

Catalog

2019-20



America Evangelical University

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America Evangelical University Catalog

Special Notice

America Evangelical University has established certain academic requirements which must be met before a degree is granted. This Catalog summarizes the total requirements which the student must presently meet before academically qualifying for a degree from America Evangelical University. This Catalog and the requirements listed in it for any given degree do not constitute a contract between the University and its students. The contents of this Catalog may be deleted, revised, or otherwise changed at any time at the sole discretion of America Evangelical University and its Board of Directors. (Updated August 8, 2019)

Disclosure Statement

America Evangelical University is a private institution and is approved to operate by the Bureau for Private Postsecondary Education (BPPE). As per the California Education Code, section 94897 (l), approval to operate means compliance with state standards as set forth in the California Private Postsecondary Education Act of 2009, and the regulations of the CEC section given above.

Enrollment Agreement

As a prospective student, you are encouraged to review this Catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Question and Complaints

Any questions a student may have regarding this Catalog that have not been satisfactorily answered by the University may be directed to the Bureau for Private Postsecondary Education. The BPPE has a formal complaint process. A student or any member of the public may file a complaint about this institution with the BPPE by calling toll-free telephone number or by completing a complaint form, which can be obtained on the Bureau's internet website in the following:

Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833
P.O. Box 980818, West Sacramento, CA 95798-0818 Phone:
(916)431-6959
Toll Free: (888) 370-7589
Fax: (916) 263-1897
Online: http://www.bppe.ca.gov/consumer_complaint.pdf.

Academic Calendar

Fall Semester 2019

August	19	Registration and Payment Due for Fall 2019
	22	New Student Orientation and Faculty Day
	26	Classes Begin
September	2	Labor Day Holiday (offices closed)
	3	Last Day to Add a Class Last Day to Complete Late Registration and Payment
	16	Last Day to Drop a Class with Refund
October	14	Last Day to Withdraw from a Class with "W" (no refund)
November	4	33 rd University Forum
	14	Comprehensive Bible Exam
	25-29	Thanksgiving/Reading Break (no classes, offices closed)
December	9	University Convocation (Fall Semester)
	9-12	Final Examinations; Registration for Winter and Spring 2020
	19-20	Faculty Retreat
	23	Winter Break Begins (offices closed until January 3)

Spring Semester 2020

January	6	Offices Open
	6-17	Winter Session
	20	Martin Luther King Jr. Holiday (no classes, offices closed)
	17	Registration and Payment Due for Spring 2020
	23	New Student Orientation and Faculty Day
February	27	Classes Begin
	3	Last Day to Add a Class Last Day to Complete Late Registration and Payment
	10	33 rd University Forum
	17	Last Day to Drop a Class with Refund
March	2	Postmark Deadline for FAFSA
	12	Comprehensive Bible Exam
	16	Last Day to Withdraw from a Class with "W" (no refund)* Graduation Application Deadline
April	6-10	Spring Break/Reading Week (no classes, offices closed)
May	11	University Convocation (Spring Semester)
	11-14	Final Examinations; Registration for Summer and Fall 2020
	21	Comprehensive Graduation Exam
June	06	18 th Commencement
June	29	Summer Session Begins

General Information

University Mission

America Evangelical University (AEU) is a private, evangelical institution of biblical higher education. Under the guidance of the Holy Spirit, the AEU community is committed to the advancement of the Kingdom of God by preparing dedicated and qualified men and women for the ministry of Christ in the world.

Mission Statement

The Mission of America Evangelical University is to prepare students for ministries in the church of Jesus Christ by equipping them with the knowledge of the Word of God, academic competence, professional skills, and cultural sensitivity.

Institutional Goals

In pursuing its mission, America Evangelical University will be committed to these seven goals.

1. Clarify mission and governance
2. Strengthen faculty and staff
3. Enhance and diversify education
4. Embrace a missional student body
5. Pursue a viable economic model
6. Strengthen student services
7. Establish an assessment culture

University Learning Outcomes

Our mission provides the foundation for the following University Learning Outcomes that all undergraduate and graduate degree programs are designed to support.

1. All students will be equipped with a comprehensive knowledge of the Bible and Christian doctrine.
2. All students will be equipped with a comprehensive knowledge of world Christianity, particularly the Korean Evangelical Church heritage.
3. All students will be equipped with a lifelong commitment to personal spiritual growth and Christian service in local and worldwide contexts.
4. All students will be equipped with a Christian worldview for successful living and evangelism in a diverse society.
5. All students will be equipped with an understanding of Korean culture with intercultural sensitivity and skills.

State Approval, Accreditation and Affiliation

Bureau for Private Postsecondary Education

AEU is approved by the Bureau for Private Postsecondary Education (BPPE) to operate an accredited institution. The University maintains compliance with the California Private Postsecondary Education Act of 2009 and Title 5, California Code of Regulations 7.5 Private Postsecondary Education.

If you wish to contact the BPPE for any concerns, please contact them at: 2535
Capitol Oaks Drive, Suite 400
Sacramento, CA 95833
P (916) 431-6959 or
Toll-Free (888) 370-7589
See the BPPE website for additional information:
<https://www.bppe.ca.gov/>

Association for Biblical Higher Education

America Evangelical University holds institutional accreditation by the Association for Biblical Higher Education (ABHE) Commission on Accreditation since February 2015. The University is scheduled for its reaffirmation review in February 2020. The ABHE Commission on Accreditation is recognized as a national, faith-related accrediting agency by the Council for Higher Education Accreditation (CHEA) and is also listed by the United States Department of Education as a recognized national, institutional accrediting agency.

If you wish to contact the ABHE for any concerns, please contact them at: 5850 T.
G. Lee Blvd., Suite 130
Orlando, FL 32822
(407) 207-0808
See the ABHE website for additional information: <https://www.abhe.org/>

Korea Evangelical Church of America

Founded by the Korea Evangelical Church of America (KECA), America Evangelical University has maintained a strong relationship with the parent denomination. The University is recognized by KECA as its primary institution for training prospective missionaries, ministers, professionals, and church leaders. The parent denomination has supported the University through prayers and financial contributions and reserves the right to appoint a limited number of directors to the University's governing board.

Historical Sketch

On December 21, 2000, the Korean Evangelical Church of America's two Southern California local districts formed a special committee to explore and prepare the establishment of a theological institution for training the denomination's missionaries, pastors, and lay leaders. On January 30, 2001, a formal Board of Directors was organized for the governance of the newly established theological institution. The Board appointed Dr. Chung Kuhn Lee as the University's first president. Notable achievements are as follows:

- On February 14, 2001, California Evangelical College and Seminary was formally launched as a nonprofit religious organization for promoting theological education.
- On May 24, 2001, the institution was officially recognized by the parent denomination KECA.
- On April 19, 2003, the institutional name was changed from California Evangelical College and Seminary to America Evangelical University.

In June 2011 Dr. Jong Kil Ryu succeeded Dr. Chung Kuhn Lee as the president of the University. Under Dr. Ryu's leadership the University has achieved institutional accreditation with Association for Biblical Higher Education. Moreover, the University has expanded its educational vision to equip students for a diversity of careers. Dr. Ryu retired on June 2, 2019, succeeded by Dr. Sanghoon Lee. Notable achievements are as follows:

- In January 2013, AEU was granted accredited approval from the Bureau for Private Postsecondary Education (BPPE).
- In June 2013, AEU was authorized to participate in the Student and Exchange Visitor Program (SEVP), which allowed the University to issue I-20 for international students.
- In June 2014, AEU was granted associate membership by the Association of Theological Schools (ATS).
- In February 2015, the University received the initial accreditation from the ABHE Commission on Accreditation.
- In October 2015, the University received approval from ABHE Commission on Accreditation for its Bachelor of Science in Nursing, Bachelor of Arts in Business Administration and Master of Business Administration.
- In February 2016, the University received approval for its Doctor of Counseling degree.

Our Theological Positions

Statement of Faith

America Evangelical University is rooted in the Protestant Evangelicalism, particularly the Wesleyan tradition. The Statement of Faith presented has been and continues to be the stated theological position of America Evangelical University.

- We believe that the Bible as the inspired Word of God is the only standard for faith and life.
- We believe in the Holy Triune God, existing eternally in three persons, the Father, the Son, and the Holy Spirit.
- We believe that whoever believes in Jesus Christ will be saved.
- We believe that the church is the body of Christ and that the people of God are called to mission, education, and service.
- We believe in the second coming of Jesus Christ.

Teaching and Biblical Truth

America Evangelical University is a theological institution founded by the Korean Evangelical Church of America. As such, the University is committed to providing a nurturing Christian atmosphere for promoting spiritual formation, academic competence, theological reflection, and vocational preparation. In the pursuit of truth, individuals are encouraged to integrate Christian thought into all fields of inquiry. In teaching the faculty seek to contribute to the development of a Christian worldview for their students. Though they adhere the Statement of Faith, they seek to represent diverse views on theological and moral issues fairly, so that students can decide for themselves in an academic culture.

Nondiscrimination Statement

Recognizing that all persons are God's creation, America Evangelical University is committed to providing equal opportunity and access in its educational and spiritual programs and activities. The institution provides full compliance with the provision of Title VI of the Civil Rights Acts of 1964, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975.

America Evangelical University does not discriminate on the basis of race, color, national origin or ethnic origin, gender, or disability in any of its policies, practices or procedures. In some positions, an ability to speak Korean is required.

University Community

University Facilities

University Campus

Located in the vicinity of Los Angeles Koreatown, American Evangelical University's main campus is housed in the Ross Plaza building at 1818 S. Western Ave, Los Angeles, CA 90006. Our administrative and faculty offices are located on the fourth floor of the building as well as the library, student lounge, classrooms, chapel, and other facilities.

Library

Located on the fourth floor of the Ross Plaza building, the AEU Library supports all undergraduate and graduate programs with information resources and services. The Library integrates print, online, and multimedia resources. In addition to a growing collection of more than 23,500 print volumes, the Library offers access to more than 1,100 electronic academic journals that are available off campus to current students, staff, and faculty.

Housing

The University does not operate a dormitory or other housing facility but will assist students in locating adequate housing near the campus. Some students find housing in a local residence hotel; others share an apartment or rent a room from members of a local church. In this case, the cost may be reduced. The University reserves the right to approve or disapprove housing on a case-by-case basis if there is concern for your academic or spiritual welfare. An estimation of the approximate cost or range of cost for the housing is as follows: studio, \$800-\$1,000; one-bedroom apartment, \$1,100-\$1,300; two-bedroom apartment: \$1,400-\$1,500.

Community Life

Chapel

Chapel worship service is conducted once a week under the direction of the faculty. All regular students are expected to attend the chapel. Chapel service is designed for the spiritual growth and fellowship of the students.

Orientation

The University offers academic orientation each semester for all new students and all continuing students. The orientation sessions are designed to introduce new students school life, policies, regulations, faculty members, administration, and the surrounding community

Privileges

The University seeks to provide a place and support for the graduates and undergraduates who want to participate in mission work or ministry. Students must show the genuine desire to serve God and meet all the requirements of becoming Christian ministers in their vocations. Students who graduate from the University with the M.Div. degree can be ordained as church ministers once the students meet the qualifications set by the ordination committee of the denomination concerned. The AEU will do its best to provide scholarships to the students who want to continue their studies at the advanced degree level.

Admissions

Application Guidelines

The AEU's academic programs and facilities are open to students of all Christian denominations who meet the standard requirements for admission. The AEU desires only qualified students and personnel who are committed to Jesus Christ. However, AEU does not discriminate on the basis of sex, race, color, national or ethnic origin in the administration of educational policies, admission policies, scholarships, or any other programs and activities. The following documents must be included in the application process.

1. The application form
2. A non-refundable application fee (\$100.00)
3. Three letters of recommendation
4. A statement of the applicant's Christian faith
5. One recent photograph
6. Official transcripts from all schools attended including high school.

The application form and other forms can be obtained from the admissions office, requested by either phone or mail. The mailing address and phone/fax numbers are:

America Evangelical University 1818
S. Western Ave., Suite 409 Los
Angeles, CA 90006 Telephone: (323)
643-0301
Fax: (323) 643-0302

Application Deadlines

The deadline for Fall 2019 application is August 12; for Spring 2020 application, January 13. For foreign students, it is July 15 and December 9 respectively. Check the academic calendar for exact dates.

Foreign Students and Visas

America Evangelical University is currently authorized to issue I-20 to prospective foreign students and for foreign students who already have I-20.

Minimum Level of Education

All applicants must be 18 years of age or older. The University accepts students with a High School Diploma or General Education Development (GED) or applicants who have passed the California High School Proficiency Examination (CHSPE). As such, AEU does not admit ability to benefit students.

Prerequisites

Students who apply for the Bachelor of Arts degree must hold a high school diploma or its academic equivalent. Students who apply for the master's degree at the University must hold a four-year college degree (BA or its academic equivalent). No exception will be made for degree-seeking students. Students who desire to take a course by audit will not be subject to this prerequisite.

English Classes

The University offers instruction in English as a second language for students needing such instruction.

Admission Procedures

After the admissions director reviews the documents and confirms the completion of each applicant's file, the director will notify the applicant to take the appropriate tests. Each applicant is required to have a personal interview with a team of faculty members. Each student is required to show proof of health insurance. The admissions committee finalizes the admission based on the following criteria:

1. A sense of calling from God for Christian ministry
2. Regeneration experience and baptism with water
3. Active and fruitful church participation
4. Acceptable test results
5. Recommendations
6. Evaluation from interviews

The applicant will be officially notified either by phone or mail, and the admitted students will receive registration information and forms from the University.

Personal Interview

Each applicant is required to have a personal interview with a team of faculty members. All applicants will be notified of the time for this interview.

Spiritual Requirements

All applicants must be regenerated and baptized in the name of the Father, the Son, and the Holy Spirit. Also, applicants should not have any addictions to intoxicating liquor, tobacco, or any kinds of drugs. The applicants should be shown as potential Christian leaders with good character in the areas of mission work, church ministry, and religious education.

Health Insurance

Every student must have some form of health insurance to be allowed to register. All full-time degree students (9 units or more for graduate students; 12 units or more for all others) are required to have health insurance. Bring proof of insurance to registration. All students are strongly urged to enroll all dependents. International students are required to enroll all dependents accompanying them to the United States. All international students are required to have proof of insurance, regardless of

number of units or degree status.

Transfers

As part of its admissions process, America Evangelical University accepts transfer credits from other institutions. However, the credit must be from a college that is approved by the Bureau for Private Postsecondary Education or accredited by an accrediting association that is recognized by the U.S. Department of Education. If a degree student wants to transfer credit from another postsecondary school to AEU, an official transcript stating the course(s) and grade(s) must be submitted to the Director of Admissions prior to beginning courses. For undergraduate theology degree students, the maximum amount of transfer credit from another approved or accredited institution shall be 94 semester units or its equivalent. For master degree students, the maximum amount of transfer credit from another approved or accredited institution shall be six semester units or its equivalent. The transcripts from foreign educational institutions can be confirmed by letter. AEU can ask to evaluate the schools in foreign countries through the American Council for Education.

Notice Concerning Transferability of Credits and Credentials Earned at Our Institution

The transferability of credits you earn at AEU is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree you earn in your program of study is also at the complete discretion of the institution to which you may seek to transfer. If the degree that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer before attending AEU to determine if your credits, or degree will transfer.

Articulation Agreements

America Evangelical University currently has no articulation or transfer agreements with other institutions.

Readmission

Any student who either canceled or was canceled from the enrollment must re-apply for readmission. The Admissions Committee will review the re-application and decide on it.

Student Records

The AEU maintains all records for each student as required by the state regulation 71810(b)(15). It is the policy of the University to retain in the campus building all the vital student records for a minimum period of five years and all student transcripts kept permanently in compliance of the California Education Reform Act and Regulations. The record shall be available to authorized persons for inspection during normal business hours. Should you need to have transcripts sent to future potential employers the Office of the Registrar will assist you in handling this. All records will otherwise be kept strictly confidential, with only authorized personnel having access to them.

The Board of Directors of the University has adopted a resolution to the effect that all school records of the University shall be retained for a minimum of five years with the exception of student transcripts kept permanently. The Audit Committee of the Board from time to time verifies that the administrators are in fact adhering to the requirements of this resolution. All records of the University are located in the main office. The important records, including each student's file, grade reports, and financial records, are stored in a safety fire-proof cabinet and on computer disks. In case of the closing of the University, the Union Evangelical Church will be responsible to retain all documents.

Credit Hour

The University awards academic credits based on the Carnegie unit which awards one unit of credit for each 50-minute class session per week. For each credit, students are expected to complete a minimum of two hours of academic work (study, preparation, etc.) outside of class each week. Some courses may require three or more hours of outside work each week per credit. The policy on academic credit is based on those generally accepted in degree-granting institutions of higher education. A semester at the University consists of 15 weeks excluding finals. Students are advised to limit their job and social commitments in order to give their coursework adequate attention.

Prior Experiential Learning

Maximum Credit Limits

- (1) Of the first 60 semester units awarded a student in an undergraduate program, no more than 15 semester units may be awarded for prior experiential learning.
- (2) Of the second 60 units (units 61 to 120) awarded a student in an undergraduate program, no more than 15 units may be awarded for prior experiential learning.
- (3) Of the first 30 semester units awarded a student in a graduate program, no more than 6 semester units may be awarded for prior experiential learning.
- (4) Of the second 30 semester units (i.e., units 31 to 60) awarded a student in a graduate program, no more than 3 semester units may be awarded for prior experiential learning.
- (5) No credit for experiential learning may be awarded after a student has obtained 60 semester units in a graduate program.

Qualifying the Experience

Credit for Prior Experiential Learning shall only be granted by the Dean of Academic Affairs upon the written recommendation of a faculty member and may grant such credit only if all of the following conditions apply:

- (1) The prior learning is equivalent to a University or university level of learning.
- (2) The learning experience demonstrates a balance between theory and practice.
- (3) The credit awarded for the prior learning experience directly relates to the student's degree program and is applied in satisfaction of the degree requirements.
- (4) The student has documented each University or university level learning experience for which credit is sought in writing.
- (5) In evaluating prior experiential learning, the University staff may factor in the

assessment of certain external organizations based on published guidelines.

AEU relies on internal evaluations of credit from foreign institutions of higher education.

Undergraduate Programs

Bachelor of Arts in Theology (4 years program, 128 units)

Degree	General Education	Major Required	Professional Studies	Free Elective	Exam	Total Units
Bachelor of Arts in Theology	36	36	24	12	Bible Exam	128

General Description and Program Objective

America Evangelical University offers a Bachelor's degree in Theology based on 128 semester units. The program may be completed in four (4) academic years of full-time study. The curriculum includes general education courses, foundational biblical and theological courses, and a diversity of ministry courses. The Bachelor's program prepares undergraduate men and women for Christian service in local and global settings and for graduate programs.

Program Learning Outcomes

1. Students will demonstrate a comprehensive understanding of the Bible and theology.
2. Students will demonstrate a comprehensive understanding of physical, social, moral, and historical aspects of God's creation.
3. Students will regularly engage in spiritual practices and Christian service.
4. Students will demonstrate academic competencies for life-long learning.
5. Students will demonstrate cultural awareness and cross-cultural competence.

Admissions Requirements

The criteria for entrance to the Bachelor of Arts in Theology are:

1. Completion of Application Form for Admission.
2. Three letters of recommendation from faculty, employers, or church leaders.
3. Possession of or candidacy for a high school diploma or GED.
4. A statement of the applicant's Christian faith.
5. One recent photograph.
6. Official transcripts from all schools attended including high school.
7. Evaluation of personal interview with a team of faculty members.
8. A sense of calling from God for Christian ministry.
9. Regeneration experience and baptism with water.
10. Active and fruitful church participation.
11. Minimum grade of "C", or satisfactory, on the Korean Language Proficiency Test; a minimum grade of "C", or satisfactory, on the Bible Admissions Test.
12. Payment of \$100.00 application fee.

General Education

The Bachelor of Arts in Theology requires that a minimum of 28 percent of course units be earned in General Education courses. General Education courses include courses in religion, psychology, sociology, philosophy and other fields.

Method of Instruction

Classes incorporate lectures, instructional work in class, demonstrations, one-on-one tutorials, library research, and comprehensive examinations on the Bible. Except for internships and field trips, all instruction is conducted in a classroom setting.

Graduation Requirements (128 units requirement)

The Bachelor of Arts in Theology requires the completion of a minimum of 120 semester units of credit and the passage of a comprehensive exam. The units can be a combination of transfer credits and completion of course work with a Grade Point Average of C (2.0). At least 25 percent of the completed work must be in general education. As much as 75 percent of the 126 semester units (or 94 semester units) may be satisfied through transfer credit. A minimum of 25 percent of the credits must be completed at AEU. In addition to the course work, to graduate, the student must be examined on his/her knowledge of the Bible by a written examination. To pass, a student must correctly answer a minimum of 100 out of 150 questions (75 from the Old Testament and 75 from the New Testament).

Exam Procedure

The student will secure the request form to take the examination and the request shall be submitted 10 days prior to the date of the examination. The examination shall be taken at any regularly scheduled testing period. The student will be allowed to retake the exam as many times as the student wishes.

BA in Theology Curriculum

Bible and Theology-45 Credits

- | | |
|---|--|
| <input type="checkbox"/> BS201 Biblical Greek | <input type="checkbox"/> BS203 Biblical Hebrew |
| <input type="checkbox"/> BS205 Pentateuch | <input type="checkbox"/> BS217 Prophets |
| <input type="checkbox"/> BS207 Wisdom Literature | <input type="checkbox"/> BS206 Gospels |
| <input type="checkbox"/> BS211 Pauline Epistles | <input type="checkbox"/> BT302 Intro to Old Testament |
| <input type="checkbox"/> BT303 Intro to New Testament | <input type="checkbox"/> BT309 Intro to Practical Theology |
| <input type="checkbox"/> MS301 Introduction to Missiology | <input type="checkbox"/> Th301 Systematic Theology I |
| <input type="checkbox"/> Th302 Systematic Theology II | <input type="checkbox"/> BT402 History of Christianity |
| <input type="checkbox"/> BS302 Hermeneutics | |

General Studies-36 Credits

- | | |
|--|--|
| <input type="checkbox"/> LA101 Intro to Philosophy | <input type="checkbox"/> LA102 Intro to Psychology |
| <input type="checkbox"/> LA103 Intro to Sociology | <input type="checkbox"/> LA106 Intro to Education |

- LA108 Research & Writing
- LA105 Religions
- LA206 Philosophy of Science
- LA202 Economics

- LA203 World Civilizations
- LA104 Cultural Anthropology
- LA210 Health Care
- GGI455 Senior Seminar

Professional Education-24 Credits

- MS402 Church Planting & Growth
- BT310 Homiletics

- BT408 History of Korean Church
- CM102 Music in Worship

- BT405 Christian Leadership
- BT406 Pastoral Counseling

- CE101 Christian Education
- LA207 Introduction to Ethics

Concentration-9 Credits

Check One (after completing 60 credits)

- Missions

- Church Ministry
- Education

Electives-12 Credits

Student Ministry

(4 sem @ ¼ credit each – 2 hr/wk)

- Missions Project

Internship (2 sem, ½ credit each – 8 hr/wk)

Bachelor of Science in Nursing

The University is not enrolling students to the Bachelor of Science in Nursing program at this point. The nursing degree is being reorganized in order to meet the state requirements.

Course Descriptions: Undergraduate

Course Number Reference: Level 100 – 400 for undergraduate courses

Liberal Arts (LA)

LA101 Introduction to Philosophy (3 units)

This course explores the nature and scope of philosophy through an examination of some of its traditional areas of concern, especially in the area of philosophical methods, and studies how these methods may serve as a means of integrating academic learning and Christian faith.

LA102 General Psychology (3 units)

This course focuses on study of psychological aspects of learning and knowing in interpersonal relationship, with some of those psychological insights relating to the teaching of the Bible, Christian life, and Christian service.

LA103 Introduction to Sociology (3 units)

This is an introduction to sociological concepts with emphasis on group life, culture, socialization, social institutions, social processes and change. Includes theoretical as well as practical application of interaction and their effect on individuals and groups.

LA104 Basics of Cultural Anthropology (3 units)

This is an introduction to cultural anthropology with special attention to the application of an anthropological perspective to Christian witness; and a study of prehistoric humankind and the problem of race and evolution are included.

LA105 Fundamentals of Religion (3 units)

This deal with study of fundamentals of religion that are basic to the study of religion and theology and it can include a study of the animistic worldview and phenomenon of religious experience and their bearing on the advocacy of the acceptance or rejection of the Gospel

LA106 Introduction to Education (3 units)

This is an introductory course on educational issues, texts and movements of thought, with the understanding of various foundations of education.

LA201 Understanding Politics (3 units)

This is an introduction to the fundamental themes and enduring problems of political life and it emphasizes the relationship of politics to the church, society, economics, and morality.

LA202 Understanding Economics (3 units)

This is an introduction to principles of economics as tools of analysis; presentation of a set of concepts with which to analyze a wide range of social problems that economic theory illuminates.

LA203 Survey of Western History (3 units)

This course surveys history of Western civilization with special reference to the rise of Christianity in world history.

LA204 Survey of American History (3 units)

This is a survey of American history with particular attention on social and political aspects.

LA205 Korean History (3 units)

This is a survey of Korean history with particular attention on social and political aspects.

LA206 Philosophy of Science (3 units)

This course explores the assumptions underlying such natural sciences as physics, biology, chemistry, geology, and computer science, with special reference to the history of major scientific theories.

LA207 Introduction to Ethics (3 units)

This is an introduction to moral concerns underlying social, political and religious issues in social ethics.

Introduces a systematic approach to Christian morality through biblical principles.

LA208 Introduction to Logic (3 units)

A study of the methods and principles of logical reasoning. Applications of elementary logical techniques in relation to current periodicals.

LA209 Learning English Language (3 units)

This course deals with how students using English as a second language learn its grammar effectively and the development of reading comprehension, writing, speaking and listening skills.

LA210 Health Care (3 units)

This course deals with general knowledge of medical science including the basic understanding of physiology, the proper use of medicine, and the basic skills of emergency measure, with some practical training.

LA211 Introduction to Computers (3 units)

With the increasing need dependence on computers today, this course is designed to help equip the students for their effective use. It covers the basics of computers, including some practical skills of running application programs.

LA212 College Mathematics (3 units)

This course deals with selected topics in mathematics with consideration of historical development and related philosophical issues.

LA213 Music in Life(3 units)

This course explores the meaning of music in life and an introduction to general knowledge of music including the theories and practice of composition and vocals.

LA215 Bible and Film (3 Units)

This course is designed to assist student in recognizing and understanding the use of religion and Bible in film. Biblical Passages will be selected to understand the motifs being used in the work of films.

Bible & Theology (BT)

BT301 Introduction to Theology (3 units)

An introduction to the basic terminology, doctrines, and epistemology involved in the task of theology.

BT302 Introduction to Old Testament (3 units)

An introduction to selected perspectives of the Old Testament through lectures, perceptual group study, and directed reading in the Old Testament and in secondary literature.

BT303 Introduction to New Testament (3 units)

An introduction to selected passages of the New Testament through lectures, perceptual group study, and directed reading in the New Testament and in secondary literature.

BT304 Introduction to Old Testament Theology (3 units)

History and presuppositions of the discipline, a consideration of the basic themes developed in the Old Testament from the standpoint of biblical theology. An in-depth study limited to a group of writers, themes, or a selection of literature from a particular period of Israel's history may form a portion of the course.

BT305 Introduction to New Testament Theology (3 units)

History and presuppositions of the discipline, a consideration of the basic themes developed in the New Testament from the standpoint of biblical theology. An in-depth study limited to a group of writers, themes, or a selection of literature from a particular New Testament book may form a portion of the course.

BT306 Introduction to Christian Education (3 units)

An examination of the biblical basis and theological implications for developing an effective Christian education ministry.

BT307 Systematic Theology I (3 units)

The first in a two-course sequence covering the major Christian doctrines from revelation to eschatology, emphasizing their biblical basis, evangelical focus, ecclesiastical context, Trinitarian scope, and contemporary significance for Christian life and ministry.

BT308 Systematic Theology II (3 units)

The second in a two-course sequence covering the major Christian doctrines from revelation to eschatology, emphasizing their Biblical basis, evangelical focus, ecclesiastical context, Trinitarian scope, and contemporary significance for Christian life and ministry.

BT309 Introduction to Practical Theology (3 units)

The theological overview on the functions of the church and ministry: worship, preaching, evangelism, counseling, pastoral care, education, spiritual life, church planting, church growth, and church administration.

