Disciplines
- CL 220 – Prayer and the Ministry of the Word
- CL 230 – Introduction to Biblical Counseling
- CL 310 – Personal Life of the Minister

Advanced Hermeneutics and Apologetics Track

- BIBL 410 – Hermeneutics III: Advanced Interpretation
- BIBL 430 – Biblical Genres and Literary Structures
- PHIL 200 – Critical Thinking and Worldview Analysis (*if not used in the core*)
- THEO 450 – Apologetics and Cultural Engagement

Bible Exposition Track

- OT 322 – Exposition of Exodus
- OT 430 – Wisdom Literature: Psalms and Proverbs
- OT 420 – Minor Prophets: Message and Application
- NT 345 – Exposition of Matthew
- NT 410 – The Johannine Epistles

Church Leadership and Administration Track

- CHM 430 – Leading Volunteers and Ministry Teams
- CHM 450 – Conflict Resolution and Church Unity
- CED 410 – Adult Discipleship and Leadership Training (*cross-listed*)
- MIN 470 – Church Budgeting and Operational Oversight

Communication and Public Ministry Track

- COMM 210 – Public Speaking and Sermon Delivery
- COMM 220 – Writing and Communication for Ministry
- PRAC 470 – Ministry Internship (Field-Based Practicum)
- PRAC 440 – Teaching and Preaching the Epistles

Pastoral Ministry Track

- PRAC 421 – Pastoral Care and Counseling
- PRAC 430 – Theology and Practice of Ordination
- CHM 470 – Church Discipline and Member Restoration
- CL 310 – Personal Life of the Minister (*cross-listed*)

Greek Studies Track

Select at least three of the following courses (9 QH minimum):

- GRK 101 – Beginning Greek I
- GRK 102 – Beginning Greek II
- GRK 201 – Greek Syntax and Reading
- GRK 310 – Exegesis in Philipppians
- GRK 320 – Readings in the Gospels

Note: Elective courses are offered based on student interest and the availability of qualified instructors. With the exception of Greek, not all electives will be available every academic year. Students are encouraged to consult with academic advisors to plan their emphasis track and ensure timely progress toward graduation.

Graduation Requirements

Bachelor of Biblical Studies

To be awarded the Bachelor of Biblical Studies, a student must meet the following requirements:

1. Completion of All Degree Requirements
Successfully complete a total of 180 quarter hours, including:
 - 102 quarter hours of required Bible, theology, and ministry coursework (34 courses)
 - 33 quarter hours of approved electives (11 courses)
 - 45 quarter hours of General Education from an accredited college, university, or approved online provider
2. Minimum Cumulative GPA
Maintain a minimum cumulative grade point average of 2.5 on a 4.0 scale
3. General Education Transfer Credit
Provide official transcripts verifying completion of the 45 quarter hours of General Education. These courses must include studies in English, Communication, the Humanities, Science, Mathematics, and the Social Sciences. PBCTS may offer a limited number of qualifying General Education courses as needed.

4. Academic Advising
Participate in required academic advising sessions to ensure proper course planning and degree progress
5. Christian Character and Conduct
Demonstrate clear evidence of Christian maturity, moral integrity, and spiritual growth, as evaluated by faculty and ministry mentors
6. Intent to Graduate
File the official Intent to Graduate form by the published institutional deadline
7. Graduation Fee
Pay the required graduation and diploma processing fee
8. **Commencement Participation**
Attend and participate in the **Commencement ceremony**, unless officially excused by the Academic Dean.

Graduation Requirements

3-Year Bible Diploma

To be awarded the 3-Year Bible Diploma, a student must fulfill the following requirements:

1. Completion of All Program Requirements
Successfully complete a total of 135 quarter hours of coursework in Bible, theology, and ministry studies, consisting of:
 - 102 quarter hours of required core courses (34 courses)
 - 33 quarter hours of approved electives (11 courses)
2. Minimum Cumulative GPA
Maintain a minimum cumulative grade point average of 2.5 on a 4.0 scale
3. Academic Advising
Participate in required academic advising sessions to ensure proper course planning and program completion
4. Christian Character and Conduct
Demonstrate clear evidence of Christian maturity, moral integrity, and spiritual growth, as evaluated by PBCTS faculty and ministry supervisors
5. Intent to Graduate
Submit the official Intent to Graduate form by the published institutional deadline
6. Graduation Fee
Pay the required graduation and diploma processing fee
7. **Commencement Participation**
Attend and participate in the **Commencement ceremony**, unless officially excused by the Academic Dean.

MASTER OF BIBLICAL STUDIES—Two Year Program

Program Coordinator—Donald W. Mills, Ph.D.

Purpose and Objectives

The degree program includes a focus on Biblical Studies, introductory courses in Hebrew and Greek, components in hermeneutics and theology, basic church history, and various electives. The Master of Biblical Studies program offers a specialization in Bible, biblical interpretation, and theology. A key aspect of the program is the student's ability to use original language tools and conduct research on theological topics. The program culminates in a thesis, which showcases the student's understanding and research in a specific area of biblical study. Upon successful completion of the program, the student will:

1. Clearly express the key themes and content of the Bible.
2. Address and analyze interpretative challenges within the biblical text.
3. Utilize the most effective exegetical tools available for biblical study.
4. Critically engage with major scholarly resources in biblical studies.
5. Apply critical research skills to produce and defend scholarly research papers and a thesis.

Vocational Options

The M.B.S. degree enhances student preparation for a variety of vocational directions: preparation for further graduate and doctoral studies

- Preparation for further graduate and doctoral studies
- Teaching Bible in Christian primary and secondary schools
- Christian writing ministries
- Campus ministry and parachurch organizations
- Intercultural and global missions

Admission Requirements

1. Must possess a bachelor's degree from an approved institution with a minimum of 32 semester hours of general studies.
2. Must hold a minimum of 2.5 undergraduate grade point average.
3. See admission, and financial information section of the catalog for other admission requirements

Graduation Requirements

1. Complete all general graduation requirements as listed earlier in this section.
2. Complete required program credits with at least 30 credits earned at Providence Bible College and Theological Seminary.
3. Earn a minimum cumulative grade point average of 3.0 (4.0 scale).
4. Normally, complete the program within four years from the date of matriculation.

Master of Biblical Studies (MBS) Curriculum
Program of Study

Bible		33 QH
OT 511	OT Introduction	3
OT 520	Pentateuch	3
OT 536	Psalms and Proverbs	3
OT 590	Old Testament Prophets	3
NT 504	NT Introduction	3
NT 512	Life of Christ	3
THEO 550	Ecclesiology	3
NT 527	Romans	3
THEO 538	The Process of Making Disciples	3
PRAC 561	Worship	3
PRAC 556	Christian Spirituality	3
BIBLICAL LANGUAGE		6 QH
BLGK 501	Greek for Biblical Exegesis	3
BLHB 503	Hebrew for Biblical Exegesis	3
CHURCH HISTORY		6 QH
GHS 510	Church History & Theology I	3
GHS 511	Church History & Theology II	3
THEOLOGY		9 QH
THEO 559	Hermeneutics & Exegesis	3
THEO 531	Systematic Theology I	3
THEO 532	Systematic Theology II	3
ELECTIVES		9 QH
THESIS		1 QH

TOTAL QH: 64 = 42.24 Sem Hrs.

Students in the MBS program are strongly encouraged to use their electives for Theology and Biblical Exegesis Courses, including Ethics, The Providence of God, Hebrews, The Gospel of John, and Revelation.

MASTER OF DIVINITY—Three Year Program

Program Coordinator—Donald W. Mills, Ph.D.

Purpose and Objectives

The Master of Divinity (M.Div.) at PBCTS is a graduate program in theology that prepares students for ordination to the ministry. It is a comprehensive three-year course of study, combining robust exegetical, theological, historical, and practical studies with a view toward caring for Christ's church in various vocational callings. M.Div. Students should be able to defend and articulate the Christian worldview, produce scholarly biblical and theological research, and integrate these principles into all aspects of ministry. A minimum of 96 quarter hours is required to complete this degree.

Core Components

Biblical Studies: Students engage deeply with the Old and New Testaments, learning about their historical contexts, literary genres, and theological themes. Courses often include biblical Exegesis, Hebrew and Greek language studies, and Biblical Theology.

Theological Studies: This area covers systematic theology, exploring doctrines such as the nature of God, Christology, soteriology, and eschatology. Theological studies also include Church History and Historical Theology to provide a historical perspective on Christian doctrines and practices.

Ministry and Leadership Training: Courses focus on practical aspects of ministry, including pastoral care, preaching, evangelism, church administration, and counseling. These courses aim to develop effective leadership skills and prepare students to handle the real-world challenges of ministry.

Spiritual Formation: Emphasis is placed on personal spiritual development, including practices like prayer, reflection, and ethical living. This component helps students integrate their faith into their personal lives and ministry practices.

Program Outcomes

1. Show evidence of spiritual maturity as fully committed followers of Jesus Christ by participating in established Christian formation practices, immersion in the Bible, and reliance upon the Holy Spirit. Be able to mentor others in developing a comparable intimate connection with Christ.
2. Demonstrate both a comprehensive knowledge of the Bible and competence in biblical interpretation.

3. Reflect on life and ministry from biblical, historical, and theological perspectives in ways that are consistent with evangelical orthodoxy.
4. Graduates will demonstrate a capacity to articulate their theological convictions as evidenced by a personal statement of faith.
5. Model competent and Christ-like ministry leadership in the Church and marketplace.
6. Communicate the Christian message effectively to today's culture.

Admissions

1. Students must possess a bachelor's degree with a minimum of 32 semester hours of general studies from an approved institution.
2. Must hold a minimum 2.5 undergraduate grade point average (4.0 scale).
3. The candidate must demonstrate proven Christian character, as attested by others within Christian ministry.

Graduation Requirements

1. Complete all general graduation requirements as listed earlier in this section
2. Complete required program credits (96) with at least 30 credits earned at Providence Bible College and Theological Seminary
3. Earn a minimum cumulative grade point average of 3.0 (4.0 scale)
4. Complete the program within six years from the date of matriculation.

Master of Divinity (MDiv) Curriculum

BIBLE		
OT 512/NT 505	Biblical Hermeneutics	3
BIBL 520	Introduction to Logos	3
BIBLICAL LANGUAGE		
BLGK 501	Basic Greek I	3
BLGK 502	Basic Greek II	3
NT Exegesis (NT600 or NT601)	Exegesis of the Gospels Exegesis of Paul's Letters	3
BLHB 503	Basic Hebrew I	3
BLHB 504	Basic Hebrew II	3
OT Exegesis (OT600 or OT 601)	Exegesis of OT Narratives Exegesis of Wisdom Literature & Psalms	3
		24 QH
THEOLOGY & CHURCH HISTORY		
THEO 530	Introduction to Systematic Theology	3
THEO 531	Systematic Theology I	3
THEO 532	Systematic Theology II	3
THEO 533	Systematic Theology III	3
GHS 510	Church History I	3
GHS 511	Church History II	3
THEO 646	Apologetics & Philosophy	3
THEO 347	Biblical Ethics	3
		24 QH
CHURCH MINISTRY		
CED 514	Christian Education	3
CHM 520	Practical Theology	3
THEO 538	Making Disciples	3
MM 530	Introduction to Missions	3
MM 537	Introduction to Evangelism	3
COU 501	Pastoral Counseling	3
PRAC 553	Expository Preaching	3
		21 QH
ELECTIVES/CONCENTRATION		27QH
9 Graduate Electives		
No Thesis is required		

DOCTOR OF MINISTRY - Three-Year Program

Program Coordinator: LeRoy Hill Jr., DMin.

Purpose and Objectives

The Doctor of Ministry is a professional degree designed to integrate theological learning in the context of responsible ministry and service in the kingdom of God. Providing ministry leaders with further education and training is a key aspect of the program. Students focus their studies on one of these ministry areas: pastoral ministry, worship, Black church studies, church and community relations, the chaplaincy, theological education, or administration/leadership. The program culminates with a project and its accompanying dissertation. Upon completion of the program the successful student will be able to:

1. Develop and articulate a theology of ministry and leadership that is grounded in biblical principles and critically engages with diverse perspectives relevant to their cohort's focus.
2. Develop or significantly enhance ministry skills indicative of their project ministry track.
3. Exhibit an advanced understanding of cross-cultural and intercultural issues and dynamics within their ministry setting
4. Demonstrate proficiency in synthesizing insights from diverse sources, including the social sciences and various academic disciplines, to develop a holistic strategy for personal, congregational, or organizational ministry.
5. Through the disciplines of spiritual formation, engage in practices that foster personal maturity, strengthen Christian character, and enhance spiritual leadership.

Vocational Options

Because this program is designed for experienced ministry leaders; its students are already engaged in vocational ministry. The degree is suitable for:

1. Senior and solo pastors
2. Associate pastors and program staff
3. Neighborhood/community development leaders
4. Church planters
5. Campus and parachurch ministry leaders
6. Missionaries
7. Christian educators
8. Worship and other ministry leaders
9. Chaplains
10. Evangelists

Admission Requirements

1. Meet general admission requirements as listed in the "Admission and

Financial Information” catalog section.

2. Applicants for admission must hold a master’s degree from an approved college or university with a minimum 3.0-grade point average (4.0 scale), which includes a minimum of 72-semester credits that represent broad-based work in theology and biblical studies.
3. Through the submission of a professional resume, demonstrate at least three years of ministry leadership experience after completion of the first graduate theological degree.
4. Applications can be submitted at any time.
5. Applicants holding master’s degrees related to the field of Divinity are not required to have supplemental courses beyond the DMin requirements. However, those who hold a master’s degree outside of the field of Divinity are required to complete supplemental coursework (see below under “Provisional Doctor of Ministry” Program).
6. Through the submission of a professional resume, demonstrate at least three years of ministry leadership experience after completion of the first graduate theological degree.
7. Full admission to DMin degree candidacy is dependent upon the successful completion of both required and elective courses, as well as the approval of the project proposal by the student’s faculty advisor and the DMin Committee.
8. Work for the degree may normally be completed in three years of extensive study including completion of doctoral project and dissertation. All students are required to complete the degree within five years after beginning course work.

Graduation Requirements

1. Complete all general graduation requirements as listed in this section.
2. Complete 12 specialized elective credits.
3. Approval of the student portfolio at the midpoint and end of the program.
4. Earn a minimum cumulative grade point average of 3.0 (4.0 scale).
5. Normally, complete the program within four years of the date of matriculation.

Doctor of Ministry Provisional Enrollment Program

Program Coordinator: Donald W. Mills, Ph.D.

The Doctor of Ministry Provisional Enrollment Program is tailored for working professionals and church ministry leaders *holding master's degrees in non-theological fields (such as an MBA, M.Ed., or similar degrees)*. It is designed for those who feel called by God to serve in pastoral ministry or advanced theological roles. Candidates may not currently be active pastors but must demonstrate a commitment to serving God and His people through leadership experience, teaching, missionary work, or supporting the vision and mission of a local church.

