



PACIFIC

THEOLOGICAL SEMINARY

Academic Catalog 2021-2022

Revised January 2022

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PACIFIC THEOLOGICAL SEMINARY

Academic Catalog 2021-2022

For its first year, Pacific Theological Seminary is opening in the middle of the academic year, on January 31, 2022. This catalog is in effect for the period of January 31, 2022 through August 13, 2022. For a downloadable copy of the catalog, see our website.

Contact

Seminary Location:

8977 Activity Road
San Diego, California 92126

Mailing Address:

P O Box 151227
San Diego, CA 92175-1227

Telephone/Voicemail: (858) 703-1100

Website: <https://www.pacificseminary.org>

VISION AND MISSION STATEMENTS

Vision Statement

To be a multi-denominational theological educational institution that contributes to the forming, equipping, and empowering of the whole-person so that learners become Christ-like servant leaders who respond contextually to global needs through their lived understanding of God's Word.

Mission Statement

We aspire to be a biblically-grounded, Holy Spirit-guided, educational institution that partners with individuals, churches and ministry agencies in San Diego County and around the world. We seek to equip Christian leaders to fulfill their God-given calling to serve as agents of global change. We seek to celebrate diversity within the body of Christ, to maintain high academic standards, to develop rigorous critical-thinking skills, to nurture healthy community life, to encourage personal piety, to promote spiritual formation, to equip for world evangelism, to practice good stewardship of God's creation, and to practice biblical justice, actively coming alongside and caring for the vulnerable in our society. In our life together as a Christian community, we seek to fulfill the two greatest commandments of loving God with heart, soul, mind and strength and of loving our neighbors as ourselves by showing kindness, honor and respect for all people.

Four-Fold Emphasis

1. High-Quality Theological Education
 - a. Our professors have 30+ years of experience in teaching, writing and research. They are world- renowned scholars, highly respected in their fields, who teach critical thinking skills that foster vibrant Christian faith in a constantly changing world.
 - b. Our professors are actively involved in ministry, serving in churches and ministry agencies in the U.S. and around the world.
 - c. Our team includes a variety of practitioner-scholars who are on the front lines of Christian ministry, bringing life experience and practical application to the classroom.
2. Face-To-Face Personal Instruction and Mentoring
 - a. We value face-to-face education. Our professors are first and foremost mentors for ministry.
 - b. We believe in education that is personally, spiritually, and socially transformational, developing whole and holy persons for the kingdom of God.
 - c. We intend to continue the legacy of Bethel Seminary San Diego that has produced almost 1000 graduates involved in ministry locally and globally.
3. Diverse And Multi-Denominational Community
 - a. We stand united around the authority and inspiration of Scripture and the historical traditions of the Christian faith.
 - b. Within this unity, we celebrate the diversity of the Body of Christ, both ethnically and denominationally.

- c. Our faculty, staff and students come from a wide range of Christian traditions. We value, honor and respect this diversity.
4. Affordable Theological Education
- a. Theological schools are pricing themselves out of business, and students often emerge from their training with large and unmanageable debts.
 - b. Our goal is to establish debt-free theological education.
 - c. We intend to accomplish this through the use of volunteers, experienced professors, endowed scholarships, church partnerships, shared facilities and other creative means.

AFFIRMATION OF FAITH¹

The Word of God. We believe that the Bible is the infallible Word of God, is fully inspired by the Holy Spirit, and has supreme authority in all matters of faith and conduct.

The Trinity. We believe that there is one living and true God, eternally existing in three persons, that these are equal in every divine perfection, and that they execute distinct but harmonious offices in the work of creation, providence, and redemption.

God the Father. We believe in God the Father, an infinite personal spirit, perfect in holiness, wisdom, power, and love. We believe that he concerns himself mercifully in the affairs of each person, that he hears and answers prayer, and that he saves from sin and death all who come to Him through Jesus Christ.

Jesus Christ. We believe in Jesus Christ, God's only begotten Son. We believe in his virginal conception, sinless life, miracles, and teachings. We believe in his substitutionary atoning death, bodily resurrection, ascension into heaven, perpetual intercession for his people, and personal visible return to earth.

The Holy Spirit. We believe in the Holy Spirit who came forth from the Father and Son to convict the world of sin, righteousness, and judgment, and to regenerate, sanctify, and empower all who believe in Jesus Christ. We believe that the Holy Spirit indwells, and is meant to fill, every believer in Christ, and that he is an abiding helper, teacher, and guide.

Regeneration. We believe that all people are sinners by nature and by choice and are, therefore, under condemnation. We believe that those who repent of their sins and trust in Jesus Christ as Savior are regenerated by the Holy Spirit.

The Church. We believe in the universal church, a living spiritual body of which Christ is the head and all regenerated persons are members. We believe in the local church, consisting of a company of baptized believers in Jesus Christ, associated for worship, fellowship, ministry and mission. We believe that God has laid upon the members of the church the task of giving the gospel of Jesus Christ to a lost world.

Christian Conduct. We believe that Christians should live for the glory of God and the well-being of others; that their conduct should be blameless before the world; that they should be faithful stewards of their possessions and God's creation; and that they should seek to realize for themselves and others the full stature of maturity in Christ.

The Ordinances. We believe that the Lord Jesus Christ has committed two ordinances to the church: baptism and the Lord's Supper. We believe that the church should practice water baptism in the name of the triune God. We believe that the Lord's Supper was instituted by Christ as an

¹ Adapted from the Converge and Bethel University Affirmation of Faith.

edifying remembrance of him and his death. We believe that these two ordinances should be observed and administered until the return of the Lord Jesus Christ.

Religious Liberty. We believe that every human being has direct relations with God and is responsible to God alone in all matters of faith; that the church is independent and must be free from interference by any ecclesiastical or political authority; that therefore, Church and State must be kept separate as having different functions, each fulfilling its duties free from dictation or patronage of the other.

The Last Things. We believe in the personal and visible return of the Lord Jesus Christ to earth and the establishment of His kingdom. We believe in the resurrection of the body, the final judgment, the eternal felicity of the righteous, and the lostness of the wicked.

COVENANT FOR LIFE TOGETHER

Pacific Theological Seminary (PTS) is an educational community committed to integrating Christian faith with learning and life. As people created in the image of the covenant-making God, we covenant together to discover the mind of Christ and to become like Christ. We pursue this mission as people called by Jesus to live holy lives according to the values, expectations, and goals of the Kingdom of God. A crucial part of our mission is to develop whole and holy persons who will go into the world to serve others.

To be whole and holy means to be dedicated to God with purity of thought and action. It means that we are to serve God using the gifts and abilities we have been given. Our community has a special calling to discover, teach, learn, and live what is true. We strive to understand the world in light of the life, death, and resurrection of Christ. This gives us a distinctive worldview, educational mission and calling.

Our calling includes a commitment to nurture one another. We strive to elevate Kingdom values over personal agendas. We attempt to measure every decision and priority in terms of our loving submission to the lordship of Christ and our commitment to one another. Christ's power within us and a clear sense of our calling give us a joyful freedom to do God's will.

Jesus taught us that right motives and loving relationships are at the core of whole and holy living. His two greatest commands are to love God with all of our heart, soul, and mind and to love our neighbors as ourselves¹. These commands connect serving God with serving others. In grace, Scripture also gives us specific rules to guide us in living. Jesus taught that keeping these rules is an expression of love for God.² The Bible condemns legalistic rule-keeping. It emphasizes loving relationships and pure motives in living out these rules³.

Living a Biblical Lifestyle

The Bible frequently speaks about a holy lifestyle. Such passages are found throughout the Old and New Testaments⁴. *The Bible describes character qualities and actions that should be present in the lives of believers.* These include prayer, kindness, humility, compassion, forgiveness, hospitality, personal integrity, generosity to the poor, care for the oppressed, study of God's Word, accountability to one another, sharing our faith with others, recognition of the rights of others, commitment to justice, regular gathering for worship, and living in harmony.

The Bible also identifies character qualities and actions that should not be present in the lives of believers. For example: destructive anger, malice, rage, sexual immorality, impurity, adultery, evil desires, greed, idolatry, slander, profanity, lying, homosexual behavior, drunkenness, thievery, and dishonesty⁵.

Special Expectations for Our Community

Because of PTS's commitment to Christ, our unique calling as an educational community, and our understanding of what it means to live in today's world, we want to state clearly some of PTS's rules and expectations. These are based on:

- our understanding of the Bible and its authority for our faith and life;

- our desire to promote wellness and health in all areas: social, emotional, mental, physical, and spiritual;
- our theological and cultural heritage;
- our understanding of our mission and calling.

We recognize that not all devout Christians share these rules and expectations. However, certain issues are important for our educational mission and our life together at PTS. They are designed to facilitate our growth, development, and learning as a community.

We view learning and the pursuit of truth as a special calling

- We commit ourselves to integrity, excellence, consideration of different points of view, and collegiality in all of our academic work.
- We will not tolerate plagiarism and other forms of academic dishonesty⁶.

We believe that life is sacred and people have worth because they are created in God's image⁷

- We will value human life in all its diversity and fullness, recognizing that women and men of all races, ages, and ability levels reflect the creative genius of our Maker.
- We view racism and sexism as sinful and reflective of some of the most harmful aspects of our culture. We will abstain from discrimination based on race, ethnicity, gender, age, and disability. We will also abstain from gossip, deliberate divisiveness, and malicious humor.

We believe that our relationships should reflect our connection in the body of Christ⁸.

- We affirm mutual respect and promise keeping in relationships between students, colleagues, teachers and learners, spouses, and friends.
- We grieve the hurt and destructiveness of broken relationships, especially those involving divorce and abuse. We will strive to be a community where healing occurs.

We believe our minds and bodies should be used in God-honoring ways⁹.

- We will promote the health of our bodies, minds, and emotions.
- We will abstain from illicit or nonmedical use of drugs, narcotics, and other substances.

We view sexuality as one of God's good gifts¹⁰.

- We believe that sexual intercourse and other forms of intensely interpersonal sexual activity are reserved for monogamous, heterosexual marriage. We recognize that sexual purity involves right motives as well as right behaviors.
- We prohibit the possession and use of pornographic material. In addition, we condemn sexually exploitive or abusive behavior and sexual harassment in any form.

We value the wise stewardship of resources¹¹.

- We believe all human and natural resources are a trust from God. We value work, creative expression, and wise use of time, ability, and money. We believe in wise use of natural resources. We will use them to do God's work and to benefit God's creation.
- We reject materialism and harmful exploitation of natural resources.

We believe that maturity calls for us to exercise discretion in our behaviors.

- We believe that God is honored by careful thinking and joyful use of our creativity and imagination. While the media and the arts can be valuable forms of recreation, our commitment to learning calls us to think critically about them and to see them as empowering and liberating ways to understand truth and beauty.
- We believe that certain forms of leisure, entertainment, and recreation are not congruent with holy living. We will make choices that are consistent with our pursuit of holiness in activities such as theater, dance, and music, or in the use of media and technology such as film, television, radio, and computers.

At times we will need to follow the biblical mandate to sacrifice our individual liberty for the good of the community¹². When differences arise, we will choose the course that demands greater personal restraint and self-discipline. We will strive to resolve those differences in a gracious and just manner.