BT310 Homiletics

The basic study of preaching

BT311 Bible and Preaching

A study of preaching in the connection with the interpretation of the scripture

BT401 Introduction to Missiology (3 units)

An introduction to biblical and contemporary issues in Missiology for mission majors and for those who were involved previously in missionary activity or education

BT402 History of Christianity (3 units)

Preparation of the ancient world for the coming of Christianity; the founding and early development of the Christian church; a brief outline of history from the apostolic age to the reformation; a more careful study of the reformation era; spread of the Protestant church in Europe; the transplanting and growth of the church in North America.

BT403 Church Growth (3 units)

The principles and methods of church growth and the effectiveness of church ministry are examined and discussed in terms of both qualitative and quantitative concepts of church growth.

BT404 The Life of the Church (3 units)

This is a course studying the life of the church and its ministry with special reference to the ministry of the Word and Sacraments and discipline.

BT405 Christian Leadership (3 units)

A study of the believer's leadership, including principles of Christian leadership and ethical behavior; designed to encourage proper development of relationships and ethical decision-making through the spirit-filled life, for the leading of the world and the church community.

BT408 Korean Church History (3 units)

This is a study of the Korean church from the inception of Protestantism into Korea to the present, outlining significant issues affecting the history of Korea.

BT409 American Church History (3 units)

This is a study of the American church from the inception of Puritanism to the present, outlining significant issues affecting the history of the United States of America.

Biblical Studies (BS)

BS201 Greek I (3 units)

The basic elements of New Testament Greek vocabulary, morphology and grammar for theological students preparing to read and interpret the Greek New Testament.

BS202 Greek II (3 units)

The further study of basic elements of New Testament Greek including vocabulary, morphology and grammar for the theological reading and interpreting of the Greek New Testament.

BS203 Hebrew I (3 units)

A course designed to provide a basic understanding of the Hebrew language such as phonology, morphology and syntax for the reading of the original Hebrew Bible.

BS204 Hebrew II (3 units)

The further study of a basic understanding of the Hebrew language including phonology, morphology and syntax for the reading of the original Hebrew Bible.

BS205 Pentateuch (3 units)

The contents and theology of the first five books of the Old Testament. Primary attention will be given to the literary nature and structure of the theological message; theories of origin and genetic development will also be covered.

BS206 Four Gospels (3 units)

An introductory study of the message, ministry, and life of Jesus presented in the four Gospels.

BS207 Wisdom Literature (3 units)

Analysis of the chief techniques and important themes of biblical wisdom literature with some emphasis on apocryphal wisdom and the impact of wisdom literature on the New Testament.

BS208 Life & Teachings of Jesus Christ (3 units)

A study of the life, ministry and teachings of Jesus Christ; special attention will be given to the content of the synoptic gospel as well as the social, political, and religious conditions of the time.

BS209 Gospel of John (3 units)

A study of the Gospel of John, emphasizing its literary character, relationship to the synoptics, distinctive presentation of Christ, and historical setting.

BS210 Parables of Jesus (3 units)

A study of selected parables, focusing on their meaning within the context of Jesus' ministry. Special attention is given to the history of interpretation and appropriate methodology in interpreting and applying parables.

BS211 Jesus and the Kingdom (3 units)

A biblical-theological study of Jesus' ministry and its relationship to the Kingdom of God, with a special focus on the meaning of the Kingdom of God in Judaism and on Jesus' teaching about the kingdom as found in the gospel.

BS212 Romans and Galatians (3 units)

An introduction to the core of Pauline theology through the exegetical interpretation of selected texts in Romans and Galatians.

BS213 The Prison Epistles (3 units)

A study of the ministry and message of Paul during his imprisonment as reflected in his four prison epistles.

BS214 Hebrews (3 units)

Jesus and his messianic ministry in fulfillment of Old Testament Scripture as understood within the context of suffering in the early church.

BS215 Revelation of John (3 units)

The study of John's Revelation, his interpretation of history, the Old Testament, and the events surrounding the second coming of Jesus. Special emphasis on apocalyptic language and the use of symbols.

BS216 Pastoral Epistles (3 units)

The inductive study of 1 and 2 Timothy and Titus within the context of the early church with special emphasis on issues of leadership, pastoral ministry, and the training and appointing of church leaders.

BS217 Major Prophets (3 units)

A study of the time, character, and messages of Isaiah, Jeremiah, and Ezekiel with special attention given to the nature and concerns of the prophetic movement in Israel.

BS218 Minor Prophets (3 units)

A study of personalities, times, and messages of the 12 minor prophets. Special emphasis will be given to social and individual morality as taught by these prophets.

BS219 Acts (3 units)

This course inductively interprets selected passages of Acts according to the intention of the author and in light of historical and cultural backgrounds.

BS220 Corinthians I & II (3 units)

This course covers Paul's pastoral response to the problems of this Gentile church. Includes historical background as well as Pauline theology and ethics.

BS221 Sermon on the Mountain (3 units)

An inductive study of Matthew 5-7 with the goal of grasping the ethical principles of Jesus in their historical context and Matthew's own context. This course includes relevant ethical applications for contemporary life.

BS222 Joshua, Judges, Samuel & Kings (3 units)

A survey of Israel's history from conquest to exile as portrayed in these books; special investigation into the relationship between Israel's historical traditions and its theological appropriation of those traditions around such themes as election, law, the land and leadership.

BS223 History of Israel

The study on the history of Israel which provides the background of New Testament and Old Testament.

BS301 Exegetical Method and Practice (3 units)

Basic principles and practices of exegesis in the Greek New Testament, with emphasis on methodological and bibliographical resources.

BS302 Hermeneutics (3 units)

The study of biblical interpretation and application, particularly the process and principles of moving from the horizon of the text to the horizon of the contemporary interpreter.

BS303 Greek Bible Reading

Selected readings in Biblical Greek designed for student competency in reading extended passages with facility.

BS304 Hebrew Bible Reading (3 units)

Selected readings in Biblical Hebrew designed for student competency in reading extended passages with facility.

BS305 Advanced Greek Bible Reading (3 units)

A different selection of reading in advanced biblical Greek designed to enable students to read extended passages with facility.

BS306 Advanced Hebrew Bible Reading (3 units)

Advanced reading from Old Testament texts allowing students to understand and read Hebrew with confidence.

BS 401 Research in Biblical Theology (3 units)

The techniques for gaining bibliographic control over the literature of theology.

BS402 Archaeology (3 units)

A study of modern archaeological discoveries in the Bible lands and the way they aid in understanding Biblical history, literature, and religion.

BS403 Studies in Biblical Background (3 units)

An introduction to studies on text, canon, language, geography, history, the literature, and an overview of the message of the Bible.

BS405 Method of Bible Study & Teaching (3 units)

A theological and psychological analysis and evaluation of educational methods most appropriate to teaching and to supervision of teaching in the church.

BS406 Theology of the Holy Spirit (3 units)

Exegesis of relevant biblical texts on spiritual gifts with attention to the history of their interpretation and application; pursuit of a constructive theology of spiritual gifts in view of the varied ecclesiastical traditions.

BS407 Spirituality in New Testament (3 units)

Investigation of the spirituality reflected in the New Testament, in the same way that New Testament theology, history and criticism explore the text according to their own purpose and discipline.

Theology (TH)

TH1301 Systematic Theology I (3 units)

Theology and anthropology. The doctrines of revelation and Scripture. The doctrines of God, His attributes and Trinitarian mode of existence; the doctrines of creation and providence; the origin and nature of humankind; the doctrines of the fall and sin.

TH302 Systematic Theology II (3 units)

Christology and Soteriology. The doctrine of divine election, the covenant of grace, the person and work of Christ the mediator; the doctrines of divine calling, regeneration, repentance, faith, justification, adoption, and sanctification. Ecclesiology and eschatology. The doctrine of the church, its nature and authority; worship in the church, the Sacraments and prayer; the doctrine of last things, death and resurrection, the final judgment, heaven and hell.

TH303 Pauline Theology (3 units)

The heart, mind, conversion, and ministry of Paul which shaped his theology and mission practice. Includes the study of his doctrines as well as his teachings on faith development, Christian practice, discipleship, and eschatology.

TH304 Contemporary Theology (3 units)

Background and development of important theological movements and leading figures of contemporary theology.

TH305 Controversies on the Trinity (3 units)

Decrees, character of attributes, and work of God including creation, preservation, and providence; existence and significance of angelic beings; humankind as created, and the person of Christ.

TH401 Evangelical Social Ethics (3 units)

Examination of the contemporary resurgence of evangelical social concern. Attention devoted to theological bases, structural diversity and emerging models of social, political and ethical thought and action.

TH402 Bible and Social Ethics (3 units)

An examination of the variety of normative roles that Scripture has played in social analysis and criticism within the twentieth century, with special emphasis on evaluation the normative role that Scripture should play as an “authority” in social ethics.

Missiology (MS)

MS301 Biblical Foundation of Mission(3 units)

Survey of perspectives in both the Old and New Testaments on the mission of God and the people of God touching the nations, with an emphasis on the rubric of the kingdom of God.

MS302 History of Christian Missions (3 units)

A survey of the historical development of the Christian movement beginning with the New Testament records and culminating with prospects for the year 2000 A.D. Various types of mission structures are explored.

MS303 Cross-cultural Communications (3 units)

Principles and processes of communicating from one culture to another. Focus on the relevance of the incarnation as the model for intercultural communication of the gospel.

MS304 Phenomenology & Folk Religions (3 units)

A study of the animistic world view and phenomenology of experience, their bearing on the advocacy of the acceptance or rejection of the gospel. Christian evangelism in confrontation with folk religion both in the east and west.

MS401 Foundation of Christian Leadership (3 units)

A survey of leadership theory, including the history of leadership and contributions from various disciplines, including sociology, anthropology, and management theory. Explores biblical perspectives on leadership, including such topics as styles, spiritual gifts, modeling, emergence patterns, and church structures.

MS402 Theology of Church Growth (3 units)

A treatment of the biblical and theological presuppositions of the church growth movement, including the issues raised by critics. Theological implications affecting world evangelization are discussed.

MS 403 Christian Missions Today (3 units)

An introduction to the study of the Christian mission with the primary emphasis given to the theological and historical basis for mission together with discussions of the present status of Christian missions, currents issues, philosophies, impediments, and alternatives open to Christians and churches engaged in missions.

Christian Education (CE)

CE101 Introduction to Christian Education (3 units)

An examination of the Biblical foundation with theological and practical implications for developing an effective Christian education ministry.

CE102 Education Ministry of the Church (3 units)

Introduction to local church administration and teaching, focusing on the aims, principles of organization and development of a local church educational program and on the goals, methods, media, and evaluation of the teaching process.

CE103 Church Ministry to Children (3 units)

The mental, physical, emotional, social, and spiritual aspects of growth, the needs of children and a study of the church's program in relation to children including materials and methods for ministry to children and a unit on the evangelism of children.

CE104 Church Ministry to Youth (3 units)

The nature and needs of adolescents and a study of the principles, methods, and materials for effective ministry in the local church and Christian youth organizations.

CE105 Church Ministry to Adults (3 units)

Designs for adult education programs based on a study of adulthood, biblical principles of the church, and the concepts and patterns of church renewal.

CE201 Curriculum Design & Development (3 units)

A study of the principles and methods of curriculum development which enables the student to work with members of the local church in developing, selecting, and/or evaluating the curriculum in order to meet the educational ministry goals of the church.

CE202 Teaching-Learning Methods for Education in Ministry (3 units)

A theological and psychological analysis and evaluation of educational methods most appropriate to teaching and to supervision of teaching in the church.

CE203 Theology of Christian Education (3 units)

An examination of the biblical basis and theological implications for developing a mature Christian educational ministry.

Church Music (CM)

CM101 Music Theory (3 units)

A study of scales, modes, melody, phrase, cadence, intervals, simple two-part counterpoint, primary and secondary chords, and inversions; includes ear training, sight-singing, simple keyboard harmony, and four-part writing.

CM102 Music in Worship (3 units)

Essentials of public worship in relation to music in history and in the contemporary world.

CM103 History of Church Music (3 units)

A study of the historical development of church music from the Old Testament period to the contemporary world.

English Language (EL)

EL101 English Module I (3 units)

This course deals with colloquial English conversation, which enables students to get familiar with American English in real life situation. It follows the pattern of Children's language learning process.

EL102 English Module II (3 units)

This course covers some basics of English grammar, intonation, vocabulary, punctuation and some unique pattern of English language, as well as some techniques of good English conversation.

EL103 English Module III(3 units)

This course deals with reading comprehension and writing with special emphasis on vocabulary building, and advanced level of English grammar such as the structure of English language.

EL104 English Module IV (3 units)

This course covers listening comprehension and conversational skills of speaking in advanced level. It may be taught outside of classroom in personal interaction at any place where the students can meet English-speaking people.

EL201 Bible in English (3 units)

One of the Gospels in the New Testament will be taken as its textbook. This course is designed for those students who are preparing themselves for theological studies in English.

EL202 Methods of Teaching English (3 units)

A Study of various methods of teaching English to those whose mother-tongue is not English. This course is designed for those who want to develop skills of teaching English to beginners.

EL203 English Ministry in Korean Church(3 units)

As the need of English ministry in Korean church increases, this course is designed to understand the mentality of English-speaking generation in American culture and to learn how to communicate effectively in English to them.

EL204 English for Theology (3 units)

This course is designed to prepare theological students to get familiar with theological terminology in English, so that they may be able to engage more efficiently in theological studies with those books written in English.

School of Business

Bachelor of Arts in Business Administration (4 year, 128 credits)

Degree	General Education	Bible & Theology	Major	Student Ministry	Internship	Total
BA in Business Administration	36	30	60	1	1	128

General Description and Program Objective

The Bachelor of Arts in Business Administration is designed to provide the knowledge and skills necessary for a successful career in business and administration. The program includes general education, technology related electives, and major courses. Major courses include study in accounting, business law, public policy, finance, business ethics, human resource management, international business, strategic and organizational management, statistical analysis, etc. There is a strong emphasis on theological education and general education. Courses in the Business major will be taught through the lenses of Christian principles.

Program Learning Outcomes

- Apply ethical and legal principles to a business environment
- Conduct independent research relevant to business-related issues
- Demonstrate professional level of written and oral presentation skills
- Develop a global business perspective based on the knowledge of foreign business environments and cultures
- Integrate the knowledge acquired in the program to analyze a business, identify its strengths and weaknesses, and determine changes needed for improvement

Admissions Requirements

The criteria for entrance to the Bachelor of Arts Degree in Business Administration are:

1. Completion of Application Form for Admission.
2. Three letters of recommendation from faculty, employers, or church leaders.
3. Possession of or candidacy for a high school diploma or GED.
4. A statement of the applicant's Christian faith.
5. One recent photograph.
6. Official transcripts from all schools attended including high school.
7. Evaluation of personal interview with a team of faculty members.
8. A sense of calling from God for Christian ministry.
9. Regeneration experience and baptism with water.
10. Active and fruitful church participation.

11. Minimum grade of “C”, or satisfactory, on the Korean Language Proficiency Test and Bible Admissions Test.
12. Payment of \$50.00 application fee.

Program Requirements

General Education	36 credits (1 course satisfies major requirements)
Bible and Theology	30 credits
Business Administration	63 credits (1 GE course qualifies for the major)
Student Ministry	1 credit
Internship	1 credit
Total Graduation Credits:	128 credits

General Education

The Bachelor Degree in Business Administration requires that a minimum of 36 course credits be earned in General Education courses. General Education courses include courses in religion, psychology, sociology, philosophy and other fields. In the current program, one course from the standard General Education curriculum (LA 202 Understanding of Economics) is replaced by ECON 120 Principles of Microeconomics.

Method of Instruction

Classes incorporate lectures, instructional work in class, demonstrations, one-on-one tutorials, library research, and comprehensive examinations within each course. Except for internships and field trips, all instruction is conducted in a classroom setting.

Graduation Requirements (128 credit requirement)

The program requires the completion of a minimum of 128 semester credits of credit and the passage of a comprehensive exam. The credits can be a combination of transfer credits and completion of course work with a GPA of C (2.0). At least 25 percent of the work must be in general education. As much as 75 percent of the 128 semester credits (or 96 semester credits) may be satisfied through transfer credit. A minimum of 25 percent of the credits must be completed at America Evangelical University. Students are also required to fulfill one credit of Student Ministry—four quarter credits over the course of four semesters—and one credit of Internship—two half credits over the course of two semesters. These are detailed elsewhere in the catalog. In addition to the course work, to graduate, the student must be examined on his/her knowledge of the Bible by a written examination. To pass, a student must correctly answer a minimum of 100 out of 150 questions (75 from the Old Testament and 75 from the New Testament).

Exam Procedure

The student will secure the request form to take the examination and the request shall be submitted 10 days prior to the date of the examination. The examination shall be taken at any

regularly scheduled testing period. The student will be allowed to retake the examination as many times as the student wishes.

Course Titles and Level

All courses are at the Bachelor degree level. Courses are numbered 100 through 499. Course descriptions are provided separately.

BA in Business Administration Curriculum

General Studies—36 Credits

- ___ LA101 Intro to Philosophy
- ___ LA102 Intro to Psychology
- ___ LA103 Introduction to Sociology
- ___ LA106 Introduction to Education
- ___ LA108 Research & Writing
- ___ LA203 World Civilizations
- ___ LA105 Fundamentals of Religions
- ___ LA104 Cultural Anthropology
- ___ LA206 Philosophy of Science
- ___ LA210 Health Care
- ___ ECON 120 Principles of Microeconomics (substitutes for LA202 Understanding of Economics, from the standard GE curriculum; counts toward Business major as well)
- ___ GGI455 Senior Integration Seminar

Bible and Theology—30 credits:

- ___ BS205 Pentateuch
- ___ BS217 Prophets
- ___ BS207 Wisdom Literature
- ___ BS206 Gospels
- ___ BS211 Pauline Epistles
- ___ BT302 Introduction to Old Testament
- ___ BT303 Introduction to New Testament
- ___ Th301 Systematic Theology I
- ___ Th302 Systematic Theology II
- ___ BT402 History of Christianity

Student Ministry (4 sem @ ¼ credit each – 2 hr/wk)

Internship (2 semesters, ½ credit each – 8 hr/wk)

Course Sequence

Num	Courses	Credits
1st Semester	BT302 Introduction to the Old Testament (3 credits); BS205 Pentateuch (3 credits); LA101 Intro to Philosophy (3 credits); LA102 Intro to Psychology (3 credits); ACC 101 Principles of Accounting I (3 credits); Student Ministry (1/4 credit)	15.25 credits
2nd Semester	BT303 Introduction to the New Testament (3 credits); BS206 Gospels (3 credits); LA103 Introduction to Sociology (3 credits); LA106 Introduction to Education (3 credits); ACC 102 Principles of Accounting II (3 credits); Student Ministry (1/4 credit)	15.25 credits
3rd Semester	TH301 Systematic Theology I (3 credits); LA108 Research & Writing (3 credits); LA203 World Civilizations (3 credits); BUS 240 Business Law (3 credits); BUS 299 Introduction to Business (3 units); Student Ministry (1/4 credit)	15.25 credits
4 th Semester	TH302 Systematic Theology II (3 credits); LA105 Fundamentals of Religions (3 credits); LA104 Cultural Anthropology (3 credits); BUS 250 Business Ethics (3 credits); ECON 120 Principles of Microeconomics (3 credits); Student Ministry (1/4 credit)	15.25 credits
5th Semester	BT402 History of Christianity (3 credits); LA206 Philosophy of Science (3 credits); LA210 Health Care (3 credits); ECON 130 Principles of Macroeconomics (3 credits); FIN 120 Business Finance (3 credits); FIN 201 Corporate Finance (3 credits)	18 credits
6th Semester	BS217 Prophets (3 credits); GGI455 Senior Integration Seminar (3 credits); HRMN 101 Human Resource Management (3 credits); OBHV 110 Introduction to Organizational Behavior (3 credits); MGMT 308 Principles of Management (3 credits); MGMT 309 Management and Organization Theory (3 units)	18 credits
7th Semester	BS207 Wisdom Literature (3 credits); MGMT 410 International Management (3 credits); MKTG 289 Marketing Fundamentals (3 credits); MNSC 301 Introduction to Quantitative Analysis (3 credits); MGMT 420 Foundations of Entrepreneurship (3 units); Internship (1/2 credit)	15.5 credits
8th Semester	BS211 Pauline Epistles (3 credits); MGMT 430 Operations Management (3 credits) MGMT 350 Strategic Management (3 credits); MGMT 250 Business Plan (3 credits); LEDR 311 Organizational Leadership (3 credits); Internship (1/2 credit)	15.5 credits
	Total	128 credits

Master of Business Administration (2 years, 45 credits)

Degree	General Core	Elective	Bible and Theology	Total Units	Exam / Project
MBA	30	6	9	45	Exit Exam

General Description and Program Objective

The Master of Business Administration is designed for professionals whose career and management responsibilities exceed a single functional specialty, and who require higher levels of knowledge and skills in the field to sharpen their competency spectrum. The emphasis is on providing students with an interdisciplinary, integrated, and applied approach where complex organizational knowledge and managerial skills are mastered. This objective of the program is meant to provide an executive-level of critical thinking and systematic thought, team building, decision making, and leadership.

The program includes ten (10) pre-determined core business courses and two (2) elective courses that every student can select from a list of courses offered by the School of Business Administration based upon their own interests and concentration focus in the varied areas of business administration. For purposes of these two elective courses, every student may opt for any combination of graduate-level elective courses offered by the School of Business Administration at America Evangelical University, choosing from anyone of three academic areas: International Business, Leadership, and Marketing.

The core business courses include (but are not limited to) studies in accounting, business ethics, business law, finance, human resource management, international business, organizational management, strategic management, and statistical analysis. Every course has an emphasis on ethical business behavior and conduct as well as responsible business practices in an increasingly pluralistic, global society. As with our other programs, there is a strong emphasis on Biblical values and Theological education. Courses in the Business major will be taught through the lenses of Christian principles.

Program Learning Outcomes

Upon completion of the Master of Business Administration program of study, the student will be able to demonstrate the following competencies:

1. Demonstrate the ability to analyze the evolving nature of corporations
2. Practice managerial leadership and organizational change
3. Determine and measure an organization's intellectual assets
4. Identify how product development merges with entrepreneurship
5. Foster new approaches to measuring the economic performance of organizations
6. Demonstrate the ability to manage and administer a business organization with a clear embodiment of ethics in his/her business practices
7. Integrate Biblical and Theological Perspectives in Business and Administration

Admissions Requirements

In order to secure admission into the MBA program at America Evangelical University, every applicant will have to meet the following minimum requirements:

1. Completion of Application Form for Admission.
2. Three letters of recommendation from faculty, counselors, school administrators, employers, or church leaders.
3. Possession of or candidacy for an accredited Bachelor's degree or its equivalent.
4. A statement of the applicant's Christian faith.
5. One recent photograph.
6. Official transcripts from all schools attended including high school.
7. Evaluation of personal interview with a team of faculty members.
8. A sense of calling from God for Christian ministry.
9. Regeneration experience and baptism with water.
10. Active and fruitful church participation.
11. Minimum grade of "C", or satisfactory, on the Korean Language Proficiency Test; minimum grade of "C", or satisfactory, on the Korean Language Composition Test; minimum grade of "C", or satisfactory, on the Bible Admissions Test.
12. Payment of \$50.00 application fee.

Method of Instruction

Classes incorporate lectures, instructional work in class, demonstrations, one-on-one tutorials, library research, and comprehensive examinations within each course. Except for internships and field trips, all instruction is conducted in a classroom setting.

Program Requirements

Length:	4 semesters
Core Courses in Business Administration:	30 Semester credits
Elective Courses in Business Administration:	6 Semester credits
Total Business Credit Requirements:	36 Semester credits
Bible and Theology Requirements:	9 Semester credits
Total Program Requirements:	45 Semester credits

Unit Transfer Policy

A maximum of six (6) semester credits may be transferred into the program from a nationally or regionally-accredited college or university. The acceptance of credit hours is at the discretion of America Evangelical University, depending upon the academic rigor of the prior course experience.

General Requirements

Students must complete 30 semester credits of pre-determined core business courses, as well as 6 semester credits of elective courses of their choice.

Master of Business Administration Curriculum

Semester	Courses	Credits
1st Semester	BUS 510 Fundamentals of MBA (3 credits); BUS 520 Organization and Society Management (3 credits); BUS 530 Managerial Accounting (3 credits); BT501 Intro to NT (3 credits)	12 credits
2nd Semester	BUS 535 Financial Management (3 credits); BUS 540 Economics of Management Decisions (3 credits); BUS 550 Operations & Information Systems Management (3 credits); BT502a Introduction to the Old Testament (3 credits)	12 credits
3rd Semester	BUS 560 Marketing Management and Innovation (3 credits); BUS 570 Global Business Management (3 credits); BUS 580 Strategic Management in a Global Marketplace (3 credits); ST505 Contemporary Theology (3 credits)	12 credits
4 th Semester	BUS 590 Ethical Decision Making (3 credits); Business Elective Course (3 credits); Business Elective Course (3 credits)	9 credits
	Total	45 credits

Course Descriptions: Business

Core Undergraduate Business Courses—Complete 21 courses (63 credits)

ACC 101 Principles of Accounting I (3 credits)

Introduces the basic concepts of the complete accounting cycle and provides the student with the necessary skills to maintain a set of books for a sole proprietorship. Topics include accounting vocabulary and concepts, the accounting cycle and accounting for a personal service business, the accounting cycle and accounting for a merchandising enterprise, and cash control. Laboratory work demonstrates theory presented in class.

ACC 102 Principles of Accounting II (3 credits)

This course covers a substantial portion of the U.S. accounting standards known as G.A.A.P. (generally accepted accounting principles). In particular, it entails a detailed study of the principal financial statements, accounting concepts, revenue and expense recognition, accounting for cash, receivables, and inventories.

BUS 299 Introduction to Business (3 units)

A study of the functional areas of business for understanding the integral role business plays in the economy and our lifestyles. Topics include the major elements in the business environment, forms of business ownership, competition in the domestic and international market, management of human and

financial resources, marketing, business technology and information management, accounting, and business and personal finance.

BUS 240 Business Law (3 credits)

A study of fundamental principles of law applicable to business transactions. The course relates to the areas of legal environment of business, contracts, and sales contracts.

BUS 250 Business Ethics (3 credits)

A study of ethics in business and work. The topics include: analyzing ethical issues and promoting ethical behavior in corporations and institutions; the social responsibilities of business; the role of business in a free market economy; ethics in the global economy; the role of the professions in contemporary American society. The principles espoused in this course are guided by, and rooted in, a Christian Biblical ethical system.

ECON 120 Principles of Microeconomics (3 credits)

This course deals with the price system, market structures, and consumer theory. Topics include supply and demand, price controls, public policy, the theory of the firm, cost and revenue concepts, forms of competition, elasticity, and efficient resource allocation, etc.

ECON 130 Principles of Macroeconomics (3 credits)

This course provides an examination of aggregate economic activity. It includes a study of aggregate supply and demand, the monetary and banking systems, aggregate economic accounting, inflation, unemployment, the business cycle, macroeconomic policy, and economic progress and stability, among other things.

FIN 120 Business Finance (3 credits)

This course deals with a survey of the basic principles and concepts used in the financial Topics include money and capital markets, financial management of working capital, capital budgeting and fixed asset management, cost of capital, and short-term and long-term financing by means of debt and equity capital. management of a business enterprise addressed from both theoretical and practical standpoint.

FIN 201 Corporate Finance (3 credits)

A study of how corporations raise and manage capital. Topics include modern financial principles, methods, policies, and institutions – corporate creation and organization.

HRMN 101 Human Resource Management (3 credits)

An overview of human resource management activities. Various functions of human resource management are explored: planning, staffing, training, compensation, benefits, motivation, employee development, , performance evaluation, discipline, health and safety issues, employer-employee relationships, and compliance with employment laws.

LEDR 311 Organizational Leadership (3 credits)

An exploration of leadership as a critical skill for the 21st century, when change occurs rapidly and consistently. The objective is to be able to use leadership theory and assessment tools to evaluate one's own leadership skills. Focus is on the leadership skills needed to develop committed and productive individuals and high-performing organizations (Prerequisite: BUS 1309 Management and Organization Theory)

MGMT 308 Principles of Management (3 credits)

This course is a survey of the five basic functions included in the practice of management. Management in organizations' theories, techniques, and concepts will be presented. The role of the manager in a technologically-oriented society will also be discussed.