Participants must complete a minimum of *13 required master's-level courses* from the MBS curriculum or transfer other similar graduate level coursework from an approved seminary or other theological school (consult your academic advisor for specific courses) before enrolling in Doctor of Ministry courses. All other requirements for the DMin degree remain unchanged.

Doctor of Ministry - Program of Study

Specialized Electives (12 QH)

Core Courses (15 QH)

DM 875 Strategies in Evangelism & Church Growth (3 QH)

DM 880 Leadership in the Context of Church and Community (3 QH)

DM 885 Communicating the Gospel in the Contemporary World (3 QH)

DM 890 Strategies in World Missions (3 QH)

DM 895 Research Methods (3 QH)

DM 989 Project in Ministry (9 QH)

DM 990 Doctoral Dissertation

The dissertation serves as the written documentation of the project. Students are required to adhere to the format and structure outlined in the seminary's DMin Dissertation Manual, which primarily follows 'A Manual for Writers of Research Papers, Theses, and Dissertations (Chicago Guides to Writing, Editing, and Publishing), 8th Edition' by Kate Turabian. If a student does not successfully defend their dissertation by the end of the quarter in which they are registered for DM 989-Dissertation, they must enroll in DM 989B—Continuing Dissertation each semester until they successfully defend their dissertation.

Doctor of Ministry Suggested Sequence

YEAR 1			
FALL QUARTER			
	Specialized Elective		3
DM 875	Strategies in Evangelism and Church		3
Total			6
WINTER QUARTER			
	Specialized Elective		3
DM 880	Leadership in the Context of Church and Community		3
Total			6
SPRING QUARTER			
	Specialized Elective		3
DM 885	Communicating the Gospel in the Contemporary World		3
Total			6
YEAR 2			
FALL QUARTER			
	Specialized Elective		3
DM 890	Strategies in World Missions		3
Total			6
WINTER QUARTER			
DM 895	Research Methods		3
Total			3
SPRING QUARTER			
DM 989	Project in Ministry		9
Total			9
YEAR 3			
FALL QUARTER			
*DM 990	Dissertation		9
Total			9
SPRING Quarter			
	Graduation		
<p>*Note: If the student does not defend their dissertation successfully by the end of the quarter for which they are registered for DM 990, then they must register for DM 990B--Continuing Dissertation, each semester until they have defended their dissertation successfully.</p>			

ADMISSIONS

Introduction

Providence Bible College and Theological Seminary welcomes applications from all prospective students – regardless of race, color, national origin, gender, age or disability – who are personally committed to faith in Jesus Christ and whose standards and lifestyle are in line with the mission, goals, and core values of PBCTS. A student is expected to demonstrate the maturity of Christian character, total agreement with the statement of faith, competence in the Christian ministry, and commitment to the purpose and position of the school.

Providence is a school that stands squarely in the tradition of an Evangelical, Christian education institution; several clear distinctives exemplify the standards and direction of the school.

Distinctives

- Christian--Providence Theological Seminary stands without apology for Christian distinctives. Christian principles and policy are taught in the classroom and practiced in the personal ministries of each faculty member.
- Biblical--Providence Theological Seminary believes in the verbal, plenary (in all of its parts) inspiration of the Scriptures. The Bible is considered the sole authority for faith and practice and inerrant in all matters it addresses. The literal, historical-grammatical approach to the interpretation of God's Word is emphasized through the entire curriculum.
- Evangelistic-- Providence Theological Seminary challenges and prepares students to have warm, soul winner's hearts and to build strong evangelistic churches and ministries. The faculty includes teachers who have many years of experience in building and developing soul-winning ministries

Application Process

An official application for admission to enter any form of study at Providence Bible College and Theological Seminary must be submitted for consideration. The admissions form can be completed on campus or via an online Admissions electronic form (see www.pbcts.edu/admissions)

- All applicants must provide official transcripts to the Admissions office before acceptance.
- All applicants must have a personal interview with the Admission Committee before acceptance.
- You may send the application so us via mail, email (all documents scanned), or arrange to bring it personally to Providence Bible College, 301 Goode Way, Suite 205, Portsmouth, Virginia, 23704-2266. Our admissions office number is (757) 559-4285

Admission application checklist:

1. Submit the Admission Application-Complete the PBCTS application online, mail, or on campus.
2. Admission Fee-A one-time \$50.00 fee must be submitted with the application and can be paid either online by credit/debit card, or by check (if mailing or dropping by). This is a non-refundable processing fee.
 - Admission Reference Letter-Submit 2 Letters of Reference (one from student's current pastor or ordained minister, and one reference letter from a current employer, a colleague, or professor). References submitted by family members and current PBCTS students are considered invalid.
 - Request Transcript (an official transcript from applicant's former college to be mailed or e-mailed to PBCTS). Applicants may deliver an official transcript if it is in its original unsealed envelope.
 - Submit an essay of 500 words addressing:
 - Your current relationship with Jesus Christ
 - Why you wish to attend Providence Bible College and Theological Seminary
 - Your personal and vocational goals in completing this degree
 - Admission Permission Identification Information form--applicant must sign this document, specifying who has the right to view their personally identifiable record information.
 - Admissions Interview--once Providence Bible College and Theological Seminary has received completed applications from prospective students, an interview will be scheduled with a member of our admissions team.
 - Admission to PBCTS Notification—Once the student has completed all the required steps for admission, they will be notified of the admission decision via mail, email, or phone call. An assigned official in Academic Affairs will then coordinate the next step, which involves enrolling in classes."
 - Signed Truth-in-Lending Agreement (on the last page for separate printing)

Enrollment Status

Upon completion of the admissions application process, and admission to PBCTS as a student, students are provided with copies of the approved course/program outline, a schedule of the tuition per designated course program, any other fees required, a statement of the regulations pertaining to absences, grading policy and the rules of operations and conduct. The completion of the enrollment process culminates with registration in the approved selected classes for the upcoming quarter term.

Student Status

- Curricular--Students who meet all the requirements and intend to pursue any undergraduate or graduate degree program.
- Non-Curricular--Students who desire to take courses on a regular basis but do not intend to obtain a bachelor's or graduate degree.
- Auditing a Course-Students desiring to attend a course without taking exams or credit, may do so by registering, in a regular manner, to audit that course, and by paying a "personal enrichment fee." Audited courses carry no credit. A student desiring to change status in a course from audit to credit must complete the change during the first week of class.

Academic Preparation for Seminary

The graduate degree programs of Providence Theological Seminary are open to students who have earned a bachelor's degree from an approved college or university. The Admissions Committee evaluates a student's prior undergraduate program for evidence of academic competence, rather than just the completion of coursework. Indicators of potential success in the rigorous academic environment of graduate school include the GPA of previous courses, as well as relevant current and past life experience in ministry and church leadership, if applicable.

Graduate-level credits from another institution may be transferred into our master's programs if the courses are required by Providence or meet the criteria for a specific concentration track. All transfer credit requests must be reviewed and approved by the Academic Committee. Any approved transfer credits will be recorded on the student's academic record will document the extent to which the duration of the program at PBCTS would be shortened. The details of transferred credits and any resulting reduction in the program length will be reported to the State Approving Agency (SAA) for VA students and active-duty enrolled students

Self-Study Courses

There is also an optional format for completing required curriculum courses via the Self-Study mode. These classes are designed to enable self-paced independent study while also providing instructor facilitation. Completing such self-study in a satisfactory would entail viewing course videos, textbook readings and completing test assessments and/or writing a final paper or report.

Tuition costs are lower for students enrolled in Self-Study courses, with all Self-Study courses priced at \$250 per quarter term. For more information about Self-Study courses, please contact the Academic Affairs office."

Re-Admission

Degree program students who have allowed three years to elapse since completion of their last course, may submit a Readmission application and pay a \$35.00 fee, along with a recommendation from their church.

Military veterans and/or active-duty military who process a Withdrawal due to any circumstances deemed necessary (e.g. like receiving orders to undergo training or a new assignment) are eligible to return to their academic program without incurring any financial penalty or need to reapply as a first-time student seeking admission. The process for resuming their studies after meeting such extenuating obligations is to contact the Academic Affairs Office and request permission to resume their studies (this can be a verbal permission request or a statement in writing signed by the returning student).

FINANCIAL INFORMATION

Tuition and Fees

All fees must be paid at the designated time per each scheduled school quarter and are not refundable (this rule applies only to fees and not tuition payments). All tuition is based on the quarter hour credit system. Tuition below is based upon the standard 3 quarter hour course.

Tuition and Fee Chart	
Admission Application Fee	\$50.00
Late Registration Fee	\$35.00 (each occurrence)
Tuition for Associate's/Diploma Program	\$400.00 per course
Tuition for Bachelor's/Diploma Program	\$400.00 per course
Tuition for Master's Program	\$475.00 per course
Tuition for Doctoral Program	\$600.00 per course
Tuition for Self-Study (all levels)	\$250.00 per course
Commencement Undergraduate Fee	\$250.00
Commencement Graduate Fee	\$250.00
Certificate Graduation Fee	\$50.00
Replacement Diploma Fee	\$20.00
Re-Admission to the College Fee	\$35.00
Transcript Fee	\$10.00
Inactive Fee (Doctoral Students)	\$100.00 per quarter – If applicable
Program Extension Maintenance Fee	\$300.00 per year – If applicable
Technology Fee	\$50.00 per quarter
Returned Check Fee	\$35.00 (each occurrence)
Course Audit Fee (all programs)	\$125.00
Life Experience Credit Fee	\$40.00 per quarter hour

Tuition and course fees may be adjusted, with adequate notice.

Debts and Returned Checks

No degree or diploma, will be granted, or transcript of credits be furnished a student until all financial obligations to the College and Seminary have been paid. All previously incurred financial obligations and indebtedness must be fully paid before a student may re-enter at the beginning of any quarter. A \$35.00 charge will be made by the Finance office for any returned checks.

Any outstanding debt due to the College will be turned over to a collection agency.

Payments

Providence Bible College functions under the biblical order and leadership of the Holy Spirit, and it strives to be a good steward of the gifts and talents and abilities that are part of it and available to it. Therefore, based upon the Word of God Providence Bible College believes that debt is not glorifying of our Lord and maintains itself on a sound financial basis. It becomes necessary then to adhere to the following policies.

1. Tuition is expected at the time of class registration.
2. All students are required to pay tuition and course fees on or before the first day of the quarter unless payment arrangements have been made with the Registrar (and/or through the Academic Affairs office),
3. Any student with a previously incurred indebtedness to the college will not be allowed to register for classes until the current indebtedness is paid or other arrangements are made. *This rule does not apply to enrolled students who receive VA-GI Bill tuition benefits.*
4. No degree or diploma will be granted, or transcript of credits furnished a student until all financial obligations to the college are paid.
5. Any outstanding debts to the college can and will be turned over to a collection agency.

POLICIES

Graduation Policies

Students must apply for graduation when they enroll for the last course of their program. Upon receipt of the graduation application and the nonrefundable \$250.00 graduation application fee, the Academic Dean will conduct an evaluation of the student's work. If all the coursework and program requirements have been met, the Dean will forward the records to the Academic Affairs office with a recommendation that the student has met all enrolled program criteria and is awarded the degree, diploma or certificate for which they have been studying. Students may choose to participate in the next PBCTS graduation ceremonies that follow upon the completion of their final program class.

Requirements for PBCTS Graduation

Any student who receives a degree from PBCTS must have completed at least one year of enrollment (a minimum of 27 quarter hours) in resident study at PBCTS to qualify for graduation. Those who enroll and transfer in prior completed coursework are allowed to transfer in no more than one half of the minimum quarter hours required in the student's program.

A student must also meet the curriculum requirements of the catalog under which he or she enters or of some subsequent catalog. No student, however, will be permitted to graduate under a catalog or supplement issued more than five years before the date of graduation.

To graduate, all students must have earned a grade point average of 2.5 across their program of study. Grades earned on courses taken at other colleges and universities will not be considered.

An INTENT TO GRADUATE form must be submitted to the Registrar's office no later than three quarters before completing the degree requirements, along with a graduation fee of \$250.00. A diploma fee of \$50.00 must also accompany the application. Both fees are non-refundable and contribute to funding the pre-graduation banquet and other graduation-related activities provided by PBCTS for graduating students and their invited guests

Attendance

All students are expected to attend all scheduled classes on time. A student who adds a class or registers after the first class session will be marked absent for that session. Instructors and discussion group facilitators consider attendance when determining final grades. Students who miss more than two classes, without having received an 'Excused' absence from the instructor, will receive a Fail grade (FN) for non-attendance."

Military veterans and active-duty students who register late or add a class after the first session will have their absences documented, but instructors will waive the impact of these absences on the student's final grade. Missed classes can be made up at the instructor's discretion. To excuse an absence, the student must complete an Absence Excuse Form, indicating the date and arrangements for makeup work, and submit it to the Academic Affairs Office. Each request for excused absences is reviewed individually, with no set limit on the number of excused absences for military veterans. The Office of Academic Affairs monitors class attendance for veteran and active-duty students. If students adhere to the stated process by communicating with Academic Affairs or their class instructor, no further action, disciplinary or otherwise, will be taken. Any missed class sessions by veteran or active-duty students will be documented and reported to the DVA/SAA during routine filing of student tuition forms and applications. This report will include the necessary paperwork explaining the reasons for the missed attendance and how the student made up the missed class time.

Absence and Makeup Policy

The staff of PBCTS seeks to serve students in their endeavor to succeed academically. It is imperative that students attend every class of a particular course. The Absence Excuse Form must be used to indicate the date and arrangements for completion of make-up work. Absences will not be excused until this form is completed and returned to the Registrar. Only two class sessions per course may be excused.

Students with more than two absences per class must receive permission to return to class from the academic dean.

1. The amount of material covered in a three-hour session makes it impossible for the student to function properly if more than two classes are missed. A student can only miss two classes per quarter and must make-up that absence accompanied with the requisite proper form and classwork. If a student misses more than two classes, it is deemed that the student will Withdraw from the class (this policy does not apply to Veterans, active duty or Reserve military students).
2. Students with excessive absences will be placed on probation and must obtain permission from the Academic Dean to resume classes in the following quarter. Continued inability to attend classes regularly may lead to further disciplinary actions, including possible dismissal from the college. PBCTS emphasizes the importance of each student dedicating themselves to the learning process and upholding the necessary lifestyle to effectively serve Christ in the world.

Payment Policy

PBCTS operates under the guidance of the Holy Spirit and seeks to be a good steward of the gifts, talents, and abilities within its community. Based on the Word of God, PBCTS believes that debt does not honor the Lord and thus strives to maintain a sound financial foundation. Therefore, it is necessary to adhere to the following policies.