Conclusions About Community Life

Community life at PTS should be marked by mutual encouragement, sensitivity, and consideration for others. This is particularly important when dealing with our differences. One of the special values of this community is the opportunity to learn from one another including those within other Christian faith traditions. We celebrate our diversity as well as what we hold in common.

Within committed Christian communities there are diverse views regarding the use of alcohol. Some choose a testimony of abstinence for a variety of legitimate and honorable reasons while others believe they can use alcohol moderately without harm to body, spirit, or relationships with others. As a community that honors Holy Spirit-led diversity among Christians, PTS employees and students may use alcohol in moderation¹³.

Living out the call to whole and holy living is challenging. No one does it perfectly. Community members who struggle to follow PTS's lifestyle expectations and who would like help in living within them are encouraged to talk with appropriate PTS personnel to seek help in changing.

As a community we recognize that worship, fellowship, spiritual nurture, and Christian service are all essential to our growth in holiness. As members of the PTS community, we are expected to participate in these types of activities regularly.

As we join the PTS community, we accept these responsibilities and conditions of membership. We agree to live according to this document and other stated expectations as they are applied to us in the student and employee handbooks. If we find ourselves unable to honor these commitments, withdrawal may be in order. We recognize that we have an obligation to hold each other accountable to biblical standards and to the commitments we have made. Appropriate action will be taken to teach, influence, discipline, or even dismiss those who disregard these community expectations. We will strive to have all disciplinary procedures characterized by Christian love and a redemptive spirit.

As we celebrate this covenant calling to whole and holy living, we encourage and challenge each other with these three verses¹⁴.

Let the peace of Christ rule in your hearts, to which indeed you were called in the one body. And be thankful. Let the word of Christ dwell in you richly; teach and admonish one another in all wisdom; and with gratitude in your hearts sing psalms, hymns, and spiritual songs to God. And whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God the Father through Him.

Because of its crucial role in influencing the ethos of the school, this statement of expectations is subject to change only by action of the PTS Board in consultation with the faculty. The Board of Directors holds these standards to be binding for all who voluntarily choose to become a part of the PTS community.

¹Matthew 22:37-40

²John 14:15, 21

³Micah 6:8; Matthew 23:23-24

⁴Examples of such passages are: Exodus 20; Proverbs 6:16-19; Matthew 5-7; Galatians 5:13-25; Ephesians 4:22-5:21; Colossians 3:1-17

⁵Colossians 3:5-8; 1 Corinthians 6:9-10. Employees will not practice, advocate, or affirm these and other biblically proscribed behaviors.

⁶Exodus 20:15; Romans 13:9; 1 Corinthians 13:5-6; 1 Peter 1:22

⁷Genesis 1:27; Ephesians 4:1-7, 15-16; James 2:1-13

⁸Romans 12:3-21; 1 Corinthians 12:12-31; Ephesians 4

⁹Romans 12:1-2; 1 Corinthians 6:14-15; 1 Timothy 4:8

¹⁰Genesis 1:27-28, 2:24-25; Exodus 20:14; Song of Songs; Matthew 5:27-30; 1 Corinthians 6:15-20, 7:3-5

¹¹Genesis 1:28-31

¹²Romans 14:1-23; 1 Corinthians 6:12, 10:23-24

¹³Ephesians 5:18

¹⁴Colossians 3:15-17

STUDENT RESOURCES AND SERVICES

Housing

Pacific Theological Seminary has no dormitory facilities under its control. The seminary is located near Interstate-15. There is housing located reasonably near the seminary site. Estimated range of rental cost in 2022 in the school site's 92126 zip code is \$1,900 to \$2,300 per month for a 1-bedroom apartment, \$2,150 to \$2,600 for a 2-bedroom apartment, and \$2,650 to \$2,950 for a 3-bedroom condominium or house rental. Pacific Theological Seminary takes no responsibility to find or assist in finding housing for students. Students who have signed an enrollment agreement may place their names and contact information on a list in the seminary office to be shared with other students who are attempting to find suitable roommates.

Course Materials

Textbook lists will be made available before classes begin, so that students can purchase textbooks from their preferred source.

Classroom Facilities and Equipment

Classrooms will have a floor area of 200 square feet or more. Whiteboards will be available for instruction, as well as projectors or TV screens.

Email

Once students have created their Pacific Theological Seminary community account, and have been registered, all students are assigned a seminary email address. The seminary uses the Pacific Theological Seminary community email account for all official correspondence. Therefore, it is essential for students to regularly check their seminary email for pertinent communication from faculty and administration, and to use their seminary email for official correspondence. Pacific Theological Seminary email may be redirected to a home or business email address, if preferred.

Library

Pacific Theological Seminary library has 52,000 print books and over 300 print journals, half or more of which will be made available to students in April 2022. Users will have access throughout the term to library databases that contain fee-based restricted content and also to open access digital collections available to anyone with an Internet connection and a web browser. Identification cards will be issued, which will authorize borrowing privileges and database access to registered students, to seminary faculty, and to seminary employees.

Distance Education and Remote Learning

Pacific Theological Seminary will not offer distance education degrees or courses. Pacific Theological Seminary will not conduct learning remotely except under the following two special circumstances. First, if colleges and universities generally are closed by the State of California due to concerns about pandemics, we will also close. Second, if a student or faculty member presents a physician's note stating that their patient cannot safely attend the class in person, then as an accommodation we would not require them to attend class in person at our building address. In such cases, we will conduct remote learning, provided it is permitted by the State of California. All such remote learning would be synchronous, and the schedule for evaluation of

student lessons, projects, or dissertations would be identical with our practice for on-site teaching. Students would be responsible for providing their own computer and internet access for remote learning.

Populi - Student Information System (SIS)

Student information other than course information will be accessible through the Populi SIS. Once a Pacific Theological Seminary Account is created, students will have access to online services including registration, course schedules, course grades, and student accounts.

Canvas - Learning Management System (LMS)

Student course information will be accessible through the Canvas LMS, at the option of the instructor. Once a Pacific Theological Seminary Account is created, students and faculty will have access to the Canvas LMS for their courses, including the ability to see course syllabi, see required texts, submit work, see teacher comments and evaluations of submitted work, and see grades given for assignments.

Placement

Placement resources at Pacific Theological Seminary will be available through the office that directs the Supervised Ministry experiences. Primary functions include provision of resources and assistance for students as they build the networks needed to explore and secure vocational ministry positions. Through the seminary formation and subsequent internship processes, Supervised Ministry/Mentored Leadership staff invest significant energy getting to know students, helping them construct developmental goals, discerning God's call on their lives, and moving effectively into vocational ministry or other professional roles.

Since most ministry placement is done through established national, district, and local networking, students are expected to take the initiative in seeking placement during their time in seminary. Taking into consideration a wide range of vocational options, Pacific Theological Seminary partners with students early and often in their programs, assisting them in identifying what is at the far end of their seminary journey and how best to get there. If the student is seeking ordination, licensing, or certification, identifying and meeting with the appropriate governing bodies is especially important as specific steps will need to be taken to ensure completion of requirements. Pacific Theological Seminary has networks with a community of churches and ministry organizations, particularly in the San Diego County area, and is willing to connect students with these contacts.

ADMISSIONS POLICY

Overview

A seminary education provides excellent training for the ministry, regardless of a student's prior undergraduate or graduate experience. Students who have not yet completed their undergraduate degree are encouraged to pursue theological studies with a strong emphasis in liberal arts. A broad, comprehensive college education will provide an edge during seminary years and also with the responsibilities associated with a ministry calling.

Admission Requirements

Christian Experience

Pacific Theological Seminary invites applications from persons with Christian beliefs and moral convictions. Students are expected to be active participants in their local church by regularly attending worship and participating in ministry. Students strive to live holy lives and be free from issues that are at odds with our Covenant for Life Together (see pages 6-8).

Non-Discrimination

Pacific Theological Seminary does not discriminate against any worthy student on grounds of age, gender, race, color, ethnic or national origin, or on the basis of physical disability. Pacific Theological Seminary values diversity in its student body.

Citizenship and Residency

Due to being a new seminary, and because of limits set by its State of California license under the Bureau for Private Postsecondary Education (BPPE), Pacific Theological Seminary will only be able to admit as students US citizens and US permanent resident aliens, and will not be able to provide visa services nor vouch for student status.

Application Process

Complete and submit an application for your desired program.

1. On the application you will be asked to list 3 references. References should come from individuals that know you well, but may not include relatives:
 - a. One reference will come from your pastor or another ministry leader at your local church.
 - b. The two additional references should come from academic or professional sources.
2. You will complete a personal statement of 250-500 words that details your Christian experience, including your conversion and significant stages of your spiritual development.
3. Submit official transcripts from all post-secondary U.S. schools attended, or NACES showing a bachelor's degree earned from an accredited institution, with a cumulative undergraduate GPA of 2.7 or above on a four-point scale. Students applying to all master's degree programs must hold a bachelor's degree [5 CCR 71770(a)2].

4. Have official transcripts sent to:
Office of Admissions
Pacific Theological Seminary
PO Box 151227
San Diego, CA 92175-1227

For institutions that offer digital transcript services, please have transcripts sent to admissions@pacificseminary.org

5. Prospective students with baccalaureate degrees from colleges not regionally accredited, including Bible colleges, may be admitted upon evidence of ability to pursue graduate studies. In such cases, the applicant's scholastic record in college and his or her life experiences may be considered. The transcripts of such graduates will be evaluated, and if needed, further work will be required.
6. Pacific Theological Seminary does not accept ability-to-benefit students.
7. An interview or additional materials may be required upon the request of the Admissions Committee.
8. We are unable to provide course credit for life experience.
9. Students whose primary language is not English, who also did not receive a bachelor's degree or higher degree at a regionally accredited college or university within the United States, must submit a Test of English as a Foreign Language (TOEFL), International English Language Testing System (IELTS), or Pearson Test of English Academic (PTE Academic) examination score report.
 - TOEFL minimum score of 550 is required on the paper-based test, or 80 on the Internet-based test.
 - IELTS minimum score of 6.5.
 - PTE minimum score of 55.

English language services, including instruction such as ESL, are not provided.

For all degree programs, and in all courses for which academic credit is offered, all instruction will occur in English.

Applicants will be notified by either letter or email of acceptance to the seminary.

Former students not enrolled within the last year (four consecutive terms including interim and summer terms) must contact the Office of Admissions to request readmission to the Seminary.

Students who have not been enrolled within the last three years must reapply through the Office of Admissions and abide by the catalog requirements at the time of their readmission, unless written permission was obtained from the Office of the Registrar prior to the extended leave (for example, in cases of military deployment). If prior permission was obtained, the student may

follow the catalog requirements under which they last enrolled and must contact the Office of Admissions to request readmission to the Seminary.

Auditors

In addition to the other admissions requirements stated previously in this section, a limited number of qualified students may enroll in classes as an auditor. Such students normally would enroll for no more than two courses per term. No more than 25% of the courses required for a degree may be taken while enrolled as an auditor.

Non-Bachelors Applicants

In addition to the other admission requirements stated previously in this section, students who have not obtained a bachelor's degree may be allowed to enroll as auditor. Such students must also meet the following requirements:

- 25 years of age or older
- Has earned an Associate of Arts or an Associate of Science degree or has earned 60 undergraduate credits.
- Has scored 150 or higher on the Verbal Reasoning portion of the GRE, or has a GPA of 2.7 or higher in college course work.