MGMT 309 Management and Organization Theory (3 units)

This course distinguishes the fundamental practices of sound management functions to the understanding of effective leadership. Organizations need leadership and management understanding to function effectively in creating the learning organization. Students will analyze and create plans for strategic management and apply leadership concepts.

MGMT 410 International Management (3 credits)

A study of the accelerating internationalization of all business, this course introduces upper-division undergraduate students to all facets of international business within three broad subject areas: (1) the economic framework of international business, (2) the operating frameworks of multinational corporations, and (3) a framework for global strategic management. It uses case studies to illustrate concepts and methods.

MGMT 420 Foundations of Entrepreneurship (3 units)

A study of entrepreneurship with particular reference to creating and starting a new venture. Emphasis on historical development of entrepreneurship, risk taking and entrepreneurship, innovation and marketing the plan, financial plan, organizational plan, going public, and legal issues for the entrepreneur.

MGMT 430 Operations Management (3 credits)

This course is a survey of the fundamental concepts of production and operations management. The course covers the use of quantitative methods and statistical techniques for forecasting, resource allocation, decision theory, capacity planning, project management, inventory management, and quality assurance.

MGMT 450 Strategic Management (3 credits)

A study of strategic management that focuses on integrating management, marketing, finance/accounting, production/operations, services, research and development, and information systems functions to achieve organizational success. The aim is to apply integrative analysis, practical application, and critical thinking to the conceptual foundation gained through previous study and personal experience. Emphasis is on an organizational vision and mission, strategic plans, and outcomes.

MKTG 289 Marketing Fundamentals (3 credits)

A study of the functions of marketing in for profit service and product organization. The course will show how businesses and organizations use marketing techniques to create and promote image, develop product offerings, create branding, customer service and relations, consumer tracking, market research, vertical and horizontal integration, sales techniques, and sales management, and pricing strategies.

MNSC 301 Introduction to Quantitative Analysis (3 credits)

A survey of the fundamentals of management science. This course emphasizes the concepts and algorithmic techniques utilized in business and finance contexts in order to optimize the desired business outcomes.

OBHV 110 Introduction to Organizational Behavior (3 credits)

An introduction to the impact that individuals, groups, and structure have on behavior within organizations for the purpose of applying such knowledge toward improving an organizations effectiveness. The course will focus on work-related behavior with an emphasis on individual and group performance as it relates to organizational productivity and processes. A central theme will be the development of "people" skills to help all employees- staff, front-line supervision, and management- improve their effectiveness.

MGMT 250 Business Plan (3 credits)

The capstone course is designed to be the culminating work for the BA degree. It is an industry- sponsored, real-world project to prepare students to use the knowledge they gained during their academic studies and apply it in professional life. Through on-site work, each group of students will develop and provide a plan of action for the business they select. The plan must include: organizational culture, organizational structure, financial statements, marketing plans, operations objectives, marketing plans, advertising strategies, and human resource base, among other requirements, to plan a successful operation of a business. The projects will pertain to a business in any domain. In the process of completing the business plan, students will gain practical skills in group dynamics, public presentation skills, project management, and business behavior. A professional presentation of 15-20 minutes of the student's project is required.

Core MBA Courses (30 semester credits)

BUS 510 Fundamentals of MBA (3 credits)

An overview of fundamental management concepts across a broad spectrum of subject areas. Topics include the online environment and technologies used in the MBA program; academic requirements; research, writing, and analytical skills; plagiarism issues; and basic management concepts. Assignments focus on statistics and the theory of constraints. Exercises improve skills in the areas of research, writing, critical thinking, and teamwork.

BUS 520 Organization and Society Management (3 credits)

An exploration of the responsibilities and influence that 21st century managers have within their organizations and the global society. Essential concepts and theories that provide a foundation for the study of business administration and management – systems thinking, critical thinking, ethical decision-making and leadership, legal concepts, corporate social responsibility, and organizational theory and design – are examined.

BUS 530 Managerial Accounting (3 credits)

A study of accounting concepts & reporting techniques applied in a managerial decision-making context. Students will analyze accounting data from real-world case studies and present their analyses, conclusions, and recommendations. Managerial accounting models used by diverse enterprises in virtually all industrialized nations include cost accounting & the behavior of costs, budgeting, differential analysis, and responsibility accounting will be examined. Reporting techniques involving the use of current spreadsheets and graphics presentation technologies will also be presented.

BUS 535 Financial Management (3 credits)

This is a course on how to deploy the available capital resources of the organization in order to gain the maximum advantage possible. Students will review capital budgeting policies and procedures, formulation of growth and diversification policies, appraisal of income and risk, and establishment of decision-making guidelines.

BUS 540 Economics of Management Decisions (3 credits)

This is a seminar class applying the concepts of economic decision making to a wide variety of managerial situations, including financial statement analysis; asset valuation; budgeting; cost management; and performance evaluation of organizations, organizational credits, products, and managers. The student must apply critical thinking to make connections among concepts from the disciplines of microeconomics, finance, managerial accounting, and financial accounting.

BUS 550 Operations & Information Systems Management (3 credits)

A study of the major functions of business management. Topics include the dos and don'ts of managing a project, a survey of several world-class operations management techniques (such as Six Sigma), and the industry's best practices in operational efficiency and effectiveness. Also, the mission, goals, and importance of information systems management will be assessed using actual work organizations as learning models.

BUS 560 Marketing Management and Innovation (3 credits)

This is an exploration of the essentials of marketing management: setting marketing goals for an organization with consideration of internal resources and marketing opportunities, planning and executing activities to meet these goals, and measuring progress toward their achievement. Focus is on the concept of innovation in business, including the introduction of new market offerings and the use of new technologies, strategies, and tactics for achieving marketing objectives. An integrative approach combines discussions on theory of marketing management with industry analysis and practical implications.

BUS 570 Global Business Management (3 credits)

A global overview of various types of business organizations and environments that shape organizational decisions. Emphasis is on the regulatory structures, legal systems, governance models, as well as policy-making processes that define the internal and external functions of business at the confluence of local, state, national, and international affairs. Topics include critical thinking, international ethics, business sustainability, social responsibility, and the impact of economics and technology.

BUS 580 Strategic Management in a Global Marketplace (3 credits)

A study of strategy, value creation, and value capture in different business contexts. Focus is on developing frameworks and models for understanding the structural characteristics of industries and how companies can achieve sustainable competitive advantage, taking appropriate action in these different, but concurrent, business contexts. An explicitly integrative approach is adopted.

BUS 590 Ethical Decision Making (3 credits)

A study of the components that influence decision-making by leaders of business organizations - including the notions of cultural relativism, legal responsibilities, prescriptive and normative approaches, and universal principles of ethical behavior. The potential impacts of different decisions on the organization will be investigated and the transparency of the business organization's decision-making processes will be reviewed within a host of ethical frameworks and hypothetical situations.

Elective MBA Courses (6 semester credits)

Elective Courses in International Business

BUS 571 Culture and Change (3 credits)

An overview of different methods for assessment of cultural competency, and comparison of American cultural values with other national and ethnic cultural values. Simulations will be used to illustrate the influence of stakeholder values in community development projects. Discussions focus on appropriateness and compatibility of outside development models and approaches to traditional communities.

BUS 572 Intercultural Competence (3 credits)

An overview of the domains of communication and culture, specifically; the ways that culture influences our communication patterns; the development of both professional and personal relationships with people from different cultural backgrounds.

BUS 573 Comparative International Management (3 credits)

This course studies the impact of country-specific cultural, economic and legal factors on the theory and practice of managing multinational corporations. Case studies focusing on North American, Latin American, European and Asian settings are used to illustrate the feasibility of adapting and combining different national management styles in the operations of domestic and multinational corporations.

BUS 574 Culture and Socialization (3 credits)

An in-depth examination of the concepts of culture and socialization, this course analyzes the socialization process as the key means through which culture is reproduced. Through a critical engagement with competing theories of socialization, students undertake advanced research projects, oral presentations and written assignments. Topics include issues of ethnic identity and cultural diversity, socio-economic, gender and racial stratification, media representations, dress, language and religion and schooling and the reproduction of inequality. Issues are explored from a cross-cultural perspective.

Elective Courses in Leadership

BUS 521 Emerging Leadership Concepts and Strategies (3 credits)

This course examines the various core organizational issues in the theory and practice of leadership. The identification of different leadership theories and leadership styles in a collaborative, integrative organizational leadership context, as well as comparing and contrasting these theories with an authoritarian or collaborative leadership approach within the organizational context will be scrutinized.

BUS 522 Negotiations, Collective Bargaining, and Group Dynamics (3 credits)

This course addresses effective conflict resolution, collective bargaining, and negotiations strategies, and assesses methods for improving the organizational efficiency and effectiveness in the long-term. A special focus will be placed upon the creation of win-win solutions for real-life organizations. Conflict resolution will be approached as both a necessary and a challenging workplace phenomenon.

BUS 523 Advanced Personnel Management (3 credits)

An overview of how, why, when, and where to integrate and apply the theories of behavioral sciences with the human resource management principles in order to augment and improve both individual as well as organizational efficiency and effectiveness. Students will evaluate, analyze, and design the various relevant personnel management theories in different work environments.

BUS 524 Interpersonal Communication (3 credits)

A study of the formation and development of groups through effective and efficient leadership. Team communication styles and roles within work teams will be examined as well as different strategies that can foster creativity in work groups and the impact of technology on work teams and on communication styles. Students will experience ethical perspectives through group activities and observing leadership practices in small groups.

Elective Courses in Marketing

BUS 561 Legal and Ethical Issues in Business (3 credits)

An in-depth, exploratory study of human values and ethical conduct of American businesses. The focus will be on verbal debate and written exercises that would draw attention to business practices. This course will also consider the various ethical issues that are arising in the workplace and their impact on the global business environments.

BUS 562 Dynamics of Consumer Behavior (3 credits)

A study of the dynamics of human behavior and how it relates to the purchasing decision, this course provides a general view of the factors that influence the consumer's decision-making including, personality, social groups, culture, values structure, and learning.

BUS 563 Global Marketing (3 credits)

A study of the fundamentals of trade, finance, and investment in the international context, the course discusses the international monetary framework and foreign exchange in detail.

BUS 564 Channels of Distribution and Value Networks (3 credits)

A study of all phases of management skills in the field of physical distribution with emphasis on customer service and international distribution strategies. This course covers also distribution strategies for products and services with attention to direct distribution, indirect distribution, and direct marketing.

Bible and Theology Requirements (9 Semester credits)

BT501 Introduction to New Testament (3 credits)

The historical background of the New Testament including the formation, history, extent, and transmission of the canon. Includes a special introduction to each book.

BT502a Introduction to Old Testament (3 credits)

Text, canon and examination of the foundation and conclusions of modern historical-critical methods; special introduction of each Old Testament book.

ST505 Contemporary Theology (3 credits)

Against the backdrop of philosophical development from the Enlightenment, many figures in theology are studied.

School of Computer Science

Master of Science in Computer Science (MSCS)

Curriculum & Course Descriptions

(2 years program – 36 Semester credits)

General Description and Program Objective

The Master of Science in Computer Science (MSCS) program is designed for students with some experience in computer technology and programming who desire to advance their knowledge and skills in the area of the design, programming, and application of computing systems. The emphasis is on providing students with the basic analytic skills and strong aptitude for mathematics, programming and logical reasoning. The program is also designed to help students to understand fundamental and important current issues in computer science and computer engineering. As such, the program is meant to provide students with opportunity to be prepared for employment or to pursue advanced degrees.

The program includes six (6) pre-determined core computer science major courses and four (4) elective courses. Every student in majoring MS in Computer Science must take 6 major courses. The core computer science courses are as follows: programming languages, computer communications, software engineering, analysis of algorithms, advanced database systems and advanced computer networks. And every student can select any 4 courses from the list of elective courses based on their interest or concentration in an attempt to prepare their employment or to advance their research. The elective courses have the following four major categories: data science, computer networks, network security, and application programming. Elective courses are as follows: topics in data mining, information integration on the web, advanced big data analytics, theory and computational methods for optimization, topics in numerical analysis, topics in distributed processing systems, advanced topics in internet routing, network simulation and performance analysis, security and privacy in computer systems, 5G mobile communications, wireless internet security, introduction to cryptography, artificial intelligence: principles and techniques, mobile application programming, and embedded software programming.

However, students can choose any class in any combination depending on their purpose in employment or interest in research. Every course has an emphasis on the concepts and techniques related to computer science. Students who do not have computer major in the bachelor program will be required to take 9 units of prerequisite courses: computer programming, data structure and algorithms. There is a strong emphasis on biblical values and theological education. Courses in computer science major will be taught through the lenses of Christian principles.

Admissions Requirements

In order to secure admission into the Master of Science in Computer Science program at America Evangelical University, every applicant will have to meet the following minimum requirements:

1. Completion of Application Form for Admission.
2. At least two letters of recommendation from faculty, counselors, school administrators, employers, or church leaders.
3. Possession of or candidacy for an accredited Bachelor's degree or its equivalent.
4. A statement of the applicant's Christian faith.
5. One recent photograph.
6. Official transcripts from all schools including Bachelor Degree.
7. Evaluation of personal interview with a team of faculty members.
8. Payment of \$50.00 application fee.

9. English Proficiency Exam (TOEFL, IELTS, or AMERICA EVANGELICAL ESL Placement test, if English is not primary language; waived if graduated high school or completed secondary education in the U.S.

Method of Instruction

Classes incorporate lectures, instructional work in class, demonstrations, one-on-one tutorials, library research, and comprehensive examinations within each course. Except for internships and field trips, all instruction is conducted in a classroom setting.

Program Requirements

Length:	Approximately 4 semesters
Core Courses in Computer Science:	18 Semester credits
Elective Courses in Computer Information Systems:	12 Semester credits
Total Computer Information Systems Credit Requirements:	30 Semester credits
Bible and Theology Requirements:	6 Semester credits
Total Program Requirements:	36 Semester credits

Prerequisite Courses

Prerequisite courses are required for non-computer science undergraduate majors or those students with insufficient background in computer science. Students must choose three elective courses (3 semester courses):

Computer Programming, Data Structure, and Algorithms

Unit Transfer Policy

A maximum of six (6) semester credits may be transferred into the program from a nationally or regionally-accredited college or university. The acceptance of credit hours is at the discretion of America Evangelical University, depending upon the academic rigor of the prior course experience.

Program Learning Outcomes

Upon completion of the Master of Science in Computer Science program of study at America Evangelical University, the student will be able to demonstrate the following competencies:

1. Demonstrate the proficient knowledge on the theory of computation and advanced level concepts of programming languages and apply such knowledge and techniques to industrial projects.
2. Apply mathematical methodologies or scientific solutions in the literature, e.g., heuristic solutions, to solve computational tasks with respect to create and evaluate project
3. Manage software project with advanced knowledge regarding system analysis, documentation, and develop requirements, in order to design and implement computer applications system.
4. Perform the software engineering process to develop software that matches the large-scale service platform or system according to customer requirements.
5. Apply network techniques based on the knowledge of communication protocols including the latest mobile trends to solve the practical networking issues such as trouble-shooting, efficient server management, and security handling.
6. Integrate biblical and theological perspectives in the field where computer science plays a vital role.

Graduation Requirements

To receive the Master of Science in Computer Science from America Evangelical University, the

student must meet the following requirements:

- Complete the MSCS that includes major courses, elective course, and Christian studies.
- Complete all CS course requirements within 150% of the published length of the academic program.
- Attain a cumulative quality point average of 3.0 on a 4.0 scale in the major.
- Attain an overall cumulative quality point average of 3.0 on a 4.0 scale.
- Pass all exams required by each of the courses.

In addition to 6 units of Christian studies, students must complete 18 semester credits of pre-determined core computer information systems courses, as well as 12 semester credits of elective courses of their choice.

Master of Science in Computer Information Systems Program requirement chart

Num	Courses	Credits
Prerequisite:	Non-computer major students must take 3 classes: MSCS300 Computer Programming; MSCS310 Data Structure; MSCS 320 Algorithms	9 credits (if applicable)
1 st semester	MSCS 400 Programming Languages MSCS 410 Computer Communications *Choose One Bible or Theology Course	9 credits
2 nd semester	MSCS 420 Software Engineering MSCS 430 Analysis of Algorithms *Choose One Bible or Theology Course	9 credits
3 rd semester	MSCS 440 Advanced Database Systems MSCS 450 Advanced Computer Networks One (1) Elective Course	9 credits
4 th semester	Three (3) Additional Elective Classes from the Following: MSCS 500 Topics in Data Mining MSCS 510 Information Integration on the Web MSCS520 Advanced Big Data Analytics MSCS 530 Theory and Computational Methods for Optimization MSCS 540 Topics in Numerical Analysis MSCS 550 Topics in Distributed Processing Systems MSCS 560 Advanced Topics in Internet Routing MSCS 570 Network Simulation and Performance Analysis MSCS 580 Security and Privacy in Computer Systems MSCS 590 5G Mobile Communications MSCS 600 Wireless Internet Security MSCS 610 Introduction to Cryptography MSCS 620 Artificial Intelligence: Principles and Techniques MSCS 630 Mobile Application Programming MSCS 640 Embedded Software Programming	9 credits
	Total	36 credits

Course Descriptions

Prerequisite Courses for non-computer major students (3 courses/9 units)

MSCS 300 Computer Programming (3 units)

This course teaches fundamental concepts and terminology of computer programming. Students will develop skills in designing and writing simple computer programs. The course requires no programming background. This is a programming intensive course.

MSCS 310 Data Structure (3 units)

This course covers fundamental data structures and algorithms using the Java programming language. This course will sharpen students' programming skills, and expand their knowledge of basic data structures and algorithms. The course extends object-oriented programming techniques to cover Java's API and data structures, such as hash tables, linked lists, stacks, queues, and binary trees, and provides an introduction to the analysis of algorithms that operate on those structures.

MSCS 320 Algorithms (3 units)

This course introduces students to the analysis and design of computer algorithms. This course helps student analyzing the asymptotic performance of algorithms, demonstrating knowledge of major algorithms and data structures, applying important algorithmic design paradigms and methods of analysis, and synthesizing efficient algorithms in common engineering design situations.

Core/Major Courses in Computer Sciences **(6 courses/18 units)**

MSCS 400 Programming Languages (3 units)

This course discusses the design, use, and implementation of imperative, object-oriented, and functional programming languages. The course also deals with scoping, type systems, control structures, functions, modules, object orientation, exception handling, and concurrency. A study also includes but is not limited to a variety of languages such as C++, Java, Ada, Lisp, and ML, and concepts that are reinforced by programming exercises.

MSCS 410 Computer Communications (3 units)

The course is a study of computer communication protocols. The primary emphasis is on conceptual issues in the design and implementation of computer internetworks.

MSCS 420 Software Engineering (3 units)

This course focuses on large-scale software development. This course presents modern software engineering techniques and examines the software life cycle, including software specification, design, implementation, testing, and maintenance.

MSCS 430 Analysis of Algorithms (3 units)

This is a course of study on advanced level of design and analysis of algorithms. It discusses the topics such as approximation, randomized algorithms, probabilistic analysis, heuristics, on-line algorithms, competitive analysis, models of memory hierarchy, parallel algorithms, number-theoretic algorithms, cryptanalysis, computational geometry, computational biology, network algorithms, etc.

MSCS 440 Advanced Database Systems (3 units)

This course broadly introduces database systems, including the relational data model, query languages, database design, index and file structures, query processing and optimization, concurrency and recovery, transaction management and database design. Student acquires hands-on experience in working with database systems and in building web-accessible database applications.

MSCS 450 Advanced Computer Networks (3 units)

This course deals with issues of the design and implementation of techniques essential for engineering robust networks. A study includes but is not limited to networking principles, transmission control

protocol/internet protocol, naming and addressing (domain name system), data encoding/decoding techniques, link layer protocols, routing protocols, transport layer services, congestion control, quality of service, network services, programmable routers and overlay networks.

Elective Courses in Computer Science (12 units)

Students must choose four courses from the following Elective course listing:

MSCS 500 Topics in Data Mining (3 units)

This course is a study of algorithms and computational paradigms that allow computers to find patterns and regularities in databases, perform prediction and forecasting, and generally improve their performance through interaction with data.

MSCS 510 Information Integration on the Web (3 units)

This course will focus on foundations and techniques for information extraction, modeling and integration. Topics covered include semantic web (RDF, OWL, SPARQL), linked data and services, mash-ups, theory of data integration, schema mappings, record/entity linkage, data cleaning, source modeling, and information extraction. The class will be run as a lecture course with significant hands-on experience.

MSCS 520 Advanced Big Data Analytics (3 units)

This class aims to provide an overview of advanced machine learning, data mining and statistic techniques that arise in real data analytic applications. Selected topics include topic modeling, structure learning, time-series analysis, learning with less supervision, and massive-scale data analytics. One or more applications associated with each technique will also be discussed.

MSCS 530 Theory and Computational Methods for Optimization (3 units)

This course is an introduction to the basic theories of optimization starting from the characterization of optimal solutions for unconstrained and constrained optimization problems using tools of multiple variable calculus and linear algebra.

MSCS 540 Topics in Numerical Analysis (3 units)

This course is a study of topics such as elements of error analysis, real roots of an equation, polynomial approximation by finite difference and least square methods, interpolation, quadrature, numerical solution of ordinary differential equations, and numerical solutions of systems of linear equations. The student should expect to program a computer in addition to using a graphing calculator.

MSCS 550 Topics in Distributed Processing Systems (3 units)

This course introduces distributed-networked computer systems. Topics include: distributed control and consensus, notions of time in distributed systems, client/server communications protocols, middleware, distributed file systems and services, fault tolerance, replication and transparency, peer-to-peer systems, case studies of modern commercial systems and research efforts.

MSCS 560 Advanced Topics in Internet routing (3 units)

This course is a study of Internet routing with specific attention given to emerging trends. This course focuses on the concepts of traffic shaping, advanced exterior gateway routing protocols, label switching technologies, and quality of service.

MSCS 570 Network Simulation and Performance Analysis (3 units)

The course applies the concepts of available modeling techniques, including mathematical methods like Markov chains and Petri nets, and simulation methods. Models are usually too large to be handled by a computer system, and, due to model complexity, model development is very time consuming. Further,

the course will present the methods for complexity reduction, which considerably reduces development time. In addition, a strategy for developing a generator for automatic model derivation is also the part of this course.

MSCS 580 Security and Privacy in Computer Systems (3 units)

The course covers fundamental principles of building secure systems and techniques to protect data privacy. Topics include access control mechanisms, operating systems security, malicious code threats and software security, trusted computing, content protection, and database security. The course will also study existing technical approaches to protecting privacy, including Web anonymizers and anti-censorship tools, as well as policy and legal aspects of privacy.

MSCS 590 5G Mobile Communications (3 units)

This course discusses some of the key concepts that will shape the next generations of mobile and wireless communications systems, i.e. 5G mobile radios. It is a study of wireless communication and the latest trends in advanced transmission, reception, coding, and cellular concepts that will shape 5G communication systems (including advanced air-interface, MIMO system, cooperation, antenna design, backhauling, vehicular technology). This course provides state-of-the-art knowledge regarding concept validation and prototyping.

MSCS 600 Wireless Internet Security (3 units)

This course covers fundamental principles, architectures, and standards of modern wireless communication systems, as well as specific applications and uses of these systems. This course not only surveys the state of the art in wireless networks and security, but also reviews protocols, which are currently being deployed, as well as many which are still being developed.

MSCS 610 Introduction to Cryptography (3 units)

This course provides an introduction to cryptography, its mathematical foundations, and its relation to security. It covers classical cryptosystems, private-key cryptosystems, hashing and public-key cryptosystems. This course also provides an introduction to data integrity and authentication.

MSCS 620 Artificial Intelligence: Principles and Techniques (3 units)

This course is a study of the field of artificial intelligence that attempts to create computer programs reflecting the values of human intelligence. The course topics include state-space representations, tree and graph searches, predicate calculus and deduction, heuristics, learning and problem solving, natural language processing, expert systems, and programming languages for artificial intelligence.

MSCS 630 Mobile Application Programming (3 units)

This course provides students with a comprehensive understanding of the tasks related to the development of mobile applications. The topics include the design, interface building, resource management and code elaboration aspects of these applications. The concepts students that learn can be applicable to any mobile operating system but special attention will be given to the Android Platform.

MSCS 640 Embedded Software Programming (3 units)

This courses covers the topics that include but are not limited to development environments for embedded software, resource aware programming, hardware programming, developing multi-threaded software, inter-process communication with shared memory and message passing, programming using real time operating systems, fault detection and testing, and fault tolerance and fault recovery.

Bible and Theology Requirements (6 units)

Student must choose two courses from the following:

BS 500 Introduction to Old Testament (3 units)

Text, canon and examination of the foundation and conclusions of modern historical-critical methods; special introduction of each Old Testament book.

BS 501 Introduction to New Testament (3 units)

The historical background of the New Testament including the formation, history, extent, and transmission of the canon. Includes a special introduction to each New Testament book.

BT 501 Contemporary Theology or Systematic Theology (3 units)

Against the backdrop of philosophical development from the time of the Enlightenment, representative figures in theology are studied in order to grasp current hermeneutical methodologies and the development of biblical criticism.

Master of Science in Computer Information Systems (MSCIS)

Curriculum & Course Descriptions

(2 years program – 36 Semester credits)

General Description and Program Objective

The Master of Science in Computer Information Systems (MSCIS) program is designed for students with some experience in computer technology and planning who desire to advance their knowledge and skills in the area of the design, programming, and application of information technology systems. The emphasis is on providing students with the basic analytic skills and strong aptitude for security and IT project management. The program is also designed to help students to understand fundamental and important current issues in computer systems and information technologies. As such, the program is meant to provide students with opportunity to be prepared for employment or to pursue advanced degrees.

The program includes five (5) pre-determined core computer information systems major courses and five (5) elective courses. Every student in majoring MS in Computer Information Systems must take 5 major courses. The core computer information systems courses are as follows: Business Data Communication and Networks, Database Design and Implementation for Business, Information Systems Analysis and Design, IT Strategy and Management, and Information Structures with Java. And every student can select any 5 courses from the list of elective courses based on their interest or concentration in an attempt to prepare their employment or to advance their research. The elective courses have the following two major categories: Security and IT Project Management. Elective courses are as follows: Information Technology Project Management, Distributed Software Development and Management, Agile Software Development, IT Security Policies and Procedures, Enterprise Information Security, Database Security, Network Security, Digital Forensics and Investigations, Mobile Forensics, Web Application Development, Server-Side Web Development, and Rich Internet Application Development.

However, students can choose any class in any combination depending on their purpose in employment or interest in research. Every course has an emphasis on the concepts and techniques related to computer information systems. Students who do not have computer major in the bachelor program will be required to take 9 units of prerequisite courses: Computer Programming, Computer Data Structure, and Algorithms. There is a strong emphasis on biblical values and theological education. Courses in computer information systems major will be taught through the lenses of Christian principles.

Admissions Requirements

In order to secure admission into the Master of Science in Computer Information Systems program at America Evangelical University, every applicant will have to meet the following minimum requirements:

1. Completion of Application Form for Admission.
2. At least two letters of recommendation from faculty, counselors, school administrators, employers, or church leaders.
3. Possession of or candidacy for an accredited Bachelor's degree or its equivalent.
4. A statement of the applicant's Christian faith.
5. One recent photograph.
6. Official transcripts from all schools including Bachelor Degree.
7. Evaluation of personal interview with a team of faculty members.
8. Payment of \$50.00 application fee.

9. English Proficiency Exam (TOEFL, IELTS, or AMERICA EVANGELICAL ESL Placement test, if English is not primary language; waived if graduated high school or completed secondary education in the U.S.

Method of Instruction

Classes incorporate lectures, instructional work in class, demonstrations, one-on-one tutorials, library research, and comprehensive examinations within each course. Except for internships and field trips, all instruction is conducted in a classroom setting.

Program Requirements

Length:	Approximately 4 semesters
Core Courses in Computer Information Systems:	15 Semester credits
Elective Courses in Computer Information Systems:	15 Semester credits
Total Computer Information Systems Credit Requirements:	30 Semester credits
Bible and Theology Requirements:	6 Semester credits
Total Program Requirements:	36 Semester credits

Prerequisite Courses

Prerequisite courses are required for non-computer information systems undergraduate majors or those students with insufficient background in computer information systems. Students must choose three elective courses (3 semester courses):

Computer Programming, Computer Data Structure, and Principles of Management

Unit Transfer Policy

A maximum of six (6) semester credits may be transferred into the program from a nationally or regionally-accredited college or university. The acceptance of credit hours is at the discretion of America Evangelical University, depending upon the academic rigor of the prior course experience.