1. Tuition is expected at the time of registration
2. Any student with a previously incurred indebtedness to the college will not be allowed to register for classes until the current indebtedness is paid or other arrangements are made
3. No degree, diploma, or certificate will be granted, or transcript of credits furnished to any student until all financial obligations to the college are paid.
4. Any outstanding debts to the college can and will be referred to a collection agency

For more detailed information, and for students who are completing the enrollment and registration process for the first time, please refer to Addendum C, **PBCTS Truth in Lending Act and Billing Rights Disclosures Agreement**, which all new students are required to read and sign off on (previously enrolled students must also complete this agreement to have their accounts updated).

TUITION REFUND POLICY

Providence Bible College and Theological Seminary assumes certain financial obligations based on student enrollment. Expenses continue for the program even if a student should discontinue the course. After the authorized drop/add period, a student may withdraw from a course with a grade of W (withdrawal), up to the seventh week of a quarter or the halfway point of other sessions. A course may be dropped after the authorized date only for unusual reasons with the approval of the Dean of Academic Affairs.

A refund policy that is fair to both the student and PBCTS is essential. Therefore, the following policies have been adopted.

A student who desires to withdraw from a course, or courses, must initiate proceedings with the Academic Affairs office. The request for a Withdrawal from class should be made in writing and either emailed or mailed to our office. Refunds will be computed as of the date on which a letter indicating the desire to withdraw is received by the PBCTS office.

Refund charges on tuition will be made according to the following schedule:

Withdrawal before the first classes begin	100%
Withdrawal after 10% of hours are completed	90%
Withdrawal after 20% of hours are completed	80%
Withdrawal after 30% of hours are completed	70%
Withdrawal after 40% of hours are completed	60%
Withdrawal after 50% of hours are completed	50%
*After 50% of hours are completed	0%

*PBCTS has set this threshold to reflect the point at which the institution has already

committed significant resources to the course, including faculty time and administrative support, and thus cannot recoup those costs through a partial refund. All prospective students are urged to be aware of this before enrolling.

Active Duty and/or Reserve Military Students

The College will provide the following options for our active-duty students who have been deployed or reassigned for military service in order to appropriately maintain the student's academic and financial records with PBCTS.

"If an active-duty student or a member of the Virginia National Guard or any other reserve component of the U.S. armed forces is called to active duty, they can request and be granted a military leave of absence from PBCTS. This leave ensures that the student retains admission to PBCTS and can re-enter their program of study, including completing any coursework marked as Incomplete due to deployment or reassignment. This option is available for the student to consider.

Active-duty students who request an Incomplete grade can complete their courses upon returning from deployment or special assignment without losing academic credits, scholarships, grants, or previously paid tuition and fees. Alternatively, students may choose to terminate their courses, in which case they can receive a refund or credit for tuition and fees. This is considered a Military Withdrawal due to extenuating military responsibilities, with full reimbursement for up to 50% of the class term. Refunds for any time beyond 50% will follow the standard PBCTS withdrawal policy.

Further, upon returning from completed military duty, the student will be restored to the educational status enjoyed prior to the duty period. Without deployment orders, the student must follow standard PBCTS drop or withdrawal procedures. A retroactive appeal to consider a military withdrawal can be initiated upon delivery of the applicable deployment orders.

In accordance with PBCTS Grading Policy, the College can provide the reserve or active-duty student with an option to apply for a grade of "I" (Incomplete) with the course instructor. The incomplete grade (I) must be completed by the end of the semester following deployment. If the course is not completed and the student submitted a copy of the appropriate deployment orders prior to leaving, the incomplete grade (I) will be converted to a military withdrawal grade (M). If deployment orders were not submitted, the incomplete grade (I) will be converted to a failing grade (F). The student may appeal the grade and tuition considerations upon return to the College with submission of the appropriate deployment orders.

Record Retention Policy

The college will retain student folder data for three years following the student's separation from the institution. After this period, only grade reports, documentation of fees and tuition payments, and PBCTS transcripts will be kept. All other non-essential information, including personal data and student identification, will be securely discarded.

Grading Policy

The Academic Committee is the official body responsible for administering grading policy. Course grades are determined by the instructor and will be issued at the end of the quarter. (Specific requirements may vary according to the instructor). All final class grades reports are provided to each student within a week after the quarter ends.

Grading Scale

GRADE	GRADE POINT	SCORE RANGE	MEANING
A	4.00	93–100	Excellent
A–	3.70	90–92	Excellent
B+	3.30	87–89	Good
B	3.00	83–86	Good
B–	2.70	80–82	Good
C+	2.30	77–79	Satisfactory
C	2.00	73–76	Satisfactory
C–	1.70	70–72	Satisfactory
D	1.00	60–69	Minimum Pass
F	0.00	0–59	Failure
P/F	None	—	Pass/Fail
W	None	—	Withdrawal
M	None	—	Military Withdrawal
I	None	—	Incomplete
FN	None	—	Fail, Non- Attendance
AUDIT	None	—	Audit

Other Grades (Non-GPA):

1P/F – Pass/Fail (no impact on GPA)

W – Withdrawal

M – Military Withdrawal

I – Incomplete

FN – Failure, Non-Attendance

AUDIT – Non-credit/Audit

Incomplete

An “I” indicates that a portion of the classwork was not completed by the student within the grading period. All incomplete work must be turned in within two weeks of the last class session unless an approved waiver is on file.

Audit

An “AUD” indicates that a student took the course as non-credit and was not responsible for participating in discussion groups, examinations, or other required assignments. This must be indicated on the form at the time of registration.

Withdrawal

A “W” indicates the student withdrew before the fourth-class session without an applied academic penalty.

Military Withdrawal

In accordance with PBCTS Grading Policy, if an active duty or reserve military student submits deployment orders while enrolled in a class(s) but was unable to return to complete the class(s), the pending Incomplete grade (I) will be converted to a military withdrawal grade “M”. This change of grade status will not have a negative impact on the student’s GPA. If deployment orders were not submitted, the Incomplete grade (I) will be converted to a failing grade “F”. The student may appeal the grade and any request for tuition reconsiderations upon submitting to the office of Academic Affairs a copy of the appropriate deployment orders.

Any veteran, active duty and/or reserves student’s *reinstatement* into a formerly enrolled class, and/or who was not able to complete their academic program, can occur by making an appeal to the Academic Affairs office (i.e., the student would submit a written statement explaining the reason for their Withdrawal and provide the relevant documentation for such a reason).

Fail for Non-Attendance

An FN grade indicates that a student was issued a Fail (F) grade for not attending an enrolled class for a consecutive period of 21 days or more, and who did not provide any documentation to request an extension from the Instructor or Academic Affairs (there may be exceptions at times for military active duty or students in the Reserves, and such would be reviewed on a case-by-case basis).

Academic Probation

A student is placed on academic probation if their quarterly GPA falls below 2.00 or if they receive an F for any course. Probation is an indication that a student's academic performance has fallen below the institution's required standards. Academic probation lasts for one academic term. During this period, students must work to improve their academic standing.

While on academic probation, students are required to:

Meet with an academic advisor to develop a plan for academic improvement.

Limit their course load to no more than 12 credits (or equivalent) per term.

Achieve a term GPA of 2.00 or higher and pass all courses during the probationary period.

Failure to meet the conditions of academic probation may result in academic suspension.

Academic Suspension

Academic suspension is a temporary dismissal from the institution due to continued poor academic performance. A student is placed on academic suspension when:

A student's current status is one of academic probation

The student fails to meet the conditions of academic probation

Cumulative hours attempted are less than thirty-six (36).

Academic suspension normally will be for two-quarters. The statement "placed on academic suspension" will be entered on the student's permanent record. A student who has been informed that he/she is on an academic suspension may submit an appeal in writing to the Chairman of the Admission Committee for reconsideration.]

Repeating a Course

When a course is repeated, the last grade earned replaces the previous grade in computing the cumulative student G.P.A. However, all grades entered on the transcript remain a part of the student's permanent academic record. If a course is being repeated, it will be stated upon the completion of a class registration.

Grievances and Reporting Policy

The correct procedure for filing a complaint or reporting an issue at PBCTS involving another student, faculty member, or administrative staff is to first submit the complaint or concern in writing. The next step is to contact the Academic Dean's office to request a meeting with the Dean. The Academic Dean will then investigate the matter and recommend an appropriate course of action to the Academic Affairs office to resolve the issue.

Handling grievances for Veterans and Active-Duty students

The procedure for handling a complaint or issue experienced by a veteran or active-duty student at PBCTS follows the same policy as for any enrolled student. However, an additional provision applies to veterans and active-duty students: If the complaint or grievance is not resolved to the student's satisfaction, they should contact the Virginia State Approving Agency (SAA). The SAA can be reached via email at saa@dvs.virginia.gov."

COURSE DESCRIPTIONS

All courses are three credits.

UNDERGRADUATE COURSES

Required Courses: Associate's in Biblical Studies/2yr Diploma in Biblical Studies

ACA 100 – Research and Study Skills

An introduction to effective academic study methods for Bible college students, this course develops foundational skills in critical reading, note-taking, time management, test preparation, and theological research. Students learn to utilize libraries, databases, and scholarly tools for biblical and theological writing, with special emphasis on preparing papers according to Turabian or other appropriate style guides.

OT 201 – Old Testament Survey I: The Law

A panoramic overview of Genesis through Deuteronomy, this course explores the major themes, structure, and theological significance of the Pentateuch. Special attention is given to creation, covenant, the patriarchs, the Exodus, the Mosaic Law, and the foundational role of the Torah in redemptive history.

OT 202 – Old Testament Survey II: Historical Books

This course surveys Joshua through Esther, examining the conquest of Canaan, the period of the Judges, the united and divided monarchies, the exile, and restoration. Emphasis is placed on God's covenantal faithfulness, Israel's leadership, and historical-theological developments within the Deuteronomistic history.

OT 203 – Old Testament Survey III: Poetry and Wisdom

A study of Job, Psalms, Proverbs, Ecclesiastes, and Song of Songs, this course introduces the poetic and wisdom literature of ancient Israel. Students will explore Hebrew poetry, the fear of the Lord, human suffering, divine justice, and the pursuit of godly living in a fallen world.

OT 204 – Old Testament Survey IV: Prophets

Covering Isaiah through Malachi, this course provides an overview of both the Major and Minor Prophets. Students will examine the historical contexts, literary features, and theological messages of the prophetic books, with emphasis on judgment, hope, messianic expectation, and the day of the Lord.

NT 210 – New Testament Survey I: Gospels and Life of Christ

A chronological and theological survey of the life, teachings, miracles, death, and resurrection of Jesus Christ as presented in the four Gospels. The course includes an

introduction to each Gospel's distinct theological emphasis and contribution to the unified testimony of the New Testament.

NT 211 – New Testament Survey II: Acts and Paul

A study of the expansion of the early church in the Book of Acts and an overview of Paul's epistles. The course focuses on key themes such as salvation by grace, church planting, missionary outreach, justification, sanctification, and Paul's pastoral concerns for the churches.

NT 212 – New Testament Survey III: General Epistles

This course examines Hebrews through Revelation, including the General Epistles and the Johannine Apocalypse. Students will explore themes such as perseverance, suffering, Christian conduct, eschatology, and Christ's final triumph, with attention to the unique theological contributions of each epistle.

THEO 301 – Systematic Theology I: Prolegomena, Revelation, and Theology Proper

An introduction to systematic theology with focus on theological method (prolegomena), the doctrine of Scripture and revelation, and the doctrine of God. Topics include the existence and attributes of God, the Trinity, and the nature of divine knowledge, providence, and sovereignty.

THEO 302 – Systematic Theology II: Christology, Pneumatology, etc.

This course covers the person and work of Christ (Christology), the doctrine of the Holy Spirit (Pneumatology), and related theological loci such as anthropology, hamartiology (sin), and soteriology (salvation). Students will examine the incarnation, atonement, regeneration, justification, and union with Christ.

THEO 303 – Systematic Theology III: Ecclesiology & Eschatology

The final course in the theology sequence explores the nature, mission, and ordinances of the Church (ecclesiology), and the biblical doctrines of last things (eschatology). Topics include the second coming of Christ, the resurrection, final judgment, millennial views, and the eternal state.

THEO 310 – Apologetics, Worldview Analysis, and Critical Thinking

A foundational course in defending the Christian faith through rational argument, biblical authority, and worldview engagement. Students will learn to identify and critique competing worldviews, develop logical reasoning skills, and communicate gospel truth with gentleness and reverence.

BIBL 350 – Hermeneutics I: Principles of Interpretation

This course introduces the principles and methods of biblical interpretation, including historical-grammatical exegesis, literary context, genre sensitivity, and theological coherence. Students will examine the role of the Holy Spirit in interpretation and explore the unity and diversity of Scripture.

BIBL 351 – Hermeneutics II: Bible Study Methods

Building on Hermeneutics I, this course emphasizes practical skills in inductive Bible study. Students will learn to observe, interpret, correlate, and apply Scripture using various methods such as word studies, topical studies, and character studies. Emphasis is placed on devotional and ministry-oriented application.

HIST 195 – Historical Theology

A survey of the development of Christian doctrine from the early church to the modern era. Students will trace key theological debates, creeds, councils, and controversies, exploring how historical contexts shaped orthodox Christian teaching on Scripture, Christ, the Trinity, salvation, and the Church.

MM 130 – Missions and Evangelism

An introduction to the biblical foundations, history, and practice of Christian missions and evangelism. Students will explore the Great Commission, cross-cultural communication, church planting, and methods of personal and public evangelism in both local and global contexts.

CL 101 – Spiritual Formation and the Christian Life (with Ethics)

A study of the believer's growth in Christ through personal spiritual disciplines, community life, and ethical conduct. Topics include prayer, Bible reading, confession, stewardship, moral decision-making, and the integration of doctrine with daily living in a Christ-centered life.

CED 152 – Principles of Bible Teaching

This course introduces the principles and methods of effective Bible teaching for various age groups and settings. Students will develop lesson plans, learn to engage diverse learners, and gain experience in communicating biblical truth clearly, creatively, and faithfully.

CHM 407 – Spiritual Leadership and Discipleship

A study of biblical leadership and the process of making disciples in the local church. Emphasis is placed on servant leadership, mentoring, character development, vision casting, and building a discipling culture grounded in the Great Commission and pastoral example.

LANG 101 – Language Tools for Biblical Study

An introduction to basic tools and methods for engaging the biblical languages without requiring fluency. Students will learn to use concordances, lexicons, interlinear Bibles, and software (e.g., Logos) to enhance their study of Scripture in its original Hebrew and Greek contexts.

Elective Courses: Associate of Biblical Studies / 2-Year Diploma Biblical Studies

(Choose any 2 courses – 6 Quarter Hours Total)

1. Christian Education Track

CED 230 – Teaching the Bible to Children and Youth

An introduction to age-appropriate methods for teaching Scripture to children and adolescents in church and educational settings. Students will explore developmental stages, learning styles, creative techniques, and strategies for nurturing faith in the next generation.

CED 310 – Curriculum Design for Christian Education

This course equips students to evaluate, design, and adapt Christian education curricula for various ministry contexts. Emphasis is placed on theological integration, learning objectives, lesson planning, and aligning curriculum with church mission and discipleship goals.