ACADEMIC POLICY

Academic Advising

Student academic advising is provided by the Office of the Registrar. Students will be provided with helpful materials to track their own academic progress and also supported in designing personal completion plans to accommodate individual schedule needs.

Academic Integrity

Written material submitted must be the original work of the student. Academic dishonesty constitutes a serious violation of scholarship standards at Pacific Theological Seminary (PTS) and can result in denial of credit and possible dismissal from the school. Academic dishonesty includes cheating on assignments or exams, plagiarism, fabrication of research, multiple submissions of work in different courses, misrepresentation of academic records, the facilitation of academic dishonesty, and depriving others of necessary academic resources.

Academic Petitions

Students who have concerns about any academic policy matter (e.g. grades, schedules, instruction etc.) should first confer with the instructor. If a satisfactory solution is not reached, the student may file an academic petition by contacting the Office of the Registrar.

Petitions may be made by students who believe they are not being treated fairly or in accordance with announced policies, or who have extenuating circumstances beyond their control that warrant an exception to a policy. In this case, a student may contact the Office of the Registrar to initiate an Academic Petition.

Academic Petitions fall into two categories:

Exception Request

- Completion of degree requirements from a prior catalog year
- Extension of time to complete a degree
- Extension of time on credit expiration
- Grade change for a course
- Registration changes – Late Adds, Late Drops (with or without request for tuition refunds), Withdrawal past deadline (with or without request for tuition refund)
- Required course or independent study substitution
- Residency requirement
- Exception to other academic policy

Appeal

- Academic Dismissal
- Co-curricular Dismissal
- Denial of an Exception Request

Academic Petitions must be filed no later than 60 days after the student has reasonable notice of the circumstances (e.g. the faculty or administrative action affecting the student) that give rise to

the issues presented in the petition and must be filed according to the process defined for Pacific Theological Seminary.

Students wanting to obtain and file an Academic Petition should contact the Office of the Registrar. The registrar can guide students through the Academic Petition process.

Academic Policy

Each student is responsible for knowing the academic regulations and other program requirements of the school. While the Chief Academic Officer and the Office of the Registrar may provide appropriate reminders, the primary responsibility for knowing and fulfilling all policies rests with the individual student.

Academic Probation & Dismissal Policies

Community Life Violations

By joining the Pacific Theological Seminary community, students accept the responsibilities and conditions of Pacific Theological Seminary's Community Life Covenant. Appropriate action will be taken to teach, influence, discipline, or even dismiss those students who disregard these community expectations.

Academic Dishonesty

Academic Dishonesty constitutes a serious violation of scholarship standards at Pacific Theological Seminary and can result in denial of credit and possible dismissal from the school. See the Academic Integrity portion of these Academic Policies for further information.

Academic Probation

Students who achieve less than a C (2.0) cumulative GPA are placed on academic probation for the following term. Failure to obtain a 2.0 cumulative GPA for the year may result in dismissal. The registrar will notify students if they are being placed on academic probation.

Inadequate Student Progress

Students who are failing to make adequate progress in areas of academic development or personal formation may be placed on probation and required to follow a developmental plan designed by a faculty adviser in order to continue in their degree program. The registrar will notify students if they are being placed on probation or if their continuance in a degree program is in question. See the Evaluation of Student Progress portion of these Academic Policies for further information.

Financial Suspension

Pacific Theological Seminary reserves the right to suspend a student from a program or course(s) if there is failure to provide full payment on their student account when due. Any student who is financially suspended during a semester will be withdrawn from their classes.

Appeal Process

Students who have concerns about any academic policy matter should follow the instructions set forth in the Academic Petitions portion of these Academic Policies.

Accessibility

It is the desire of Pacific Theological Seminary to create equal opportunities for students, faculty, and staff with disabilities at Pacific Theological Seminary by providing reasonable accommodations in order to be a community that welcomes people of all abilities. Accommodations and services for students with disabilities are coordinated through the Office of the Chief Academic Officer. This includes students with various types of disabilities, including physical, sensory, learning, psychiatric, systemic, and some chronic illnesses. To receive services students must provide documentation of a disability. For further information or to schedule an appointment to discuss your needs, please contact the academic office.

Attendance

Students are required to attend at least 75% of class sessions (for example, 11-semester class sessions out of 14). Those who find themselves unable to do so should drop the course completely. If students miss any class sessions, their grade may be affected. Students participating in a course with an intensive cannot pass the course if they miss more than one day of the intensive.

Auditing Courses

Master's level students and their spouses may audit courses with the approval of the course instructor without charge during any semester the student enrolls in a course for credit. The number of audited courses taken without charge is not to exceed the number of courses taken for credit. To have the auditing fee waived, spouses must complete an "Application to Audit" form as well as a registration form for that particular class.

An audit registration is simply permission to attend a class. For an audit to be recorded on the transcript, regular attendance at the class sessions and participation in the class, when feasible, are required. Individual instructors may also require some portion of class assignments for auditors.

Pastors and their spouses, full-time employees of Christian ministry agencies and their spouses, senior citizens (60 years of age or older), Bethel Seminary San Diego alumni, and Pacific Theological Seminary alumni may audit courses for a fee of \$25.00 per credit. A complete "Application to Audit" form is required.

Once registered, audits cannot be dropped and no refund is given. Audit registration requests are not accepted until after the deadline for credit registration has passed, and are done on a first-come, first-served basis while space permits.

Students seeking to enroll for credit in a course will be given priority over auditors when a class has reached its maximum enrollment.

Students who audit a course and then wish to receive credit at a later date must register and take the course again. In no case will a student be allowed to change an audited course to a course taken for credit after the first week of the course.

Students who have taken Greek or Hebrew courses at the undergraduate level may audit the Elementary and/or Intermediate courses as a review before entering the Exegesis courses. These

students must have the instructor's permission prior to auditing these courses, and will need to take other courses for credit in order to meet the credit requirements of the degree.

Change in Degree Program

Students at Pacific Theological Seminary are admitted to the degree program for which they apply. A student who desires to pursue a second degree must apply to that degree program through the Office of Admissions.

Should a student's vocational interest change and they wish to change to another degree program after they have already begun their initial program, the student must give a formal application through the Office of the Registrar. Students who change from Master of Divinity to a Master of Arts, or vice versa, must meet the catalog requirements in effect at the time of change to the new program.

A change from a certificate program to a degree program requires a full admissions application through the Office of Admissions.

Course Papers

All assigned course and term papers in all degree programs are to be submitted in thesis form in conformity with the most recent edition of Kate L. Turabian's *A Manual for Writers*. When this manual is not sufficient, the student should refer to *The Chicago Manual of Style*. In addition, students are expected to use inclusive language and images when speaking about or addressing human beings.

Directed Study

A directed study course provides the student with an opportunity to pursue a specialized area that may not be explored through normal course offerings. Approximately 130 hours of study (for a three-semester-hour class) will be involved in such courses. The student must submit a written proposal to the professor for approval. If the proposal is accepted, the student submits the course syllabus and pertinent information to the Chief Academic Officer and the Office of the Registrar. The registrar will process the directed study including a directed study fee that will be charged in addition to regular tuition (see the Tuition and Fees section under "Cost of Education" in the Tuition and Financial Aid portion of this catalog).

Only three directed study courses may be taken in the student's degree program. Directed study courses may not be substituted for a required course except in extenuating circumstances and with the permission of the instructor of the required course.

A course that the student takes in a nonacademic setting that has been approved for graduate level credit will count as a directed study course. Students may take a maximum of 15 credits in their degree program in combination of directed studies, or extension courses.

Evaluation of Student Progress

Because of the seriousness of seminary education, all incoming students, including transfer students, are accepted on a provisional basis. Students are evaluated in a variety of formal and informal ways, including developmental assessments and interpersonal communications both

inside and outside the classroom. Students are also given an opportunity to report on their thinking and experience in relation to seminary academic work, participation in community life, supervised ministry, growth in life as servants of God, and progress toward their ultimate ministry goals. At Pacific Theological Seminary, we take seriously our goal to prepare whole and holy Christian leaders. Consequently, we are concerned not only with academic preparation, but also with spiritual and personal formation.

The registrar acts upon recommendations from faculty and staff. Students who are failing to make adequate progress in areas of academic achievement or personal development and formation may be placed on probation and required to follow a developmental plan designed by a faculty mentor in order to continue in their degree program. The registrar will notify students if they are being placed on probation or if their continuance in a degree program is in question.

Examinations

No week of final examinations is scheduled, but a professor may elect to give a final examination through a variety of means. Faculty members seek to be sensitive to student needs in the scheduling of examinations.

Grades

The faculty has adopted a four-point grading system with 12 levels as follows:

Grade	Points
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+	1.3
D	1.0
D-	0.7
F	0.0

Pacific Theological Seminary strives to maintain a grading system that accurately reflects the quality of a student's work and capacity for advanced study. Students are expected to demonstrate graduate-level writing skills, including correct grammar, spelling, and punctuation in all coursework, and to fulfill course requirements as listed in the course syllabus. Professors are encouraged to define their grading criteria and policy on late work and incompletes in the course syllabus. Grades will be assigned using the full range of letter grades (*A-F*), representing the following levels of performance:

A: Excellent work submitted, evidence of outstanding ability to synthesize and use course knowledge, consistent evidence of creativity and originality, insightful contributions in class, consistent demonstration of integrative and critical thinking skills, regular class attendance, and respectful interaction.

B: Good work submitted, evidence of substantial ability to analyze and use course knowledge, evidence of creativity and originality, thoughtful contributions in class, demonstration of integrative and critical thinking skills, regular class attendance, and respectful interaction.

C: Acceptable work submitted, evidence of adequate ability to analyze and use course knowledge, appropriate contributions in class, attempts at integration and critique, regular class attendance, and respectful interaction. A grade of *C* represents satisfactory performance. Students are required to hold a cumulative grade point average of 2.0 or higher (*C* average) to graduate with a degree from Pacific Theological Seminary.

D: Poor work submitted, little evidence of ability to analyze and use course knowledge, inconsistent evidence of mastery of course content, few contributions in class, no attempts at integration and critique, inconsistent class attendance, and respectful interaction.

F: Inadequate work submitted, insufficient evidence of ability to analyze and use course knowledge, inappropriate and/or disrespectful contributions in class, poor class attendance, or failure to complete course requirements. The grade of *F* may be superseded by a second grade when the student retakes the course. The first *F* remains on the transcript but is removed from computation of the grade point average.

I: Incomplete

P: Pass. *C* work or above in a course without grade points. Students are allowed to take three advanced-level courses on a Pass/Fail basis. Such courses, however, may not be in the student's concentration in the Master of Arts or the Master of Divinity program if the student is pursuing a concentration. The work in a Pass/Fail course must be at least *C* level for a grade of Pass. The decision to take a course Pass/Fail must be made within the first two weeks of the term and the appropriate form completed for that purpose. The professor has the prerogative to require a letter grade if he or she feels that the material involved demands such evaluation. No core courses may be taken on a Pass/Fail basis. Students may take more than three Pass/Fail courses only if they take more than the minimum number of courses required for graduation in that degree program.