Program Learning Outcomes

Upon completion of the Master of Science in Computer Information Systems program of study at America Evangelical University, the student will be able to demonstrate the following competencies:

1. Advanced knowledge in the analysis and documentation of requirements for architecture, design, and implementation of computer information systems.
2. Proficiency in software and computing skills as they pertain to the design and implementation of database systems, security systems, systems analysis, and design.
3. Competence sufficient to identify current and emerging information technologies that may have strategic value for enterprise; assess where those technologies have value; and manage the implementation of those technologies in the enterprise.
4. Manage IT project advanced knowledge in the analysis and documentation of requirements for design and implementation of computer information systems.
5. Integrate biblical and theological perspectives in the field where computer information systems play a vital role.

Graduation Requirements

To receive the Master of Science in Computer Information Systems from America Evangelical University, the student must meet the following requirements:

-Complete the MSCIS that includes major courses, elective course, and Christian studies.

- Complete all CIS course requirements within 150% of the published length of the academic program.
- Attain a cumulative quality point average of 3.0 on a 4.0 scale in the major.
- Attain an overall cumulative quality point average of 3.0 on a 4.0 scale.
- Pass all exams required by each of the courses.

In addition to 6 units of Christian studies, students must complete 18 semester credits of pre-determined core computer information systems courses, as well as 12 semester credits of elective courses of their choice.

Master of Science in Computer Information Systems Program requirement chart

Num	Courses	Credits
Prerequisite:	Non-computer major students must take 3 classes: MSCIS 300 Computer Programming; MSCIS 310 Computer Data Structure; MSCIS 320 Algorithms	9 credits (if applicable)
1 st semester	MSCIS 400 IT Strategy and Management MSCIS 410 Information Structures with Java *Choose One Bible or Theology Course	9 credits
2 nd semester	MSCIS 420 Business Data Communication and Networks MSCIS 430 Database Design and Implementation for Business *Choose One Bible or Theology Course	9 credits
3 rd semester	MSCIS 440 Information Systems Analysis and Design Two (2) Elective Courses	9 credits
4 th semester	Three (3) Additional Elective Classes from the Following: MSCIS 500 Information Technology Project Management MSCIS 510 Distributed Software Development and Management MSCIS 520 Agile Software Development MSCIS 530 IT Security Policies and Procedures MSCIS 540 Enterprise Information Security MSCIS 550 Database Security MSCIS 560 Network Security MSCIS 570 Digital Forensics and Investigations MSCIS 580 Mobile Forensics MSCIS 590 Web Application Development MSCIS 600 Server-Side Web Development MSCIS 610 Rich Internet Application Development	9 credits
	Total	36 credits

Course Descriptions

Prerequisite Courses for non-computer major students (3 courses/9 units)

MSCIS 300 Computer Programming (3 units)

This course teaches fundamental concepts and terminology of computer programming. Students will develop skills in designing and writing simple computer programs. The course requires no programming background. This is a programming intensive course.

MSCIS 310 Computer Data Structure (3 units)

This course covers fundamental data structures and algorithms using the Java programming language. This course will sharpen students' programming skills, and expand their knowledge of basic data

structures and algorithms. The course extends object-oriented programming techniques to cover Java's API and data structures, such as hash tables, linked lists, stacks, queues, and binary trees, and provides an introduction to the analysis of algorithms that operate on those structures.

MSCIS 320 Algorithms (3 units)

This course introduces students to the analysis and design of computer algorithms. This course helps student analyzing the asymptotic performance of algorithms, demonstrating knowledge of major algorithms and data structures, applying important algorithmic design paradigms and methods of analysis, and synthesizing efficient algorithms in common engineering design situations.

Core/Major Courses in Computer Information Systems (5 courses/15 units)

MSCIS 400 IT Strategy and Management

This course describes and compares contemporary and emerging information technology and its management. Students learn how to identify information technologies of strategic value to their organizations and how to manage their implementation. The course highlights the application of I.T. to business needs.

MSCIS 410 Information Structures with Java

This course covers the concepts of object-oriented approach to software design and development using the Java programming language. It includes a detailed discussion of programming concepts starting with the fundamentals of data types, control structures methods, classes, applets, arrays and strings, and proceeding to advanced topics such as inheritance and polymorphism, interfaces, creating user interfaces, exceptions, and streams. Upon completion of this course the students will be able to apply software engineering criteria to design and implement Java applications that are secure, robust, and scalable.

MSCIS 420 Business Data Communication and Networks

This course presents the foundations of data communications and takes a bottom-up approach to computer networks. The course concludes with an overview of basic network security and management concepts.

MSCIS 430 Database Design and Implementation for Business

Students learn the latest relational and object-relational tools and techniques for persistent data and object modeling and management. Students gain extensive hands- on experience using Oracle or Microsoft SQL Server as they learn the Structured Query Language (SQL) and design and implement databases.

MSCIS 440 Information Systems Analysis and Design

Object-oriented methods of information systems analysis and design for organizations with data-processing needs. System feasibility; requirements analysis; database utilization; Unified Modeling Language; software system architecture, design, and implementation, management; project control; and systems-level testing.

Elective Courses in Computer Information Systems (15 units)

Students must choose five courses from the following Elective course listing:

MSCIS 500 Information Technology Project Management (3 units)

This course provides students with a comprehensive overview of the principles, processes, and practices of software project management. Students learn techniques for planning, organizing, scheduling, and

controlling software projects. There is substantial focus on software cost estimation and software risk management. Students will obtain practical project management skills and competencies related to the definition of a software project, establishment of project communications, managing project changes, and managing distributed software teams and projects.

MSCIS 510 Distributed Software Development and Management (3 units)

Many of today's software systems are developed by geographically distributed teams. The course examines software engineering in this context, from the project and program management perspective. The term project consists of in-process submissions that are thoroughly reviewed, including among peers, together with a working system prototype.

MSCIS 520 Agile Software Development (3 units)

This course provides students with a comprehensive overview of the principles, processes, and practices of agile software development. Students learn techniques for initiating, planning and executing on software development projects using agile methodologies. Students will obtain practical knowledge of agile development frameworks and be able to distinguish between agile and traditional project management methodologies. Students will learn how to apply agile tools and techniques in the software development lifecycle from project ideation to deployment, including establishing an agile team environment, roles and responsibilities, communication and reporting methods, and embracing change.

MSCIS 530 IT Security Policies and Procedures (3 units)

This course enables IT professional leaders to identify emerging security risks and implement highly secure networks to support organizational goals. Discussion of methodologies for identifying, quantifying, mitigating and controlling risks. Students implement a comprehensive IT risk management plans (RMP) that identify alternate sites for processing mission-critical applications, and techniques to recover infrastructure, systems, networks, data and user access. The course also discusses related topics such as: disaster recovery, handling information security; protection of property, personnel and facilities; protection of sensitive and classified information, privacy issues, and criminal terrorist and hostile activities.

MSCIS 540 Enterprise Information Security (3 units)

The course provides an in-depth presentation of security issues in computer systems, networks, and applications. Formal security models are presented and illustrated on operating system security aspects, more specifically memory protection, access control and authentication, file system security, backup and recovery management, intrusion and virus protection mechanisms. Application level security focuses on language level security and various security policies; conventional and public keys encryption, authentication, message digest and digital signatures. Internet and intranet topics include security in IP, routers, proxy servers, and firewalls, application- level gateways, Web servers, file and mail servers. Discussion of remote access issues, such as dial-up servers, modems, VPN gateways and clients.

MSCIS 550 Database Security (3 units)

The course provides a strong foundation in database security and auditing. This course utilizes Oracle scenarios and step-by-step examples. The following topics are covered: security, profiles, password policies, privileges and roles, Virtual Private Databases, and auditing. The course also covers advanced topics such as SQL injection, database management security issues such as securing the DBMS, enforcing access controls, and related issues.

MSCIS 560 Network Security (3 units)

This course will cover advanced network security issues and solutions. The main focus on the first part of the course will be on Security basics, i.e. security services, access controls, vulnerabilities, threats and

risk, network architectures and attacks. In the second part of the course, particular focus and emphasis will be given to network security capabilities and mechanisms (Access Control on wire-line and wireless networks), IPsec, Firewalls, Deep Packet Inspection and Transport security. The final portion of the course will address Network Application security (Email, Ad-hoc, XML/SAML and Services Oriented Architecture security). As part of our course review we will explore a number of Network Use Cases.

MSCIS 570 Digital Forensics and Investigations (3 units)

This course provides a comprehensive understanding of digital forensics and investigation tools and techniques. The students learn what computer forensics and investigation is as a profession and gain an understanding of the overall investigative process. Operating system architectures and disk structures are discussed. The students study how to set up an investigator's office and laboratory, as well as what computer forensic hardware and software tools are available. Other topics covered include importance of digital evidence controls and how to process crime and incident scenes, details of data acquisition, computer forensic analysis, e-mail investigations, image file recovery, investigative report writing, and expert witness requirements. The course provides a range of laboratory and hands-on assignments either in solo or in teams. With rapid growth of computer systems and digital data this area has grown in importance.

MSCIS 580 Mobile Forensics (3 units)

Overview of mobile forensics investigation techniques and tools. Topics include mobile forensics procedures and principles, related legal issues, mobile platform internals, bypassing passcode, rooting or jailbreaking process, logical and physical acquisition, data recovery and analysis, and reporting. Provides in-depth coverage of both iOS and Android platforms. Laboratory and hands-on exercises using current tools are provided and required.

MSCIS 590 Web Application Development (3 units)

This course focuses on building core competencies in web design and development. It begins with a complete immersion into HTML essentially XHTML and Dynamic HTML (DHTML). Students are exposed to Cascading Style Sheets (CSS), as well as Dynamic CSS. The fundamentals of JavaScript language including object-oriented JavaScript is covered comprehensively. AJAX with XML and JSON are covered, as they are the primary means to transfer data from client and server.

MSCIS 600 Server-Side Web Development (3 units)

The Server-Side Web Development course concentrates primarily on building web applications using PHP/MySQL and Node.js/MongoDB. The course is divided into various modules covering in depth the following topics: PHP, MySQL, Object oriented PHP, PHP MVC, Secure Web applications, Node.js and MongoDB. Along with the fundamentals underlying these technologies, several applications will be showcased as case studies. Students work with these technologies starting with simple applications and then examining real world complex applications. At the end of this course, students would have mastered the web application development on the server-side.

MSCIS 610 Rich Internet Application Development (3 units)

The Rich Internet Application (RIA) Development course concentrates primarily on building rich client web applications in the browser for desktop and mobile devices. The course is divided into various modules covering in depth the following technologies: HTML5, jQuery UI & Mobile, and AngularJS. Along with the fundamentals underlying these technologies, several applications will be showcased as case studies. Students work with these technologies starting with simple applications and then examining real world complex applications. At the end of this course, students would have mastered the latest and widely used RIA methodologies.

Bible and Theology Requirements (6 units)

Student must choose two courses from the following:

BS 500 Introduction to Old Testament (3 units)

Text, canon and examination of the foundation and conclusions of modern historical-critical methods; special introduction of each Old Testament book.

BS 501 Introduction to New Testament (3 units)

The historical background of the New Testament including the formation, history, extent, and transmission of the canon. Includes a special introduction to each New Testament book.

BT 501 Contemporary Theology or Systematic Theology (3 units)

Against the backdrop of philosophical development from the time of the Enlightenment, representative figures in theology are studied in order to grasp current hermeneutical methodologies and the development of biblical criticism.

Graduate School

Degree	Core	Major	Elective	Capstone	Total
Master of Divinity	33	33	30	Exam	96
MA in Intercultural Studies		30	6	Thesis (4)	40
MA in Counseling		30	6	Thesis (4)	40
Doctor of Ministry		36		Thesis (6)	42
Doctor of Counseling	9	24	9	Thesis (6)	48

Master of Divinity (3 years program – 96 units)

General Description and Program Objective

The Master of Divinity program is designed primarily for those who expect to enter the formal ministry. It requires 96 semester units, normally completed in three (3) years. As many as six semester units of graduate work may be transferred from another institution and as many as nine semester units may be met through qualifying prior experiential learning. The MDiv prepares students for Christian ministry as pastors, evangelists, missionaries, and lay leaders.

Program Learning Outcomes

1. Students will demonstrate an advanced understanding of the Bible from historical, literary, and theological perspectives.
2. Students will demonstrate an advance understanding of Christian theology from the perspective of Korean Evangelical tradition.
3. Students will regularly engage in spiritual practices and a biblical lifestyle.
4. Students will regularly engage in evangelism and ministry in diverse settings.
5. Students will demonstrate competence in pastoral leadership and tasks.
6. Students will demonstrate cultural awareness and cross-cultural competence.

Admissions Requirements

The criteria for entrance to the Master’s Degree in Divinity are:

1. Completion of Application Form for Admission.
2. Three letters of recommendation from faculty, counselors, school administrators, employers, or church leaders.
3. Possession of or candidacy for an accredited Bachelor’s degree or its equivalent.
4. A statement of the applicant’s Christian faith.
5. One recent photograph.
6. Official transcripts from all schools attended including high school.
7. Evaluation of personal interview with a team of faculty members.

8. A sense of calling from God for Christian ministry.
9. Regeneration experience and baptism with water.
10. Active and fruitful church participation.
11. Minimum grade of “C”, or satisfactory, on the Korean Language Proficiency Test (translation or diagnostic); minimum grade of “C”, or satisfactory, on the Korean Language Composition Test; minimum grade of “C”, or satisfactory, on the Bible Admissions Test.
12. Payment of \$100.00 application fee.

Method of Instruction

Classes incorporate lectures, instructional work in class, demonstrations, one-on-one tutorials, library research, and comprehensive examinations on the Bible. Except for internships and field trips, all instruction is conducted in a classroom setting.

Waiving Courses

As many as 20 units of the 96 unit program may be waived based on the following criteria:

(1) The student had an undergraduate major in Biblical Studies or Theology as indicated on his or her transcript; (2) only designated courses may be waived; (3) and the student had to have taken the comparable courses in the same theological major with the satisfactory grade of B (3.0) and above.

Graduation Requirements (96 units)

To graduate from the Master’s degree program of study, each student is required to have completed a minimum of 96 semester units beyond the Bachelor’s degree and pass two comprehensive exams. These can be a combination of transfer credit and course work with a Grade Point Average of 2.5 and above. At least 81 semester units must be completed at America Evangelical University. Students must pass a written *Comprehensive Graduation Exam*, correctly answering a minimum of seven out of ten questions (70%) selected out of thirty study questions which are prepared in advance in the fields of Biblical Theology, Systematic Theology, Historical Theology, Theology of Mission, and Practical Theology. The graduation comprehensive examination can be substituted by a *thesis*.

Exam Procedure

Upon completion of the residency requirement, the student will secure the request form to take the examination and the request shall be submitted 10 days prior to the date of the examination. The examination will be compiled by the departments involved and shall be taken at the regularly scheduled testing period. The student will be allowed to retake the examination only two times during the next scheduled testing periods. Students must also pass the *Comprehensive Bible Exam*, which tests the student on his/her knowledge of the Bible by written examination. To pass, the student must correctly answer a minimum of 100 out of 150 questions (75 from the Old Testament and 75 from the New Testament).

Exam Procedure

To satisfy the graduation requirements, the student will secure the request form to take the examination and the request shall be submitted 10 days prior to the date of the examination. The examination shall be taken at any regularly scheduled testing period. The student will be allowed to retake the examination as many times as the student wishes.

MDiv Curriculum

Biblical/Theological Studies – 39 Credits

- BT501 OT Survey
- BT502 NT Survey
- BT504 Old Testament Theology
- BT505 New Testament Theology
- BT503 Hermeneutics
- ST502 Systematic Theology(I)
- ST503 Systematic Theology(II)
- ST525 Dogmatics and Polity of KECA

Elective Courses

- BT506 OT Pentateuch
- BT509 OT Prophets
- BT527 OT Wisdom Literatures
- BT525 History and Religion of Israel
- BT531 Intertestamental History
- BT511 Gospels
- BT516 Acts
- BT524 Pauline Epistles
- BT522 General Epistles
- BT512 Johannine Theology
- ST511 Wesleyan Theology
- ST505 Contemporary Theology

General Studies-21 Credits

- GBL519 Biblical Greek
- GBL529 Biblical Hebrew
- ST506 Christian Ethics
- PT508 Christian Education
- CH501 Church History (I)-Early Church
- Church History (II)-Medieval to post-Reformation
- CH508 History of KECA

Practical Theology – 38 Credits

- PT501 Practical Theology
- MS519 Evangelism
- MS508 Theology of Church Planting and Growth
- PT509 Pastoral Counseling

- ___MS511 Theology of Missions
- ___PT502 Christian Leadership and Spirituality
- ___PT504 Homiletics
- ___PT410 Constitution and Ministry
- ___PT506 Worship and Music
- ___PT603 Pastoral Internship (2 Units)

Elective Courses

- ___PT501 Pastoral Ministry
- ___PT505 Church Administration
- ___ST504 Apologetics
- ___MS505 Culture & Anthropology
- ___PT524 Preaching Practicum
- ___CC502 Counseling Theory and Practice
- ___CC504 Marriage and Family Therapy

PT603 Pastoral Internship – 2 Credits

(4 Semesters for 0.5)

MDiv Requirement Chart

Num	Courses	Units
1st Semester	BT501 OT Survey (3 units); GLB529 Biblical Hebrew (3 units); ST506 Christian Ethics (3 units); PT501 Practical Theology (3 units); ST504 Apologetics (3units) ST502 Systematic Theology I (3units)	18 units
2nd Semester	BT502 NT Survey (3 units); GBL519 Biblical Greek (3 units); MS519 Evangelism (3 units); MS505 Culture and Anthropology (3 units); CC504 Marriage and Family Therapy (3 units); ST503 Systematic Theology II (3units)	18 units
3rd Semester	BT506 OT Pentateuch (3 units); BT511 Gospels (3 units); PT509 Pastoral Counseling (3 units); PT508 Christian Education (3 units); PT5243 Preaching Practicum (3 units)	15 units
4th Semester	BT509 OT Prophets (3 units); BT516 Acts (3 units); MS511 Theology of Mission (3 units); CH501 Church History I (3 units); PT501 Pastoral Ministry (3 units)	15 units
5th Semester	BT527 Wisdom Literature (3 units); BT524 Pauline Epistles (3 units); PT502 Christian Leadership and Spirituality (3units); PT506 Worship and Music (3 units) CH502 Church History II (3units)	15 units
6th Semester	BT503 Hermeneutics (3 units); BT512 Johannine Theology (3 units); PT504 Homiletics (3 units); CH508 History of KECA in Korean Context (3 units)	15 units
	Total	96 units

Master of Arts in Intercultural Studies (2 years, 40 units)

General Description and Program Objective

The Master of Arts in Intercultural Studies degree program is designed for persons preparing for Christian ministry in cross-cultural or multicultural environments. The Master's program requires a minimum of 40 semester, which may be completed in two academic years. As many as six semester units of graduate work may be transferred from another school. A foundation of Bible and theology courses is coupled with core courses in mission and intercultural studies along with a generous number of electives and a capstone project/thesis. The program is suitable for persons seeking academic preparation for service as missionaries, cross-cultural workers, teachers, and researchers. The program may serve also as a preparation for doctoral study in a related area.

Program Learning Outcomes

Students will have demonstrated

- a firm understanding of the mission of God and the ministries of the global church.
- a clear understanding of the gospel of Jesus Christ from an intercultural perspective.
- sensitivity to cultural and ethnic diversity for building relationships and for ministry.
- an advanced level of competence in communication and leadership in diverse intercultural settings.
- a personal and spiritual development with competence in theological reflection.
- commitment and capacities to pursue professional vocations that engage the mission of God globally.

Admission Requirements

The criteria for entrance to the Master of Arts in Intercultural Studies degree are:

1. Completion of Application Form for Admission.
2. Three letters of recommendation from faculty, counselors, school administrators, employers, or church leaders.
3. Possession of or candidacy for an accredited Bachelor's degree or its equivalent.
4. A statement of the applicant's Christian faith.
5. One recent photograph.
6. Official transcripts from all schools attended including high school.
7. Evaluation of personal interview with a team of faculty members.
8. A sense of calling from God for Christian ministry.
9. Regeneration experience and baptism with water.
10. Active and fruitful church participation
11. Minimum grade of "C", or satisfactory, on Korean Language Proficiency Test (translation or diagnostic); minimum grade of "C", or satisfactory, on Korean Language Composition Test; minimum grade of "C", or satisfactory, on Bible Admissions Test.
12. Payment of \$100.00 application fee.

Graduation Requirements

To graduate from the Master's degree program of study, each student is required to have completed a minimum of 40 semester units beyond the Bachelor's degree plus pass two comprehensive exams. The units can be a combination of transfer credit, and course work with a Grade Point Average of 2.5 and above. At least 30 units must be completed at America Evangelical University. Students must pass a written *Comprehensive Graduation Exam*, correctly answering a minimum of seven out of ten questions (70%) selected out of thirty study questions which are prepared in advance in the fields of Biblical Theology, Systematic Theology, Historical Theology, Theology of Mission, and Practical Theology. The graduation comprehensive examination can be substituted by a *thesis*.

Exam Procedure

Upon completion of the residency requirement, the student will secure the request form to take the examination and the request shall be submitted 10 days prior to the date of the examination. The examination will be compiled by the departments involved and shall be taken at the regularly scheduled testing period. The student will be allowed to retake the examination only two times, at the next scheduled testing periods. Students must also pass the *Comprehensive Bible Exam*, which tests the student on his/her knowledge of the Bible by written examination. To pass, the student must correctly answer a minimum of 100 out of 150 questions (75 from the Old Testament and 75 from the New Testament).

MAIS Curriculum

General Required Courses (30 units)

Elective Courses (6 units): Six units from elective courses are required. Thesis (4 units): Four units are given for the thesis required for the degree.

MAIS Requirements Chart

Semester	Courses	Units
1st Semester	MS502 Theory and Practice of Evangelism (3 units) MS503 History of World Mission (3) MS504 Theology of Mission (3) MS505 Cultural Anthropology (3)	12 units
2 nd Semester	MS509 World Religions (3) PT501 Practical Theology (3) PT503 Theology of Ministry (3)	9 units
3rd Semester	MS501 Advanced Studies in Missiology (3) BT501 Advanced Studies in New Testament (3) BT503 Advanced Studies in Old Testament (3)	9 units
4th Semester	Elective Courses (3-3), Thesis (4)	10 units
	Total	40 units

Master of Arts in Counseling (2 years, 40 units)

General Description and Program Objective

The Master of Arts in Counseling is a two-year program that provides course work for those who wish to be equipped with counseling competence needed to assist Christian individuals and families both in and out of the local church context.

- The degree program requires 40 semester credits which may be completed in two years of full-time study.
- As many as six semester credits of graduate work may be transferred from another institution.
- It is a non-licensure program, which is not designed to fulfill the California state requirements for licensure.
- The graduate program is designed to prepare students for practical counseling ministry and counseling related services in church and community.

Program Learning Outcomes

Upon completing this degree, students will be able to:

1. Integrate Bible and theology with the counseling knowledge.
2. Demonstrate personal and spiritual maturity as a care giving professional.
3. Demonstrate comprehensive knowledge of counseling theories in specific area(s).
4. Demonstrate practical skills for counseling and its related services.
5. Demonstrate cultural sensitivity, knowledge, and/or skills in counseling

Admission Requirements

The criteria for entrance to the Master of Christian Counseling degree are:

1. Completion of Application Form for Admission.
2. Three letters of recommendation from faculty, employers, or church leaders.
3. Possession of or candidacy for an accredited Bachelor's degree or its equivalent.
4. A statement of the applicant's Christian faith.
5. One recent photograph.
6. Official transcripts from all schools attended including high school.
7. Evaluation of personal interview with a team of faculty members.
8. A sense of calling from God for Christian ministry.
9. Regeneration experience and baptism with water.
10. Active and fruitful church participation
11. Minimum grade of "C", or satisfactory, on Korean Language Proficiency Test, Korean Language Composition Test and Bible Admissions Test.
12. Payment of \$100.00 application fee.

Method of Instruction

Classes incorporate lectures, instructional work in class, demonstrations, one-on-one tutorials, library research, and comprehensive examinations on the Bible. Except for internships and field trips, all instruction is conducted in a classroom setting.

Graduation Requirements

To graduate from the Master's degree program of study, each student is required to have completed a minimum of 40 semester units beyond the Bachelor's degree plus pass two comprehensive exams. The units can be a combination of transfer credit, and course work with a Grade Point Average of 2.5 and above. At least 30 units must be completed at America Evangelical University. Students must pass a written *Comprehensive Graduation Exam*, correctly answering a minimum of seven out of ten questions (70%) selected out of thirty study questions which are prepared in advance in the fields of Biblical Theology, Systematic Theology, Historical Theology, Theology of Mission, and Practical Theology. The graduation comprehensive examination can be substituted by a *thesis*.

Exam Procedure: Upon completion of the residency requirement, the student will secure the request form to take the examination and the request shall be submitted 10 days prior to the date of the examination. The examination will be compiled by the departments involved and shall be taken at the regularly scheduled testing period. The student will be allowed to retake the examination only two times, at the next scheduled testing periods. Students must also pass the *Comprehensive Bible Exam*, which tests the student on his/her knowledge of the Bible by written examination. To pass, the student must correctly answer a minimum of 100 out of 150 questions (75 from the Old Testament and 25 from the New Testament).

Master of Arts in Counseling Curriculum

Thesis, 4 Credit

Bible and Theology, 6 Credits

- ___ BT502 New Testament Survey (3)
- ___ ST502 Systematic Theology 1 (3)

Counseling Concentration, 24 Credits

- ___ CC 503 Marriage & Family Counseling
- ___ CC 504 Child & Adolescent Counseling
- ___ CC 505 Crisis Counseling
- ___ CC 506 Christian Counseling & Addiction
- ___ CC 507 Legal, Ethical & Moral Issues in Counseling Practice
- ___ CC 509 Counseling & Healing Ministry
- ___ CC 510 Cross-Cultural Counseling
- ___ CC 511 Biblical Counseling

Elective Courses, 6 Credits

MA in Counseling Requirements Chart

Semester	Courses	Units
1st Semester	BT502 New Testament Survey (3), ST502 Systematic Theology 1 (3), CC503 Marriage and Family Counseling (3), CC504 Child and Adolescent Counseling (3)	12 units
2 nd Semester	CC505 Crisis Counseling (3), CC506 Christian Counseling and Addiction (3), CC509 Counseling & Healing Ministry (3)	9 units
3rd Semester	CC507 Legal, Ethical & Moral Issues in Counseling Practice (3), CC510 Cross-Cultural Counseling (3), CC511 Biblical Counseling (3)	9 units
4th Semester	Elective Courses (3-3), Thesis (4)	10 units
	Total	40 units

Doctor of Ministry (3 years, 42 units)

General Description and Program Objective

The Doctor of Ministry degree is intended for ordained Christian leaders who hold the MDiv or its educational equivalent and who have engaged in substantial ministerial leadership. The purpose of the degree program is to provide ordained pastors an opportunity for spiritual renewal, professional and leadership development, and focused theological reflection on a specific area of ministry. Our Doctor of Ministry program is designed to advance the general practice of ministry in its many forms.

Program Learning Outcomes

Graduates of this program will:

1. Foster a vision of ministry rooted in the Bible and in the Evangelical tradition.
2. Enhance their skills as pastors and communicators of the gospel.
3. Enhance their capacity to conduct research for new or evolving ministries.
4. Deepen both their personal faith and their commitment to pastoral leadership.

Admission requirements

- A completed and signed application form
- Three recommendation letters: two academic, one pastoral
- An essay (personal and ministry background with vision statement)
- Transcripts and copy of diplomas
- College-level transcripts which indicate degree granted and copy of diploma (or equivalent)

- Masters-level transcripts which indicate degree granted and copy of diploma (or equivalent)
 - An overall GPA of 3.0 in graduate study. (Provisional admission status can be granted to an applicant whose GPA is 3.0). A student with a GPA below 3.0 may petition for conditional acceptance.
 - Non-refundable application fee
 - For further details regarding admission requirements including any additional requirements, see the section on admissions criteria.