CED 330 – Educational Ministry of the Church

A study of the theological and practical foundations of education within the local church. Topics include the church as a teaching community, educational models, leadership development, intergenerational learning, and equipping believers for lifelong growth in Christ.

2. Missions and Evangelism Track

MM 210 – Cross-Cultural Ministry

An introduction to the principles and challenges of ministering across cultural boundaries. Students will learn about worldview differences, contextualization, cultural intelligence, and effective strategies for mission work among diverse peoples and global contexts.

MM 220 – Urban Missions

This course examines the unique dynamics of evangelism and church ministry in urban environments. Topics include poverty, subcultures, social justice, church planting, and holistic mission strategies in city centers and underserved communities.

MM 230 – World Religions and Global Engagement

A survey of the major non-Christian religions, including Islam, Hinduism, Buddhism, Judaism, and indigenous traditions. Students will examine each belief system's history, core doctrines, practices, and worldview, with attention to effective and respectful evangelistic engagement.

3. Women's Ministry Track

WMN 210 – Women in the Bible and Church History

A survey of key women in Scripture and church history who exemplified faith, leadership, and service. Students will examine the biblical roles of women, theological issues surrounding gender, and the historical contributions of women to the Church's mission.

WMN 220 – Discipleship and Mentoring for Women

This course equips students to develop women's discipleship and mentoring ministries within the church. Emphasis is placed on spiritual growth, relational ministry, and creating supportive environments for women of all ages and stages.

WMN 310 – Leadership in Women's Ministry

An advanced course in organizing and leading women's ministries in the local church.

Students will explore leadership development, team-building, program planning, and pastoral care issues specific to women's spiritual and practical needs.

4. Spiritual Formation Track

CL 210 – Practicing the Spiritual Disciplines

An experiential course exploring the classical spiritual disciplines such as prayer, fasting, solitude, worship, and Scripture meditation. Students will cultivate personal habits of grace and examine their biblical foundations, purposes, and transformative power.

CL 220 – Prayer and the Ministry of the Word

A focused study on the theology and practice of prayer, especially in connection with preaching, teaching, and pastoral ministry. Students will learn to lead others in prayer, intercede for others, and develop a disciplined life of communion with God.

CL 230 – Biblical Counseling Foundations

An introductory course on biblical principles for pastoral care and counseling. Students will examine human nature, sin, and suffering in light of Scripture and learn to apply biblical truth with compassion, wisdom, and discernment in ministry contexts.

5. Advanced Hermeneutics and Apologetics Track

BIBL 410 – Hermeneutics III: Advanced Biblical Interpretation

This advanced course in hermeneutics builds on prior interpretive training with attention to typology, intertextuality, canonical interpretation, and theological exegesis. Students will engage in intensive analysis of Scripture across genres and testaments.

THEO 450 – Cultural Apologetics and Worldview Engagement

An exploration of apologetics in the context of modern and postmodern culture. Students will learn to defend the faith by addressing contemporary objections, cultural narratives, and existential questions with biblical and theological clarity.

PHIL 200 – Critical Thinking and Worldview Analysis

A course in logic, argumentation, and the analysis of worldview assumptions. Students will develop skills in identifying fallacies, evaluating arguments, and critiquing rival ideologies from a Christian philosophical and theological framework.

6. Bible Exposition Track

OT 310 – Exposition of Genesis

A detailed exegetical and theological study of the Book of Genesis, with focus on creation, covenant, the patriarchs, and the foundational themes of Scripture. Emphasis is placed on literary structure, narrative theology, and application to Christian doctrine.

OT 412 – Exposition of Isaiah

A close study of the Book of Isaiah, examining its prophetic messages of judgment and hope, messianic expectations, and eschatological vision. Students will explore its relevance to both Old Testament Israel and the coming of Christ.

NT 327 – Exposition of Romans

An exegetical and theological study of Paul's Epistle to the Romans. Emphasis is given to themes of justification by faith, union with Christ, sanctification, Israel's future, and the implications of the gospel for Christian living.

NT 330 – Exposition of John

A theological and literary study of the Gospel of John. Students will explore Johannine

Christology, signs and discourses, themes of life and light, and the spiritual depth of John's portrayal of Jesus as the incarnate Son of God.

7. Church Leadership and Administration Track

CHM 421 – Church Management and Administration

A practical course on managing the operational and organizational aspects of church life. Topics include budgeting, event planning, volunteer coordination, conflict resolution, and stewardship of resources for effective ministry.

PRAC 411 – Biblical Proclamation (Homiletics)

An introduction to the theology and practice of preaching. Students will learn how to prepare and deliver expository sermons with biblical faithfulness, theological depth, and clear application to contemporary audiences.

CHM 430 – Leading Volunteers and Ministry Teams

A course in equipping and leading ministry teams within the church. Emphasis is placed on servant leadership, team dynamics, volunteer recruitment, training, and sustaining a culture of excellence and encouragement in ministry service.

8. Communication and Public Ministry Track

COMM 210 – Public Speaking and Sermon Delivery

A foundational course in the principles of effective public speaking and sermon presentation. Students will develop confidence and clarity in oral communication, with particular focus on Scripture-centered proclamation and persuasive speech.

COMM 220 – Writing and Communication for Ministry

An introduction to writing and editing skills needed for effective ministry communication. Students will learn to craft newsletters, devotionals, lessons, testimonies, and digital content with clarity, accuracy, and theological integrity.

COMM 310 – Media and Ministry Communication

A course exploring the use of media technologies (print, video, social media, etc.) in advancing the mission of the Church. Students will evaluate communication tools and develop projects that integrate biblical truth with contemporary methods.

Bachelor of Biblical Studies / 3-Year Bible Diploma – Required Courses

(102 Quarter Hours / 34 Courses)

ACA 100 – Research and Study Skills

Introduces students to the skills necessary for success in academic theological study. Emphasis is placed on critical reading, note-taking, study planning, theological research, and formal writing, including citation using academic style guides (e.g., Turabian). Special attention is given to theological resource evaluation, digital tools and Logos Bible software.

OT 201 – Old Testament Survey I: The Law

An introductory survey of Genesis through Deuteronomy, focusing on major events, themes, and theological foundations of the Pentateuch. Topics include creation, covenant, the patriarchs, the Exodus, and the giving of the Law at Sinai.

OT 202 – Old Testament Survey II: Historical Books

A broad overview of Joshua through Esther. This course explores Israel's conquest, judgeship, monarchy, division, exile, and restoration, with emphasis on God's covenantal faithfulness and sovereign purposes in redemptive history.

OT 203 – Old Testament Survey III: Poetry and Wisdom

Examines the literary, theological, and practical dimensions of Job, Psalms, Proverbs, Ecclesiastes, and Song of Songs. Students learn to interpret Hebrew poetry and wisdom literature within their ancient context and Christian application.

OT 204 – Old Testament Survey IV: Prophets

A study of the prophetic literature from Isaiah to Malachi. The course explores major historical periods, prophetic messages, and eschatological themes, with particular focus on the messianic hope and covenantal warnings.

OT 310 – Exposition of Genesis

An exegetical study of the Book of Genesis, focusing on literary structure, theology of creation, fall, flood, covenant, and patriarchal narratives. Students will interpret the text with attention to canonical and theological significance.

OT 412 – Exposition of Isaiah

A verse-by-verse exposition of the Book of Isaiah, examining themes of judgment and redemption, the messianic servant, eschatology, and the theology of the holy God. Connections to New Testament fulfillment are explored in detail.

NT 210 – New Testament Survey I: Gospels and Life of Christ

An overview of Matthew, Mark, Luke, and John. The course emphasizes the unity and distinctives of each Gospel and traces the life, ministry, death, and resurrection of Jesus Christ with theological reflection.

NT 211 – New Testament Survey II: Acts and Paul

Surveys the Book of Acts and the Pauline Epistles. Topics include the birth of the church, apostolic preaching, missionary journeys, justification, union with Christ, and Pauline ecclesiology and ethics.

NT 212 – New Testament Survey III: General Epistles

Examines Hebrews through Revelation. The course introduces major themes such as faith and perseverance, practical holiness, suffering, judgment, and the cosmic triumph of Christ.

NT 263 – Exposition of Acts

An in-depth exegetical and theological study of the Book of Acts with attention to its narrative structure, the work of the Holy Spirit, apostolic mission, church expansion, and relevance for contemporary ministry.

NT 327 – Exposition of Romans

A detailed exposition of Paul's epistle to the Romans. Topics include the righteousness of God, justification by faith, sanctification, Israel's future, and the ethical outworking of the gospel in Christian life.

NT 330 – Exposition of John

A theological and literary analysis of the Fourth Gospel. Emphasis is placed on the divinity of Christ, the signs and discourses, the role of the Holy Spirit, and the unique theological contributions of John.

NT 440 – Pastoral Epistles: Timothy and Titus

A focused study of 1–2 Timothy and Titus, exploring Paul's instruction on church leadership, sound doctrine, pastoral care, and godly conduct. Practical insights are applied to modern pastoral and ministry settings.

THEO 301 – Systematic Theology I: Prolegomena, Revelation, and Theology Proper

Foundational course in theological method, Scripture, and the doctrine of God. Includes topics such as inspiration, inerrancy, the Trinity, divine attributes, and the knowledge of God.

THEO 302 – Systematic Theology II: Christology, Pneumatology, etc.

Covers Christology, Pneumatology, anthropology, hamartiology, and soteriology. Students examine the person and work of Christ, the role of the Holy Spirit, human nature, sin, grace, and salvation.

THEO 303 – Systematic Theology III: Ecclesiology & Eschatology

Examines the doctrine of the Church and the last things. Topics include the nature and marks of the Church, sacraments, spiritual gifts, the return of Christ, resurrection, judgment, and eternal destiny.

THEO 310 – Apologetics, Worldview Analysis, and Critical Thinking

Develops the skills necessary for defending the Christian faith and engaging secular and religious worldviews. Students will apply logical reasoning and biblical truth to answer objections and articulate a Christian worldview.

THEO 320 – Biblical Theology

Traces major themes of Scripture across the canon, demonstrating the unity and progression of redemptive history. Students will examine creation, covenant, kingdom, temple, and Messiah through both testaments.

THEO 420 – Theology of Worship and Prayer

A biblical and theological exploration of Christian worship and prayer. Topics include worship in the Old and New Testaments, the nature of true worship, corporate liturgy, and the theology and practice of prayer.

THEO 470 – Contemporary Issues in Theology and Ministry

Addresses modern theological and ethical challenges facing the church, such as gender identity, cultural pluralism, social justice, secularism, and interfaith dialogue. Students will engage these topics from a biblically grounded and pastorally sensitive framework.

BIBL 350 – Hermeneutics I: Principles of Interpretation

Introduces the grammatical-historical method of biblical interpretation. Students learn interpretive tools including genre analysis, historical context, literary structure, and canonical coherence.

BIBL 351 – Hermeneutics II: Bible Study Methods

Builds on Hermeneutics I by introducing practical inductive methods for Bible study. Students develop skills in word studies, topical studies, character analysis, and application for teaching and personal growth.

HIST 195 – Historical Theology

Traces the development of Christian doctrine from the apostolic age to the modern era. Emphasis is placed on theological controversies, creeds, councils, reformations, and influential theologians throughout church history.

CL 101 – Spiritual Formation and the Christian Life (with Ethics)

Explores personal spiritual growth and moral conduct in light of Scripture. Includes spiritual disciplines, character development, ethical decision-making, and the integration of faith and practice.

CL 230 – Introduction to Biblical Counseling

An overview of the biblical foundations for counseling ministry in the local church. Topics include sin and suffering, sanctification, repentance, the sufficiency of Scripture, and caring for others with compassion and truth.

CED 152 – Principles of Bible Teaching

Introduces the art and science of teaching Scripture. Students will develop teaching outlines, engage with learning theory, and practice communication skills for diverse ministry audiences.

CHM 407 – Spiritual Leadership and Discipleship

A study of the principles of biblical leadership and disciple-making. Topics include servant leadership, mentoring, vision development, spiritual maturity, and reproducing disciples in a local church context.

CHM 421 – Church Management and Administration

Equips students with tools for managing church operations effectively. Topics include administration, strategic planning, budgeting, staffing, volunteer coordination, and facility management for ministry success.

PRAC 411 – Biblical Proclamation

A practical course in homiletics, focusing on the preparation and delivery of expository sermons. Students learn to handle Scripture accurately, apply it faithfully, and communicate it effectively in various ministry contexts.

MM 130 – Missions and Evangelism

A study of biblical, theological, and practical foundations of Christian mission. Students will explore global and local evangelism, missionary strategy, church planting, and the cultural engagement necessary for cross-cultural ministry.

MIN 290 – Ministry Capstone Project

A summative, integrative course requiring students to design and complete a ministry project under faculty supervision. The project may include teaching, preaching, writing, curriculum development, or other field-based ministry consistent with the student's calling.

GEOG 210 – Bible Geography and Cultural Backgrounds

A study of the geography, archaeology, and cultural setting of the Bible. Students will explore the physical and social world of Scripture, including major regions, cities, trade routes, and customs that illuminate biblical narratives.

LANG 101 – Language Tools for Biblical Study

Introduces students to basic tools for engaging the original languages of the Bible. Emphasis is placed on using lexicons, interlinear Bibles, concordances, and Bible software to enrich interpretation and exposition, with constant reference to the Logos Bible software program.

Elective Courses for the Bachelor of Biblical Studies / 3-Year Diploma

(Choose any 11 courses –336 Quarter Hours Total)

Christian Education Track**CED 230 – Teaching the Bible to Children and Youth**

Explores age-appropriate pedagogical strategies for communicating biblical truth to children and adolescents. Students will examine developmental theory, learning styles, classroom management, and creative teaching methods for church and Christian school settings.

CED 310 – Curriculum Design for Christian Education

Equips students to design, evaluate, and implement Christian education curricula for various age groups. Emphasis is placed on theological integration, lesson planning, scope and sequence, and ministry goals.

CED 330 – Educational Ministry of the Church

Provides a theological and practical overview of the church's role as a teaching institution. Topics include Sunday school, small groups, discipleship strategies, and leadership training within the local congregation.

CED 410 – Adult Discipleship and Leadership Training

Focuses on the spiritual formation of adults and the development of lay leaders. Students

will design strategies for mentoring, teaching, and equipping mature believers for service and leadership.

Missions and Evangelism Track

MM 210 – Cross-Cultural Ministry

Introduces students to the complexities of cross-cultural communication and missionary work. Topics include contextualization, cultural anthropology, language acquisition, and practical strategies for long-term effectiveness.

MM 220 – Urban Missions and Church Planting

Explores the unique challenges and opportunities of ministry in urban settings. Students will study strategies for church planting, community development, and addressing issues of poverty, diversity, and social justice.

MM 230 – World Religions and Global Engagement

Surveys major world religions and provides a framework for understanding and engaging adherents with the gospel. Students will evaluate cultural worldviews and develop evangelistic approaches with theological sensitivity.