W: Withdrawal is allowed during the third through the 11th week of the semester. From the 12th week, a grade of *F* is recorded for withdrawals.

S/U: Satisfactory/Unsatisfactory. The *S/U* grading option is used in designated courses.

IP, and NR: the grades of *IP* (In Progress), *NR* (Not Reported) are generated for administrative use only.

Graduation Requirements

Students are responsible for meeting the graduation requirements set forth in the catalog at the time of their matriculation. Students who take extended leaves of absence of four or more

consecutive terms are subject to the graduation requirements set forth in the catalog at the time of their reinstatement, unless written permission was obtained from the Office of the Registrar before the extended leave. If prior permission was obtained, the student may follow the catalog requirements under which the student was initially admitted.

Students must complete all degree requirements in the academic year in which they plan to graduate.

In addition to fulfilling all academic requirements, all Seminary students must fulfill the following graduation requirements:

1. Participate in the required assessment and evaluation program;
2. Participate in formation experiences and assessments as indicated in the degree requirements;
3. Complete Supervised Ministry requirements, if so indicated in the degree program requirements;
4. Achieve a cumulative GPA of 2.0 or above.

Commencement

Commencement is held in the spring of each year. All degrees are voted on by the Board of Directors upon the recommendation of the faculty. The application deadline is:

- December 1st - Master of Arts and Master of Divinity

Any student who fails to complete the application by the deadline for their degree will not be listed for graduation that academic year. Any questions concerning commencement or eligibility to commence should be directed to the registrar. Commencement Application and Information can be found at the Office of the Registrar.

- Students shall coordinate their ceremony participation with the registrar. Because participation in graduation ceremonies is strongly encouraged, students must receive permission to graduate *in absentia* prior to April 1. Students whose ceremony attendance changes after April 1 must contact the Registrar and may be charged an administrative fee.
- The Office of the Registrar will complete a degree evaluation at the end of the fall semester of the academic year in which the student has applied for graduation.

Harassment Policies

Pacific Theological Seminary is committed to providing a Christ-centered community where students, faculty, and staff can work together in an atmosphere free from all forms of harassment, exploitation, or intimidation, including racial and sexual harassment. All members of the Pacific Theological Seminary community are expected to educate themselves about sexual and racial harassment. Online training every year is mandatory in the State of California. Copies of the harassment policies are available in the Office of the Registrar, as well as in the library and the Seminary Handbook. To file an informal or formal complaint, please contact the Chief Operating Officer/Title IX Coordinator/Compliance Officer.

Honors

The following criteria are established by the faculty for the determination of graduation honors for students in the Master of Arts and Master of Divinity programs: minimum cumulative grade point

average of 3.60 cum laude, 3.75 magna cum laude, and 3.90 summa cum laude. Honors are based on the cumulative average as of the end of interim term (February 1) prior to graduation and will be adjusted at the close of the record on the student's transcript only, not on the graduation program. Students who have committed acts of academic dishonesty are not eligible to receive honors.

Incomplete

A grade of Incomplete is granted for emergency situations only. Students are expected to submit all work by the dates set by the course instructors and complete all course requirements on or before the last day of the term. The grade "Incomplete" is temporary and will be granted only in unusual circumstances (such as serious illness or critical emergencies) and will not be considered for a student who is simply behind in the assignments.

No Incomplete will be granted automatically, except as noted below. The date for completion of the work will be determined by the instructor, but that date cannot extend beyond one semester. If the work is not completed by the specified date, the grade earned will be entered on the student's record. Special problems regarding a student's eligibility to receive the Incomplete will be referred to the Academic Petition process.

The grade of Incomplete may also be awarded for Professional Internship to allow one year maximum extension.

Leave of Absence/Withdrawal Policy

Leave of Absence

Pacific Theological Seminary does not have a leave of absence policy. Students are expected to complete their program within the normal time for completion. However, there may be special circumstances (such as a program change, illness, military deployment, etc.), which might prevent students from completing their programs of study within the normal time frame.

Former students not enrolled within the last year (four consecutive terms including interim and summer terms) must contact the Office of the Registrar. Students who have not been enrolled within the last three years must reapply through the Office of Admissions and abide by the catalog requirements at the time of their readmission, unless written permission was obtained from the Office of the Registrar prior to the extended leave (for example, in cases of military deployment). If prior permission was obtained, the student may follow the catalog requirements under which they last enrolled and must contact the Office of the Registrar to request readmission to the Seminary.

Withdrawal

Students choosing to withdraw from the seminary must do so in writing. If a student withdraws and subsequently desires to re-enroll, he or she must submit a letter requesting reinstatement to the Office of the Registrar. This letter must indicate what the student has done since leaving the seminary, the student's current goals, and how the seminary fits into those goals.

In accordance with California law, the student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session or the seventh day after enrollment whichever is later. The student must follow the procedures specified in the Refund section of this catalog to cancel his or her enrollment and to obtain a refund.

Military Service

Upon involuntary military call-up, a student so affected will be granted a withdrawal from courses with a full refund. If 70% of the coursework has been completed, no refund will be granted and an incomplete will be activated and remain in force until one year after completion of active status. If the statute of limitations is exceeded, a grade of *W* will be assigned automatically.

Registration

The Office of the Registrar can help plan and grant approval for course selections. In no case will students be permitted to register for two classes that overlap meeting times. Students should consult the Office of the Registrar with questions and issues related to registration.

Registration Changes

Courses may not be added or changed from audit to credit after the first week of the semester, but students may change from credit to audit, or withdraw from the course, through the 11th week of the semester or the 6th week of half semester courses.

For full semester and half semester courses, after the seventh day of the term, or the seventh day after the submission of the student enrollment agreement, a grade of *W* will be entered for each dropped course. From the 12th week for full semester courses and the 6th week for half semester classes, a grade of *F* will be recorded for any dropped course unless the student appeals to the Registrar citing exceptional circumstances. Failure to submit a written petition form within 2 weeks after the last date of attendance will result in an automatic *F*.

For interim and June term courses, after the second day of the term, or the seventh day after the submission of the student enrollment agreement, a grade of *W* will be entered for each dropped course. From the 13th day of class, a grade of *F* will be recorded for any dropped course unless the student appeals to the Chief Academic Officer citing exceptional circumstances. Failure to submit a written petition form within 2 weeks after the last date of attendance will result in an automatic *F*.

Students needing to add, drop, or change course registration may do so through the Office of the Registrar. The student is responsible for all charges incurred (see Tuition and Financial Aid) and for any loss of financial aid. A new course may not be added when a registration hold has been placed by the Business Office. More information about tuition refunds is available in the Tuition and Financial Aid section of the catalog. No change of registration is complete until the request has been signed by the Registrar.

Technology Requirement

General Requirements

- Basic competency in Microsoft Office (Word, Excel, and PowerPoint)
- Consistent access to a reliable computer

Hardware Requirements

- Computer purchased within the last 4 years (Windows or Macintosh)
- Reliable high-speed internet connection (≥ 1 Mbps)
- Webcam or other digital video recording device
- One of the following:
 - Microphone and speakers
 - Microphone and headphones
 - Headset with combined microphone and headphone

Software Requirements

- Assignments must be submitted in Microsoft Office Format (i.e., .doc, .docx, .pdf, .ppt, .pptx, .xls, .xlsx), unless otherwise specified by the instructor.
- Virus and Malware protection
- Updated web browser

Time Limits for Degrees

All requirements for the Master of Divinity degree are to be met within 10 years of the time of the student's initial enrollment. All requirements for the Master of Arts degree are to be met within eight years of the time of the student's initial enrollment. Students are encouraged to consider all other commitments, including family, ministry, and work, when planning their course schedules. Extensions of the time limit in master's programs require special approval through the Academic Petition process.

Transcripts and Student Records

Pacific Theological Seminary maintains, for each student granted a degree or certificate by the Seminary, permanent transcript records of all of the following:

1. The degree or certificate granted and the date on which that degree or certificate was granted;
2. The courses and units on which the certificate or degree was based; and
3. The grades earned by the student in each of those courses.

For students/alumni to review their records (which may or may not involve receiving copies) students may contact the Registrar's Office. More specific information is available in the Family Educational Rights and Privacy Act of 1974 (FERPA) Policy section of this catalog, in the section under "Student Rights" called "Procedure for Inspecting Records."

Official transcripts are available showing all academic work completed to date at Pacific Theological Seminary. Paper versions of official transcripts are available for a fee and will be mailed within three business days. Some exceptions apply. Transcripts can only be sent if all outstanding financial obligations are met. To order an official transcript, please contact the Office of the Registrar. All transcripts from other schools in the student's file remain the property of PTS and cannot be released to the student or other parties. The PTS transcript includes coursework transferred from other schools and coursework completed at Pacific Theological Seminary.

For further questions concerning how to obtain student records or official transcripts, please contact the Office of the Registrar.

Transfer of Credit

Pacific Theological Seminary will accept credit from other accredited colleges or universities. Contact the Office of the Chief Academic Officer for those schools with which Pacific Theological Seminary has an articulation or transfer agreement.

Transfer credit is normally given for coursework completed at public or private institutions of higher learning accredited by an accrediting association recognized by the U. S. Department of Education. Upon receipt of an official transcript from another graduate institution, the transcript will be evaluated in terms of required courses and standards of Pacific Theological Seminary. Credits for courses graded below *C* (2.0), S/U, or P/F will not be accepted. All credits applied toward degree requirements at Pacific must be earned within 10 years of the awarding of the Pacific Theological Seminary degree, unless waived by the Academic Affairs Committee. Additionally, the request must be accompanied by evidence that demonstrates the academic rigor of the program (syllabi, course descriptions, textbooks, qualifications of instructors, etc.). Approval is not automatically granted.

Only hermeneutics courses taken at an institution accredited by the Association of Theological Schools (ATS) will be accepted in transfer to fulfill the hermeneutics requirement. Students who have taken hermeneutics at an institution not accredited by ATS may seek transfer approval from a PTS faculty member who teaches hermeneutics.

Students are expected to complete their courses at Pacific Theological Seminary to the greatest extent possible. No more than $\frac{2}{3}$ of the degree requirements of graduate semester units or the equivalent in other units awarded by another institution may be transferred for credit toward a Master's degree. Transfer students are required to complete at least one course in each core discipline at Pacific Theological Seminary. The core disciplines include Bible, Theology and Spiritual Formation.

A student with a Master of Arts degree (or its equivalent) in religious studies from PTS or another school may be granted advanced standing toward a Master of Divinity or Master of Arts degree. Not more than half of the credits required for the previous degree may be used toward a second degree at Pacific Theological Seminary.

Notice concerning transferability of credits and credentials earned at our institution: The transferability of credits you earn at Pacific Theological Seminary is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree or certificate you earn in the Seminary is also at the complete discretion of the institution to which you may seek to transfer. If the credits, degree, or certificate that you earn at this institution are 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 after attending PTS to determine if your credits, degree, or certificate will transfer.

Verification of Student Status

Verification of student status for insurance and other matters is made through the Office of the Registrar.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (FERPA)

Purpose and Applicability

The Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, (“The Act”) is a federal law enacted to establish procedures for disclosing information contained in student records and to protect the privacy of these records.