DMin Curriculum

DMin graduation requirements are 42 units in that 36 units are taken from core/major requirement and 6 units are for DMin project. The total requirement units are 42 units.

Num	Courses	Units
1st Semester	DMGM701 Fourfold Gospel Theology and Spirituality (3units) DMGM702 Biblical Foundations for Ministry and Mission (3) DMGM703 Lifelong Leadership Development (3 units)	9 units
2nd Semester	DMGM704 Biblical Foundations for Small Groups and Discipleship Training (3) DMGM705 Engaging Culture in Mission and Ministry (3) DMGM706 Developing Missional Church (3) or DMCC722 Counseling for Marriage and Family (3)	9 units
3rd Semester	DMGM707 Church Planting and Church Growth (3) DMGM708 Dynamics of Christian Mission (3) DMGM709 Contemporary Worship (3) or DMCC723 Christian Counseling for the Addicted (3 units)	9 units
4th Semester	DMGM710 Spiritual Warfare and Inner Healing (3 units) DMGM711 World Religions (3 units) DMCC 726 Healing in Preaching and Worship DMCC721 Healing Ministry (3)	9 units
5 th , 6th Semester	DMin Project (6 units)	6 units
Total		42

Doctor of Counseling (3 years, 48 units)

Program Description

The Doctor of Counseling is designed to build the counseling knowledge and skills needed for those who desire to bring healing and hope to the hurting people as counselors in churches or faith-based organizations. This program prepares students for an advanced level of pastoral counseling, hospital chaplaincy, crisis pregnancy centers, family case management, or other counseling positions which do not require professional licensure.

Program Learning Outcomes

At the end of the program, students are able to:

- Demonstrate biblical and psychological counseling competency dealing with the emotional, social, and spiritual needs within the Christian community.
- Articulate a philosophy of counseling ministry based upon the integration of biblical, empirical, historical and social science research
- Apply the most widely practiced counseling methods and principles
- Exercise attentiveness to their personal spiritual formation and demonstrate critical and analytical knowledge of biblical and theological foundations for counseling.

Graduation Requirements (3 years, 48 units)

- Bible and Theology: 9 units (6 units directly from Bible/Theology and 3 units as interdisciplinary course from Major)
- Counseling: 24 units
- Electives: 9 units
- Thesis: 6 units
- Residency requirement: 30 units at America Evangelical University (including thesis); 18 units, transferable.

Admission Requirements

Applicants must meet the following minimum requirements to be considered for admission to the Doctor of Counseling degree program:

1. Achieved at least a cumulative grade point average of 3.25 (4.00 scale) in graduate work.
2. Earned one of the following degrees: a) Master of Divinity degree or its equivalent from a fully accredited university or seminary; OR b) Master of Arts in Christian Counseling or its equivalent from an accredited graduate school. Students equipped with this background complete a 54 unit degree program (48 plus thesis).
3. Applicants whose first language is not English may submit a TOEFL with a 575 minimum score (paper-based) or 233 (computer-based) and a TSE with a 50 minimum score in place of the Graduate Record Examination or complete ESL program at AEU.

Application Procedures

The following documents must be submitted to the Office of Admission by January 15 for Spring Semester or August 15 for Fall Semester:

1. A completed Application for Admission form
2. Application fee of \$100 (non-refundable)
3. Application essay—a personal statement (3-5 pages) addressing plans for DC study (see queries on application)

4. Official transcripts from every college, university or seminary attended beyond high school to be sent directly to America Evangelical University. 5. 2 recommendations sent directly to America Evangelical University.
5. Academic papers, records or other samples of scholarly work may be included. A personal interview may be arranged and is strongly recommended.

General Requirements

- Unit Requirements: The DC requires 48 units of course work, plus 6 units of a dissertation.
- A maximum of 18 units may be transferred from previous graduate course work in the concentration or 12 units of biblical or theological courses.
- All DCC students must take required courses for DC area.

Examinations, Candidacy, and Dissertation

Doctor of Counseling Qualifying Examinations

Upon successful completion of 48 units of course works, students are allowed to schedule qualifying exams.

Doctor of Counseling Advancement to Candidacy

In order to advance to candidacy there are several things that must happen. Students must form, in consultation with an advisor, a thesis committee consisting of three members of the America Evangelical University graduate faculty. Whether before or after forming the thesis committee, students must pass their qualifying exams to advance to candidacy. Students must have completed a thesis proposal that has been approved by the thesis committee and must submit a 350-word summary of the proposal to the administration office. Students must also notify the administrator who will obtain faculty signatures on the advancement to candidacy form, which must then be submitted to and signed by the Dean. Advancement to candidacy must take place at least six months prior to the date scheduled for the dissertation defense.

Doctor of Counseling Dissertation & Oral Examination

The final oral committee will consist of at least three members. The chair of the committee must be a member of the America Evangelical University Faculty. With the approval of the chair and the dean, the other two members of the committee are chosen from among the faculty of America Evangelical University.

Draft of the Dissertation & Scheduling the Oral Exam: The student must submit a preliminary draft of the entire dissertation to each member of the student's dissertation committee by the beginning of the semester in which the student hopes to graduate, in order to allow for revisions before as well as after the final oral exam. A draft for the final oral must be submitted to the entire committee at least six weeks before the planned date of the oral examination/defense in order to allow faculty time to determine whether the defense may be scheduled. The defense will be scheduled only when committee members agree that the dissertation is free of any major problems and indicate that agreement as well as their commitment to attend the oral defense by signing the approval for final

defense form.

Doctor of Counseling Curriculum

Bible and Theology Requirements (9 units)

3 units may be taken from Major/Elective as interdisciplinary course (CC691/CC661) BT504 Old Testament Theology (3 units)
BT505 New Testament Theology (3 units) BT527
(OT) Wisdom Literature (3 units) ST505
Contemporary Theology (3 units)

Counseling Requirements (24 units)

CC609 Research Design (3 units)
CC612 Object Relations Theory and Christian Counseling (3 units) CC641
Family Therapy and Christian Counseling (3 units)
CC660 Introduction to Clinical Practice (3 units)
CC669 Advanced Clinical Practice (3 units) CC685
Cognitive Behavioral Therapy (3 units)
CC691 Theological Foundations, Spiritual Formation, and Christian Counseling (3 units) CC695
Psychological and Spiritual Assessment (3 units)

Counseling Electives (9 units or 12 units if taking interdisciplinary course)

9 units or 12 may be taken from any of the following courses listed:

CC621 Child and Adolescent Therapy (3 units)
CC625 Gerontology and Christian Counseling (3 units) CC630
Christian Counseling and Human Sexuality (3 units) CC642
Marital Theory and Counseling (3 units)
CC661 *Legal, Ethical, and Moral Issues in Christian Counseling Practice* (3 units)
CC671 Christian Counseling and Personality Disorders (3 units) CC672
Christian Counseling and Addictions (3 units)
CC681 Communication Skills in Christian Counseling and Care (3 units) CC692
Using Spiritual Resources in Christian Counseling and Care (3 units)

Course Descriptions: Theology

Level 500-600 for Master's degree courses

Level 700 and above for Doctor's degree courses

Biblical Language (BL)

BL501 Greek I (3 units)

A study of the exegetically significant categories of Greek grammar and the resources available for understanding these categories; attention is given to significant New Testament texts involving grammatical questions and to the place of grammar in exegesis.

BL502 Greek II (3 units)

The further study of the exegetically significant categories of Greek grammar and the resources available for understanding these categories; attention is given to significant New Testament texts involving grammatical questions and to the place of grammar in exegesis.

BL503 Greek Text Reading (3 units)

Selected reading from New Testament narrative passages designed to enable students to read extended passages with facility and understanding.

BL504 Contemporary Greek (3 units)

This course is designed for students who want to learn contemporary Greek.

BL505 Hebrew I (3 units)

The study of Hebrew grammar and resources as a foundation for the study and exegesis of the Old Testament.

BL506 Hebrew II (3 units)

This course is designed to provide advanced study of the Hebrew language and an improved ability to use exegetical resources.

BL507 Hebrew Text Reading (3 units)

Selected reading from Old Testament narrative passages and poetry designed to enable students to read extended passages with facility and understanding.

BL509 English for Theology (3 units)

Designed to orient students who are not native speakers of English to the terms and concepts encountered in the various Biblical and theological disciplines.

BL510 German for Theology (3 units)

Emphasizes the use of the language as a working tool in preparation for advanced research studies.

BL511 Latin for Theology (3 units)

Emphasizes the use of the language as a working tool in preparation for advanced research studies.

BL512 Korean for Theology (3 units)

Designed to orient students who are not native speakers of Korean to the terms and concepts encountered in the various biblical and theological disciplines.

BL601 New Testament Greek Exegesis (3 units)

Advanced study of Greek utilizing sound principles and tools toward the careful and meaningful study of selected Greek New Testament texts.

BL602 Old Testament Hebrew Exegesis (3 units)

Advanced study of Hebrew utilizing sound principles and tools toward the careful and meaningful study of selected Hebrew New Testament texts.

Biblical Theology (BT)

BT501 Introduction to New Testament (3 units)

The historical background of the New Testament including the formation, history, extent, and transmission of the canon. Includes a special introduction to each New Testament book.

BT502a Introduction to Old Testament (3 units)

Text, canon and examination of the foundation and conclusions of modern historical-critical methods; special introduction of each Old Testament book.

BT503 Hermeneutics (3 units)

A study of principles for sound interpretation and application of the Bible, including analysis of

presuppositions, general rules and specialized principles for the various Biblical genre and phenomena.

BT504 Old Testament Theology (3 units)

A theological approach of the Old Testament which includes key themes from the text and ideas of influential theologians in the field. An in-depth study limited to a group of writers, theme, or a selection of literature from a particular period of Israel's history may form a portion of the course.

BT505 New Testament Theology (3 units)

A theological approach to the New Testament which includes key themes from the text and key ideas from influential theologians in the field. An in-depth study limited to a group of writers, themes, or a selection of literature in the New Testament may form a portion of the course.

BT506 Pentateuch (3 units)

This foundational course in the Bible explores the origin of key biblical themes such as creation and fall, judgment and grace, Israel and the nations, the exodus and wanderings, the law and covenants.

BT507 Historical Books (3 units)

A survey of Israel's history from conquest to exile as portrayed in historical books of the Old Testament.

BT508 Psalms and Songs (3 units)

An exegetical and systematic study of psalms and songs in the Old Testament, with some devotional reading practice.

BT509 Major Prophets (3 units)

The content and literary qualities of the major prophets including Isaiah, Jeremiah, Ezekiel and Daniel in light of their historical background and their developing theological content.

BT510 Isaiah (3 units)

Exegetical study of selected passages with attention to the various kinds of forms and theological themes of the passages as well as an exploration of the life and role of the prophet.

BT511 Four Gospels (3 units)

A study of the message of Jesus, His person and work, and a comparative presentation of the distinctive outlook of the synoptic sources and the evangelists themselves.

BT512 Gospel of John (3 units)

A study of the Gospel of John, its historical setting, narrative progression, theological themes, and unique use of signs and symbols.

BT513 Gospel of Matthew (3 units)

Exegesis of selected portions of the Greek text with special attention to Matthew's theology as determined by redaction-critical analysis.

BT514 Gospel of Mark (3 units)

Exegesis of selected portions of the Greek text with special attention to Mark's theology as determined by redaction-critical analysis.

BT515 Gospel of Luke (3 units)

Exegesis of selected portions of the Greek text with special attention to Luke's theology as determined by redaction-critical analysis.

BT516 Acts (3 units)

A study of the emergence of the early Christian church as recounted in the Acts of the Apostles. Attention is given to the historical context of the work, the literary techniques of the author, and the abiding theological lessons for Christian faith and practice today.

BT517 Romans & Galatians (3 units)

An analytical, exegetical, and expositional study of the biblical text organized around the doctrines of sin, justification, sanctification, law, and grace with applications for the believer in terms of obligation to God, to authorities and to fellow human beings.

BT518 Corinthians I & II (3 units)

An intensive exegesis of the two letters of Paul to the Corinthians in light of their backgrounds and purposes.

BT519 Prison Epistles (3 units)

Paul's theologizing of his own context and the contexts of his audience are the primary agendas of these four epistles.

BT520 Pastoral Epistles (3 units)

A careful exegetical study of 1 and 2 Timothy and Titus. Special attention is given to the placing of these letters in the history of the early church.

BT521 Hebrews (3 units)

Interpretation of this creative book against the background of first century Jewish literature and institutions. Spiritual values for growth and sermon preparation.

BT522 General Epistles (3 units)

A careful exegetical study of the general epistles. Special attention is given to the placing of these letters in the history of the early church.

BT523 Revelation (3 units)

The study of apocalyptic as a genre of literature in the New Testament with a focus on the book of Revelation; The original setting, meaning and purpose of the book of Revelation and its imagery in relation to the Old Testament, inter-testamental literature and other Jewish writings of antiquity; perspectives in prophetic interpretation along with potential ways in which Revelation may be sensibly preached and taught in the church.

BT524 Pauline Theology (3 units)

An examination of Paul's theological and missiological themes with special emphasis on Christology, salvation, ethics, discipleship, evangelism, eschatology and leading exegetical issues.

BT525 History and Religion of Israel(3 units) A study of the history and religion of Israel.

BT526 Minor Prophets (3 units)

A study of the historical backgrounds and themes of the twelve minor prophets, their lifestyles, theological themes, and words from the Lord in particular contexts.

BT527 Wisdom Literature (3 units)

A systematic study of the biblical wisdom literature in the Book of Job, the Proverbs, and the Ecclesiastes, together with the impact of wisdom literature on the New Testament.

BT528 Life and Teaching of Jesus (3 units)

A study of the life, ministry and teachings of Jesus Christ. Special attention will be given to the content of the synoptic gospel as well as the social, political, and religious conditions of the time.

BT529 Parables of Jesus (3 units)

A study of selected parables, focusing on their meaning within the context of Jesus' ministry. Special attention is given to the history of interpretation and appropriate methodology in interpreting and applying parables.

BT530 Sermon on the Mountain (3 units)

An inductive study of Matthew 5-7. The goals are to grasp the intended meaning of the author and to draw out principles applicable for contemporary life.

BT601 Studies in Old Testament Background (3 units)

An in-depth probe into the Old Testament background including culture, history, epochs, archaeology, geography, language and literature, all in relation to selected Old Testament texts.

BT602 Studies in New Testament Background (3 units)

An in-depth study of the New Testament background including culture, history, archaeology, geography, language and literature, all in relation to selected New Testament texts.

BT603 Biblical Archaeology (3 units)

An introduction to the contributions of archaeology in our understanding of the political, cultural and religious history of ancient Israel.

BT604 Geography of the Holy Land(3 units)

A study tour exploring ancient biblical settings. It includes lectures, field studies and visits to archaeological sites which pertain to the history of the Scriptures.

BT605 New Testament Criticism (3 units)

A study of historical, sociological, and literary criticism necessary in the task of New Testament exegesis.

BT606 Textual Criticism of New Testament (3 units)

A coverage of the methods and assumptions in New Testament textual criticism with attention to selected problems.

BT607 Kingdom Theology (3 units)

A study focusing on the meaning of the Kingdom of God in Judaism and on Jesus' teaching about the Kingdom as found in the Gospel.

BT608 Theology of Inspiration (3 units)

A study of the Holy Spirit in the Old and New Testaments with a focus on the inspiration of prophets, poets, kings, and common people.

BT609 Seminar in Old Testament (3 units)

Special course work for those who wish to study a particular area of the Old Testament.

BT610 Seminar in New Testament (3 units)

Special course work for those who wish to study a particular area of the New Testament.

BT611 Canon in Old Testament (3 units)

A study of the Old Testament canon with special focus on particular books in the Old Testament.

BT612 Canon in New Testament (3 units)

A study of the New Testament canon with special focus on particular books in the New Testament.

BT613 Research (3 units)

This course allows students to pursue their own independent research on topics related to their courses.

BT614 Directive Research (3 units)

Supervised research in selected areas of biblical studies.

BT615 Thesis (3 units)

Guidance provided for those writing theses in biblical studies.

Systematic Theology (ST)

ST501 Introduction to Christian Theology (3 units)

The nature of doctrinal theology; the needs of Christian faith and life that prompt theological reflection and formulation; theology in the service of the church and its mission today; the authority of Scripture; the meaning of revelation; the centrality of Jesus Christ as reflected in the basic Christian affirmations.

ST502 Systematic Theology I (3 units)

Theology, anthropology and Christology. This introductory systematic theology course includes the basic doctrines of God and Trinity, revelation and Scriptures, creation and providence, the fall and sin.

ST503 Systematic Theology II (3 units)

Soteriology, ecclesiology and eschatology. Includes the doctrine of divine election and divine calling, regeneration, repentance, faith, justification, adoption, and sanctification.

ST504 Christian Apologetics (3 units)

Topics include apologetic method, faith and reason, miracle and natural law, theistic proofs, the problem of evil, creation and evolution. Course emphasis may be adopted to interest of the class.

ST505 Contemporary Theology (3 units)

Against the backdrop of philosophical development from the time of the Enlightenment, representative figures in theology are studied in order to grasp current hermeneutical methodologies and the development of biblical criticism.

ST506 Christian Ethics (3 units)

A study of contemporary issues in relation to moral policies and conduct.

ST507 Christianity & Korean Culture (3 units)

A study of the life and work of the great Protestant reformers in the context of the theological, political, and social challenges. This course integrates the influence of Protestantism on Korean culture.

ST508 Philosophy of Religion (3 units)

A study of the relationship between philosophy and the Christian faith.

ST509 Theology of Augustine (3 units)

A study of the life and work of the great theologian of the early church. Attention is focused on Augustine's historical context, including the philosophical and religious factors which shaped his early response to Christianity and which colored his mature work.

ST510 Theology of Thomas Aquinas (3 units)

A study of the life and work of Thomas Aquinas in the context of the theological challenges of his era.

ST511 Theology of John Wesley (3 units)

A study of the eighteenth century evangelical revival in Britain and of the emergence of Wesleyanism through the use of the primary sources such as diaries, letters, sermons and treatises.

ST512 Theology of John Calvin (3 units)

A study of the life and work of one of the great theologians of the reformed era. Emphasis will be given to the reading and discussion of Calvin's writings.

ST513 Theology of Armenius (3 units)

A study of the life and work of Armenius in the context of specific theological challenges.

ST514 Theology of Luther (3 units)

A study of the life and work of one of the greatest theologians of the reformed era. Emphasis will be given to the reading and discussion of Luther's writings.

ST515 Evangelical Theology (3 units)

A study of the theology arising from evangelicalism, including its approach to the Bible, the world, and evangelism.

ST516 Pentecostal Theology (3 units)

A study of Pentecostalism and the charismatic movement. Survey and analysis of the theological, social and historical factors of Pentecostalism.

ST517 Theology of Neo-Orthodoxy (3 units) A study of the theology of neo-orthodoxy.

ST518 Liberation and Minjung Theology (3 units)

An introduction to the theological reflections of Latin Americans and Koreans engaged in the struggle for liberation with attention paid to the social and religious context that has shaped such theological discourse.

ST519 The Social Gospel (3 units)

An examination of the social gospel movement in American Protestantism, with a focus on the theology of selected theologians.

ST520 Creeds (3 units)

Designed to enable students to enter into the theological ethos of the Presbyterian tradition.

ST521 Asian Theology (3 units)

A survey of major themes in Asian Theology.

ST522 Theological Heresy (3 units)

The history, teaching, and practices of cults. Cults may include Mormonism, Christian Science, the Unification Church, Jehovah's Witnesses, and others.

ST523 American Theology (3 units)

A survey of major themes in American Theology.

ST524 Religious Sociology (3 units)

A study of the relationship between sociology and religion.

ST601 Research (3 units)

This course allows students to pursue independent research pertinent in the areas of systematic theology.

ST602 Seminar (3 units)

Special course work for those who wish to study a particular area of systematic theology.

ST603 Directive Research (3 units)

Supervised research in selected areas of systematic theology.

ST604 Thesis (3 units)

Guidance provided for students writing theses in an area of systematic theology.

Historical Theology (CH)

CH501 History of Christianity (3 units)

A survey of the history of the church ranging from its New Testament foundations to the apostolic age, middle ages, reformation era, and on into contemporary events of significance.

CH502 History of Christian Doctrines (3 units)

An introduction to the development of Christian doctrines.

CH503 History of Christian Thought (3 units)

An exploration of the historical context and development of Christian thought with a focus on the development of church practice and doctrine.

CH504 History of American Church (3 units)

A survey of the American church from Puritanism to the present, outlining significant issues affecting the history of the American church.

CH505 History of Korean Church (3 units)

A survey of the Korean church from its origin to the present, outlining significant issues affecting the history of the Korean church.

CH506 Great Leaders in Church History (3 units)

Extensive readings of great church leader biographies representing different historical periods and various fields of activity.

CH507 History of the Reformation (3 units)

A study of the continental reformation of the sixteenth century in its magisterial, radical and catholic expressions.

CH508 History of the Korea Evangelical Holiness Church and Its Constitution

This course is designed to study the history of the Korea Evangelical Holiness Church (KEHC) denomination and its Constitution including the history of the KEHC in America.

CH601 Seminar (3 units)

Special course work for those who wish to study a particular area of church history.

CH602 Research (3 units)

This course allows students to conduct independent research on a topic related to church history.

CH603 Directive Research (3 units)

Supervised research in selected areas of church history.

CH604 Thesis (3 units)

The course provides guidance for students writing theses on church history.

Missiology (MS)

MS501 Introduction to Missiology (3 units)

This course covers introduction to mission history, biblical foundations of mission, religious dialogue, local theologies of mission, the communication of the Gospel in context, the motives, goals and methods of mission.

MS502 Theory and Practice of Evangelism (3 units)

This course is designed to understand theory and practice of evangelism for the communication of the Christian faith in personal and congregational spheres.

MS503 History of World Mission(3 units)

The background, development and spread of Christianity through world missions; geographical thrusts, growth dynamics and church structures.

MS504 Biblical Foundation of Mission(3 units)

A comprehensive study of theological concepts which have shaped the Christian missionary movement from its inception.

MS505 Cultural Anthropology (3 units)

Christian approach to the basic concepts of anthropology, with illustrations and applications developed from American culture, non-Western cultures and the cultures of the Bible.

MS506 Church Growth (3 units)

The historical development of the church growth movement as well as basic principles and procedures of church growth.

MS507 History of Israel(3 units) A study of the history of Israel.

MS508 Church Growth in Korean-American Community (3 units)

Basic principles and procedures of church growth in the Korean community in the United States.

MS509 World Religions (3 units)

An introductory survey of the major living religions of the world.

MS510 Worldviews and Worldview Change (3 units)

Study of the nature and functions of worldview and the dynamics of worldview change in relationship to mission.

MS511 Theology of Mission(3 units)

Review of perspectives in both Old and New Testaments on the mission of the people of God touching the nations, under the rubric of the Kingdom of God.

MS512 Church Leadership (3 units)

Basic principles and procedures of church growth as applied to present-day church leadership.

MS513 Mission in Local Church(3 units)

The integration of principles of cross-cultural communication, theology and strategy of missions within a total conceptual framework to aid the local church in mission practice.

MS514 Development of Christian Leadership (3 units)

A survey of leadership theory, including the history of leadership and contributions from various disciplines.

MS515 Church Planting (3 units)

A study of the biblical mandate to establish local churches among all of the people group of the world.

MS516 Mission Through Theological Education (3 units)

An investigation of the philosophy, objectives, programs, organization, activities, and methods of the church's mission.

MS517 Historical Development of the Christian Movement (3 units)

An analysis of the dynamics of growth of the Christian movement from the apostolic age to the present.

MS518 Strategies of Church Growth (3 units)

Methods of thinking through evangelistic strategy planning for increased effectiveness in the field.

MS519 Strategies of Evangelism (3 units)

Methods of thinking through strategy planning for evangelism.

MS520 Mass Evangelism (3 units)

An in-depth study of methods designed to communicate the gospel to general groups.

MS521 Mass Media Evangelism (3 units)

A study of the use of radio, television, video cassettes, tape cassettes, movies and literature in evangelizing people.

MS522 Great Leaders in World Mission(3 units)

Extensive readings of missionary biographies representing different historical periods and various fields of activity.

MS523 Mission in Hindu-Buddhist Culture (3 units)

A study of the development of Christian missions in Hindu-Buddhist culture.

MS524 Mission in Islamic Culture (3 units)

A study of the development of Christian missions in Islamic culture.

MS525 Mission in Confucianist Culture (3 units)

A study of the development of Christian missions in Confucianist culture.

MS526 Mission in Atheistic Culture (3 units)

A study of the development of Christian missions in atheistic culture.

MS527 Language in Mission Field (3 units)

An introduction to the general principles and methods of linguistic science. Lectures cover the phonetic, phonological, morphological, and syntactic components of language.

MS528 Understanding Power Ministries (3 units)

An introduction to, and an understanding of, power ministries developed in contemporary evangelical churches, with biblical foundations and historical survey of power ministries. Some practice can be done during the course.

MS601 Seminar in Missiology (3 units)

Special course work for those who wish to study a particular area of Missiology.

MS602 Seminar in Church Growth (3 units)

Special course work for those who wish to study a particular area of church growth.

MS603 Research in Missiology (3 units) MS604

Research in Church Growth (3 units)

MS605 Directive Research in Missiology (3 units) Supervised research in selected areas of Missiology.

MS606 Directive Research in Church Growth (3 units) Supervised research in selected area of church growth.

MS607 Mission/Evangelism Field Education (3 units)

Field study of mission and evangelism. This course is 1-3 units.

MS608 Thesis (3 units)

This course provides guidelines for students writing theses in the field of missiology.

Practical Theology (PT)

PT501 Introduction to Practical Theology (3 units)

This course focuses on the discipline of an applied ministry and seeks to integrate spirituality, theology, and community. This course views ministry as a living and practical experience.

PT502 Church Leadership & Spirituality (3 units)

A study of Christian resources for spiritual growth and effective ministry and disciplines necessary for appropriating them.

PT503 Theology of Ministry (3 units)

Theology of the ministry, conduct of worship, liturgy, hymnody, parish responsibilities and procedures, church administration, community relations and ministerial ethics.

PT504 Homiletics (3 units)

This course encourages the development of crucial resources, skills, and confidence in communication of the Gospel. Both theological and practical questions about the nature of preaching are explored and discussed.

PT505 Church Administration (3 units)

A study of the pastor's responsibility for the management of ministry, including recognizing needs, planning, organizing, motivating, evaluating and revising church programs.

PT506 Worship and Liturgy (3 units)

Biblical and historical theology of worship with analysis of contemporary traditions.

PT507 Hymnology (3 units)

A historical study of hymnology with a perspective of knowing the literature as well as how to use the hymnal effectively in congregational worship.

PT508 Christian Education (3 units)

A critical study of various approaches to the theological and philosophical foundations of Christian education.

PT509 Pastoral Counseling (3 units)

An introduction to the distinctive ministry of pastoral counseling. Centers on the work of the pastor- counselor of the local church and gives attention to the ministry of the pastoral counseling specialist.

PT510 Psychology of Religion (3 units)

The integration of religion and the modern science of psychology with special emphasis on life stages, personality formation, conversion, guilt, shame, relationships, the family, and counseling.

PT511 Development of Pastoral Leadership (3 units)

A study of the church and ministry in contemporary settings. Emphasis will be given to research, programming and implementation at the local level.

PT512 Healing Ministry (3 units)

A study of the biblical understanding of illness, the ethical issues of medicine, and the equipping of students in the ministry of healing so that they can address various kinds of sicknesses.

PT513 Ministry of Prayer (3 units)

A study of the ministry of intercessory prayer for various needs in life.

PT514 Family Ministry (3 units)

A study of the ministry of and to the Christian family.

PT515 Speech and Communication (3 units)

Building practical communication skills in various public speaking situations.

PT516 Ministry in Small Group (3 units)

Roles of small groups in the church in providing fellowship, mutual ministry and edification. Skills for organizing and leading groups.

PT517 Ministry Program (3 units) A study of ministry programs.

PT520 Pastoral Anthropology (3 units)

Pastoral approach to the basic concept of anthropology.

PT521 Method of Bible Teaching (3 units)

How to teach adults with a biblical text so that God's Word speaks to contemporary life, working with distinctive Christian dynamics and relationships.

PT522 Ministry of Disciple-Making (3 units)

In-depth training in making disciples of Jesus Christ through the Christian principle of discipleship training.