MM 340 – Apologetics in a Pluralistic World

Examines apologetic strategies for defending the faith in a religiously diverse and relativistic culture. Topics include philosophical challenges, religious pluralism, and dialogical approaches to evangelism.

Women's Ministry Track

WMN 210 – Women in the Bible and Church History

Studies the lives and contributions of women in Scripture and throughout church history. The course examines biblical passages on gender roles and highlights significant female figures in theology, missions, and ministry.

WMN 220 – Discipleship and Mentoring for Women

Equips students to develop one-on-one and small group discipleship ministries for women. Emphasis is placed on spiritual mentoring, relational depth, and gospel-centered transformation.

WMN 310 – Leadership in Women's Ministry

Prepares students to organize, lead, and evaluate women's ministries in the local church. Topics include ministry planning, event coordination, intergenerational outreach, and team building.

Spiritual Formation Track

CL 210 – Practicing the Spiritual Disciplines

Provides an experiential approach to personal spiritual growth through classical disciplines such as fasting, solitude, journaling, meditation, and simplicity. Students will develop a rule of life for spiritual health.

CL 220 – Prayer and the Ministry of the Word

Focuses on the theology and practice of prayer, especially in relation to preaching, counseling, and leadership. Students will cultivate a life of intercessory, corporate, and contemplative prayer.

CL 230 – Introduction to Biblical Counseling

Introduces the biblical foundations for counseling ministry in the local church. Topics

include the nature of man, the sufficiency of Scripture, counseling process, and case studies in discipleship care.

CL 310 – Personal Life of the Minister

Addresses the internal and private life of the Christian leader. Emphasis is placed on integrity, emotional health, accountability, time management, and the cultivation of a sustainable rhythm of life and ministry.

Advanced Hermeneutics and Apologetics Track

BIBL 410 – Hermeneutics III: Advanced Interpretation

Builds on prior hermeneutical training with focus on typology, intertextuality, narrative criticism, and theological exegesis. Students engage in advanced exercises in interpretation and integration of Scripture.

BIBL 430 – Biblical Genres and Literary Structures

Examines the literary features and structural elements of biblical genres such as narrative, law, prophecy, wisdom, apocalyptic, gospel, and epistle. Students will apply genre-aware interpretation to select passages.

PHIL 200 – Critical Thinking and Worldview Analysis

A study of logic, reasoning, and worldview critique. Students will learn to recognize fallacies, construct sound arguments, and evaluate competing worldviews through the lens of biblical truth.

THEO 450 – Apologetics and Cultural Engagement

Explores the interface between Christian theology and contemporary culture. Students will develop strategies for engaging media, politics, philosophy, and the arts with theological discernment and apologetic clarity.

Bible Exposition Track

OT 322 – Exposition of Exodus

An in-depth exegetical and theological study of the Book of Exodus. Emphasis is placed on themes such as redemption, covenant, law, tabernacle, and God's presence with His people.

OT 430 – Wisdom Literature: Psalms and Proverbs

A focused study on the Psalms and Proverbs, with attention to poetic structure, theological motifs, worship, wisdom, and application to personal and congregational life.

OT 420 – Minor Prophets: Message and Application

A thematic and expositional survey of the Twelve (Minor Prophets), highlighting their historical background, calls to repentance, eschatological hope, and relevance for today's Church.

NT 345 – Exposition of Matthew

A verse-by-verse exposition of the Gospel of Matthew, emphasizing the kingdom of heaven, messianic fulfillment, Jesus' teaching ministry, and the Great Commission.

NT 410 – The Johannine Epistles

A study of 1–3 John, focusing on love, truth, assurance of salvation, false teaching, and practical Christian living. Literary and theological features of the Johannine corpus are explored.

Church Leadership and Administration Track

CHM 430 – Leading Volunteers and Ministry Teams

Develops practical skills for recruiting, training, and sustaining volunteers in ministry. Topics include team dynamics, motivation, delegation, and servant leadership.

CHM 450 – Conflict Resolution and Church Unity

Equips students to address conflict biblically and promote peace within the body of Christ. Topics include reconciliation, church discipline, and cultivating a culture of grace and accountability.

CED 410 – Adult Discipleship and Leadership Training

(See description under Christian Education Track; cross-listed.)

MIN 470 – Church Budgeting and Operational Oversight

Covers financial and operational responsibilities of church leadership, including budgeting, stewardship, legal matters, facility management, and policy implementation in support of ministry goals.

Communication and Public Ministry Track

COMM 210 – Public Speaking and Sermon Delivery

Teaches the basics of effective oral communication for ministry settings. Students learn speech construction, delivery techniques, and sermon presentation with attention to clarity and persuasion.

COMM 220 – Writing and Communication for Ministry

Introduces writing skills for ministry, including devotionals, newsletters, online content, and correspondence. Emphasis is placed on clarity, tone, and theological accuracy.

PRAC 470 – Ministry Internship (Field-Based Practicum)

Provides supervised ministry experience in a local church or parachurch setting. Students engage in ministry leadership, preaching, teaching, administration, or pastoral care under an approved mentor.

PRAC 440 – Teaching and Preaching the Epistles

Focuses on interpreting and communicating the New Testament epistles in teaching and preaching formats. Students will prepare and deliver messages that reflect sound exegesis and practical application.

Pastoral Ministry Track

PRAC 421 – Pastoral Care and Counseling

Trains students to provide spiritual care, encouragement, and biblical counsel to individuals and families. Emphasis is placed on the shepherding heart, crisis intervention, and listening skills.

PRAC 430 – Theology and Practice of Ordination

Explores the biblical and historical basis for ordination, pastoral office, and ministerial ethics. Students will reflect on calling, character, and competency in vocational ministry.

CHM 470 – Church Discipline and Member Restoration

A study of church discipline as taught in Scripture and practiced historically. Topics include biblical confrontation, repentance, restoration, and protecting the holiness and unity of the church.

CL 310 – Personal Life of the Minister

(See description under Spiritual Formation Track; cross-listed.)

Greek Studies Track

GRK 101 – Beginning Greek I

Introduces the Greek alphabet, basic grammar, and essential vocabulary of Koine Greek. Students begin reading simple New Testament passages and develop foundational translation skills.

GRK 102 – Beginning Greek II

Continues the study of Greek grammar and syntax. Emphasis is placed on parsing, noun and verb forms, and translation of more complex New Testament texts.

GRK 201 – Greek Syntax and Reading

Strengthens skills in Greek syntax and exegesis. Students translate extended biblical texts and analyze grammatical structures with the aid of lexicons and grammars.

GRK 310 – Exegesis in Philippians

A verse-by-verse exegetical study of Philippians in Greek. Emphasis is placed on grammar, theological interpretation, and practical application for preaching and teaching.

GRK 320 – Readings in the Gospels

Advanced translation and interpretation of selected passages from the Synoptic Gospels and John. Focus includes narrative structure, verbal aspect, and theological nuance in Greek texts.

GRADUATE COURSES

Old Testament

OT 506-GENESIS

A survey of the book of beginnings. The student will see the origin of the universe, the earth, man, woman, sin, the fall of man, the family, faith, redemption, and many other subjects dealing the foundations of our society and relationship with God. (3 QH)

OT 511-OLD TESTAMENT INTRODUCTION

A general survey of the Old Testament which will examine its history with special attention given to the authorship, date, and genuineness if each Old Testament book. (3 QH)

OT 512-HERMENEUTICS

This course provides the foundations for interpreting the OT regarding its theology, historical-grammatical context and structure and the application of sound exegesis to daily life. The various genres of OT books will be examined, and evangelical variations of interpretations will be discussed. (3 QH)

OT 520- PENTATEUCH

This course will study the first five books of the Old Testament. Emphasis will be on the various areas of God's relationship to His chosen people, including their calling, and

deliverance from Egypt; the giving of the Law, with its sacrificial, moral, and civil applications, as God uses man to establish a foundation for His work upon earth. (3 QH)

OT 525-THE TABERNACLE IN THE WILDERNESS

The Tabernacle in the Wilderness furnishes a gold mine of truth for the people upon whom the end of this age has come. Contained in this Old Testament object lesson are many vital New Testament doctrines. The student will learn to approach God through the steps laid out in the Tabernacle in the Wilderness. (3 QH)

OT 526-LEVITICUS

A study in the sacrifices and laws governing worship and conduct of the House of Israel. (3 QH)

OT 530- GREAT LEADERS OF THE OLD TESTAMENT

This course offers a systemic and fascinating character study of both well-known, and not so well known leaders found in the Old Testament. In this study, the student will be encouraged by their strengths and warned by their weaknesses. (3 QH)

OT 534- THE SOVEREIGNTY OF GOD

This course defines God's sovereignty and examines same in creation, administration, salvation, reprobation, operation, the human will, human responsibility, prayer, our attitudes towards God's sovereignty, difficulties and objections and the values of this subject. (3 QH)

OT 535- THE KINGS OF ISRAEL & JUDAH

After the reign of Solomon, the nation of Israel was divided into separate two nations. The Northern Kingdom of Israel and the Southern Kingdom of Judah. In this study, the student will learn the reason for the division, as well as study the personalities of the two nations through an examination of their kings. (3 QH)

OT 536-PSALMS AND PROVERBS

Selections from these books are highlighted with interest in background history, structure, and genre, major themes, Messianic prophecy, authors, theology and application to the believer. (3 QH)

OT 540-ISAIAH

The book is covered with its historical background, its structure, themes, Messianic prophecies, and application to the believer. Particular attention is paid to the Servant Songs, eschatological prophecy and the unity of the book. (3 QH)

OT 545-JEREMIAH

The book is covered with its historical background, its structure, themes, Messianic prophecies, and application to the believer. Selected passages of study will include the theme of backsliding, national sin repentance, God's judgment on individuals and nations. His restoration of those who turn to Him, the New Covenant of the Christian era and hope for the future. (3 QH)

OT 550- EZEKIEL

This book is covered with its historical background, its structure, themes, prophecies, and application to the believer. Selected passages of study will include the themes of God's judgment on an ungodly nation, His holiness, Israel's restoration, the kind of shepherd-leaders God desires, and the importance of true worship. (3QH)

OT 560- DANIEL

The book is covered with its historical background, its structure, themes, Messianic prophecies, and application to the believer. Selected passages of study will include the themes of God's sovereignty, our purpose in serving Him, perseverance in the midst of uncertainty and persecution, God's faithfulness, Daniel's faith, prophecies of the immediate future the coming Messiah and the end times. (3 QH)

OT 570-JEWISH LIFE: CUSTOMS AND CULTURE

This course surveys the biblical traditions of the Jewish people from their beginnings and throughout the OT. Attention will be paid to Jewish law, feasts, and observances, how Israel historically observed their traditions and the development of Messianic expectations up until the time of Christ. Also discussed with being the continuity of Jewish life to modern times, the Holocaust, the founding of the modern state of Israel and current political struggles. This course serves to enrich our Judeo-Christian heritage and enables us to understand better how Jews can be evangelized. (3 QH)

OT 590- THE MINOR PROPHETS

This course will study the messages of the twelve Minor Prophets: Hosea, Joel, Amos, Obadiah, Jonah, Micah, Nahum, Habakkuk, Zephaniah, Haggai, Zechariah, and Malachi. Attention will be paid to the purpose and occasion of the prophecy, its symbolism, historical-grammatical background and application to the Church today. (3 QH)

OT 600- EXEGESIS OF OT NARRATIVES

Selected passages in narratives of the OT, i.e. stories about events and characters with dialogue and descriptions. Students will demonstrate a basic grasp for Hebrew and learn

to do the translation for sermon exegesis. An exegesis paper is required. (Prerequisite: Hebrew I & II; fulfills and exegesis requirement for Th. M. and M. Div.) (3 QH)

OT 601- EXEGESIS OF WISDOM LITERATURE & PSALMS

Selected passages in wisdom literature narratives of the OT, i.e., Psalms, Proverbs, Job, etc. Students will demonstrate a basic grasp of Hebrew and learn to do the translation for sermon exegesis. An exegesis paper is required. (Prerequisite: Hebrew I T& II; fulfills an exegesis requirement for Th.M. and M. Div.) (3 QH)

New Testament

NT 503- I, II & III JOHN

The course examines the “situation in question” that leads the student to dwell chiefly on the character of the Christian life, its moral tests, and endowments, and on the radical conflict between the church and world in the last days. (3 QH)

NT 504- NEW TESTAMENT INTRODUCTION

An overview of the New Testament studying its messages, doctrines, personalities, and problems of interpretation. The focus will be on the life of Christ, the coming of the Holy Spirit, and the building of the Church.(3 QH)

NT 505-NEW TESTAMENT HERMENEUTICS (GREEK I prerequisite)

Introduction to the tools and methods of exegesis involves the study of NT manuscripts, a bibliography for exegesis and the methods and procedures for interpretation. An exegesis paper is required. (3 QH)

NT 512- LIFE OF CHRIST

A chronological development of the life and ministry of our Lord Jesus in the Gospels emphasizing His person and work. A special emphasis will be placed on His character as God manifested in the flesh. (3 QH)

NT 527- ROMANS

An in-depth study of John’s great gospel. The student will focus on the divinity of Jesus as the incarnate God. This study will also examine the humanity of Jesus as the Son of Man. Attention will be paid to exegetical issues from the Greek text, the purpose, occasion and historical background. (3 QH)

NT 533- GOSPEL OF JOHN

An in-depth study of John’s great gospel. The student will focus on the divinity of Jesus as the incarnate God. This study will also examine the humanity of Jesus as the Son of Man. Attention will be paid to exegetical issues from the Greek text, the purpose, occasion and historical background. (3 QH)

NT 528- GALATIANS

A verse-by-verse exposition of Paul’s epistle to the Galatian church with attention to the occasion and purpose of the letter, its implications for the law of God in the life of the believer, the fruit of the Spirit and its application to the Christian life. (3 QH)

NT 534-EPHESIANS & COLOSSIANS

This course offers a detailed analysis of these Pauline epistles concerning their occasion and purpose, as well as historical and theological content. These “twin letters” will cover to show the greatness of Christ within us and His outworking through our lives. (3 QH)

NT 563- THE ACTS OF THE APOSTLES

A better title for this study would be “the Acts of the Holy Spirit through the Apostles” This study will follow the world of the Spirit through the apostles from the day of Pentecost until Paul’s imprisonment. The student will see the growth of the early Church and how apparent defects became actual victories and advances for the Gospel. Attention will be paid to exegetical issues from the Greek text, the purpose, occasion and historical background. (3 QH)

NT 564-I & II CORINTHIANS

A verse-by-verse exposition of these two epistles, emphasizing the practical solution to common church problems through the application of the principles set down for, not only the Corinthian church, but also “to those who are sanctified in Christ Jesus, called to be saints with all that in every place call upon the name of Jesus Christ our Lord, both theirs and ours.” Attention will be paid to exegetical issues from the Greek text, the purpose, and occasion of the letters and their historical background. (3 QH)