The Act applies to currently enrolled students, beginning on the first day of attendance, and former students.

The Act does not apply to individuals who have applied for admission but never attended Pacific Theological Seminary or applicants for admission who are denied enrollment.

Information obtained on a former student subsequent to graduation or termination of enrollment is not covered under The Act (e.g., data accumulated on alumni).

All rights under The Act cease when a person dies; Pacific Theological Seminary will decide on a case by case basis what records of deceased students can be released and to whom they will be released.

Definitions

Eligible Student: A student who has reached 18 years of age or is attending an institution of postsecondary education.

School Official:

- A person employed by Pacific Theological Seminary in an administrative, supervisory, academic or research, or support staff position including security and safety personnel staff.
- A person or company with whom Pacific Theological Seminary has contracted, such as auditors, attorneys, or the National Student Clearinghouse.
- A person serving on the Board of Directors.
- A student serving on an official committee or assisting another Seminary official in performing his or her tasks.

Education Records: Records that directly relate to a student and are maintained by an educational institution. Education records may include:

- class lists
- grade rosters
- student schedules
- correspondence
- data in an electronic database

Education records do NOT include:

- records about students made by instructors, professors, and administrators for their own use and not shown to others (sole possession records)
- Office of Chief Operating Officer records maintained solely for law enforcement purposes and kept separate from the education records described above
- employment records, except where a currently enrolled student is employed as a result of his or her status as a student
- records of a physician, psychologist, or other recognized professional made or used only for treatment purposes and available only to persons providing treatment (while not education records, these records are subject to FERPA)
- records that contain only information relating to a person's activities after that person is no longer a student at the Seminary
- financial information submitted by parents(s)/guardian(s)
- directory information not restricted by the student
- confidential letters and recommendations placed in the student's record if the student has waived in writing his or her right to inspect those letters and recommendations. Students may revoke such a waiver at a later time, but the revocation must be in writing and is only effective with respect to actions occurring after the revocation

Personally Identifiable Information: All information that is directly related to a student. This information includes both “directory information” and “non-directory information.”

Directory Information: Information contained in a record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. At Pacific Theological Seminary, directory information includes:

- student's name
- home and local address
- home and local telephone listing
- personal and campus electronic mail address
- photograph or digital image
- date and place of birth
- major field of study
- grade level
- enrollment status (e.g.; full time or part time)
- dates of attendance
- participation in officially recognized activities
- degrees, honors, and awards received
- most recent educational agency or institution attended
- Pacific Theological Seminary Community Account username, which is used by the student for purposes of accessing or communicating in electronic systems, since this identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or possessed only by the authorized user.

Non-Directory Information: Any personally identifiable student information that is not directory information. At Pacific Theological Seminary, non-directory information includes, but is not limited to, a student's Social Security number or student identification (ID) number.

Legitimate Educational Interest: An educationally related purpose, which has a directly identifiable educational relationship to the student involved and underlies a request for the disclosure of education records.

Student Rights

Currently enrolled and former students have the right to:

- inspect and review information contained in education records within 45 days after Pacific Theological Seminary receives a request for access
- request the amendment of the student's education records that a student believes is inaccurate, misleading, or otherwise in violation of the student's privacy or other rights
- consent to disclosure, subject to certain exceptions specified in The Act, of personally identifiable information from education records
- file a complaint with the Department of Education concerning an alleged failure by Pacific Theological Seminary to comply with The Act

Procedure for Inspecting Records

Students must request permission in writing to inspect their records and must present that request to the Registrar's Office, who will coordinate the inspection of records.

- The records will be made available to the student for inspection not more than 45 days following the receipt of the request.
- A Pacific Theological Seminary employee must be present while the student inspects his or her records.
- Students may request copies of available records when failure to provide a copy of the record would effectively prevent the student from inspecting and reviewing the record. Students may be required to pay a per copy fee. A copy may be refused, but only if, in doing so, the institution does not limit the student's right to inspect and review that record.

A student may inspect records of disclosure, which will be kept by the office in which the record is maintained unless such inspection is prohibited under the terms of a court order or lawfully issued subpoena.

Procedure for Requesting the Amendment of Records

With the exception of grades or disciplinary actions, if a student believes that information in his or her record is inaccurate, misleading, or otherwise in violation of his or her privacy rights, he or she may request that a change in the record be made.

- Such a request must be in writing, clearly identify the part of the record the student wants changed, and the request submitted to the appropriate Pacific Theological Seminary official in whose office the record in question is located.

- If Pacific Theological Seminary decides not to amend the record as requested, Pacific Theological Seminary will notify the student in writing that he or she may make a written request to that official for a hearing to contest the record.
- A hearing will be conducted within 30 days of the written request (or as soon thereafter as is practical) with the student having an opportunity to present all relevant evidence. The hearing panel will consist of the Pacific Theological Seminary official in charge of the record in question and two other officials selected by the official in charge.
- The student will be notified within two weeks of the hearing (or as soon thereafter as is practical) as to the decision of the official or hearing panel. The decision of the hearing panel is final.
- If the student disagrees with the action taken by the hearing panel, he or she may place a statement in his or her educational record giving the reasons for disagreeing with the decision.

NOTE: An appeal of grades or disciplinary action should follow the processes outlined in the student handbook and/or academic catalog.

Procedure to Request Withholding of Directory Information

- In the fall semester, before the printed roster is published, students will be notified about the opportunity to request that Directory Information be withheld.
- The request can be completed at any time; however, if the printed roster has been published for the academic year, the student's Directory Information cannot be removed from the printed roster.
- Students may request to withhold disclosure of Directory Information by completing a form online or in the Registrar's Office.
- Pacific Theological Seminary will continue to honor a student's last request with regard to the disclosure or non-disclosure of Directory Information made while the student was in attendance at Pacific Theological Seminary. Pacific Theological Seminary cannot assume the responsibility to contact the student for subsequent permission to release Directory Information. Regardless of the effect upon the student, Pacific Theological Seminary assumes no liability for honoring an instruction to restrict/withhold Directory Information.
- A student who is no longer enrolled cannot request that Directory Information be withheld. A student who is no longer enrolled can rescind their request to withhold Directory Information.

Parent Rights

The Act generally does not guarantee any rights to parents or guardians of students who are attending post-secondary institutions.

However, at Pacific Theological Seminary's discretion, The Act does allow Pacific Theological Seminary to provide parents with access to their student's educational records provided the parents claim the student as a dependent on their federal income tax return. If a student is claimed as a dependent for federal income tax purposes by either parent (regardless of the parents' current

marital status), then, at Pacific Theological Seminary's discretion, Pacific Theological Seminary may disclose information in the student's education records without the student's consent.

As a matter of general practice, Pacific Theological Seminary does not release student education records to parents of dependent students without the student's written authorization. Pacific Theological Seminary does provide all students with the ability to give parents and other third parties online proxy access to their education records.

Offices that Maintain Records

For information about records, contact the Registrar's office, or the office in which the records are maintained. Types of records maintained by Pacific Theological Seminary are as follows:

- **Office of the Registrar:** Personal information data, course registration, records of all courses taken including grades, documents related to degree completion requirements, and other related information. Placement data completed by the student, resumés, information on courses taken toward degree, letters of recommendation from faculty and/or employers. ID card information, Covenant for Life Together and miscellaneous correspondence, disciplinary information. Student applications to program, copies of grades, notes from student interviews, faculty recommendations, department recommendations, records of field experiences, clinicals, practica, internships, and other related documents.
- **Business Office:** Records related to charges, payments, emergency contact information. Financial aid applications, records of financial aid awarded, and related documents.
- **Office of Development:** Personal data on alumni of the seminary and records of financial giving.
- **Office of the Chief Academic Officer:** Notes from advising sessions; copies of various communications to and from advisee, faculty, and other offices; and related advising material.
- **Office of Admissions:** Application materials

Disclosure of Education Records

Conditions Under Which Directory Information May Be Released

Directory Information may be released at the discretion of Seminary officials without the written permission of the student, unless the student has requested that directory information be withheld. If the student has requested that directory information be withheld, the information will not be released without their written consent.

Conditions Under Which Directory and Non-Directory Information May Be Released

Directory and Non-Directory Information may be released without the written consent of the student to:

- Authorized representatives of the Comptroller General of the United States.
- The Attorney General of the United States.
- The Secretary of Education.
- State or local educational authorities, for audit and evaluation of federal- and state-supported education programs, or for the enforcement of or compliance with federal legal requirements that related to those programs.

- Pacific Theological Seminary personnel or other school officials who have a legitimate educational interest in the records. This category includes a person or organization retained to be an agent for, or under contract with, Pacific Theological Seminary, such as financial auditors, attorneys, or National Student Clearinghouse. Disclosure to a school official having a legitimate educational interest does not constitute institutional authorization to transmit, share, or disclose any or all information received to a third party.
- Officials of another school in which the student seeks to enroll.
- Persons or organizations involving financial aid in order to determine the student's eligibility for financial aid; to determine the amount of financial aid; to determine conditions to be imposed regarding financial aid; and to enforce conditions of financial aid.
- State and local officials as allowed by state statutes concerning the juvenile justice system.
- Organizations that are conducting studies to develop, validate, and administer predictive tests; administer student aid programs; and improve instruction. Those organizations cannot redisclose personally identifiable information of students.
- Accrediting agencies carrying out their accrediting functions.
- Parents of dependent students (that is, students who are claimed as dependents on their parents'/guardians' most recent federal tax return). However, as a matter of general practice, Pacific Theological Seminary does not release student education records to parents of dependent students without the student's written authorization. Instead, Pacific Theological Seminary provides all students with the ability to give parents and other third parties online proxy access to their education records.
- To comply with a judicial order or lawfully issued subpoena. Pacific Theological Seminary will notify the student when such a request occurs without the student's knowledge unless prohibited by law.
- Appropriate persons in a health or safety emergency. If Pacific Theological Seminary determines that there is an articulable and significant threat to the health or safety of a student or other individuals, it may disclose information from educational records to any person whose knowledge of the information is necessary to protect the health or safety of the student or others, provided that Pacific Theological Seminary will only exercise this authority for the duration of the emergency.

Pacific Theological Seminary can release information related to a student contained in law enforcement records so long as such records are created by a law enforcement unit, created for a law enforcement purpose, and maintained by a law enforcement unit in a manner that segregates them from records maintained by other components of Pacific Theological Seminary.

Conditions Under Which Education Records Will Not Be Released

Unless otherwise required by law, Pacific Theological Seminary official transcripts will not be issued to students who are delinquent in paying Pacific Theological Seminary charges for educational services or who are behind in financial loan repayments.

Copies will not be provided of education records (e.g., transcripts) that were issued by other educational institutions unless authorized by the Registrar.

UNAUTHORIZED DISCLOSURE OF PERSONALLY IDENTIFIABLE INFORMATION FROM THE EDUCATION RECORD OF ANY STUDENT IS PROHIBITED.