PT523 Ministry of the Holy Spirit (3 units)

A study of the ministry of the Holy Spirit in the Bible in comparison with the ministry of the church today .

PT524 Preaching Clinic (3 units)

An advanced course for those who have already shown special aptitude for the preaching ministry.

PT525 History of Preaching (3 units)

A study of the principles and history of preaching. PT526

Bible and Preaching

PT601 Seminar (3 units)

Special course work for those who wish to study a particular area of practical theology.

PT602 Research (3 units)

PT603 Pastoral Internship (3 units)

Integration of all the disciplines of ministry and seminary education.

PT604 Thesis (3 units)

This course provides guidelines for students writing theses on topics of ministry.

Theology of Laity (TL)

TL501 Laity Leadership Development (3 units)

The motivation, recruitment, and development of lay leaders involved in Christian ministry.

TL502 Theology of Laity (3 units)

Theological and biblical basis for lay leadership allowing for laity and clergy to work together in a mutually supportive ministry.

TL503 Historical Development of Laity Movement (3 units) An analysis of the growth and dynamics of the laity movement.

TL504 Stewardship (3 units)

An examination of the biblical basis of the total stewardship of possessions with attention given to stewardship education.

TL505 Christian Education of Adults (3 units)

An examination of the objectives, environments, organization, curriculum and activities for the education of adults.

TL506 Laity in Ministry (3 units)

The lay leader engages in careful study of biblical and theological materials.

TL507 Feminist Theology (3 units)

A treatment of the biblical and theological presuppositions of the feminist movement.

TL508 Ecclesiology (3 units)

The doctrine of the church, its nature and authority. The worship of the church, the Sacraments and prayer. Designed for lay leaders.

TL509 Laity Teaching Ministry (3 units)

A study of the Christian educator's role in the teaching ministry of the church.

TL510 Elders in the Church (3 units)

The elder engages in careful study of biblical and theological materials relevant to the issues facing the church.

TL511 Laity in Mission(3 units)

A survey of the role of lay leaders in communicating the gospel and in leading Christians to maturity.

TL512 Christian Vocational Ethics (3 units)

A consideration of the biblical and evangelical perspective of the entire area of economic behavior. Subjects will include the standard of living for Christians in today's world, daily work, calling and vocation, economic and ethical responsibilities in the business and professional worlds.

TL601 Seminar (3 units)

Special course work for those who wish to study a particular area of laity theology.

TL602 Directive Research (3 units)

Supervised research in selected areas of laity theology.

TL603 Thesis (3 units)

This course provides guidelines for students writing theses on theology of the laity.

Ministry

DMGM 701 Fourfold Gospel Theology and Spirituality (3 Units)

The Fourfold Gospel is major theme of the Bible and theology of the Korean Evangelical Holiness Church in Korea and the Korean Evangelical Church of America. This course will address its core meaning and implication for ministry and mission and denominational spirituality.

Also the practical application of the fourfold gospel will be developed.

DMGM 702 Biblical Foundations for Ministry and Mission (3 Units)

One of the key components for effectiveness in ministry is the ability to articulate a theology of ministry that serves both as an interpretive frame and convictional motivation for one's ministry.

Theology of ministry and mission focus and tries to help ministers and missionaries to think critically and integrate biblical truth and contextual factors for effective ministry and mission. The purpose of this course is to reconfigure the local church and the nature of our worldwide mission. The majority of Christians now live in the two thirds world. This course will review of perspectives in both Old and New Testaments on the mission of the people of God touching the nations, under the rubric of the Kingdom of God.

DMGM 703 Lifelong Leadership Development (3 Units)

This course explores the nature of a Christian leader's development. Leadership emergence theory, a theory grounded in the comparative study of many life histories of biblical, historical, and contemporary leaders, forms the basis of analysis. This theory arises as a direct result of the strong admonition given in Hebrews 13:7,8 concerning leadership which I entitle the *leadership mandate*— our powerful imperative authorization to study leader's lives.

DMGM 704 Biblical Foundations for Small Groups and Discipleship Training (3 Units)

This course focuses on the development, care and support of Christian small groups in the life of a local congregation or Christian organization. The core values of healthy small groups will be explored. The common components for all groups will be established. The various types of groups will be surveyed, including Bible study, discipleship, support, recovery, ministry, mission, evangelism, covenant, accountability groups, as well as helping boards and committees become communities. An extensive biblical theology of Christian community will be developed. Major current philosophies of small group ministry will be outlined. Strategies will be explored for training small group leaders, for using small groups in the assimilation of new members, and for creating small group networks and administrative tracking systems.

DMGM 705 Engaging Culture in mission and ministry (3 Units)

This course provides a Christian approach to the basic concepts of anthropology, with illustrations and applications developed from American culture, non-Western cultures and the cultures of the Bible. Special attention is given to the application of these concepts in Christian mission.

DMGM 706. Developing Missional Church for the World (3 Units)

Traditional Christian Church has been struggling for its nature and mission in the world. This course will study and evaluate the biblical nature of church and mission. The four core characteristics of church are One, Holy, Catholic and Apostolic church. From these natures, all of her ministries are birthed.

DMGM 707 Church Planting and Church Growth (3 Units)

The principles and methods of church planting and growth and the effectiveness of church ministry are examined and discussed in terms of both qualitative and quantitative concepts of church growth. The historical development of the church growth movement as well as basic principles and procedures of church growth will be studied.

DMGM 708 Dynamics of Christian Mission (3 Units)

The Purpose of this subject is to re-interpret the world church history and apply its insights into world mission strategy. This course will not deal theological and institutional development of church; rather reflect the dynamics of church expansion. Especially, means of church renewal and mission structure and the relationship between the two will be studied in depth. We will also study world mission trend in the 21st century. This course will not value memorizing years, name of figures and places. Growth, expansion, withdrawal, and prosperity of Christian movements will be focused.

DMGM 709 Contemporary Worship (3 Units)

This course is designed to give worship leaders an in-depth look at worship today, develop a clear theology of worship, and offer strategies for effective worship leadership. Also key trends of worship such as seeker-sensitive movement, the influence of the charismatic and neo-Pentecostal worship, multicultural trends, Christian music production culture, and "liturgical renewal" movement will be surveyed.

DMGM 710 Spiritual Warfare and Inner Healing (3 Units)

A study of the biblical teachings concerning the purposes and tactics of the spirits of darkness and the strategies and resources to combat them, along with an examination of the theory and practice of inner healing as basic

and indispensable for other healing ministries. The course considers definition, theological foundation, necessities, biblical models, and related ministry skills. The principles of emotional healing and spiritual healing are explained in detail.

DMGM 711 Comparative Study of World Religions (3 Units)

In this post-modern society, religious relativism is getting more widely accepted. In this pluralistic society, Christian evangelism requires of deeper understanding of other religions. This course will study the basics of major world religion and folk religions for the clear purpose of communicating Gospel message effectively.

DMCC 721 Healing Ministry (3 Units)

A study of the biblical understanding of illness, the ethical issues of medicine, and the equipping of students in the ministry of healing so that they can address various kinds of sicknesses.

DMCC 722 Christian Counseling for Marriage and Family (3 Units)

A consideration of the dynamics of marriage and family relationships is given. The emphasis is on understanding the structure and function of marriage, the various aspects of the marital relationship, family systems, and ways the counselor may approach marriage and family counseling as a creative, preventative, and healing ministry.

DMCC 723 Christian Counseling for the Addicted (3 Units)

This course comprises an introduction to natures of addictions and its contextual learning of counseling in the context of hospital/recovery facility. Students will study each different subject about addiction and go out to a Rehab Center for the contextual learning for the counseling.

DMCC 724 Legal and Ethical Issues in Christian Counseling (3 Units)

An examination of the legal, ethical, and professional issues faced by counselors in general, and pastoral counselors in particular. Specific topics include confidentiality and privilege; documentation and consultation; multicultural awareness; and many risk management and ethical issues that arise in counseling practice.

DMCC 725 Theological Approach to Conflict and Resolution (3 Units)

This course comprises an introduction to natures of conflict and its contextual learning in order to develop the counseling method. The context to develop the actual counseling for the conflict counseling method may be based upon different individual, hospital/recovery facility.

DMCC 726 Healing in Preaching and Worship (3 Units)

This course explores healing and reconciliation through theological reflection and the experience, study, and design of worship services. Emphasis is on divine love and power at work through worshipping communities in the process of healing and reconciliation.

Counseling

CC609 Research Design (3 units)

This course provides an introduction to research design and its application to the doctor of Christian counseling course work. Emphasis is given to developing knowledge and skills in research design, and in assessing the technical adequacy of research conducted by others. Various types of research proposals are presented and discussed to assist students in developing their dissertation proposals.

CC612 Object Relations Theory and Christian Counseling (3 units)

This course provides advanced instruction and training in object relations approaches to personality and psychotherapy. This seminar-style course includes a review of the British Middle School's distinctive contributions to personality theory, the primary object relations' models of personality, and

contemporary clinical applications of this theory.

Implications for the understanding of Christian experience from within the theoretical and clinical framework are also explored.

CC621 Child and Adolescent Therapy (3 units)

This course provides an understanding of the broad range of childhood and adolescent problems and disorders. A variety of psychotherapeutic modalities is presented, offering the student an opportunity to develop knowledge of basic child and adolescent therapy skills, assessments, and treatment strategies in terms of Christian counseling and care. The impact of developmental aspects, family dynamics, and the social environment is addressed.

CC625 Gerontology and Christian Counseling (3 units)

This course focuses on the specific developmental issues, psychopathology, and therapeutic interventions relevant to the aging in the local church. Special attention is given to theological and spiritual issues and eco-systemic factors, such as extended family dynamics and community services, as they relate to treatment.

CC630 Christian Counseling and Human Sexuality (3 units)

This course will examine human sexuality from the biological, psychological, social, moral and theological perspectives of the theories of sexual development and functioning. In addition, students survey literature on sexual dysfunction, develop diagnostic skills for assessing the nature and extent of sexual dysfunction, and learn treatment strategies in the local church.

CC641 Family Therapy and Christian Counseling (3 units)

The student examines the issues of family therapy, stressing the application of general principles of family theory. The focus is on the major constructs in family therapy, identification of family structures and communication patterns, and the formulation of treatment goals. Theological reflection and therapeutic interaction will be integrated as the student explores his/her own multigenerational family system and applies learning to participation in family of origin and in intentional family ministry.

CC642 Marital Theory and Counseling (3 units)

This course reviews the current literature on dyadic relationships theological understanding, and psychotherapeutic approaches to couples. Several contemporary theoretical orientations and their clinical applications are studied in-depth. Demonstration, simulation, case presentations, and clinical experience are used to reinforce the models presented.

CC660 Introduction to Clinical Practice (3 units)

This course introduces the student to skills in attending behavior, clinical interviewing, treatment planning, progress notes, clinical intervention, and professional consultation and referral in their care ministry. Activities include reading, observation, role playing, and student audio/videotaped clinical practice.

CC661 Legal, Ethical, and Moral Issues in Christian Counseling Practice (3 units) The purpose of this course is to familiarize students with the relevant ethical, legal, moral issues associated with Christian counseling work with individuals and families. Students will review the central role of ethical decision-making to professional life and practice, and explore the practical application of ethical principles to a variety of moral dilemmas facing the Christian Counselor or caregiver.

CC669 Advanced Clinical Practice (3 units)

This course is designed to further develop the psychotherapeutic skills of students prior to their entry into a Christian counseling placement. Students focus on developing proficiency in the core interviewing qualities, deriving goals for a clinical session, and in making contracts with clients for change. Students are also encouraged to address issues regarding the integration of their faith with the practice of counseling.

CC671 Christian Counseling and Personality Disorders (3 units)

This course considers the developmental etiology of personality disorders, surveys various models of the disorders of personality, addresses the place of personality disorders in a systemic model of psychology, and introduces therapeutic treatment models for personality disordered individuals in terms of Christian counseling and care.

CC672 Christian Counseling and Addictions (3 units)

This course explores all aspects of Christian counseling for people struggling with addictions. A range of addictive behaviors are studied, including substance use and eating disorders, gambling, sexual addictions, and relationship addictions. In addition to providing theological perspectives on

the addictive process, this class will help participants develop the understanding and skills needed by a Christian counselor and caregiver who seek to help individuals and families affected by addiction.

CC681 Communication Skills in Christian Counseling and Care (3 units)

This course is designed to provide students with a biblical foundation, a theoretical framework and some practical applications for discovering and developing their individual gifts as communicators. Specifically, this course is based on the study of communication theology and theory, as applied to a variety of ministerial contexts.

CC685 Cognitive Behavioral Therapy (3 units)

This course focuses on an understanding of both behavioral therapy (BT) and cognitive behavioral therapy (CBT). While students study the theoretical framework of BT and CBT, they learn how to apply specific cognitive and behavioral skills in myriad settings including pastoral care ministry

CC691 Theological Foundations, Spiritual Formation, and Christian Counseling (3 units)

This course examines key issues in the theological foundations of human nature and spiritual formation. Students are encouraged to develop a view of human nature that demonstrates theological consistency, reflects on frameworks of meaning in spiritual development, and engages clinical perspectives that are beneficial in therapeutic practice.

CC692 Using Spiritual Resources in Christian Counseling and Care (3 units) This course will examine issues involved in using spiritual resources in Christian counseling and care. This class will help students to develop skills in evaluating the implicit and explicit values in their own use of spiritual resources in Christian counseling and care ministry.

CC695 Psychological and Spiritual Assessment (3 units)

This course provides students with a broad understanding of psychological and spiritual assessment. Emphasis is placed on developing skills in interviewing, understanding and interpreting assessment data and reports and gaining knowledge of referral questions.

Certificate Programs

English as Second Language (ESL)

Admission Requirements

1. High school diploma or GED
2. 18 years or older
3. Application Form
4. Payment of \$ 50.00 application fee

Educational Objectives

The ESL program courses are divided into six proficiency levels (Beginning, Beginning High, Intermediate, Intermediate High, Advanced, and Advanced High) in three programs (Beginning, Intermediate, Advanced) and four skill areas (Listening, Speaking, Reading & Vocabulary, and Writing & Grammar). The full-time ESL student takes a cluster of Oral Communication, Written Communication, and Pronunciation & Vocabulary totaling 18 hours per week for 6 Weeks. All levels provide daily communication practice in speaking and listening, reading, writing, and communicative grammar. In addition, students work with audio, video, computer software, the Internet and an online grammar program.

Method of Instruction

- Lecture – teaching the material based on the subject by conveying theory, issue and observation.
- Discussion – professor leads discussion such as group discussion.
- Seminar – a student is assigned with topic to research and present in the class.
- Presentation – a student makes oral and written presentations.
- Group Project – a student or students work on topic or issue together by the means of collaboration.
- Essay – a student defends her or his stance based on the arguments.
- Quiz – a student learns thing from taking quiz.
- Examination – a student is assigned to sit in the mid-term and final examination.
- Practicum – a student is assigned to learn theory and skills.

Graduation Requirements

Student who successfully completed 1 through 6 levels of courses are entitled to receive certificate. In order for successful completion, students must pass each level exam including the exit exam at the end of the six levels.

Courses Descriptions: ESL

ESL Beginning Level

Students enter the beginning level with a rudimentary foundation in English. They are able to read and write on a limited basis. They communicate with difficulty and many errors. They use very simple and unelaborated answers. They hesitate a lot and have no ability to extend conversation. They use simple grammar and vocabulary. They have little or no control over basic grammar. They communicate survival needs in a very simple manner.

Listening

They can understand some common phrases and words used to give basic personal information. They can understand social greetings and phrases used to talk about the present time and place. They are beginning to understand the main ideas of complete sentences.

Speaking

They use gestures and one to three-word utterances. They have no control of grammar.

Reading

They understand some practical words and phrases found on restaurant menus, signs, and product labels. They recognize, read, and write numbers and letters, but they have limited understanding of connected prose without much repetition.

Writing

They write a limited number of basic words and familiar phrases. They may also be able to write simple sentences, phrases and messages. They can write basic personal information with frequent errors in punctuation and spelling. Their narrative writing is unclear.

ESL Beginning High Level

Students enter the beginning high level with the ability to read and write in English. They are more confident in communicating their immediate needs. They hesitate less and can give more detail in simple answers. They have slightly more control of grammar and a slightly broader vocabulary.

Listening

They understand the main ideas of complete sentences. They are less anxious about listening and comprehend a wider range of vocabulary used in context.

Speaking

They make attempts to extend conversation but still communicate with difficulty and errors.

Reading

They understand words and phrases found on restaurant menus, signs, and product labels. They recognize connected prose as well as read and write numbers and letters.

Writing

They write a number of basic words and familiar phrases. They can write simple sentences, phrases, and messages. They can write basic personal information with fewer errors in punctuation and spelling. Their narrative writing is understandable.

ESL Intermediate Level

Students enter the intermediate low level with the ability to read and write in English. They have more satisfactory command of English for communicating their basic survival needs.

Listening

They understand the main ideas of complete sentences. They understand some main parts of discussion topics they know. They can follow a limited amount of important details.

Speaking

They attempt interactive conversation and more complex grammar.

Reading

They understand some main ideas, some facts, social announcements, instructions, and short descriptions of people, places, and things. They can follow simple and compound sentences in single or linked paragraphs containing familiar vocabulary.

Writing

They can write notes and messages for familiar situations but sometimes lack clarity and focus. Their sentence structure lacks variety but shows some control of basic grammar. They also use punctuation more consistently.

Functional & Workplace Skills

Students can interpret simple directions, schedules, signs, and maps. They can fill out simple forms with some supports for more complicated sections. They can handle routine entry level jobs which involve some written or oral English. They can also use simple computer programs to perform routine tasks.

ESL Intermediate High Level

Students enter the intermediate high level with enough ability in the use of English to function independently in most familiar situations. They have inconsistent control of more complex grammar. They rely on description and concrete terms. In social situations, they can use new phrases with some hesitation.

Listening

They comprehend conversations containing some unfamiliar vocabulary.

Speaking

Students have some ability to participate in face-to-face conversations on topics beyond their survival needs. They can also clarify meaning by asking questions.

Reading

They understand some main ideas, some facts, social announcements, instructions, and short descriptions of people, places, and things. They can follow simple and compound sentences in single or linked paragraphs containing familiar vocabulary.

Writing

They can interpret actions required in specific written directions.

They can also write simple paragraphs with main ideas and supporting details on familiar topics.

They can self-edit spelling and punctuation errors.

Functional & Workplace Skills

They have some ability to communicate on the telephone on familiar subjects. They can follow oral and written instructions.

ESL Advanced Level

Students enter the advanced-low level with the ability in the use of English to function effectively in familiar and unfamiliar social and academic situations.

They use advanced grammar and vocabulary. Their errors do not hinder communication.

Listening

Students can comprehend conversation on unfamiliar topics and are beginning to understand essential points of discussion or speeches on topics in special fields of interest.

Speaking

Students converse well with lots of elaboration and interaction making occasional errors. However, they lack fluency in discussing technical subjects.

Reading

Students can read authentic materials on everyday subjects and non-technical prose but have difficulty reading technical materials. They can make some minimal inferences about familiar texts and compare and contrast information from such texts.

Writing

They can write simple narrative descriptions and short essays on familiar topics, such as customs in their native countries. They use basic punctuation consistently but make grammatical errors with complex structures.

Functional & Workplace Skills

They can interpret simple charts and graphs. They can handle jobs that require simple, oral and written instructions, multi-step diagrams and limited public interactions.

SL Advanced High Level

Students enter the advance high level with the ability in the use of English to meet most routine social and academic demands with confidence, though not without occasional hesitation and circumlocutions.

Listening

They can understand a speaker who uses words to say more than their simple meaning, for example, cultural references. They understand radio broadcasts, television reports and public addresses on non-technical topics.

Speaking

Students converse well with lots of elaboration and interaction making occasional errors. They use complex grammar and advanced vocabulary, however, they still lack fluency in discussing technical subjects.

Reading

Students can understand most abstract and complex printed materials. They comprehend more than what is directly stated and how the culture of people influences language. Students can read authentic materials on abstract topics in familiar contexts as well as descriptions and narrations of factual

material.

Writing

They can write multi-paragraph essays with a clear introduction and development of ideas. Their writing contains well-formed sentences, appropriate mechanics and spelling with few grammatical errors.

Functional & Workplace Skills

Students can meet most work demands with confidence. They can also function effectively in work situations that require interaction with the public. If their pronunciation inhibits fluency and communication, these students are able to adjust their language to be understood.

TESOL Program

Admission Requirements

- A high school diploma or GED
- A completed and signed Application Form
- Application fee (Non- refundable); payable by check or cashier's check (for international applicants)
- Two Academic References (form is provided in the application and should be mailed by the person completing the reference)
- One official copy of high school transcript and Diploma

Ability-to-benefit examination

America Evangelical University does not currently admit applicants to programs without a high school diploma or its equivalent. AEU does not currently admit students under the ATB provision. At this time, AEU strongly encourages students without a high school diploma to take the GED. In the future, AEU would consider designing a new policy and procedures in order to accept those students who take the ATB test. However, the new ATB students would not be eligible for federal financial aid according to the New Department of Education Financial Aid Rules (effective as of July 1, 2012).

TESOL Program Requirements

TESOL Certificate program is required to take the total of the program that is made up of 100 clock hrs.

Program Description

TESOL Certificate program is designed to provide student with a firm understanding for the basic elements involved in teaching English as a foreign or second language. The hundred hour course in TESOL (Teaching English to Speakers of Other Languages) is designed to thoroughly prepare students to teach English as a Foreign Language (EL), English as a

Second Language (ESL), as well as provide tools for their own reflection and growth as teachers.

Program Objectives

The learning, skills, and other competencies to be acquired by students are as follows:

- Identify different learning styles
- Familiarize themselves with the different teaching methodologies
- Create productive lesson planning
- Deliver effective classroom practice

Academic Policies

Academic Guidelines

Academic Terms

The school year at America Evangelical University is divided into two regular semesters, fall and spring, and into two intensive sessions, summer intensives and a winter intensive. The Fall and Spring Semesters have 15 to 17 weeks of class work. The summer and the winter sessions are divided into several two-week terms running during the summer and the winter vacations. The Fall Semester typically begins the last week of August and ends in December. The Spring Semester typically begins the last week of January and ends in May.

Full/Part Time Status

The basic unit for credit earned is the semester hour, represented by one hour of class work per week for 15 weeks. In field education, 30 hours of work is required for one unit. The students who register with 12 or above semester units are considered full time students. The normal load for full time student is 15 to 18 hours a week. Any student whose GPA in a previous semester is 3.5 or above can register up to 21 semester units with the dean's approval. Special permission must be granted to enroll in more than 18 hours per semester. Such permission must be approved in writing from the Petitions Committee before registration.

Enrollment

Registration

To begin study, all students without exception must submit registration forms each semester, approved by the instructor, advisor, and/or dean. Student information, the title and number of the course, instructor and financial charge must be written down correctly on the registration form. The tuition of pre-registered students can be reduced by 5% of the total amount, and late registration brings a penalty charge of 5%.

Auditing

Regularly matriculated students as well as those not enrolled in the School may audit a course upon the written permission of the professor involved and the Dean of Academic Affairs. An application to audit must be submitted and tuition must be paid before auditing. Credit is not given to auditing students. There are no scholarships available for auditing students. The auditing fee is normally 50% of the regular tuition.

Contract, Cancellation and Dismissal

Since registration is a kind of contract between students and the school, it could be canceled anytime by students without hindrance. The contract and cancellation form is ready in the office. Concerning refunds, see the Finance and Scholarship section. Any student who does not register consecutively for more than two semesters without written notification will be dismissed automatically for academic reasons. Any dismissed students who desires to be re-admitted must

submit the application form for re-admission.

Class Attendance Policies

Regular classroom attendance is crucial in preparation for ministry. Students, therefore, are expected to attend class sessions. Those with absences may be penalized at the discretion of the professor. Absences exceeding one third of the total scheduled class periods will result in automatic failing grades. The student who has been absent due to illness or family crisis must explain the absence directly to the professor. In certain exceptional cases, such as an extended illness or family crisis in which it is impossible for a student to complete a semester's work, he or she may present a written request to the Dean of Academic Affairs for permission to withdraw from all courses in the semester without penalty.

Small Group Interaction

Some classes include time for small group interaction so that students may process what they learn through discussion, sharing, and prayer.

Grading (or Standards for Student Achievement)

America Evangelical University utilizes letter grades. Grades are reported to students in writing from the Registrar's Office. Grades are designated as follows:

A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D	1.0
F	0.0
E	Retest ("E" can be raised up to a grade "B" by passing the retest.)
I	Incomplete ("I" can be raised up to "B" by the end of the next semester when all course requirements have been satisfied.)
CR	Credit ("CR" will not be included in the computation of grade point average.)
NC	No Credit
H	Hold
P	Pass
NP	No Pass

Retention of Student Record

Important documents including student registrations, transcripts, and finances are preserved in a fire-proof cabinet and in the form of a computer disc. In the case of the permanent closing of the school, the Union Evangelical Church will preserve the documents. Student academic and financial records will be maintained for five years, student transcripts are kept for fifty years.

Academic Probation

To remain in acceptable academic standing, a student must maintain a grade point average of 2.1 in all course work taken at America Evangelical University. The school will notify the student whose cumulative average falls below 2.0 and will place the student on academic probation. A student may be dismissed if the student fails to attain a 2.0 average or above during the probationary period.

Leave of Absence

In the case of discontinuing course work due to serious illness or other valid reasons, permission for a leave of absence will be granted by the Dean of Academic Affairs. The student, however, must submit a petition through a form provided in the office.

Graduation

Residence Requirement

A minimum of 4 semesters in residence is required for the BA. degree, 3 semesters for the M.Div. degree, 2 semesters for MAC and MAIS degrees at America Evangelical University.

Time Limits for Completion of Degree

All courses and examination requirements must be completed within eight years for the B.A., 6 years for the M.Div., four years for the M.C or MAIS. beginning on the date of the student's first registration for courses at America Evangelical University. An extension can be granted only for special circumstances.

Double Degrees

Anyone who wants to be awarded with a double degree has to submit an academic petition. After reviewing the petition, the Dean of Academic Affairs will respond to the request.

Application for Graduation

Students must file their applications and pay their graduation fee for graduation at the time of enrollment for their last semester of resident study. All financial accounts are to be in satisfactory order before a student is permitted to graduate. Students are expected to be

present for graduation. Graduation in absentia will be permitted only by special approval of the Dean of Academic Affairs in response to a written request which cites reasons.

Bible Examination

All prospective graduates in the bachelor's and master's degree programs must pass a Bible comprehensive examination. The exam is offered twice a year, normally once in the Fall and once in the Spring. Out of 150 questions (75 from the Old Testament and 75 from the New Testament) at least 100 questions are to be answered correctly in order to pass. Students may take the examination an unlimited number of times. The questions are from the text of the Bible itself. A graduation comprehensive examination is required to meet the qualification of the master's degrees. This exam aims to test the basic knowledge of the core courses in the fields of Biblical Theology, Systematic Theology, Historical Theology, Theology of Mission, and Practical Theology. Students must write correct answers to seven questions out of ten, which are selected out of the thirty study questions which are prepared in advance. The passing score will be 70% or above.

Thesis

Students who enroll in the M.Div. degree program can write a thesis as a substitute for the graduate comprehensive exam. There will be three approval items for the *thesis*:

1. The approval of the subject.
2. The approval of the outline and bibliography.
3. The approval of the first draft and following drafts.

Theses are to be read and evaluated by two readers and the thesis by three readers. Approved thesis should be kept in the library.

Academic Rights and Ethics

Right to Review the Academic Record

Students have the right to review their own academic records on file. To review them, a request form must be filed. Any error will be corrected.

Academic Freedom Policies

Academic Freedom is endorsed at America Evangelical University by the following policy based on materials provided by the American Association of University Professors. Academic freedom at the America Evangelical University in order to promote, not any individual teacher's interest or the interest of the institution, but to preserve the common good. Academic freedom in teaching is fundamental for protections of rights of the teacher in teaching and the student in freedom to learn.

- (1) Teachers are entitled to full freedom in research and in publication of results, subject to adequate performance of their other academic duties; but research for monetary return should be based upon an understanding with authorities of the institution.
- (2) Teachers are entitled to freedom in the classroom in discussing subject matter, but they should be careful not to introduce into their teaching controversial matters which have no relation to the subject.
- (3) Instructors bring three social roles to their work; they are citizens, members of a learned profession, and employees of America Evangelical University. When instructors speak or write as citizens, they should be free from institutional censorship or discipline. As instructors and employees, they should remember that the public may judge their profession and America Evangelical University by their utterances. Therefore, instructors should at all times be accurate, exercise appropriate restraint, show respect for the opinions of others, and make every effort to indicate that they are not speaking for the University.
- (4) Students also shall have academic freedom to address topics to be learned without bias or constraint. Students should remember that they have freedom to freely express their views on subject matters in the classroom. However, rules of common courtesy and the rights of all students to express their views should be respected as classroom discussions touch on topics about which there is a diversity of opinion.