NT 565-JAMES

This course is a verse by verse exposition in practical Christian living. Special emphasis is placed on James’ demonstration of Jesus’ Sermon on the Mount; it is moral and ethical teaching; its relevance to the Church of the first century and practical applications for today’s Christian society. (3 QH)

NT 567- PASTORAL EPISTLES

A study of the principles and qualifications for leadership as found in I & II Timothy, Titus, and Philemon, and how they apply. Attention will be paid to exegetical issues from the Greek text, the purpose, and occasion of the letters and their historical background. (3 QH)

NT 568-REVELATION

A chapter-by-chapter survey of this often misunderstood book. The student will examine the addresses to the seven churches as a prophetic history of the Church, as well as, the opening of the seals, the pouring out of the vials. There will be a discussion on the beasts, the two witnesses, and the marriage feast of the Lamb, and the New Jerusalem. Attention will be paid to exegetical issues from the Greek text, the purpose, and occasion of the letters and their historical background. (3 QH)

NT 600-EXEGESIS OF THE GOSPELS

Selected passages in Gospel narratives of the NT. Students will demonstrate a basic grasp of Greek and learn to do the translation for sermon exegesis. An exegesis paper is required. (Prerequisite: Greek I & II; fulfills and exegesis requirement for Th.M. and M. Div.) (3 QH)

NT 601-EXEGESIS OF PAULINE LETTERS

Selected passages in Pauline literature of the NT. Students will demonstrate a basic grasp of Greek and learn to do the translation for sermon exegesis. An exegesis paper is required. (Prerequisite: Greek I & II; fulfills and exegesis requirement for Th.M. and M. Div.) (3 QH)

Biblical Languages

BLGK 501-GREEK I

This course will be an introduction to the NT Greek alphabet, pronunciation, vocabulary, and basic grammar of nouns, verbs, adjectives, participles, etc. (3 QH)

BLGK 502-GREEK II

This course builds on the preceding course (BLGK 1) to enable the student to be able to read the texts from the Greek New Testament. There will be exercises in translation, application of grammar rules and syntax, and an introduction to the tools of Greek exegesis. (3 QH)

BLHB 503-HEBREW I

This course introduces the student to the Biblical Hebrew alphabet and pronunciation. There will be the general usage of the verb and noun systems and elementary translation. (3 QH)

BLHB 504- HEBREW II

This course builds on the preceding course (BLHB 503) to enable the student to be able to read the texts from the OT. There will exercise in translation, application of grammar rules and syntax, and an introduction to the tools of Hebrew exegesis. (3 QH)

Theology

THEO 530- INTRODUCTION TO SYSTEMATIC THEOLOGY

The course examines the “first things’ of a comprehensive theological system that argues “Scripture, and Scripture alone,” must be the single foundation of authentic evangelical Christian faith. (3 QH)

THEO 531- SYSTEMATIC THEOLOGY I

This course examines the nature of God’s communicable and incommunicable Attributes, His personality, and constancy. His plan for His Creation, Providence, Evil and Angels, Humanity and Sin. (3 QH)

THEO 532- SYSTEMATIC THEOLOGY II

This course examines the deity of Christ, His humanity, His Virgin birth, Atonement, the person and works of the Holy Spirit and Salvation. (3 QH)

THEO 533- SYSTEMATIC THEOLOGY) III

This course examines the nature, role, government, baptism, and unity of the Church, the Lord’s Supper, Eschatology, the Second Coming, Millennial and tribulation views and heaven. (3 QH)

THEO 535 – KINGDOM PRINCIPLES

A survey and analysis of the basic principles of the Kingdom of God as they are described in the Bible.

THEO 537- PNEUMATOLOGY

An in-depth study of the Person, work, gifts and ministry of the Holy Spirit. (3 QH)

THEO 538- THE PROCESS OF MAKING DISCIPLES

This course examines the process of making disciples in the context of the multi-cultural church with an exclusive message in a post-modern world. (3 QH)

THEO 546- APOLOGETICS

This course will deal with such questions of faith as “how do we know God exists?”, how do you deal with doubt?”, “Can the scriptures be verified?”, moreover, “Are miracles possible?” Faith and knowledge and their relationship to each other are the two themes of this course. (3 QH)

THEO 548- ESCHATOLOGY

This course will study the teachings concerning prophecy throughout the scriptures. The student will learn of God's promise made and God's promises fulfilled, as well as, those promises yet to be fulfilled. Specific topics will be The Second Coming of Christ; the Tribulation; and the nature of predictive prophecy. (3 QH)

THEO 550- ECCLESIOLOGY

This course studies what God intended the "visible" church to portray, what its function is in society, its role in God's eternal plan, and such topics as the birth of the church, church unity, evangelism, worship, stewardship, and authority. This will be a Biblical study, and the student will not use any text other than the Bible. (3QH)

THEO 555- OLD TESTAMENT THEOLOGY

This course traces the development of major Old Testament doctrines such as creation, man, sin, the Messiah, revelation, inspiration, angels, Satan, etc. (3 QH)

THEO 559-HERMENEUTICS (The Art of Biblical Interpretation)

Hermeneutics is the science and art of Biblical interpretation, attempting to ascertain what God has said to mankind in sacred Scripture. It is a science based upon principles for discovering the meaning of a document. Principles or rules cannot be applied mechanically to Scripture but must involve the skill of the interpreter. (3 QH)

THEO 560- CHRISTOLOGY

This course is designed to examine the person and work of Jesus Christ from a Biblical and theological perspective. This discussion will be in the context of OT prophecies fulfilled in His person and work and the NT context regarding His mission in a time of Messianic expectation. His nature as divine and human are examined as well as how those natures related to each other. Later church creeds will be examined that sought to define exactly who He was in light of heresies that forced their definition as a defense. Modern controversy still forces our inquiry as evangelicals. (3 QH)

THEO 561- ATONEMENT

Then atoning work of Jesus Christ is examined regarding its Old Testament relevance (sacrificial lamb, the priesthood, the substitutionary shedding of blood sin); its New Testament fulfillment and biblical theology as interpreted by the Apostles and Gospels writers, Paul, and the writer of Hebrews. Important theories of the atonement will be examined as well as the ways the Church has explained its beliefs through historical creeds. Its implications and applications for today are discussed regarding the personal and supreme importance that is placed on the cross. (3 QH)

THEO 562- CONTEMPORARY THEOLOGY

This course examines 20th-century modern theologies that differ from mainstream Protestant evangelism: Liberalism, Neo-Orthodoxy, Liberation Theology, Process Theology, Roman Catholic Revisionism, Post- liberalism, Existentialism, Ethno-Centrism, and Feminist Theology. These will be summarized from the primary source material of the theologians that represent each view and evaluated regarding whether they agree or disagree with the Bible. (3 QH)

THEO 563- NEW TESTAMENT THEOLOGY

Various methods of doing an NT theology will be explored; the place of exegesis in the process of development; setting the NT theology in the context of its OT roots; and a survey of important themes such as the Kingdom of God, Son of God, Son of Man, Christology, Sin, Salvation, Redemption. Atonement, Resurrection. Etc. (3 QH)

THEO 564-CHRISTIAN ETHICS This course examines critical issues of the day: abortion, homosexuality, euthanasia, divorce and remarriage, contraception, artificial insemination, in vitro fertilization, prenatal sex selection, genetic cloning, capital punishment. Civil disobedience, revolution, pacifism, justifiable war, and nuclear deterrence. These will be examined in light of the biblical applications to each, and various viewpoints from evangelicals who disagree with each other. (3 QH)

Historical Theology

GHS 510 – HISTORICAL THEOLOGY OF THE CHURCH I

The beginnings of the Christian church are explored from its roots in the first century in the time of Christ and the apostles through the development of the canons, creeds, and councils on the nature of Christ and the Trinity until 500 AD. (3 QH)

GHS 511 – HISTORICAL THEOLOGY OF THE CHURCH II

The development of the medieval Christian church is followed beginning in 500 AD through the Middle Ages, through the time of Charlemagne to the period of monasticism and scholasticism; tracking the development of the Greek Orthodox and Roman Catholic churches; major figures in theological influence leading into the Renaissance period at the beginning of the Reformation. (3 QH)

GHS 512 – HELLENIZATION & PHILOSOPHY: Influence Upon Judaism & Christianity.

This course will examine the influence that Hellenistic philosophy had on Judaism during the Inter-Testament Period and the early Christian Church after the death and resurrection of Jesus. The student will explore the Greek Platonic influence on men like Philo, Origen, Clement and Josephus along with various others. (3 QH)

GHS 513 – EARLY CHURCH FATHERS

This course will track the first 300 years of the New Testament Church and explore the writings of Origen, Clement, Irenaeus, Justin Martyr, Tertullian, Tacitus, Eusebius, and various others. The student will get a good understanding of the emerging Church and the difficulties in interpretation and doctrine, many of which linger today. (3 QH)

GHS 514 – HISTORICAL THEOLOGY OF THE CHURCH III

The Reformation will be thoroughly analyzed with its profound changes to the Roman Catholic Church; major figures such as Luther, Calvin, Zwingli, Knox; the post-Reformation era with the Catholic Counter-Reformation and religious wars; their effect on society as a whole in terms of the Enlightenment and Age of Reason; the development of theology in the influence of the Puritans, the Wesley, Whitefield, missionary movements, both Protestant and Catholic; early American revivals of the Great Awakening in the 18th century and the Finney revivals of the 19th century; 20th century theological development and the emergence of evangelicalism. (3 QH)

GHS 525 – CHRISTIANITY IN AMERICA

The settlement of the Americas came as Europe was dealing with the Christian Reformation. European religion was in a turmoil and America became a “haven” for a variety of religious groups fleeing Europe. This course will trace Christianity in North America from the time of the Protestant Puritans and Lord Baltimore’s Catholic influence to present times. (3 QH)

GHS 530 – HISTORY OF ISRAEL (1350 BC- 40 BC)

A chronology of Old Testament events made easy to understand from the period of the Judges, the Monarchy, Divided Kingdom, the Exile and Restoration and Intertestamental Period. (3 QH)

GHS 535 – CONSTANTINE THE GREAT

In the fourth century A.D., Constantine became the Emperor of the Roman Empire. The most significant aspect of his was the Christianization of the Roman world. The student will explore the historical, political and religious influence he had on the world, his strengths and weaknesses, and the enduring legacy of his policies. (3 QH)

GHS 538 – THE REFORMERS

This course looks at the lives of William Tyndale, Martin Luther, John Calvin, John Knox, Ulrich Zwingli and others. Their religious, social, and political influence will be examined as well as examples from their writings and thought. Through biographical sketches of the

lives of these men, the student will get a feel for the price of biblical integrity and insight into what it means to live for Christ. (3 QH)

GHS 590 – CHURCH HISTORY

A study of the Church from the first century to the present day. The study will cover the divisions of the Christian faith, its victories, and its awful defeats. (3QH)

GHS 920 – THE MEDIEVAL CHURCH

A historical and critical study of selected aspects of the medieval church. (3 QH)

GHS 820 – CALVIN AND CALVINISM

A study of the life and work of John Calvin with attention to his commentaries, books, and tracts; his influence on Reformed theology, on society, the continuing influence of his thought in the Church today. (3 QH)

GHS 930 – ENGLISH PURITANISM

A study of the history of English Puritanism with attention to the context in which it arose, major features, representative thinkers and its role in modern American Christianity. (3 QH)

GHS 540 – THE BLACK CHURCH IN AMERICA

Through the eyes of those who both observed it and experienced it, the student will explore the emergence of Christianity in Black America and the influence the Black Church has had on the American society. (3 QH)

GHS 545 – THE DEAD SEA SCROLLS

This course will deal with the general significance of the Dead Sea Scrolls: where and when they were discovered, a survey of their contents, recent translations, and their importance, and the affirmation of the textual accuracy of our modern Bible. (3 QH)

GHS 548 – ARCHEOLOGY &THE OLD TESTAMENT

A general survey of biblical archeology. The student will be introduced to the importance of archeology in the substantiation of Old Testament biblical accuracy. This covers the basic rudiments of how sites are developed, as well as basic archeological terms, the major discoveries and their impact on scholarship and research. (3 QH)

Practical Theology

PRAC 511 – HOMILETICS

A theoretical and practical study of the art of preaching, including the development and utilization of various kinds of sermons and their integral parts. (3 QH)

PRAC 514 – PASTORAL PROBLEMS & PROCEDURES

A general study of the work of those called to “full-time” pastoral work in a local church. The study will include the work of administration, and proper organization structure, Scriptural requirements, duties, legitimate congregational expectations, and sound business and financial practices in a local church. (3 QH)

PRAC 551 – PASTORAL THEOLOGY

The pastoral gift. It will question the student’s actual call or gift for this work as it is laid out and examined in the New Testament. (3 QH)

PRAC 553 – EXPOSITORY PREACHING

A practical course in the methodology of preaching, emphasizing the step-by-step process of building expository sermons, Includes procedures for analysis and exposition of Scripture passages and the building of a preaching program. Students will build sermons to be presented to the class from the Gospel of John and the First Epistle of John. (3 QH)

PRAC 561- WORSHIP

This course researches the biblical text from Genesis to Revelation, reviewing and interpreting those scriptures which provide insights for worship. (3QH)

Church Ministry

CHM 505 DISTINCTIVES OF A SUCCESSFUL CHURCH

The distinctive of a successful church ministry are explored from a biblical standpoint regarding the NT definition. Current models of successful churches are evaluated on a case study basis, and the student will fashion their philosophy of ministry from a theological and practical point of view. (3QH)

CHM 507- SPIRITUAL LEADERSHIP

An examination of the call to an oversight in the local church. Specific attention will be focused on elders and deacons, as well as the role of the evangelists, pastor, and teacher. Emphasis will be placed on personal preparation and the spiritual life of the leader. (3 QH)

CHM 513 YOUTH MINISTRY

Definitions and descriptions will be outlined concerning youth ministry and the youth minister. Current trends will be observed for various age groups. Priorities will be established for youth ministry with the developing of goals and objectives. (3 QH)

CHM 520-PASTORAL MINISTRY OF THE CHURCH

This study will examine the purpose of the church, its mission, and ministry. The various gifts given the church will also be examined so that an overview of the functioning body of Christ can be seen and appreciated by the student (3 QH)

CHM 525- INTERPERSONAL RELATIONSHIPS

A study of the biblical principles of interpersonal relationships. Both Christian and secular literature will be examined, all conclusions, however, will be based on the Word of God. (3 QH)

CHURCH MINISTRY- YOUTH CMY 534- CHILDREN'S PROGRAM

This course is designed to give the youth pastor an introduction to a variety of programs geared solely for youth. There will be special emphasis on organization and implementation of the programs. (3 QH)

CMY 538- PHILOSOPHY OF YOUTH WORK

Not everyone is called to work with youth. It takes a special calling from the Lord before anyone should enter the work. This course deals with youth, in general, taking a biblical view of young people throughout the Bible and examines their problems and how they were dealt with. (3 QH)