Criteria Used to Determine the Legitimate Educational Interest of School Officials

The following criteria shall be taken into account in determining whether a school official has a legitimate educational interest in the disclosure of student education records:

- The official must seek the information within the context of the responsibilities that he or she has been assigned.
- The information sought must be used within the context of official Pacific Theological Seminary business and not for purposes extraneous to the official's area of responsibility or to Pacific Theological Seminary.
- The information requested must be relevant and necessary to the accomplishment of some task or to making some determination within the scope of Pacific Theological Seminary employment.
- The task must be determined to be consistent with the purposes for which the data are maintained. Requests related to institutional research and studies are subject to this criterion;

Other Faculty and Staff Responsibilities

Pacific Theological Seminary will notify students annually of their rights under The Act by publishing such information in the Pacific Theological Seminary catalog. A complete policy is available from the Office of the Registrar.

Pacific Theological Seminary will maintain a record of requests for access to and disclosure of a student's Non-Directory Information to anyone other than:

- the student
- Seminary officials with a legitimate educational interest
- a party with the student's written consent
- a party seeking or receiving the records as directed by a court order or lawfully issued subpoena that directs Pacific Theological Seminary to refrain from disclosing the contents of the subpoena or the information furnished in response to the subpoena.

Enforcement

Enforcement of this Act is the responsibility of the Family Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-5920.

Further information concerning The Family Educational Rights and Privacy Act is available at www.ed.gov.

BPPE DISCLOSURES (California)

School Catalog – Required Disclosures (CEC Section 94909)

1. See the Contact Information page listed in the Table of Contents for the name, address, telephone number, and Web site address of Pacific Theological Seminary.
2. Pacific Theological Seminary is a private institution and is approved to operate by California's Bureau of Private Postsecondary Education (BPPE).
3. Statements
 - a. 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 at (P.O. Box 980818, West Sacramento, CA 95798-0818), (<https://www.bppe.ca.gov>), (Phone: (916) 574-8900 Main Fax: (916) 263-1897).
 - b. 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.
 - 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) 370-7589 or by completing a complaint form, which can be obtained on the bureau's Internet Web site (<https://www.bppe.ca.gov>).
4. Class sessions will be held at 8977 Activity Road, San Diego, CA 92126
5. For a description of those programs and the instruction provided in each course, for requirements for completion of the program including required courses, for any final tests or examinations, for any required internships, and for the total number of credit hours required for completion, see the Degree Programs pages and Course Descriptions pages listed in the Table of Contents.
6. The MDiv and MATS programs are not designed to lead to positions requiring state licensure. Students should ask their church or other private organization to determine whether they have any requirements for private licensure.
7. For information regarding the faculty and their qualifications, see the Staff and Faculty pages listed in the Table of Contents.
8. Institutional Policies
 - a. For information regarding Admissions policies, see the Admissions Policy pages listed in the Table of Contents.
 - b. For information regarding cancellation and withdrawal policies, and policies on canceling the enrollment agreement, see the Academic Policy pages listed in the

Table of Contents, under the subheading “Leave of Absence/Withdrawal”. For policies regarding refunds, see the Tuition and Financial Aid pages listed in the Table of Contents of this catalog.

- c. For probation and dismissal policies see the Academic Policy pages listed in the Table of Contents, under the subheading “Academic Probation and Dismissal Policies”.
 - d. For attendance policies, see the Academic Policy pages listed in the Table of Contents, under the subheading “Attendance”.
 - e. For leave-of-absence policies, see the Academic Policy pages listed in the Table of Contents, under the subheading “Leave of Absence/Withdrawal Policy”.
9. For total charges for a period of attendance and total charges for the entire educational program, see the Tuition and Financial Aid pages listed in the Table of Contents.
 10. For information on participation in federal and state financial aid programs, see the Tuition and Financial Aid pages listed in the Table of Contents.
 11. For information about student responsibilities to repay loans, and student entitlement to a refund of moneys not paid, see the Tuition and Financial Aid pages listed in the Table of Contents.
 12. Pacific Theological Seminary has no pending petition in bankruptcy, is not operating as a debtor in possession, and has not filed a petition within the preceding five years, nor 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 (11 U.S.C. Sec. 1101 et seq.).
 13. For placement information, see the Placement pages listed in the Table of Contents.
 14. For information on the Student Tuition Recovery Fund, see the Tuition and Financial Aid pages listed in the Table of Contents.
 15. For information on the transferability of credits and credentials earned at Pacific Theological Seminary, see the Academic Policy pages listed in the Table of Contents.
 16. Neither Pacific Theological Seminary nor any of its degree programs, are currently accredited by an accrediting agency recognized by the United States Department of Education.
 - a. There is no applicable licensure exam in California and other states for the MDiv and M.A.T.S. degrees. To determine and satisfy private organizations’ requirements (e.g., churches), including their requirements for private certification or registration or licensure, the student must contact the private organization to determine the requirements that must be satisfied.

- b. A degree program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment positions, including, but not limited to, positions with the State of California.
- c. A student enrolled in an unaccredited institution is not eligible for federal financial aid programs.

School Catalog, 5 CCR 71810(b)

1. For the time period covered by this catalog, see the Catalog and Contact Information page listed in the Table of Contents.
2. For information about Pacific Theological Seminary's mission and purposes, see the Mission and Vision pages listed in the Table of Contents. For information about the objectives underlying each of its educational programs, see the Degree Programs pages listed in the Table of Contents.
3. For information about admission of students from other countries, and visa services, see the Admissions Policy pages listed in the Table of Contents, under the subheading "Citizenship and Residency".
4. For information on language proficiency, see the Admissions Policy pages listed in the Table of Contents, under the subheading "Application".
5. For information on instruction in languages other than English, see the Admissions Policy pages listed in the Table of Contents, under the subheading "Application".
6. For information about financial aid see the Tuition and Financial Aid pages listed in the Table of Contents, under the subheading "Financial Aid".
7. For information about award of credit for experiential learning, see the Admissions Policy pages listed in the Table of Contents, under the subheading "Application".
8. For information about student achievement standards, see the Academic Policy pages listed in the Table of Contents, under the subheading, "Grades".
9. For a description of the facilities and of the types of equipment and materials used for instruction, see the Student Resources and Services pages listed in the Table of Contents.
10. For a description of the library and other learning resources, see the Student Resources and Services pages listed in the Table of Contents, under the subheading "Library".
11. For information on distance education, see the Student Resources and Services pages listed in the Table of Contents, under the subheading "Distance Education and Remote Learning".

12. For information about student services, see the Student Resources and Services pages listed in the Table of Contents.
13. For information about housing information, see the Student Resources and Services pages listed in the Table of Contents, under the subheading, “Housing”.
14. For policies on student rights, including the procedure for addressing student grievances, see the “FERPA Disclosures pages listed in the Table of Contents, and see the Academic Policies pages listed in the Table of Contents, under the heading “Harassment Policies”.
15. For information about retention of student records, see the Academic Policy pages listed in the Table of Contents, under the subheading “Transcripts and Student Records”.

ACADEMIC CALENDAR: 2021-2022

Terms

Name	Term Start	Term End
Fall 2021	N/A	N/A
Interim 2022	N/A	N/A
Spring 2022	Jan 31, 2022	May 13, 2022
Summer 2022	May 23, 2022	Aug 12, 2022

Closures

Name	Dates
Labor Day	N/A
Fall Reading Week	N/A
Thanksgiving Break	N/A
Martin Luther King Birthday	N/A
Spring Reading Week	Mar 20, 2022 - Mar 26, 2022
Memorial Day	May 31, 2022
Independence Day	July 4, 2022

Updated 1/18/2022

DEGREE PROGRAM MASTER OF ARTS (THEOLOGICAL STUDIES)

Notice to Prospective Degree Program Students

This institution is approved by the Bureau for Private Postsecondary Education to offer degree programs. To continue to offer degree programs, this institution must meet the following requirements:

- Become institutionally accredited by an accrediting agency recognized by the United States Department of Education, with the scope of the accreditation covering at least one degree program.
- Achieve accreditation candidacy or pre-accreditation, as defined in regulations, by June 15, 2023, and full accreditation by June 15, 2026. If this institution stops pursuing accreditation, it must:
 - Stop all enrollment in its degree programs, and
 - Provide a teach-out to finish the educational program or provide a refund.

An institution that fails to comply with accreditation requirements by the required dates shall have its approval to offer degree programs automatically suspended.

Degree Details: Master of Arts in Theological Studies

Cumulative Units: 51.00

Degree Description

The Master of Arts (Theological Studies) is designed to provide a strong biblical and theological foundation for students who are called to teaching ministries in the church and other ministry agencies. The degree is not designed to equip senior pastors since it does not include courses in pastoral leadership, pastoral care, and original language study. Those who desire to serve in senior pastoral roles are encouraged to enroll in the Master of Divinity program.

Objectives of the M.A.T.S. Program

1. An informed and discerning approach toward biblical interpretation, a solid understanding of biblical content, and theological reflection informed by historical traditions.
2. Growth toward emotional, spiritual, and relational health and maturity that demonstrates the fruit of the Spirit and authentic love for God and for others.
3. The skills for competent research and effective teaching of biblical and theological content.
4. A world-Christian outlook, including awareness and sensitivity towards global issues and strong intercultural competence.

M.A.T.S students are not required to declare a concentration.

<u>Courses</u>	<u>Units</u>
Core Requirements (27 units)	
BT 510 Hermeneutics	3
HS 510 Church History Survey	3
OT 516 Old Testament Survey	3

OT 518 OT Exegetical Explorations	3
NT 516 New Testament Survey	3
NT 518 NT Exegetical Explorations	3
TS 512 Systematic Theology I	3
TS 513 Systematic Theology II	3
TS 516 Christian Social Ethics	3
Concentration Courses and Electives (18 units)	
Electives (BI, BT, NT, OT, HS, TS, or PH courses)	12
Free Electives	6
Other Requirements (6 units)	
GS 001 Graduate Research Seminar	0
GS 780 Senior Integrative Seminar	3
SP 510 Introduction to Spiritual and Personal Formation	3
<hr/> Total Units	<hr/> 51

DEGREE PROGRAM MASTER OF DIVINITY (DUAL LANGUAGE TRACK)

Notice to Prospective Degree Program Students

This institution is approved by the Bureau for Private Postsecondary Education to offer degree programs. To continue to offer degree programs, this institution must meet the following requirements:

- Become institutionally accredited by an accrediting agency recognized by the United States Department of Education, with the scope of the accreditation covering at least one degree program.
- Achieve accreditation candidacy or pre-accreditation, as defined in regulations, by June 15, 2023, and full accreditation by June 15, 2026. If this institution stops pursuing accreditation, it must:
 - Stop all enrollment in its degree programs, and
 - Provide a teach-out to finish the educational program or provide a refund.

An institution that fails to comply with accreditation requirements by the required dates shall have its approval to offer degree programs automatically suspended.

Degree Details: Master of Divinity (Dual Language Track)

Cumulative Units: 78

Degree Description

The Master of Divinity degree is the premier seminary degree and is designed to equip students for a wide range of ministries in the church and other Christian organizations in positions such as pastor, missionary, chaplain, or parachurch leader. The degree is meant not only to provide knowledge in biblical and theological content, but also to equip whole and holy persons who demonstrate authenticity, integrity, humility, strong relational skills, and spiritual, emotional and psychological maturity.