Code of Academic Ethics

Students are expected at all times to conduct themselves as mature Christians. Student conduct is under the supervision of the Dean of Students. AEU reserves the right to dismiss any student whose conduct is found to be unsatisfactory on the basis of the moral, spiritual and ethical principles found in Scripture and America Evangelical University standards.

It is assumed that each student who enrolls at the AEU should be in accord with the school's aims and should cooperate in furthering these purposes by adhering to the regulations governing student behavior. AEU reserves the right to terminate the enrollment of any student when such action is deemed to be in the best interest of the university or of the student.

The code of academic ethics attempts to stimulate not only intellectual growth, but also spiritual, ethical, and emotional growth. The AEU code of academic ethics fosters among students, faculty, and administrators a spirit of community where such development can take place. Furthermore, it creates a climate of mutual trust, respect, and interpersonal concern where openness and integrity prevail.

The code emphasizes the dignity of each individual in pursuing self-improvement and developing full personal potential. It provides free competition and independent intellectual effort, without tolerating dishonesty, cheating, or plagiarism in any form. Each member of the AEU community is expected to adhere to and enforce the code. A full statement of the

AEU's Code of Academic Ethics is included in the AEU College Student Handbook. It is the obligation of every student to be familiar with this code.

Improper conduct for which students are subject to discipline includes dishonesty in any form. Furnishing false information to the school with prior knowledge, or forgery, alterations, or misuse of any AEU documents are violations of this principle.

AEU expects from all of its students and employees the highest standard of moral and ethical behavior in harmony with its Christian philosophy and purposes. AEU reserves the right to refuse admittance to, or to expel from, the campus any person who violates these principles.

Satisfactory Academic Progress

America Evangelical University (AEU) has developed standards of satisfactory academic progress policy to monitor student's academic progress. The Satisfactory Academic Progress Policy is comprised of two Standards: (1) Qualitative Standard; and (2) Quantitative Standard. The Quantitative Standard has two components (a) acceptable passing rate and (b) Unit and a time limit for student's to complete an educational program.

Satisfactory Academic Progress Standards

1. Qualitative Standard:
Students must be in good academic standing, as defined by the current University Catalog. Undergraduate students must maintain a C (2.0) average in all courses attempted at America Evangelical University and a C (2.0) cumulative. Graduate students must maintain a C+ (2.5) average in all courses attempted at and a C+ (2.5) cumulative.
2. Quantitative Standards
 - a. Acceptable Passing Rate: To monitor the Acceptable Passing Rate an overall ratio of America Evangelical University units earned to America Evangelical University Units attempted is calculated. Students must complete 70% of units attempted. Transfer units are not included in this calculation. Grades of: F, IC, IN, Cr, NC, W, WU count as units attempted with Zero units earned.
 - b. Unit and Time Limit: Attempt no more than 150% of the number of units required to complete an educational program. For determining satisfactory academic progress, ALL attempted units at America Evangelical University are counted whether or not financial aid was received. For Transfer students only those attempted transferred units that apply to their degree program are counted.

Students who change their majors may receive aid until they attempt 150% of the additional number of units required for the new degree.

Students pursuing a double major may attempt 150% of the number of units required to complete ONLY one degree.

Satisfactory Academic Progress Standards: Baccalaureate Students

1. Qualitative Standard
Students must be in good academic standing, as defined by the current University Catalog. Undergraduate students must maintain a C (2.0) average in all courses attempted at America Evangelical University and a C (2.0) cumulative.
2. Quantitative Standards
 - a. Acceptable Passing Rate: To monitor the Acceptable Passing Rate an overall ratio of America Evangelical University units earned to America Evangelical University Units attempted is calculated. Students must complete 70% of units attempted. Transfer units are not included in this calculation. Grades of: F, I, IC, IN, Cr, NC, U, W, WU count as units attempted with Zero units earned.
 - b. Unit and Time Limit: Attempt no more than 150% of the number of units required to complete an educational program. For determining satisfactory academic progress, ALL attempted units at America Evangelical University are counted whether or not financial aid was received. For transfer students only those attempted transferred units that apply to their degree program are counted.

Earned units include: A, A-, B, B+, B-, C, C+, C-, D, D+, D-, CR, P, and all transfer units.

Attempted units include: A, A-, B, B+, B-, C, C+, C-, D, D+, D-, F, IC, IN, CR, NC, RD, W, WU, repeat, and all transfer units.

Satisfactory Academic Progress Standards: Graduate Students

Students pursuing a graduate degree may receive financial aid until they complete their academic program, or their total number of units attempted (including a reasonable number of prerequisites) reaches or exceeds 150% of the number of units required for the program, whichever comes first.

1. Qualitative Standard
Students must be in good academic standing, as defined by the current University Catalog. Graduate students must maintain a B (3.0) average in all courses attempted at America Evangelical University and a B (3.0) cumulative.
2. Quantitative Standards
 - a. Acceptable Passing Rate: To monitor the Acceptable Passing Rate an overall ratio of America Evangelical University units earned to America Evangelical University Units attempted is calculated. Students must complete 70% of units attempted. Transfer units are not included in this calculation. Grades of: F, IC, IN, Cr, NC, W, WU count as units attempted with Zero units earned.
 - b. Unit and Time Limit: Attempt no more than 150% of the number of units required to complete an educational program. For determining satisfactory academic progress, ALL attempted units at America Evangelical University are counted whether or not financial aid was received. For transfer students only those attempted transferred units that apply to their degree program are counted.

Earned units include: A, A-, B+, B, B-, C+, C+, C, C-, D+, D, D-, CR, RP*, and all transfer units required for the completion of degree.

Attempted units include: A, A-, B+, B, B-, C+, C, C-, D+, D, D-, F, IC, IN, CR, NC, RD, W, WU, repeat, and all transfer units required for the completion of degree.

Satisfactory Academic Progress Warning

Students who fall below the above standards at the Satisfactory Progress evaluation point for their scheduled semester credit hours will be placed on Warning. A student is considered to be making unsatisfactory progress while on Warning but is still eligible for Financial Aid. If the student does not improve either grades and /or attendance by the end of the next evaluation point, they will be ineligible for financial aid.

Academic Probation

The first time that a student does not complete 70% of units attempted during an academic year, or after any semester when his or her GPA falls below requirements for satisfactory academic progress (i.e., at least 2.0 for bachelor's and 3.0 for master's programs) he or she may be placed on a probation. To be placed on probation, a student must complete at least 50% of attempted units during an academic year.

Probation is granted only once. Student must appeal for probation period in order to continue to receive financial aid. Once students have been placed on probation, they must complete at least 70% of attempted units annually during their probation period, and any remaining time in pursuit of their degree, or they will be disqualified from receiving financial aid. Students on probation have an initial appointment with either the student dean or academic dean to assess the cause. In some cases, further meetings will not be required (e.g., an illness or car accident could have caused a temporary inability to maintain quality work). In other cases, regular appointments with a dean or faculty member will be arranged.

Disqualification

Students who do not meet the standards of satisfactory progress are disqualified and become ineligible for financial aid.

Reestablishing Eligibility

1. Students may regain eligibility when there is a determination that the student is again meeting the qualitative and quantitative standards.
2. Students who feel they were disqualified due to extraordinary circumstances may submit an appeal in writing during the warning period to the Center for Financial Aid. Should a student prevail his/her appeal, the student will be placed on probation for the following semester and Financial Aid will be reinstated.

Examples of extraordinary circumstances: Personal illness or injury; death of a family member; other unusual hardships causing the student lack of success.

Academic Suspension

A student is subject to academic suspension from the University after one semester on academic probation, unless in the judgment of the Academic Dean significant academic improvement is made during the probationary semester. Academic suspension precludes further enrollment in the University.

Dismissal

The institution reserves the right to dismiss any student failing to make satisfactory academic progress towards his/her program, who violates academic honesty standards or the school's lifestyle policy, and /or fails to meet his/her financial obligations.

Appeal Procedure

Students have ten (10) business days to appeal after receiving the notice of Probation regarding the unsatisfactory progress status of SAP report, and must substantiate his or her case by providing documentation where appropriate. All appeals must be made in writing. The AEU will form a committee who will review and take the necessary steps to resolve the appeal. The AEU has ten (10) business days to respond. The student must be achieving Satisfactory Academic Progress at the end of the probationary period or all Financial Aid will be terminated.

Reinstatement

A student that prevails upon the appeal process will be determined as making satisfactory progress. Financial aid eligibility for funds will be reinstated to the student only for that payment period under the probation status.

Financial Information

Schedule of Current Charges

Please note that all fees except tuition are non-refundable. All tuition and fees are mandatory and are subject to change without prior notice.

General Schedule

<u>NAME AND PURPOSE OF CHARGE</u>	<u>AMOUNT</u>
Admission Fee (one time charge)	\$100.00
Registration Fee (Each Semester)	\$50.00
Tuition (Each Unit):	
Undergraduate Theology	\$230.00
Undergraduate Business	\$180.00
Graduate Theology	\$250.00
Graduate Business	\$270.00
Diploma Program	\$100.00
Auditing Fee (Each Unit)	\$60.00
Bible Comprehensive Exam	\$20.00
Graduation Comprehensive Exam	\$20.00
Thesis Fee	\$200.00
Graduation Fee	\$300.00
Student Council Fee	\$50.00
Transcripts (per copy)	\$10.00

Schedule of Estimated Total Expenses for One Academic Year

Bachelor of Arts in Theology

Tuition	\$8,280 (36 units x \$230.00)
Admission	\$100 (one time)
Registration Fee	\$50 (per semester)
Textbooks	\$500 (estimated)
STRF (non-refundable)*	\$0
Student Fee	\$50 (per semester)
Total	\$8,980

Bachelor of Arts in Business Administration

Tuition	\$6,480 (36 units x \$180.00)
Admission	\$100 (one time)
Registration Fee	\$50 (per semester)
Textbooks	\$500 (estimated)
STRF (non-refundable)*	\$0
Student Fee	\$50 (per semester)
Total	\$7,180

Master of Business Administration

Tuition	\$4,860 (18 units x \$270.00)
Admission	\$100 (one time)
Registration Fee	\$50 (per semester)
Textbooks	\$700 (estimated)
STRF (non-refundable)*	\$0
Student Fee	\$50 (per semester) Total
	\$5,760

Master of Arts in Intercultural Studies/Master of Arts in Counseling Tuition

	\$4,500 (18 units x \$250.00)
Admission	\$100 (one time)
Registration Fee	\$50 (per semester)
Textbooks	\$500 (estimated)
STRF (non-refundable)*	\$0
Student Fee	\$50 (per semester) Total
	\$5,200

Master of Divinity

Tuition	\$4,500 (18 units x \$250.00)
Admission	\$100 (one time)
Registration Fee	\$50 (per semester)
Textbooks	\$500 (estimated)
STRF (non-refundable)*	\$0
Student Fee	\$50 (per semester) Total
	\$5,200

Doctor of Ministry

Tuition	\$6,300 (18 units x \$350.00)
Admission	\$100 (one time)
Registration Fee	\$50 (per semester)
Textbooks	\$500 (estimated)
STRF (non-refundable)*	\$0
Student Fee	\$50 (per semester) Total
	\$7,000

Doctor of Counseling

Tuition	\$6,300 (18 units x \$350.00)
Admission	\$100 (one time)
Registration Fee	\$50 (per semester)
Textbooks	\$500 (estimated)
STRF (non-refundable)*	\$0
Student Fee	\$50 (per semester) Total
	\$7,000

Certificate and Diploma (per semester)

Tuition	\$1,500 (15 units x \$100.00)
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Admission	\$100 (one time)
Registration Fee	\$50 (per semester)
Textbooks	\$400 (estimated)
STRF (non-refundable)*	\$0
Student Fee	\$50 (per semester) Total
	\$2,100

* STRF indicates the Student Tuition Recovery Fund, detailed elsewhere in this catalog.

Except as noted, AEU does not supply or charge for equipment, housing, transportation, supplies, or other expenses. There are no shop or studio fees at AEU.

Schedule of Estimated Total Expenses By Program

BAT degree program (4 years, 128 units) Total

tuition: \$28,980 (\$230.00/unit)

Total fees: \$1,200.00 (\$100 admission fee, \$300 graduation fee, and semesterly fees)

Total for degree: \$30,180.00

BABA degree program (4 years, 128 units)

Total tuition: \$23,040 (\$180.00/unit)

Total fees: \$1,200.00 (\$100 admission fee, \$300 graduation fee, and semesterly fees) Total

for degree: \$24,240.00

MBA degree program (2 years, 45 units) Total

tuition: \$12,150 (\$270.00/unit)

Total fees: \$800.00 (\$100 admission fee, \$300 graduation fee, and semesterly fees) Total

for degree: \$12,950.00

MDiv degree program (3 years, 96 units) Total

tuition: \$24,000 (\$250.00/unit)

Total fees: \$1,000.00 (\$100 admission fee, \$300 graduation fee, and semesterly fees) Total

for degree: \$25,000.00

MAIS or MAC degree programs (2 years, 40 units): Total

tuition: \$10,000 (\$250.00/unit)

Total fees: \$600.00 (\$100 admission fee, \$300 graduation fee, and semesterly fees) Total for

degree: \$10,600.00

DMin degree program (3 years, 42 units) Total

tuition: \$14,700 (\$350.00/unit)

Total fees: \$1,000.00 (\$100 admission fee, \$300 graduation fee, and semesterly fees) Total

for degree: \$15,700.00

DC degree program (3 years, 42 units) Total

tuition: \$14,700 (\$350.00/unit)

Total fees: \$1,000.00 (\$100 admission fee, \$300 graduation fee, and semesterly fees) Total

for degree: \$15,700.00

ESL Certificate program (1 year) Total

tuition: \$3,600

Total fees: \$300 (including all semesterly fees, \$100 admission fee) Total for degree: \$3,900

TESOL Certificate program (100 clock hours) Total tuition: \$2,500

Total fees: \$200 (including all semesterly fees, \$100 admission fee): \$200 Total for degree: \$2,700

Student Tuition Recovery Fund (STRF)

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be repaid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program. It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.

7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF. A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Each qualifying institution shall collect an assessment of zero dollars (\$0) per one thousand dollars (\$1,000) of institutional charges, rounded to the nearest thousand dollars, from each student in an educational program who is a California resident or is enrolled in a residency program. For institutional charges of one thousand dollars (\$1,000) or less, the assessment is zero dollars (\$0).

Bureau for Private Postsecondary Education

Physical Address: 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833 Mailing

Address: P.O. Box 980818, West Sacramento, CA 95798-0818

Phone Number: (916) 431-6959

Toll Free: (888) 370-7589

Fax Number: (916) 263-1897 Website:

www.bppe.ca.gov

Bankruptcy

The AEU has no pending petition in bankruptcy. The AEU is not operating as a debtor in possession. The AEU has not filed a petition within the preceding five years, nor has had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under chapter 11 of the United States Bankruptcy Code.

Questions

Any question a student may have regarding the enrollment agreement that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education, P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, 888-370-7589

Payment

Payment Schedule

All tuition and fees are due at registration. Students taking nine (9) semester units or more for graduate students, and twelve (12) semester units or more for undergraduate students, who are financially unable to pay all tuition and fees at registration may be allowed to pay by installment as follows:

- 1/2 tuition and fees at registration.
- 1/4 tuition and fees by the end of the 4th week.
- 1/4 tuition and fees by the end of the 8th week.

Students will not be permitted to register for a new semester unless all financial obligations of prior semesters at the school have been settled. AEU requires a payment of five (5) percent of the annual interest in the amount which is still due pursuant to the payment schedule.

NOTICE OF STUDENT RIGHTS

1. **STUDENT'S RIGHT TO CANCEL:** The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session (**first day of classes**), or the seventh day after enrollment (**seven days from date when enrollment agreement was signed**), whichever is later. The notice of cancellation shall be in writing and submitted directly to the School Director, and that a withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.
2. After the end of the cancellation period, you also have the right to stop school at any time, and receive a refund for the part of the course not taken. Your refund rights are described in the contract. If you have lost your contract, ask the school for a description of the refund policy.
3. If the school closes before you graduate, you may be entitled to a refund. Contact the Bureau for Private Postsecondary Education at the address and phone number below for information.
4. As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.
5. A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling toll-free (888) 370- 7589 or by completing a complaint form, which can be obtained on the bureau's Internet Web site: www.bppe.ca.gov.
6. Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education:

**Bureau for Private Postsecondary Education 2535
Capitol Oaks Drive, Suite 400
Sacramento California, 95833**

**Mailing Address: Bureau for Private Postsecondary Education
P.O. Box 980818, West Sacramento, CA 95798-0818**

**Phone: (916) 431-6959
Toll Free: (888) 370-7589
Main Fax: (916) 263-1897
Web site: www.bppe.ca.gov E-mail:
bppe@dca.ca.gov**

Refund Policy

Refunds during Cancellation Period

If a student cancels a course on or before the seventh day of instruction at the University, the student will receive a refund of 100 percent of the amount paid for institutional charges, less a registration fee not to exceed \$100. Please note that the student must cancel in writing.

Cancellation Example

A student enrolls in the degree program 13 days before it is scheduled to start and pays \$3,000 toward the full tuition. Three days before the scheduled start the student decides he no longer wants to enroll. That same day the student submits a cancellation form to AEU. Thirty days later the student receives a refund equal to the full amount paid, minus \$100 for the registration fee, for a total of \$2,900.

Refunds after Cancellation Period

After the cancellation period, the University provides a pro rata refund of all funds paid for tuition charges to students who have completed 60 percent or less of the period of attendance. Once more than 60 percent of the enrollment period in the entire course has incurred (including absences), there will be no refund to the student.

Application fee, Registration Fee, Student Government fee and STRF fees are non-refundable items. Books, supplies and any other items issued and received by the student would not be returnable. Once received by the student it will belong to the student and will represent a liability to the student.

If you cancel the agreement, the University will refund any money that you paid, less any deduction for registration fee and other fees. If you withdraw from the University after the cancellation period, the refund policy described above will apply. If the amount that you have paid is more than the amount that you owe for the time you attended, then a refund will be made within 45 days of the official withdrawal date. If the amount that you owe is more than the amount that you have already paid, then you will have to arrange with the institution to pay that balance. Official withdrawal date is on the student's notification or school's determination.

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

Determination of Withdrawal from the University

The student would be determined to have withdrawn from school on the earliest of:

1. The date you notify the Registrar of your intent to withdraw. Only the Registrar would be authorized to accept a notification of your intent to withdraw.
2. The date the University terminates your enrollment due to academic failure or for violation of its rules and policies stated in the Catalog.
3. Unofficial withdrawals encompass all other withdrawals where official notification is not provided to AEU. When a recipient of Title IV grant or loan assistance unofficially withdraws from an institution, after having begun class attendance during a payment period or period of enrollment, the institution must determine the amount of Title IV grant or loan assistance that the student earned up to the date of withdrawal. For these unofficial withdrawals, the withdrawal date is the midpoint of the payment period or the last date of an academically related activity in which the student participated. If a student receives Title IV grant or loan assistance and does not begin attendance in a payment period or period of enrollment, the student is considered to be ineligible for any Title IV aid.
4. In the event that you failed to return from the approved leave of absence, the effective withdrawal date shall be the last date of recorded attendance. The date of the determination of withdrawal will be the scheduled date of return from LOA. If a student on an approved LOA notifies AEU that he or she will not be returning, the date of withdrawal determination is the earlier of the scheduled date of return from LOA or the date the student notifies AEU that the student will not return.

Return of Title IV

Special note to students receiving Unsubsidized/Subsidized/PLUS/Perkins loans, ACG/National SMART/Pell/SEOG grants or other aid, if you withdraw from school prior to the completion of the equivalent to 60 percent of the workload in any given semester, a calculation using the percentage completed will be applied to the funds received or that could have been received that will determine the amount of aid the student earned.

Unearned funds would be returned to the program in the order stated below by the school and/or the student. Student liability to loan funds will continue to be paid in accordance to the original promissory note terms. Funds owed by the student to the Grant programs are limited to 50% of the gross award per program received. Sample Calculation, completion of 25% of the semester earns only 25% of the aid disbursed or that could have been disbursed. If applicable, this would be the first calculation to determine the amount of aid that the student would be eligible for from the Title IV Financial Aid programs.

A second calculation would take place to determine the amount earned by the institution during the period of enrollment. If the student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

- (1) The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce

the balance owed on the loan.

- (2) The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

Refunds

If any refunds are due based on the Return of Title IV calculation or the institutional refund policy calculation, any refunds will be made as soon as possible but not later than 45 days from the determination of withdrawal date in the order stated in section CFR 34 section 668.22. The order of payment of refunds is, 1) Unsubsidized Loans from Direct Loan, 2) Subsidized Loans from Direct Loan, 3) Perkins Loans, 4) PLUS (Graduate Students) Direct Loan, 5) PLUS (Parent) Direct Loan, 6) Pell Grant, This order would apply in accordance to the aid programs available at the institution.

Post Withdrawal Disbursement

If the calculation shows that the student received less aid than what the student earned within the payment period or enrollment period, then the student would be notified by the institution of the amount of Grant funds used to cover institutional charges incurred by the student, or the available amount from Grant funds for direct disbursement to the student for other educational related expenses. If loan funds are involved in this calculation, the institution will notify the student or parent of the loan amount it wishes to utilize to cover educational charges, the financial aid program where the funds are coming from and the student will be reminded of the responsibilities involved in receiving loan funds.

The student or parent in the case of PLUS will be given 14 days to respond and accept or reject part or all of the loan funds available. The institution will honor late acceptances only at the institutional discretion.

Once this calculation is finalized, the institution will then perform a *second and different calculation* using the net funds retained (original tuition payments minus amounts refunded) to determine the amount of institutional charges earned by the institution during the payment or enrollment period. That calculation is known as the institutional refund policy calculation.

Student Defaults on the Loan

If the student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

- (1) The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
- (2) The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

If any students have loans, they must complete Exit Loan Counseling prior to leaving AEU.

Federal Student Aid (FSA)

The cost of higher education has increased significantly and paying for higher education is a challenge for many students. Many students are forced to rely on some outside help to pay for the rising costs of postsecondary education. Some students work while attending school, others seek educational loans. Federal Student Aid (FSA) is available for America Evangelical University (AEU) students. AEU is committed to helping students apply and receive FSA based on their eligibility.

The financial aid office at AEU will do its best to assist students in the application process for FSA, answer questions, and process all FSA in a professional and timely manner.

Requirements for Eligibility

Requirements for Eligibility are the following:

- The student must be a citizen or eligible non-citizen.
- Have a high school diploma or GED.
- Must be enrolling in an eligible educational program.
- Working toward a degree or certificate.
- Making satisfactory academic progress.
- Must not be in default of a previous federal educational loan or Pell grant.
- If a student already has a Bachelor's degree he/she is not eligible to receive Pell grants but educational loans are available.
- Register with the Selective Service (if a male between the age of 18-25)

If you wish to apply for financial aid or you have questions, or you need sections of the handbook clarified, contact the financial aid office at the school. Additional information regarding the student aid programs available at AEU financial aid department may be found in student guide "Funding Education Beyond High School" and the "Free Application for Federal Student Aid" published by the U.S. Department of Education. Additional information may be obtained by calling the Federal Student Aid Information Center at 1 (800) 433-3243, TTY 1 (800) 730-8913, or logging on to the Internet at <http://studentaid.ed.gov>.

Compliance Statement

The federal Privacy ACT of 1974 requires that students be notified that the disclosure of his/her social security number is mandatory. The social security number is used to verify students' identities to process the awarding of funds, the collection of funds, and the tracing of individuals who have borrowed funds from federal, state or private programs.

Financial Aid Mechanism

Financial aid is a mechanism that reduces out-of-pocket costs that the student and/or parents must pay to obtain a specific postsecondary education. Presented differently, financial aid is money made available to help students meet the cost of school's attendance. Financial aid includes grants and loans. Grants do not have to be prepaid.

Loans usually have low interest rates that a student must repay in accordance to the individual loan program terms.

Most of the loans can be arranged to require payment after a grace period of several months upon graduation, or upon the student's termination from the program or if a student's attendance falls below half time. Financial aid is awarded to students who have "need". Need is the difference between the amount of money that the family will be expected to contribute to meet student costs and the cost of education at this school.

Title IV Student Financial Aid Programs

The college is approved for, and does participate in the following USDE Title IV programs intended to defray the costs of attending for those students eligible for financial aid considerations:

GRANT (FREE) AID (This aid does not have to be repaid)

Federal PELL Grant Program (FPELL) \$5,920 maximum annual limit (**Does not require repayment**). For more specific information on each program please refer to the student guides available at Student Guide web site

http://studentaid.ed.gov/students/publications/student_guide/index.html

LOANS TO STUDENT AND/OR PARENT (THIS AID MUST BE REPAID! THESE LOANS ARE NOT DISCHARGED BY BANKCRUPTY)

Direct Federal Stafford LOANS: If student obtain a loan, the student will have to repay full amount of the loan plus interest, less the amount of any refund, and that, if the student receives federal student financial aid funds, the student is entitled to a refund of the money not paid from federal financial aid funds.

**Subsidized loans (Interest earned while in school and during grace period is covered by the USDE).

**Unsubsidized loans (Interest earned while in school and during grace period may be delayed until the repayment period and will be added to the loan balance).

**Parent loans (PLUS) (Interest due from parents as last disbursement on a loan is made) Perkins loan program (Interest earned while in school and during grace period is covered by the USDE).

STUDENTS ARE ENCOURAGED TO KEEP THEIR LOAN DEBT AS LOW AS POSSIBLE. THESE LOANS ARE AGRESSIVELY COLLECTED BY THE USDE AND ITS CONTRACTORS. INTEREST LIABILITY ON LATE PAYMENTS IS VERY EXPENSIVE. LACK OF PAYMENT IS A VERY DAMAGING TO CREDIT HISTORY AND FUTURE BORROWING POWER.

Annual loan limits and based on educational levels within the course of enrollment. Loan levels are specifically designated to the course of study at this institution. For example, If the student attended two years at a community college, but it enrolls in a course that is one academic year long without any transfer hours, the correct student level will be 1 and not 3rd.loan level.

For more specific information on each program please refer to the student guides available at [Student Guide](#)

http://studentaid.ed.gov/students/publications/student_guide/index.html

[Direct Loan Basics for Students](http://www.direct.ed.gov/student.html) - <http://www.direct.ed.gov/student.html> [Direct](#)

[Loan Basics for Parents](http://www.direct.ed.gov/parent.html) - <http://www.direct.ed.gov/parent.html>

Application for Aid, Procedures and Forms

Financial aid application for this institution is Free Application for Federal Student Aid (FAFSA). this form needs to be completed as instructed on the form. Documentation to substantiate the data entered on the form may be required by the financial aid office. Forms and assistance in completing them are available at this school during school hours. In addition to the FAFSA, the institution requires a series of forms as they apply to the individual student aid program and to the student's individual family circumstances.

Federal Pell Grant Program: Funds received under this program are not subject to repayment from the student.

Deadline: FAFSA applications must be received by June 30 in the year on which the application is intended for. SAR or ISIR must be submitted to the financial aid office by September 29, of the award year from which aid is requested from, or your last day of enrollment in 2017-18, whichever comes first. A valid ISIR requires signatures of student, spouse and/or parents, when the ISIR has been corrected.

Renewal Process: A FPELL Grant award is received for one award year (July 1 to June 30 of the following year) and **is not** automatically renewed for the next award year. Students must re-apply for the FPELL Grant and submit a copy of the **new** SAR or ISIR to the financial aid office for each award year.

Disbursement: They are made based on per payment period via a check payable to the student or via a direct credit to the student's tuition account.

Federal William D. Ford Direct Loan Program

Funds received from either of the loan programs are subjected to repayment from the student. Before a loan document is submitted to the USDE, students must be fully aware of the financial responsibilities under these loan programs, the rights that the student has under the individual loan program conditions, and the consequences of failing to meet the repayment obligations.