CMY 521- SUNDAY SCHOOL ADMINISTRATION

Designed to give the Youth leader knowledge of basic Sunday School Administration. The focus will be on the coordination of the Sunday School with the total youth ministry. (3 QH)

CMY 524- RECREATIONAL LEADERSHIP

This course introduces the youth leader with various indoor and outdoor games and recreation activities for young people. This course not only deals with the recreational activities, but the planning and safety precautions need when putting the activities together. (3 QH)

CMY 530- EDUCATION OF YOUTH

Having fun is a top priority for most young people. This course is designed to help the youth leader present spiritual messages and meaning into the recreational activities of young people, as well as how to make the Bible real to the young person a more formal setting. (3 QH)

CMY 540-CHRISTIAN CAMPING

This course includes planning and putting together the weekend youth camping trip with tips and guidelines on how to make this endeavor a memorable event. Special emphasis is on planning, safety, and the potential difficulties connected with this type of activity. (2 QH)

CMY 541- FIRST AID AND SAFETY

Energy, daring and speed describe the average youngster. In the process of youth activities, the youth leader is sure to experience his/her share of cuts and scratches, as well as possible fractures. This course in basic first aid will be helpful for any person wishing to work with young people. (2 QH)

CHRISTIAN MINISTRY CM 515- CURRENT ISSUES

In this course, the student will explore some of the pressing issues facing America and the world today. The study will wrestle with political, ethical, social, and spiritual implications of these issues in all their complexity. (3 QH)

Inner-City Ministry

ICM 501- INTRODUCTION TO PUBLIC HOUSING

This course explores the nature of public housing, who lives there and why they do. Visitation to City Hall and the Housing Authority, as well as other departments of city government, will be a part of this class. The student will also be required to visit a Public Housing Project. (3 QH)

ICM 503- TEACHING GED

What is the GED program? What are the requirements for graduation? This course will introduce the student to this program and prepare him/her to teach and prepare students for the GED exam. (3 QH)

ICM 505- INTRODUCTION TO THE GANG FAMILY

In the Inter-city, the traditional family has been replaced by the 'gang family.' In this course the student will investigate the reasons for the deterioration of the traditional

family, and what makes up a gang family, and how to bring those in a gang out into the family of God. (3 QH)

ICM 510- INTRODUCTION TO SUBSTANCE ABUSE

This course is designed to introduce the student with the various chemical substances abused by people for the sake of physical gratification, i.e., alcohol, heroin, cocaine, crack, LSD, etc. This course will focus on some of the reasons why people get “hold” on drugs, the dangers, and biblical techniques on how to help people who are addicted. (3 QH)

ICM 540- PRACTICUM

Off-campus work with an inner-city ministry. Here the student will get the first-hand experience in the field, working experience, full-time workers in the inner-city. (3 QH)

Women’s Ministry

WM 510- THE WOMAN OF HONOR

An examination of women in marriage, motherhood, widowhood, and the world of work from God’s view. (3 QH)

WM 520- THE WOMAN OF PRAYER

Knowing God’s will and experiencing the life-changing dynamics and rewards of prayer. (3 QH)

WM 525- WOMEN IN MINISTRY

An examination of what the Bible teaches about the role of women in the church. An in-depth study of the roles, work and positions for women, and a discussion of cultural limitations. (3 QH)

WM 530- WOMEN AND RELATIONSHIPS

A study of how to enhance existing relationships, heal broken ones and learn their redemptive power and support. (3 QH)

WM 535- WOMEN AND MARRIAGE

An examination of the woman’s place in the marriage union. Topics include how to love your mate respect, encourage, and submit to him. (3 QH)

WM 540-WOMEN AND FAMILY

A study of how the woman ministers in the family setting. Topics include single parenting, how to instill values in children and ministry in the family unit. (3 QH)
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WM 545- WOMEN AND WORK

An examination of the woman in the workplace today. How can she effectively witness, what are practical things to consider such as dress, how to deal with sexual harassment and more. (3 QH)

WM 550- WOMEN OF THE BIBLE

A study of the Bible and the women used of God, how they functioned, their positions and function in the plan of God. (3 QH)

WM 555 -WOMEN AND THE ISSUES

An examination of the issues of today about the woman of God. Topics include divorce, abortion, feminism, and more. (3 QH)

WM 660- SINGLE PARENTING

This course explores the realities of women endeavoring to raise a family and be productive in the workplace at the same time. Various Christian women from the area who are successfully doing this be guest speakers, and there will be an opportunity for a support group kind of atmosphere throughout the class. (3 QH)

Missions

MM 530- INTRODUCTION TO MISSIONS

This course is a study of the true nature of missions, with practical discussions on the various problems encountered in the mission field and providing practical answers. (3 QH)

MM 533- SHORT-TERM MISSIONS

This course is a practical study of the necessary steps involved in preparing for short-term cross-cultural service. (3 QH)

MM 534-CHURCH PLANTING

A study of the biblical principles of establishing a New Testament assembly in a cross-cultural environment. (3 QH)

MM 535- CROSS-CULTURAL COMMUNICATIONS

This study deals with learning the culture of the country or group you wish to minister to. The focus will be directed toward learning the effective and ineffective methods of communication the gospel to the people of other countries. (3 QH)

MM 536- WORLD EVANGELIZATION STRATEGIES

A study of the evangelistic methods that have been effective in reaching the lost for Christ. Practical instruction will be given on how to establish an evangelistic strategy. (3 QH)

MM 537-INTRODUCTION TO EVANGELISM

This course is designed to help the student become confident in his/her role as an effective witness. Some discussion of methods, media, and models of evangelism will be presented. (3 QH)

MM 538- MISSIONARY PRINCIPLES AND PRACTICES

A study of the foundational principles and practices that apply to establishing a missionary work in a foreign setting. (3 QH)

MM 540- MISSIONS IN THE LOCAL CHURCH

This course is designed to help those who are missionary minded establish a mission program within the local church. (3 QH)

MM 545-CONTEMPORARY TENTMAKING

This course shows how to utilize your present or future career while serving in a foreign country. (3 QH)

Christian Education

CED-550 FOUNDATIONS OF TEACHER EDUCATION

This course presents a Christian philosophy of education based upon the concepts implied in Luke 2:52, "And Jesus grew in wisdom and stature, and in favor with God and men." The first unit deals primarily with the characteristics and needs of students at different ages. The second unit looks into the fundamental responsibilities of the teacher and how to fulfill them. The third unit presents the steps in preparing, presenting, and evaluating the lesson. (3 QH)

CED- 505 EDUCATIONAL ORGANIZATION WITHIN CHURCH

This course is designed for every teacher, as well as those in administration. One aim is to point out the necessity for an entire staff to work effectively as a team, enhancing the church's program. (3 QH)

CED 560- PRINCIPLES AND METHODS OF CHRISTIAN EDUCATION

This course starts with a review of various views of revelation and the Bible. It draws from modern teaching and learning theory to be applied in practice with varying age groups. The course helps students to understand the problems and possibilities associated with creative thinking. Each student is required to submit a videotape of themselves teaching a class. (3 QH)

CED 201- INTRODUCTION TO EARLY CHILDHOOD EDUCATION

This course will introduce the student to the special needs of small children and present some of the problems to overcome in the teaching of this age group. (3 QH)

CED 511- TEACHING READING

This course will help the student to learn the various techniques of teaching a child to read from sight reading to phonics. (3 QH)

CED 505- METHODS AND MATERIALS

This course will introduce the student to the various methods of teaching small children and the materials needed for a creative approach to teaching. (3 QH)

CED 514-CHRISTIAN EDUCATION OF THE CHURCH

This course highlights the spiritual nurture and discipleship ministry of the church: the teaching/learning process; the biblical foundations for disciple making in the local church; curriculum development in the Sunday School and cell groups; teacher training; overall Sunday School administration theory; and generally deals with the minister's role in oversight of the process. (3 QH)

CED 515- EDUCATIONAL ORGANIZATION WITHIN THE CHURCH

Sunday School Administration Order is God's plan and purpose. Pastors, administrators, and teachers alike need a thorough knowledge of Sunday School administration. This course is designed for every teacher and worker, as well as, coordinators and administrators. The objective of this course is to point out the necessity for an entire staff to work effectively as a team. (3 QH)

CED 522- TEACHING ART & MUSIC

This course is designed to enable the child to open up and express himself using drawing or painting with an understanding of forms and colors. It will also train the student to teach the mechanics of music. Emphasis will be on the rhythm, different sounds, various instruments and an overall appreciation for music. (3 QH)

CED 542-INTROUCTION TO SPECIAL EDUCATION

This course will deal with the special needs presented by children who are emotional, mentally or physically challenged and do not fall within the normal academic range of children. (3 QH)

CED 551-CHRISTIAN SCHOOL ADMINISTRATION

This course gives an overview of the principal's job in a Christian school; oversight of accounting procedures, administration of program and budget, goal setting, teacher management, board liaison, parent relations, fund raising, philosophy of education, grade requirements, building oversight, church liaison, student discipline, substitute teaching, food management, etc. (3 QH)

CED 552-PERSONNEL SUPERVISION

This course will train those going into administration how to be aware of the teaching and practices of all personnel; of maintaining standards and expectations of the state and Christian education in general. (3 QH)

CED 553-TESTS AND MEASUREMENT METHODS

This course is designed to equip the Christian school educator with various methods for testing students in classroom learning and measuring their progress. It progresses through the grades giving differentiation in development level and types of testing appropriate for each grade. (3 QH)

CED 554-SOCIAL SERVICES AND CHRISTIAN SCHOOLS

With the growing fragmentation of society, it is important for the school administration to know how Social Services operates as an agency in regard to matters affecting children and their families. This course will help the student to know when to report matters to Social Services in the case of abuse, how to deal with a parent to parent conflict with children caught in the middle and when to call the police. Legal aspects are discussed, and experts are brought in for dialogue. (3 QH)

CED 530- STORYTELLING

Being able to tell a good story is a definite plus in a teaching ministry, this course deals with not only the techniques of storytelling, but encourages the student to make up stories with spiritual meaning, and prepare to present them in class. This course is a definite must for the Sunday School teacher, daycare worker/teacher, youth leader, and even preachers. (3 QH)

CED 545- AUDIO VISUAL AIDS

In this age of modern technology, the use of audio-visual aids is a must. This course deals with how to use technology. This course is a must for youth leaders, Sunday School teachers and those working in inner-city ministries, as well as those going to the mission field. (2 QH)

World Religions

PHIL 520- WESTERN RELIGIONS

A study of the origin, evolution, and contemporary status of Judaism, Christianity, and Islam. (3 QH)

PHIL 550- WORLD RELIGIONS

A comparative and philosophical study of major world religions in the Eastern and Western tradition. Emphasis will be on the foundations of religious knowledge and belief, the meaning of human life, the basis of right action, the nature of good and evil, divinity, death, and immortality. (3 QH)

Sociology

SOC 501-INTRODUCTION TO SOCIOLOGY

An introduction to the discipline and methods of sociology. Major topics include culture, socialization, social inequality gender roles, ethics and minority relations. (3 QH)

Counseling

COU 500- RELATIONSHIPS

This course will deal with the counselor and client relationship. The focus will be on learning the basic skills of listening and exploring. (3 QH)

COU 501- PASTORAL COUNSELING

An introduction to the counseling role of the pastor. This is distinguished from other forms of counseling of a more clinical nature. The emphasis will be on understanding various personality types, problems in the home and family, mediating reconciliation, listening skills, spiritual sensitivity, and discernment. The therapeutic use of Scripture for discipleship and repentance demonstrated. (3 QH)

COU 526- THEORIES OF COUNSELING

An introduction to the various theories that undergird current counseling practice. Various behavioral, humanistic, and family systems will be evaluated. (3 QH)

COU 527-TECHNIQUES OF COUNSELING

A look at various techniques used in the theories of counseling. Includes the demonstration and practice of various techniques. (3QH)

COU 521- PRACTICUM I

This course deals with the application of learned counseling procedures in a counseling setting. Group participation is used for self-critique. (3 QH)

COU 523- PRACTICUM II

This is a continuation of 521 with the student continuing to learn from a professional counseling setting and participation in group discussion. (3 QH)

COU 554- GROUP COUNSELING

A practical overview of group counseling including a look at the leadership of the group, orienting members of the group, promoting discussion and evaluating therapy groups. Students must participate in a small group. (3 QH)

COU 517- RESEARCH METHODS

A course designed to further the student's knowledge of research methods, academic writing, logical thinking, and principles of research. (3 QH)

COU 532- ASSESSMENT TECHNIQUES

Principles of measurement and assessment using tests for personality, aptitude, intelligence, and others. (3 QH)

COU 536- CAREER AND LIFESTYLE DEVELOPMENT

This course will deal with ethical issues, the changing roles of men and women, career families, and work settings. (3 QH)

COU 538-PSYCHOPATHOLOGY

This course will deal with abnormal behavior, its diagnosis, treatment, and spiritual dimension. (3 QH)

COU 540- HUMAN GROWTH & DEVELOPMENT

This course will deal the process of human growth in physical, mental, emotional and intellectual terms. (3 QH)

COU 556- NOUTHETIC COUNSELING

This type of counseling comes from the Greek word which means to admonish, warn or instruct. The gospel ministry is a ministry of encouragement, but also of warning and admonition to follow the truth. This counseling encourages the counselor to listen to carefully and evaluate problems according to biblical principles and then to admonish people to turn away from sin and repent for their good. This is where disciple making and counseling join to help people turn to God. (3 QH)

COU 561-ETHICS IN COUNSELING

An examination of the ethical, moral, and spiritual issues in counseling. (3 QH)

COU 562- COMMUNITY COUNSELING

This course will deal with the basic needs of community counseling and some of the settings in which it is done such as crisis, referral, support, and advocacy. (3 QH)

COU 570- MULTICULTURAL COUNSELING

This course will deal with the basic differences between culture and race relations about counseling. (3 QH)

COU 502- HEALING METAPHORS

An investigation of the use of metaphors as symbols, imagery, stories, and myths as a tool for healing the issues of a client's life. (3 QH)

COU 514- COUNSELING CHILDREN

An examination of the problems, concerns, and dynamics of counseling children. (3 QH)

COU 515- COUNSELING AGING ADULTS

A study of the techniques necessary to counsel older people with sensitivity to their special problems. (3 QH)

COU 535- SUBSTANCE ABUSE

This course deals with the abuse of substances in society. It looks at their characteristics, spiritual aspects, treatment options, and prevention. (3 QH)

COU 545- MARRIAGE COUNSELING

A study is dealing with the basic components of the biblical marriage relationship such as communication, conflict, and sexuality. (3 QH)

COU 547 – FAMILY COUNSELING

A look at the family and the problems of conflict, interaction, and healing. This course will illustrate family situations in the Bible and how they were or were not resolved. The discussion will follow as to its applicability for today. (3 QH)