The Objectives of the MDiv Program

1. An informed and discerning approach toward biblical interpretation, a solid understanding of biblical content, and theological reflection informed by historical traditions.
2. Growth toward emotional, spiritual, and relational health and maturity that demonstrates the fruit of the Spirit and authentic love for God and for others.
3. The abilities for effective ministry practice in a team setting,
4. The skills for effective research and teaching of biblical and theological content.
5. A world-Christian outlook, including awareness and sensitivity towards global issues and strong intercultural competence.

Concentrations: Anglican Studies, Chaplaincy, Pastoral Care and Counseling

For descriptions and credit requirements, see the “Concentrations” section. Additional credits will be necessary to declare a concentration.

Courses	Units
Core Requirements (27 units)	
BT 510 Hermeneutics	3
HS 510 Church History Survey	3
NT 516 New Testament Survey	3
NT 518 NT Exegetical Explorations	3
OT 516 Old Testament Survey	3
OT 518 OT Exegetical Explorations	3
TS 512 Systematic Theology I	3
TS 513 Systematic Theology II	3
TS 516 Christian Social Ethics	3
Degree Specific Requirements (21 units)	
CP 510 Introduction to Preaching	3
GC 512 Global, Cultural and Contextual Ministry	3
HS 512 American Christianity	1.5
ML 506 Discipleship in Community	1.5
ML 507 Missional Outreach and Evangelism	1.5
ML 523 Introduction to Transformational Lead.	3
ML 527 Leading Worship in the Christian Life Cycle	1.5
ML 615 Organizational Leadership and Church Government	3
PC 512 Introduction to Pastoral Care and Counseling	3
Biblical Languages (15 units)	
NT 541 Greek I: Beginning Greek	3
NT 542 Greek II: Intermediate Greek	3
NT 652 Greek Exegesis	1.5
OT 541 Hebrew I: Beginning Hebrew	3
OT 542 Hebrew II: Intermediate Hebrew	3
OT 652 Hebrew Exegesis	1.5
Internship (3 units)	
TL 566A Professional Internship A.	1.5
TL 566B Professional Internship B.	1.5
Formation Course Requirements (7.5 units)	
GS 780 Senior Integrative Seminar	3
SP 510 Introduction to Spiritual and Personal Formation	3
SP 610 Spiritual and Personal Formation II:	1.5
GS 001 Graduate Research Seminar	0
Concentration Courses and Electives (4.5 units)	
Electives	4.5
Total Units	78

DEGREE PROGRAM MASTER OF DIVINITY (SINGLE LANGUAGE TRACK)

Notice to Prospective Degree Program Students

This institution is approved by the Bureau for Private Postsecondary Education to offer degree programs. To continue to offer degree programs, this institution must meet the following requirements:

- Become institutionally accredited by an accrediting agency recognized by the United States Department of Education, with the scope of the accreditation covering at least one degree program.
- Achieve accreditation candidacy or pre-accreditation, as defined in regulations, by June 15, 2023, and full accreditation by June 15, 2026. If this institution stops pursuing accreditation, it must:
 - Stop all enrollment in its degree programs, and
 - Provide a teach-out to finish the educational program or provide a refund.

An institution that fails to comply with accreditation requirements by the required dates shall have its approval to offer degree programs automatically suspended.

Degree Details: Master of Divinity (Single Language Track)

Cumulative Units: 78

Degree Description

The Master of Divinity degree is the premier seminary degree and is designed to equip students for a wide range of ministries in the church and other Christian organizations in positions such as pastor, missionary, chaplain, or parachurch leader. The degree is meant not only to provide knowledge in biblical and theological content, but also to equip whole and holy persons who demonstrate authenticity, integrity, humility, strong relational skills, and spiritual, emotional and psychological maturity.

Objectives of the MDiv Program

1. An informed and discerning approach toward biblical interpretation, a solid understanding of biblical content, and theological reflection informed by historical traditions.
2. Growth toward emotional, spiritual, and relational health and maturity that demonstrates the fruit of the Spirit and authentic love for God and for others.
3. The abilities for effective ministry practice in a team setting,
4. The skills for effective research and teaching of biblical and theological content.
5. A world-Christian outlook, including awareness and sensitivity towards global issues and strong intercultural competence.

Concentrations: Anglican Studies, Chaplaincy, Pastoral Care and Counseling

For descriptions and credit requirements, see the “Concentrations” section.

Courses	Units
Core Requirements (27 units)	
BT 510 Hermeneutics	3
HS 510 Church History Survey	3
NT 516 New Testament Survey	3
NT 518 New Testament: Exegetical Explorations	3
OT 516 Old Testament Survey	3
OT 518 Old Testament: Exegetical Explorations	3
TS 512 Systematic Theology I	3
TS 513 Systematic Theology II	3
TS 516 Christian Social Ethics	3
Degree Specific Requirements (21 units)	
CP 510 Introduction to Preaching	3
GC 512 Global, Cultural and Contextual Ministry	3
HS 512 American Christianity	1.5
ML 506 Discipleship in Community	1.5
ML 507 Missional Outreach and Evangelism	1.5
ML 523 Introduction to Transformational Leadership	3
ML 527 Leading Worship in the Christian Life Cycle	1.5
ML 615 Organizational Leadership and Church Government	3
PC 512 Introduction to Pastoral Care and Counseling	3
Biblical Languages (7.5 units)	
OT 541 Hebrew I OR NT 541 Greek I	3
OT 542 Hebrew II OR NT 542 Greek II	3
OT 652 Hebrew Exegesis OR NT 652 Greek Exegesis	1.5
Internship (3 units)	
TL 566A Professional Internship A	1.5
TL 566B Professional Internship B	1.5
Formation Course Requirements (7.5 units)	
GS 780 Senior Integrative Seminar	3
SP 510 Introduction to Spiritual and Personal Formation	3
SP 610 Spiritual and Personal Formation II:	1.5
GS 001 Graduate Research Seminar 0	
Concentration Courses and Electives (12 units)	
Specialized Courses / Electives	12
Total Units	78

MASTER OF DIVINITY CONCENTRATIONS

Anglican Studies

The Anglican Studies courses are intended primarily for Master of Divinity students seeking ordination in the Anglican Church of North America; however, these courses can be used as an Anglican Studies concentration.

Concentration courses include:

Code	Title	Credits
HS689	The Anglican Way in History	3
ML679	The Anglican Way in Liturgy	3
TS690	The Anglican Way in Theology	3
ML674	The Anglican Way in Ministry	3
Total Credits		12

Chaplaincy

This program will enable chaplains and those preparing for chaplaincy to train for ministry in contexts such as healthcare services, educational institutions, businesses and corporations, correctional facilities, and the military. In addition to theological and ethical training, graduates of the program will be knowledgeable of the ways in which pastoral care is put into practice in non-church/parish settings.

Concentration courses include:

Code	Title	Credits
PC512	Introduction to Pastoral Care and Counseling	3
MH635	Lifespan Development and Aging	3
MH656A	Crisis Intervention and Trauma Response A	1.5
MH656B	Crisis Intervention and Trauma Response B	1.5
PC729	Chaplaincy in Contemporary Society	3
Total Credits		12

Pastoral Care and Counseling

This concentration enables students to prepare for the counseling tasks common in ministry settings as well as for preventive educational efforts in the church. The curriculum provides preparation in pastoral care and counseling that would enable those involved in local church as well as agency ministries to enhance health and wholeness in the variety of organizational and social contexts served by these ministries.

Concentration courses include:

Code	Title	Credits
Choose course according to program		
PC512	Introduction to Pastoral Care and Counseling	3
MH635	Lifespan Development and Aging	3
MH656A	Crisis Intervention and Trauma Response A	1.5
MH656B	Crisis Intervention and Trauma Response B	1.5
MF629	Community Mental Health	3
Total Credits		12

COURSE DESCRIPTIONS

Departmental Abbreviations

BI	Biblical Interpretation	ML	Ministry Leadership
CP	Communication and Preaching	NT	New Testament
GC	Global and Contextual Studies	OT	Old Testament
GS	General or Interdisciplinary Studies	PC	Pastoral Care & Chaplaincy
HS	Historical Studies	SP	Spiritual and Personal Formation
MF	Marital & Family	TL	Transformational Leadership
MH	Mental Health	TS	Theological Studies

BI 510 – Hermeneutics (3 credits)

An introduction to biblical interpretation, examining the nature of the Bible as divine revelation, relationship of author, text, and reader in the interpretation of Scripture, with the goal of hearing God's speak to His people today through His historically-situated Word. The course will focus on the philosophy of meaning, genre analysis, the exegetical method, and the recontextualization of texts to apply in diverse cultural contexts.

CP 510 - Introduction to Preaching (3 credits)

A basic course on biblical preaching to prepare students for a preaching and teaching ministry. This course assumes that students already have an understanding of biblical interpretation and exegetical methods. The course will employ experiential learning to discover the principles of biblical preaching and sermon construction and to introduce students to the purpose, types and techniques of preaching God's Word, and how to relate with relevancy to contemporary audiences.
Prerequisite: BI 510

GC 512 - Global, Cultural and Contextual Ministry (3 credits)

A biblically grounded examination of culture as the context of all ministry. This course provides opportunity for acquisition of skills for understanding other cultures and how that applies to an understanding of culture to the global mission mandate of the church. It also examines how one's cultural identity influences how mission is done and perceived in order for spiritual and personal growth as well as leadership potential for all involved. It explores cultural perspectives that influence how the church's mission can best proceed.

GS 001 - Graduate Research Seminar (0 credits)

The Graduate Research Seminar is a requirement for all students in a degree program. The seminar teaches students to design their research methodologies to most effectively complete course assignments. By learning how to efficiently use library tools and services, a student will save time

and effort when completing assignments. The class will also focus on evaluating, citing, and using source material properly. (This seminar is taken concurrently with BI 510.)

GS 780 - Senior Integrative Seminar (3 credits)

This senior-level seminar invites summative work integrating the student's learning in Bible, theology and history, spiritual/personal formation, ministry leadership and intercultural sensitivity and competence. The student will review key moments and insights from their seminary experience, generate a case study inviting application of principles to practice, and benefit from shared reflections of class colleagues. Interaction with articles from an array of Christian traditions will inform this "bridge-building" experience. Whatever the path ahead, each one will be encouraged to "work with purpose" in life-giving response to God's call and provision. (This course must be taken in the student's final year.)

HS 510 - Church History Survey (3 credits)

This course introduces students to vital people, ideas, movements, events, networks, texts and objects (PIMENTO) in the story of the Christian Movement. Everyone has a multi-dimensional history, and understanding these realities well is a major asset in life and ministry. Jesus spoke of the Kingdom revealing "treasures new and old" (Matt. 13:52), whether wisdom from the "faithful in the land" (Ps. 101:6) or trained discernment in "exploring all things and holding onto what's good" (I Th. 5:21). A shared conviction: no one group can express the fullness of Christ. This journey invites engagement with each student's own life and vocation.

HS 512 - American Christianity (1.5 credits)

This course introduces major aspects of American Christian history, within a global context, from the 15th century through today. European churches were transplanted, and "American originals" sprang up, across five centuries of challenges and opportunities. Mark Noll cites 'space,' 'race,' 'pluralism,' and 'absence of confessional conservatism' as key elements. While focal attention will be on this story in the United States, both Latin American and Canadian developments will receive notable attention. The student will identify personal PIMENTO roots within these traditions.