Federal Direct Subsidized Loan

Federal Direct Subsidized Loans are made directly to students from the U.S. Department of Education. Subsidized loans are need based. Students may borrow up to the amount of the student's cost of attendance less other expected financial assistance (not to exceed annual loan limits).

The Federal Government pay interest subsidies while the student is enrolled or during periods of deferment. Student would pay a combined origination/guaranty fee of a variable percentage but not to exceed 3% rebated directly to the U.S. Department of Education. Students may receive both subsidized and Unsubsidized loans provided the combine amount borrowed does not exceed applicable loan limits and that the student's eligibility for a subsidized Federal Stafford Loan be determined prior to determining eligibility for the Unsubsidized loan. The law also stipulates that borrowers may apply for both subsidized and unsubsidized loans using a single application and that such borrowers must be given a single repayment schedule.

Maximum Annual Award: First level \$3,500, Second level \$4,500, Third level \$5,500 (Max aggregate \$23,000)

Federal Direct Unsubsidized Loan

These loans expand the ability of the U.S. Department of Education to make "Unsubsidized" Federal Stafford Loans to students. These loans carry many of the same terms and conditions associated with subsidized Federal Stafford Loans with the following two exceptions:

- (1) Unsubsidized loans are not need based. Students may borrow up to the amount of the student's cost of attendance less other expected financial assistance (not to exceed annual loan limits).
- (2) The Federal Government does not pay interest subsidies to the lender while the student is enrolled or during periods of deferment. Interest must be paid or capitalized, i.e., added to the principal.

Deadlines: Applications need to be submitted at least 30 days before the end of the loan period for which the loan has been requested. The student is responsible in locating his or her own lender that participates in the FFEL Loan Program.

Maximum Annual Award:

Dependent student: **with Parent** loan First level \$2,000, Second level \$2,000, Third level \$2,000 (Max aggregate \$8,000)

Dependent student **without Parent** loan or **independent** students: First level \$6,000, Second level \$6,000, Third level \$7,000 (Max aggregate \$14,000)

Disbursement: Checks are issued to the school and credited to the student's tuition account. It is the student's responsibility to submit all required forms and documentation to the financial aid office before disbursement. **For additional information, read the pamphlet "Direct loan Entrance Interview"**

Determining Need: The information you report on the FAFSA form when you apply for aid, is used in a formula established by U.S. Congress that calculated your Expected Family Contribution.

America Evangelical University utilizes the Free Application for Federal Student Aid (FAFSA) for students applying for aid. This form will be processed by a contractor of the U.S. Department of Education at no cost to the student. The results will be provided in the form of an Electronic Student Aid Report with the calculation of the Expected Family Contribution.

Cost of Attendance

This institution uses the annual budgets published by the CALIFORNIA STUDENT AID COMMISSION. The estimate amount it will cost a student to go to school during an academic year of approximately 9 months is stated below.

Definitions related to financial aid:

The following definitions correspond to some common terms used within the financial aid terminology:

ACADEMIC YEAR: 24 Semester credit hours of instruction for a full time student. The midpoint of the academic year shall be a minimum of 12 semester credit hours. In effect, all students enrolled in courses with an academic year scheduled to be completed in less than 24/30 weeks, regardless of the number of Semester credit hours. Hours offered, would have aid eligibility reduced in proportion to the number of weeks and hours in the course of study in relation to the academic year.

COST OF ATTENDANCE: Institutional charges for tuition, fee, books and supplies in addition to an estimated cost to the student for living allowances as room, board, transportation and personal combined compose the cost of attendance for an academic year or less as the cost of attendance or educational budget.

CREDIT BALANCE: A credit balance occurs when tuition payments using Title IV funds have been received by the institution in excess of the amount of charges assessed to the student. Credit balances are paid within 14 business days from the day the credit balance was generated. Students must be responsible for budgeting their own funds and for securing that the funds are used for education related expenses.

DEPENDENT STUDENT: She/he is an individual that does not meet the independent student criteria. This student is required to submit with his/her application, student and parents' income and assets data.

DEPENDENT: She/he is an individual other than the spouse that has been supported and will continue to be supported (50% or more of that individual personal expenses) by the student and/or spouse. If that individual is and will continue to be supported by the student parent(s), that individual would be a dependent of the parent(s) NOT a dependent of the student.

EXPECTED FAMILY CONTRIBUTION (EFC): Is the application of the U.S. Congressional formula to the student's family income and assets entered in the FAFSA and used as the calculated amount that a family is expected to contribute to offset the student cost of attendance.

FINANCIAL AID ELIGIBILITY CITIZEN/ELIGIBLE NON-CITIZEN: You must be one of the following to receive federal student aid:

- U.S. Citizen
- U.S. National
- U.S. permanent resident who has an I-551 or I-551C (Alien Registration receipt card).
- Arrival Departure Record (I-94) from the Department of Homeland Security showing one of the following designations:
 - Refugee
 - Asylum Granted
 - Parole for a minimum of one year that has not expired
 - T-Visa holder (T-1, T-2, T-3etc)
 - Cuban-Haitian entrant
 - Holder of a valid certification or eligibility letters from the Department of Human Services showing a designation of "Victim of Human Trafficking"

IF YOU ARE IN THE U.S. UNDER ONE OF THE FOLLOWING CONDITIONS, YOU ARE NOT ELIGIBLE FOR FEDERAL AID:

- F1 or F2 student visa
- J1 or J2 exchange visitor visa only
- G series visa (pertaining to international organizations)

INDEPENDENT STUDENT: An individual who meets one of the following criteria:

1. (45) Were you born before January 1, 1994?
2. (46) As of today, are you married? (Separated but not divorced) 3. (47) As of July 1, 2017 will you be graduate or professional student?
4. (48) Is currently serving on active duty in the U.S. Armed Forces for the purposes other than training?
5. (49) Are you a veteran of the U.S. Armed Forces?

6. (50) Do have children who will receive more than half of their support from you between July 1, 2017 and June 30, 2018?
7. (51) Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2018?
8. (52) At any time since you turned age 13, were both your parents deceased, were you in foster care or were you a dependent or ward of the court?
9. (53) As determined by a court in your state are you or were you an emancipated minor?
10. (54) As determined by a court in your state of legal residence, are you or were you in legal guardianship?
11. (55) At any time on or after July 1, 2016, did your high school or school district homeless liaison determine that you were an unaccompanied youth who was homeless?
12. (56) At any time on or after July 1, 2016, did the director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development determine that you were an unaccompanied youth who was homeless?
13. (57) At any time on or after July 1, 2016, did the director of a runaway or homeless youth basic center or transitional living program determine that you were an unaccompanied youth who was homeless or were self-supporting and at risk of being homeless?

PARENT(S): For the purposes of the financial aid programs, “a parent” is the mother and/or father or adoptive parents, stepparent or legal guardian - not foster parents.

PAYMENT PERIOD: 12 semester credit hours and 12 weeks or more. It is the mid-point of the program for courses of less than 12 semester credit hours and 24 weeks.

NEED: Financial need is the amount left over after subtracting the expected family contribution from your cost of attendance.

WITHDRAWALS: Students are officially withdrawn on date of notification, date terminated by the institution, date of two consecutive weeks of absences or date when the student failed to return from an approved leave of absence.

Recoveries

Recoveries resulting from unearned Title IV funds, are due from the student and must be paid in accordance to the terms stated in the promissory note of the student loans. If funds from the grants programs still due from the student, those funds are payable at the rate of 50%. Grant funds due from the student must be repaid within 45 days from the student's withdrawal date. Students may make repayment arrangements with the U.S. Department of Education within the 45 days and present proof of such arrangements to the institution. If no repayment is received nor arrangements are presented, the institution will refer the debt to the

U.S. Department of Education. The student will no longer be eligible for aid until informed by the U.S. Department of Education.

Transfer Student

A student, who attended a Post-secondary institution before the enrollment at America Evangelical

University, is required to provide a Financial Aid Transcript from each of the institutions attended within the last six months before the enrollment at this institution. If a financial aid transcript is required, no aid may be advanced from the loan proceeds. Aid from other programs may be advanced to cover the first payment period. No additional aid will be available to the student until all Financial Aid Transcripts are received by America Evangelical University.

Verification Process

Federal regulations 34 C.F.R Part 668, subpart E, dated March 14, 1986 April 29, 1994, November 29, 1994 – executing legislation 20 U.S.C. 1094 governing the Title IV programs require schools to be sure of certain applicant-reported data. These regulations require school to develop written policies and procedures for verification. The school is requiring making these policies available to all applicants for financial aid, as well as prospective students upon request. This procedure is part of the Admissions process. To follow the regulation and achieve consistency governing this process, the following verification policies apply to all applicants for Title IV programs. Under the regulations, the school may not disburse PEL grant until completion of verification.

Who must be verified: America Evangelical University shall verify 100% of those students selected by the CPS system for verification.

Verification Exclusions: Applicants excluded from verification include:

- Death- Applicant dies during the award year or before the deadline for completing the verification.
- Incarceration- Applicant is incarcerated at the time the verification is to be performed.
- Certain spouse/parent status: - Spouse or parent information is not required to be verified if the spouse or the parent is deceased, or physically incapacitated, or residing in a country other than the United States and cannot be contacted by normal means, or cannot be located because the address is unknown and cannot be obtained by the applicant.
- Completed verification- If the student completed the verification at another institution prior to transferring to this school if all the following documents are provided from that school:
- Letter stating that the verification process was completed, copy of the application data that was verified, and if the student was awarded FPELL Grant, a copy of the signed SAR/ISIR and a completed Financial Aid transcript.

- Pacific Island residency status- Legal residents of the Trust Territory of the Pacific Islands, Guam, Samoa, and the Commonwealth of the Northern Mariana Islands. To qualify for this exclusion the parents of a dependent student must also be legal residents of one of these territories. Citizens of the Republic of the Marshall Islands, the Federated States of Micronesia or the Republic of Palau. To qualify for this exclusion the parents of a dependent student must also be citizens of one of these territories. To document the basis for this exclusion, the applicable permanent mailing address
- No funds disbursed- The applicant will not receive federal aid funds.

Required Verification Documents: Examine the data items listed in 34 C.F.R 668.56. Different data items apply to different applicants depending upon student dependency status and the Title IV programs used.

Data items include:

- Total number of persons in the household.
- The number of members of household enrolled at least half-time students in postsecondary educational institutions.
- Adjusted gross income (AGI) or adjusted gross family income (AGFI) for the base year (2015).
- U.S. income tax paid for the base year (2015).
- Certain untaxed income and benefits for the base year if certain conditions would apply include: Social Security benefits, child support, untaxed payments to IRA or Keogh, foreign income, earned income credit, interest on tax free bonds.

America Evangelical University shall resolve inconsistent application information for all applicants, in agreement with requirement of 34. C.F.R. part 688.16 (f)

Documentation Required: Tax filer student, spouse and/or parents (as applicable) IRS Tax Return Transcript and Copy of tax return. Non tax filer student, spouse and/or parents (as applicable) form W-2, form 4868, Signed statement, or agency documentation for SNAP (food stamps) benefits. Applicants shall complete the appropriate sections of the Verification Worksheet. There are two different worksheets: One for dependent students and one for independent students. Use the worksheets to update and for verification of data. Applicants shall follow the instructions in the Verification Worksheet. The school's financial aid office may require/provide other appropriate forms.

Time Period for Providing Documentation: Applicants must provide the required documentation within 14 days from the request of FAO. America Evangelical University may not disburse FSA funds until the student has completed required verification.

Applicant Responsibilities: To be eligible to receive Title IV funds, we require applicants to provide requested information during the time-period(s) specified in these policies. Applicants must certify that the following data items are correct as listed on the original application; or, if not correct, must update the data items, as of the date verification:

- Number of family members in the household
- Number of family members in the household now enrolled as at least half-time students on postsecondary institutions
- Change in dependency status

- Federal PELL Grant applicants whose dependency status changes during the Award Year must file a correction application.
- This process does not apply if the change occurs due to marriage
- Campus-based applicants whose dependency status changes during the Award Year must have their FC re-calculated. This process does not apply if the change occurs due to marriage
- The applicant must repay any over award, or any award, discovered during verification, for which he/she was not eligible.

Consequences of Failure to provide documenting within the specified time period(S): If the student cannot provide all require documentation, the school cannot complete the verification process within 14 days from the date of the request. The school must then advise applicants that they are not eligible for financial aid funds. The school then gives the applicants the following option

- The student may continue training on a cash payment basis
- The student may withdraw, and re-enroll at no additional charge. There will be no loss of credit earned when the student provides all proof, and verification is complete. The applicant must repay any over award or any award for which he/she was no eligible, discovered during verification.

Interim Disbursements: The school may make interim disbursement for one disbursement if FAO have no reason to question the accuracy of the information on the FAFSA.

Tolerance: If there are non-dollar errors and if the error in the dollar items total is less than \$25.00 there is no requirement to recalculate the students EFC.

Referral Procedure: The school shall forward to the Secretary of Education, referral of fraud cases.

Institutional Financial Assistance

AEU offers a variety of institutional scholarships semi-annually to both incoming and current students for the purpose of achieving better quality of education. The conditions for receiving this assistance differs with each scholarship. Applicants may obtain the information and applications by writing to or visiting the office of student financial assistance. Please note that AEU does not participate in government financial aid programs.

The preferences for awarding institutional scholarships are based on the following:

1. Leadership potentiality
2. Academic excellence
3. Need
4. Graduate student level
5. International student status
6. Full time student status
7. Student spouses who are both enrolled

Scholarships

Students cannot be awarded more than one scholarship each semester except in the case of a student

employment scholarship. The scholarship will be awarded at the beginning of each semester and the recipients will receive the credit for the amount of scholarship toward the tuition. The total scholarship cannot exceed the tuition that the student should pay.

1. Scholastic Achievement Scholarship

In recognition of scholastic achievement, one student is chosen at the end of each regular semester. All or part of the tuition of the recipients will be waived during the next semester. To qualify for this scholarship, the student must obtain a G.P.A. of 3.5 or above for the semester.

2. Overseas Mission Scholarship

This scholarship shall be awarded to those students who came for study from other countries with the missionary purpose of being trained at America Evangelical University to be pastors, teachers or missionaries. The amount of this scholarship, whether full or partial, shall be decided by the Scholarship Committee of the school.

3. Student Couple Scholarship

The student couple scholarship shall be awarded to one of the student couples when both of them are registered as full-time students. The one selected shall be awarded with the full amount of his/her tuition.

4. Student Employment Scholarship

This scholarship will be awarded to a student who shows financial need. This is a work-study program. The school does make an effort to place every student desiring work on or off campus according to a student's ability, capacity to handle the added burden of employment, and financial need. The work assignment and pay-rate are decided by the dean of the school. This scholarship must be renewed every semester.

5. Tuition Assistance Scholarship

A tuition assistance scholarship shall be given to those students with financial difficulty who have applied for various scholarships of the school but have not been selected as recipients of any specific scholarships. This scholarship shall be given to those applicants according to the proportionate amount of tuition decided by the Scholarship Committee of the school.

All applicants for scholarship should attain a 3.0 GPA or above in the previous semester. However, exceptions can be allowed for up to two semesters in rare cases of overseas students who have a Korean language problem. Other matters that are not stipulated clearly shall be discussed and decided by the Scholarship Committee of the school which is ordinarily held once each semester.

Student Loans

Student who are financially unable to pay all tuition and fees at registration may be allowed to pay in installment and AEU requires a payment of five(5) percent of the annual interest in the amount which is still due pursuant to the payment schedule.

Scholarship Applications

Any student who wants to receive financial assistance must submit a scholarship application form at the time of registration each semester. The form will be supplied at registration or can be obtained at the office.

Scholarship Committee

The Scholarship Committee has a task of screening the awarding scholarships, fund-raising, and managing the fund. The scholarship committee includes the following: President (Chair), Dean of Academic Affairs, Dean of Student Affairs, Business Director, Directors of the Board, others whom the Chair recommends.

Procedure of Scholarship Remittance

After the scholarship applications are reviewed and finalized by the Scholarship Committee, the awarded students will be notified. The student must pay all the tuition and fees, and the school pays the scholarship to the student in five working days after the student clears his/her balance due.

Student Life and Services

Student Life

Student Fellowship

Every student enrolled in the America Evangelical University is a member of the Student Fellowship. The student activity fee funds student activities. It seeks to stimulate prayer and fellowship among students and organizes the mountain prayers and “Praise the Lord” program.

Student Government Council

Comprised of students elected annually by the general student body, the Student Government Council promotes students’ interests and conducts activities which directly relate to student life. For example, the Student Government Council nominates students to serve on various faculty/student committees, presents the needs and desires of students to the seminary, and organizes social events for fellowship during the school year.

Worship and Spiritual Life

The students, faculty and staff at the AEU gather together regularly for worship. Chapel services are held once a week during the school year. The Student Government Council arranges a time and place for mountain prayer.

Alumni

Every graduate of this school with a degree is a America Evangelical University Alumni. The Alumni membership fee will be collected annually and funds alumni activities. It seeks to assist alumni members’ ministries, the sharing of experiences and provides various information in different areas.

Student Conduct, Discipline and Complaints

Sexual Harassment

As required in CEC 94385, America Evangelical University has a policy prohibiting any act involving sexual assault or harassment by any of its employees, students, staff, faculty, or anyone conducting business on University premises, which includes University’s classrooms and classroom buildings, the resort area and any location used for an off-site school function. Sexual Assault includes but is not limited to rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery or threat of sexual assault.

If you, as the victim, believe a sexual assault act has been committed, report the assault immediately to the nearest faculty or staff member, who will, in turn notify the school Dean of Student Affairs and the police.

Any observer of a sexual assault crime should notify the school Dean of Student Affairs immediately rather than take the initiative to contact the police. It is critical that the rights of victims are protected so that they accurately report the crime to authorities. The police will arrive

to review the crime, take a description of the attacker, etc. and ensure that the victim and his or her escort are transported to a medical facility.

Confidentiality is required in order to protect all parties involved with the assault. Any inquiries from newspapers, employees, parents, or other students will be immediately forwarded to the University Dean of Student Affairs to avoid misrepresentation of the facts and breach of confidentiality.

Efforts will be made by the school staff or faculty member to help the victim deal with academic difficulties resulting from the crime. Should another student, faculty members, or staff member be accused of the crime, appropriate disciplinary action will occur until a formal investigation is completed. The victim will be informed of any further disciplinary action or appeal in connection with the sexual assault. Prevention is the best tool for elimination of sexual assault. All staff, faculty, and students should take all steps necessary to prevent sexual assault from occurring such as expressing strong disapproval, using self-defense techniques, and increasing awareness of what sexual assault means.

Local Counseling Center Tyrannus
International Ministries 616
Westmoreland
Los Angeles, CA90005
(213) 382-7600/(213) 382-5400

Discipline/Probation/Dismissal Policy

Any student who violates a law or regulation of the school intentionally and continuously will be disciplined. Any student whose GPA is below 2.0 on the 4.0 scale will be put on probationary status. Any students whose moral standard falls seriously short of the Christian faith will be disciplined. Any cheating, plagiarism, drunkenness, sexual assault, physical violence, adultery, homo-sexual conduct, and stealing are taken seriously and disciplined. Discipline will be finalized through the procedure of the Student Discipline Committee. There are four categories of discipline: warning, probation, suspension and dismissal.

Student Complaint Procedure

Students with complaints relating to a particular class, grade or instructor should discuss them first with that instructor. If the complaint is not resolved satisfactorily, the student should then contact the Dean of Student Affairs. The Dean of Student Affairs will review the complaint with all parties concerned, and investigate all documents. The complaint will be determined either unfounded and rejected or valid, at which time a compromise or settlement will be determined and monies will be returned. The Dean of Student Affairs will write a decision within five days, notifying the student(s) by mail and a copy of the decision and complaint will be placed in the student's academic file. The complaint will be logged on the complaint record. The Dean of Student Affairs' decision is considered final. If you feel your grievances were not adequately resolved and would like further assistance, please contact:

Bureau for Private Postsecondary & Vocational Education 2535
Capitol Oaks Drive, Suite 400
Sacramento CA 95833

Filing a Complaint

Please note that while we encourage students to follow our protocol of the grievance process, as per the CEC § 94909 (a)(3)(C), "A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 3707589 toll-free or by completing a complaint form, which can be obtained on the bureau's internet web site www.bppe.ca.gov."

Student Services

Bookstore

There is no bookstore on campus. However, AEU has an unwritten contract with Joy Church Supplies (213-469-9973) and Word of Life Book Store (213-382-4538) which are located within three miles of the campus. Students can purchase not only books but also stationary at these locations.

Meals

AEU does not have any cafeteria facilities. Meals are provided by students themselves. **First Aid**

Kit

The first aid kit is provided at the school office. It may be utilized free of charge.

Emergency and Campus Crime

Any student in an emergency situation must call 911. If anyone has a language problem in English, the LAPD Koreatown police is available (213-237-0569). If any student needs assistance, ask at the Dean of Student Affairs' office. On campus, crime is very scarce. However, to prevent any crime attempts it is recommended that you walk in a group and watch one another.

Counseling Services

Personal counseling services are available to interested graduate and undergraduate students without any fee. The Dean of Academic Affairs and other school administrators are ready to meet the need of counseling on academic affairs. For psychological or adjusting problems, professional counseling services will be provided by appointment. The request form for counseling is found in the office. In the case of an emergency, a full-time faculty member can be contacted. Although a counseling center is not in operation, we can refer students to outside counseling services when necessary.

Career Planning and Placement Services

AEU provides career planning and placement services to its students. Students will be encouraged to complete a personal career plan prior to graduation. Cooperating with local churches whose congregations are Korean-Americans, AEU provides employment placement services. AEU will often provide introductory letters to sister churches of the Union Evangelical Church and mission

organizations. Also, information on job openings are posted. If requested, staff can assist students in the preparation of a resume. Please note that AEU does not guarantee jobs for its graduates.

Student Pastoring and Preacher's License

All the enrolled students are encouraged to be involved in various type of ministries, including local church pastoring. Students who enroll in the M.Div. degree program may be declared student preachers after completing 48 semester units. Upon graduation from graduate school, such students can obtain a preacher's license which is issued by the denominational agency.

Tutorial Assistance

AEU does not have a formal tutorial assistance program. Students who are in need of additional assistance on a topic are asked to contact their instructor, who will attend to their need.

Library Services

Users

Persons associated with America Evangelical University (students, faculty and staff) have borrowing privileges. Any student may receive a library card free of charge. Others must pay a membership fee (\$50.00 lifetime membership or \$20.00 per year) in order to borrow materials. Books may be checked out for three weeks.

Library Hours

Monday - Friday	10:00 a.m. - 10:00 p.m.
Saturday-Sunday	closed

Interlibrary Loan

If the library does not house the research materials a patron needs, he/she may request the material through the Interlibrary Loan Service. As a member of an on-line bibliographic system (OCLC), the library has access to over 22,000,000 books, journal and audio-visual titles in North America and Europe. It takes one week to receive the material. The cost to the patron is the charge accessed by the lending library.

Special Sections

Dissertations, Christian Business Books and Books about Korean immigrants are located separately.

Copiers

Photocopies and copies made on the microform reader-printer and CD-ROM printer are all five cents per page.

Lending Policy

1. All borrowers are required to fill out a library user application form.
2. All borrowers must show a library card with student ID (for students) to check out books.
3. Books are loaned for a 3 week period. Patrons are limited to having 2 books checked-out (4 books for students) at one time.
4. The overdue fine for circulating books is 25 cents a week.
5. Renewals can be made twice unless another patron requests them.
6. Reference books and periodicals cannot be checked out.
7. The reserve shelf is located behind the circulation desk. The material is loaned for a 2 hour period and must be used in the library. Reserve items may be checked-out overnight, but they cannot leave the library until a half hour before closing and must be returned within a half hour after the library opens the following day.
8. Those borrowers who lose or severely damage a library book will be charged the replacement value (\$ 10.00 minimum) or need to bring in a new book of the same title.

Library Rules

1. Unnecessary or excessive noise, or any disruptive behavior will not be permitted.
2. Consumption of food or beverages is not allowed in the library.
3. Do not re-shelve library materials. Return books to the book cart.
4. Periodicals must be returned to the original place.
5. All the library users must have their bags or books checked at the circulation desk.
6. Due to the closing library duties, please have your books checked out or renewed 10 minutes before closing.
7. Persons not complying with these policies can be asked to leave.

University Leadership

Board of Directors

Executive Committee

Chong Kon Cho
Chair of the Board
Senior Pastor

Yongsuk Shin
Secretary
Pastor

Hojoo Ryu
Treasurer
Elder, Businessman

Sanghoon Lee
President/CEO

Administration

Lee, Chung Kuhn
Emeritus President

Jongkil Ryu
Emeritus President/Chancellor

Sanghoon Lee
President and Chief Executive Officer

Sanghoon Lee
Interim Vice President for Academics

Sung Ho Cho
Vice President for Administration (COO)

Young C. Kim
Vice President External Affairs

Hyun K. Hong
Dean of Business School

Young Woon Lee
Dean of Students and Spiritual Formation

Grace Kim
Interim Director of Academics

Yohan Pyeon
Director of Nursing School / Computer Science

Brian Kim
Business Manager (CFO) /
Director of Distance Education

Edmund Rhee
Director of Planning and Development

Isaac Jeon
Registrar and Director of Financial Aid

Duck Young Won
Librarian (MLS)

Miwon Lee
Director of Admission

Dylan Lee
Manager of Distance Education

University Faculty

Resident Faculty

Chung Kuhn Lee
Professor of Practical Theology
DMin, Claremont School of Theo., 1989
MDiv, Western Evangelical Sem., 1979 MT,
Asbury Theological Seminary, 1974 BA,
Seoul National University, 1964

Grace Choi-Kim
Professor of Counseling and Theological
Education
PhD, Garrett Evangelical Seminary, 2009
MTS, Garrett Evangelical Seminary, 1999
MDiv, Trinity Evangelical Divinity, 1997
MACE, Union Presbyterian Sem., 1993 BA,
Seoul Women's University, 1988

Jonghwan Kim Professor
of Counseling
PhD, Taegu University, 1993
MA, Taegu University, 1983
BA, Seoul Theological University, 1974

Sanghoon Lee
Professor of Practical Theology
PhD, Fuller Theological Seminary, 2008
ThM, Fuller Theological Seminary, 2002
MDiv, Seoul Theological Seminary, 2000
BA, Seoul Theological Seminary, 1997

Youngwoon Lee
Professor of ducation
PhD, Biola University
MDiv, North Park Theological Seminary
MACE, North Park Theological Seminary
BTh, Seoul Theological Seminary

Yohan Pyeon
Professor of Old Testament
PhD, Claremont Graduate University MA,
Claremont Graduate University MATS,
Claremont Graduate University BA, Seoul
Theological University

Edmund Rhee Professor
of Theology
PhD, Fuller Theological Seminary, 2016
ThM, Fuller Theological Seminary, 2002
MDiv, Fuller Theological Seminary, 1994
BA, Univ. of California, Berkley, 1986

Mark Yoon
Professor of New Testament
PhD, Claremont School of Theology, 2004
MA, Claremont School of Theology, 1997 MA,
Sogang University, 1988
BA, Seoul Theological University, 1986

Won, Duck Young Librarian
DMin, Reformed Theo. Seminary, 1998
MDiv, Reformed Presby. Seminary, 1993
MLS, University of Oregon, 1970
BA, Seoul National University, 1959

Adjunct Faculty

Peter Chang
Adjunct Professor of Counseling PhD,
Claremont School of Theology

Woosung Choi
Adjunct Professor of Science
PhD, University of Southern California

Raymond Degenkolb
Adjunct Professor of Systematic Theology
PhD, Asbury Theological Seminary

Henry H. Hong
Adjunct Professor of Business MA,
Carnegie-Mellon University

Seokgyu Jung
Adjunct Professor of Old Testament
PhD, Claremont Graduate University

Charles E. Kim
Adjunct Professor of Practical Theology PhD,
Drew University

Heran Kim
Adjunct Professor of Counseling
PhD cand., Claremont School of Theology

John C. Kim
Adjunct Professor of New Testament PhD
cand., Dallas Theological Seminary

Paul O Kwon
Adjunct Professor of Counseling PhD,
Fuller Theological Seminary

Yeonseung Lee
Adjunct Professor of Church History ThD,
Boston Univ. School of Theology

SoMyung Lee
Adjunct Professor of Church Music
DMin Cand., Fuller Seminary

Sungbong Choi
Adjunct Professor of Missiology
Dmin, Fuller seminary

Daniel K. Park
Adjunct Professor of Intercultural Studies
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