COU 548- HUMAN SEXUALITY AND ABUSE

This course deals with the problems of dysfunction, abuse, assessment, and treatment of sex in our society. There will be an extensive reference to how the Scriptures deal with these areas. (3 QH)

COU 549- COUNSELING ADDICTIONS

An examination of the causes of addiction and its various forms. The means of their cure will be discussed from both the secular and biblical approach. (3 QH)

COU 559- FOCUSED THERAPIES

This course will allow the student to expand his/her experience in therapies. A workshop atmosphere will be conducted dealing with psychodrama, sculpture, music, and art. (3 QH)

COU 595- INTERNSHIP

An internship will be made available to allow the student to participate in actual counseling settings with a professional practitioner. (3 QH)

COU 599- THESIS

Done in conjunction with an advisor regarding its subject, structure, content, references, human resources and applicability to the student's interest, (3 QH)

Church Administration

CBA 501- CHURCH BUSINESS ADMINISTRATION I

A general survey of the basic structure and organization that includes starting a ministry as a non-profit, non- taxable church, writing a constitution and by-laws, basic risk management and church insurance. (3 QH)

CBA 502- CHURCH ADMINISTRATION II

A general survey of church business dealing with accounting, personnel manuals, benefits, payroll, record keeping and budget planning. (3 QH)

CBA 503- CHURCH MANAGEMENT/LEADERSHIP

This course examines styles of leadership using the servant leadership models of Moses, Nehemiah and Jesus Christ. (3 QH)

CBA 504- CHURCH MINISTRY RISK MANAGEMENT

A detailed study of risk management related to ministries. The goal is to help the church provide a safe environment on all levels. (3 QH)

CBA 531- PASTOR, CHURCH & LAW

This course is designed to provide the student with a comprehensive analysis of the major laws affecting churches and clergymen. Technical materials and citations of authority are presented which will assist pastors and church administrators in further understanding the church's legal position and responsibilities. (3 QH)

CBA 533- OFFICE PROCEDURES

This course is designed to acquaint the pastor and administrator with an understanding of basic secretarial duties, including methods of filing, use of office machines, routine office procedures associated with the church office, with the view to developing resourcefulness in solving actual church office problems. (3 QH)

CBA 541- CHURCH FINANCE

Fundamental concepts of managerial finance are studied, including the function of finance, the financial environment about the church. Much emphasis is given to the study of the time-value of money. Topics covered include financial planning and control, working capital policies, inventory models and credit management and policy. (3 QH)

DOCTOR OF MINISTRY COURSES

Required Courses

DM875- STRATEGIES IN EVANGELISM AND CHURCH GROWTH

This course considers current strategies in light of biblical and theological criteria. It also explores appropriate strategies for contemporary societies. It culminates in a research paper that includes biblical-theological reflection and the development of a strategy suitable for the student's setting in ministry. (3 QH)

DM 880- LEADERSHIP IN THE CONTEXT OF CHURCH AND COMMUNITY

The course encompasses an examination of leadership theory and practice in the context of church and community. It is vitally important that the principles of leadership, as taught in the Word of God, be first learned and subsequently put into practice within the framework of the student's ministry setting. This study considers the importance of grasping the true essence and implementation of the various leadership principles and skills presented in the assigned readings. A research paper will be presented on the last day of class that represents the student's assessment of the leadership skills in the context of church and community. (3 QH)

DM885-COMMUNICATION OF THE GOSPEL IN THE CONTEMPORARY WORLD

This course encompasses an examination of communication theory and practice in the context of worship and ministry. The student engages in various forms of communication appropriate for his/her setting in ministry. This study considers preaching, teaching and various forms of the media presentation. A research project is done which presents the student's assessment and application of communication theory suitable for his/her setting in ministry. (3 QH)

DM890-STRATEGIES IN WORLD MISSIONS

This course considers current strategies in light of biblical and theological criteria. It also explores appropriate strategies for contemporary societies. It culminates in a research paper that includes biblical-theological reflection and the development of a strategy suitable for the student's setting in ministry. (3 QH)

DM 895- RESEARCH METHODS AND THE PROJECT IN MINISTRY PROPOSAL

This course introduces the student to the appropriate methods of research leading to a valid project proposal. Topics addressed include the development of a research problem, the analysis of subsidiary problems, the formulation of hypotheses, the implementation of resources and research tools, the determination of a schedule for completing the project, the use of data surveys and experimental studies, and the stylistic form of the study. The student writes a proposal which is presented and evaluated by the D. Min Committee. (3 QH)

DMN 989- PROJECT IN MINISTRY

The student must have completed the mandatory curriculum of 15 hours, maintained at least a 3.0 GPA, and received approval of the project by the D. Min Committee. He or she will do the doctoral project in their ministry context. Such a project would be in an area of interest where the student desires to gain further expertise to improve their ministry in measured ways. (9 QH)

DMN 990 THE DOCTORAL DISSERTATION (9 HRS)

The student must write a dissertation of approximately 200 pages and must follow the guidelines given by the professor and The Providence Bible College Theological Seminary Writing Guide. (9 QH)

Electives

DM 810- INTRODUCTION TO TEXTUAL CRITICISM

An introduction to the material, history, and principles of New Testament textual criticism, including persons, theories, and praxis with differing methodological and theoretical perspectives. (3 QH)

DM 825- AMERICAN RELIGIOUS HISTORY I

This course will trace the development of American religion from the Colonial period to the present. Revivals and renewal movements will be discussed as well as major figures in the progress of Christianity in America. Such classical problems in the story of American religion as pluralism, denominationalism and the role of experience will be emphasized. (3 QH)

DM 826- AMERICAN RELIGIOUS HISTORY II

The course is a continuation of American Religious History I which is a prerequisite for this course. (3 QH)

DM 830-CURRENT ISSUES IN MISSIOLOGY AND RELIGIOUS PLURALISM

This course provides an opportunity for research into issues of concern for the Church and its mission in the context of religious pluralism. (3 QH)

DM 835-PRAYER AND EVANGELISM

A study of biblical links between prayer and evangelism, the role of prayer in the evangelistic ministry of individual believers, and the development of evangelistic prayer ministries in local congregations. (3 QH)

DM 840- EQUIPPING CHURCHES FOR EVANGELISM

Intensive training in contemporary methods of equipping and leading small groups and individuals in a local church to engage in personal evangelism. Attention will be given to overcoming barriers to evangelization. (3 QH)

DM 845- CHRISTIAN FAITH AND SCIENCE

A review of the history of the scientific movement and its implications for the Christian faith. (3 QH)

DM 850- RELIGIOUS AUTHORITY

A study of the principle of authority in the Christian faith. Topics such as papal or liturgical authority, faith and reason, biblical inspiration, and experientialism and “new age” religion will be discussed. (3 QH)

DM 855- ETHICS OF RACE AND ETHNIC RELATIONS

A study of race and ethnic relations in light of Christian principles, scientific conclusions, and historical expressions. Special attention is given to the church’s task in confronting prejudice and discrimination. (3 QH)

DM 860- INTERCULTURAL COUNSELING

Principles of counseling are applied to cross-cultural settings. A thorough understanding of the impact of worldview and religious beliefs on mental health is considered. (3 QH)

DM 865-CRISIS INTERVENTION

An intensive study of counseling persons who are experiencing marital conflict, mental illness, alcoholism, bereavement, divorce, aging, and mental retardation. (3 QH)

DM 901- CHURCH PUBLIC RELATIONS

An exploration of how leadership and congregation communicate the mission of the church to its community through various media. (3 QH)

DM 902- CURRENT ISSUES IN LEADERSHIP

A study of a selected issue in Christian leaders such as staff relationships, planning, decision-making processes, and organization design, concerning their application to ministry. This is a research project, and each student will be studying independently. (3 QH)

DM 903- SOCIAL SERVICES FOR CHILDREN AND FAMILIES

This course is a survey of the services available through the area of child welfare. Emphasis is placed upon child-care institutions, foster care, adoptions, and protective services. A survey is made of laws concerning a child's welfare and the church's role in it. (3 QH)

DM 904—THE MINISTER THE CHURCH, AND THE LAW

This course attempts to survey the legal rights and responsibilities of the church and its leadership, and church- related institutions such as camps and schools. It includes topics such as the tax laws affecting full-time ministers, church liabilities for contracts and injuries to persons and property, laws relating to church organization and administration, the resolution of intra-church disputes, employer/employee relationships, and the growing law of ministerial "malpractice." (3 QH)

DM 905- RURAL CHURCH DEVELOPMENT

A study of the role in the community with attention to an adequate program for the church in the small community. (3 QH)

DM 910-HISTORICAL AND PHILOSOPHICAL FOUNDATIONS OF CHRISTIAN EDUCATION

The historical and philosophical development of religious education with primary attention given to the Judeo- Christian tradition and with a special focus on contemporary Christian education. (3 QH)

DM 912- INTRODUCTION TO MINISTRY THROUGH MUSIC

Discussion of the history, objectives, and functions of music ministry in the local church with an emphasis on organization and administration of a church music program. (3 QH)

PERSONNEL

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ACADEMIC TRANSCRIPTS

Requests for academic transcripts can be processed via pbcts.edu, or must be made in writing to:

**Donald W. Mills, PhD
Registrar**

**Providence Bible College and Theological Seminary
301 Goode Way, Ste. 205
Portsmouth, VA 23704**

ADDENDUM

PBCTS Truth in Lending Act and Billing Rights Disclosures Agreement

Important Information about the processing of tuition payments and fees

TRUTH IN LENDING AND BILLING RIGHTS

The payment of your financial obligations to Providence Bible College and Theological Seminary will be governed by the ***PBCTS Truth in Lending and Billing Rights Disclosure Agreement***, which you will be required to sign prior to registration.

Tuition Payment Plan Options

Students experiencing financial hardship or seeking a month-by-month tuition payment plan can apply by completing the Tuition Installment Plan form. This form is available from the Academic Affairs office or can be downloaded online at <https://www.pbcts.edu/registration---fees.html>.

Eligibility Criteria for the Tuition Installment Plan:

- Proof of Ability to Pay: Submit documentation such as a pay stub.
- Banking Information: Must have a checking account or a credit/debit card.
- Commitment to Payment: Agree to a monthly payment plan acceptable to the PBCTS Academic Affairs office.

The monthly installment amount is determined by the number of classes enrolled in and the maximum payment qualified based on the student's stated income.

Billing and Payment Compliance: Under the Truth in Lending and Billing Rights Disclosure Agreement, all financial transactions with the College are processed through your student account. If there is a pending balance due, you must pay it according to the terms of the agreement. Failure to do so may result in being required to withdraw from the class

unless an arrangement is made with the Registrar's office. Any outstanding balance on an installment plan must be cleared before registering for new classes.

Late Payment Fees: Student account balances not settled per the agreed installment plan after the end of a Quarter term may incur monthly late payment fees, not exceeding 10% of the pending balance. However, if the balance is paid before the start of a new Quarter term, no late payment fee will be applied.

Your Billing Rights: Keep This Document for Future Use

What To Do If You Find a Mistake on Your Statement to maintain your rights under the Fair Credit Billing Act.

If you think there is an error on your statement, write to us at:

**Providence Bible College and Theological Seminary
301 Goode Way
Ste 205
Virginia Beach, VA 23462**

In your letter, provide us with the following information:

Account information: Your name and School ID number.

Dollar amount: The dollar amount of the suspected error.

Description of issue: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

***You may also provide us with this information via an email sent to:**
info@pbcts.edu

You must contact us:

Within 60 days after the error first appeared on your statement.

At least 3 business days before an automated payment is scheduled, if you want to stop payment on the amount you think is wrong.

You can notify us of any potential errors by sending a letter or an email. While you may also call us, a written statement describing the error is still required. If you do not contact us to report an error, we are not obligated to investigate it, and you may be responsible for paying the disputed amount.

What Will Happen After We Receive Your Letter

1. Within 30 days of receiving your letter, we must tell you that we received your letter. We will also tell you if we have already corrected the error.

2. Within 90 days of receiving your letter, we must either correct the error or explain to you why we believe the bill is correct.

While we investigate whether there has been an error, we cannot try to collect the amount in question or report you as delinquent on that amount.

The disputed charge may still appear on your statement; however, we will not apply a late payment penalty to that amount. While you are not required to pay the disputed amount during our investigation, you are still responsible for paying the rest of your balance. Any unpaid amount may be applied against your credit limit.

After our investigation is complete, one of two outcomes will occur:

1. **If a mistake was found:** You will not have to pay the disputed amount, nor any associated late payment penalties or fees.
2. **If no mistake was found:** You will be responsible for paying the disputed amount, along with any applicable late payment penalties and fees. You may request a reduction of the late payment penalty fee, up to 50%. We will provide you with a statement detailing the amount owed and the due date for payment. Failure to pay by the due date will result in your account being marked as late

LATE PAYMENT PENALTY CHARGES

There is no Annual Percentage Rate (APR) charged with any approved payment plans. The late penalty fee for missing an agreed monthly payment per the installment plan is \$25. If the monthly payment is paid within 10 days of the due date, there will be no late payment fee applied.

For accounts in which there is a pending balance to pay a remaining monthly installment amount, there will be no late fee if:

You pay your balance due for the Fall quarter before the Winter quarter officially begins,

You pay your balance due for Spring quarter before the Summer quarter officially begins,

You pay your balance due for Summer quarter before the Fall quarter officially begins, or

All recognized payment obligations are met

FEES

A returned payment fee of \$25 applies to payments made by check or electronic debit/credit card transactions. This fee may be waived if the student submits a written appeal explaining the reason for requesting the cancellation of the fee. The decision to waive the \$25 returned payment fee will be made by the financial administrator's office."

AGREEMENT

"With my signature below, I (print name) _____ acknowledge that I am aware of the above **Truth in Lending Act and Billing Rights** disclosures."

"I have read, understand and agree to the terms and conditions in this Payment and Disclosure Agreement. I will abide by the payment and refund policies established by Providence Bible College and Theological Seminary (PBCTS). I am aware of my responsibility to keep my contact information current with the College. This includes permanent postal mailing, e-mail address, and any cellular phone or other wireless device."

"I consent to receive all information pertaining to my student account at PBCTS via emails unless I request to have the billing statement mailed to me."

"I understand that if I fail to meet my payment obligations as required by PBCTS, my account may be referred to a collection agency for the full balance. I will not receive official grade transcripts or be allowed to enroll in subsequent quarters until all outstanding charges are paid in full. Additionally, my diploma will not be issued until all charges are settled and all exit requirements are completed."

This agreement shall remain in effect for the duration of the individual's enrollment at Providence Bible College and Theological Seminary. Veterans and active-duty students are exempt from this statement and agreement.

Please complete all requested information below and forward a copy (via a scanned copy attachment to email or by mailing PBCTS Financial Office).

Name _____

Student ID# _____

Email: _____

Soc. Sec. # (your SS Number will **not** be shared) _____

Phone # _____

Street Address _____

City _____ State _____ Zip _____

Student Signature _____ Date _____