HS 601 - Women in the Christian Tradition (1.5 credits)

This course invites the student to explore the life, thought and context of selected Christian women across the centuries. Issues of public values, personal identity, and group affiliations have long been important to this discussion - reflecting history's storied people, ideas, movements, events, networks, texts and objects (PIMENTO). Since the mid-19th century, and particularly in the dramatic changes in the roles and experience of women since World War II, interpretive voices (e.g. in the literature) have notably both reflected and shaped the realities.

HS 640 - Christian Lives and Spirituality in History (1.5 credits)

This course tells the story of Christianity through the life experiences of selected women and men in their historical/cultural/literary contexts. Our objectives are to value these "living human documents" (Anton Boisen) as insightful mentors and as unique persons needing God's grace and human care in community - while engaging historic approaches to counsel and support. The PIMENTO (people, ideas, movements, events, networks, texts, objects) dimensions of their stories offer rich insights. Everyone has a history, and better understanding such realities is a major

ministry asset (Matt. 13:52, Ps. 101:6, I Thes. 5:21) - inviting reflection on the student's own spiritual journey and vocation.

HS 689 - The Anglican Way in History (3 credits)

Anglican Christians have a distinct way of understanding church history going back to their ancient roots in Britain. Beginning in the late first or early second century of the Christian Era, Anglican Christianity was a missionary movement which spread the Gospel to Ireland, Scotland, northern Europe, North America, and in modern times to the whole world. How did Christianity in England relate to the Church of Rome? Why did it become the third largest family of churches in the world, after Roman Catholicism and Orthodoxy? This class will explore the people and events throughout church history that have played a major role in the development of the church in England and the worldwide Anglican Communion. *No prerequisite courses are required; a Church History Survey course is recommended.*

MF 629 - Community Mental Health (3 credits)

The history of community mental healthcare provides a context for introducing students to contemporary mental health issues and services, especially in Southern California. The course emphasizes strengths-based systemic recovery-oriented treatment with consumers, their families, and communities who struggle with severe mental illness, chronic medical conditions, poverty, joblessness, violence, and other challenges. Direct contact with public and private agencies and their clients is a core part of this course. *Prerequisite: PC 500*

MH 635 - Life Span Development and Aging (3 credits)

This course explores the grand theories and the more recent theories of individual development of persons over their life span. Students examine the nature-nurture debate; how heredity and socio-cultural environment interact in all domains of human development from conception through childhood, adolescence, adulthood, and late adulthood. Special focus will be given to the challenges and vulnerabilities of aging, including non-normative medical and mental health issues, long term care, caregiving, counseling, and pastoral care approaches.

MH 656A - Crisis Intervention and Trauma Response A (1.5 credits)

This introductory course examines definitions, theories, legal, and ethical issues related to crisis intervention practiced in psychotherapy, chaplaincy, and church-based systems. Brief assessments and intervention in crisis events such as domestic violence, child abuse, suicide, substance abuse, and elder and dependent abuse will be discussed. Normal transitional and non-normative crises such as loss, grief, illness, accident, and death will be examined. Students will explore the biopsychosocial and theological frameworks for crisis intervention and develop an integrative synthesis for ministry and selfcare.

MH 656B - Crisis Intervention and Trauma Response B (1.5 credits)

Students will survey Critical Incident Stress management (CISM) protocols for response to psychological trauma associated with natural and human-caused disasters. Neuroscience research will inform the assessments and interventions related to mental health disorders such as ASD, PTSD, and TBI. Strategies to lessen the negative impact of crises on the family system, prevention of post-trauma syndromes for primary and secondary trauma victims, compassion fatigue, burnout,

and self-care strategies will be explored. Government and faith-based resources and referrals are identified. *Prerequisite: MH 656A*

ML 506 - Discipleship in Community (1.5 credits)

This course introduces the student to the biblical and theological foundations for discipleship in the faith community. The course will investigate and develop a biblical theology of discipleship, especially within the context of the Church as community. Concrete concepts will be developed using the various metaphors concerning the Church as community found in Scripture. Attention will also be given to contemporary, cultural forces that have resulted in current individualistic approaches to discipleship.

ML 507 - Missional Outreach and Evangelism (1.5 credits)

This course introduces the biblical constructs, cultural contexts, and contemporary models for making outreach, evangelism, and discipleship strong and productive ministries in the church. The process of spiritual movement which people make toward a faith in Jesus Christ will be explored in its distinct stages of development. Students will begin formulating a working theology to guide and shape their methodologies in this area of ministry. Field and classroom exercises will be provided to aid students in the practice of evangelism.

ML 523 - Introduction to Transformational Leadership (3 credits)

This course presents, examines, and seeks to apply a broad range of information crucial to leadership effectiveness. Leadership theory will be explored from diverse theoretical traditions, and a model of transformational leadership will be presented and applied to a variety of ministry leadership roles and diverse cultural settings.

ML 527 - Leading Worship in the Christian Life Cycle (1.5 credits)

This course offers biblical-theological foundations and practical skills for leading weekly worship and marking special celebration moments in Christian life and community. Ceremonies such as dedication, baptism, communion, weddings, memorials/funerals, and holy days will be explored. Students will be equipped to plan and lead in Spirit-led and resourceful ways, connecting and integrating theological insight with pastoral practice.

ML 615 - Organizational Leadership and Church Governance (3 credits)

This course is designed to address the roles of organizational leaders in congregational and ministry settings. Attention is given to both the pastoral and governance dimensions of leadership, with special focus on relevant strategies and approaches for guiding congregations and ministry communities.

ML 674 - The Anglican Way in Ministry (3 credits)

Anglican Christians have a distinctive way of doing ministry based on the English pastoral care, thoughtful holiness, and missionary expansion. What are the historic orders of ministry in the Anglican tradition? What are the essential tasks and personal characteristics of these ministers? How do they operate best in our present post-Christian and post-modern cultural context? This course will explore the following topics: the spiritual life of ministers and their families, pastoral care and the cure of souls, preaching and teaching in an Anglican Church, leadership for change,

personal discipleship, and cultural engagement. While this course is particularly designed for those in the ordination process, it is also valuable for lay leadership in the church.

ML 679 - The Anglican Way in Liturgy (3 credits)

Anglican Christians have a distinctive way of public worship using the "Book of Common Prayer," first published in 1547 during the English Reformation and updated several times since. Where did this English Prayer Book come from? How is it used today for conducting public worship in Anglican churches throughout the world? This course begins with the origin and usage of the historic Prayer Books, and then proceeds through an analysis of the various services in the new "Book of Common Prayer 2019," including the Daily Office, Holy Eucharist, Baptism and Confirmation, Pastoral Rites, Episcopal Services, and Special Liturgies for Lent and Holy Week. In this course students will learn both what Prayer Book liturgy is and how to conduct it.

NT 516 - New Testament Survey (3 credits)

An introduction to the New Testament, focused on the genre of NT books, their first century historical and literary contexts, and their theological purposes, with the goal of recontextualizing their messages in ministry contexts today. *Prerequisite: BI 510 (may be taken concurrently)*

NT 518 - New Testament: Exegetical Explorations (3 credits)

Analysis of selected New Testament books as wholes within their original contexts. Development of exegetical skills including genre analysis, contextual study, and theological reflection and engagement. Discernment of key theological themes that span various NT books, with attention to both their unity and diversity. *Prerequisites: BI 510 and NT 516*

NT 541 - Greek I: Beginning Greek (3 credits)

A study of the fundamentals of New Testament Greek with respect to forms (morphology) and simple relationships (syntax). Special emphasis will be placed on preparing the student for the subsequent exegesis of the New Testament. The course will also introduce students to basics of linguistic theory with respect to the potentialities and the limitations of human language to convey meaning.

NT 542 - Greek II: Intermediate Greek (3 credits)

Continuing study and review of the fundamentals of New Testament Greek with respect to forms and syntax. Expansion of syntactical categories, further translation, and vocabulary building. *Prerequisite: NT 541*

NT 603 - Gospel of Luke (3 credits)

An exegetical and expositional study of the Gospel of Luke.

NT 618 - 1st Peter (3 credits)

A concentrated study of the letter of 1 Peter, including attention to methodology, the message of the letter, and issues surrounding their study, with the final goal of reading 1 Peter for the church today. *Prerequisite: BI 510*

NT 652 - Greek Exegesis (1.5 credits)

Exegesis of select texts from the Greek New Testament. Translation and syntactical work will be the backbone of the course, with a goal toward the preparation to teach or preach the text. Attention will also be provided to text-critical, lexical and grammatical issues. *Prerequisite: NT 542*

OT 516 - Old Testament Survey (3 credits)

An introduction to and survey of Old Testament books. The course will examine their contents and theological themes as well as their genres and ancient Near Eastern historical and literary contexts, with the goal of recontextualizing their message for ministry contexts today. *Prerequisite: BI 510 (may be taken concurrently)*

OT 518 - Old Testament: Exegetical Explorations (3 credits)

A study of selected texts, themes, and theology of the Old Testament with the goal of developing greater skills in genre analysis, contextual study, and theological reflection and engagement. *Prerequisites: BI 510 and OT 516*

OT 541 - Hebrew I: Beginning Hebrew (3 credits)

A study of the fundamentals of biblical Hebrew with respect to forms (morphology) and simple relationships (syntax). Special emphasis will be placed on preparing the student for the subsequent exegesis of the Old Testament.

OT 542 - Hebrew II: Intermediate Hebrew (3 credits)

A review and expansion of Beginning Hebrew, including morphology, syntax, vocabulary building, and translation, with a goal toward developing a proper exegetical methodology. The course will also include an introduction to textual criticism. *Prerequisite: OT 541*

OT 652 - Hebrew Exegesis (1.5 credits)

Exegesis of select texts from the Hebrew Bible. The primary emphasis will be on translation and syntactical work, with some attention given to text-critical, lexical, and grammatical review. *Prerequisite: OT 542*

PC 500 - Principles of Counseling (3 credits)

This course is designed to provide an introduction to essential interviewing and counseling skills, applied through the lens of Solution-Focused pastoral counseling. It combines theoretical understanding and hands-on practice of essential counseling micro-skills, while also encouraging self-reflection, ethical practice, and integration with faith principles. *Prerequisite: SP 510*

PC 512 - Introduction to Pastoral Care and Counseling (3 credits)

This course is designed to introduce the student to the shepherding function with emphasis on pastoral care and pastoral counseling and the biblical roots of the ministry of care. Basic care and counseling methods will be discussed in relation to typical situations faced in the pastoral ministry. Ten (10) hours of caring conversations are included in the requirements of this course. *Prerequisites: PC 500 and SP 510*

PC 566A - Chaplaincy Internship A (1.5 credits)

This course provides students opportunity to intern in the work of chaplaincy. Students complete a unit of Clinical Pastoral Education (a total of 400-440 hours of ministry and reflection by the end of the second semester) in a CPE center accredited by the Association for Clinical Pastoral Education (ACPE). Students contract with a CPE site for a supervised experience in a hospital, hospice site, elder care facility, homeless shelter, or other accredited CPE site. (For MDiv students, SP510 is a required prerequisite.) Internship should be taken in the student's final year. Registration by permission of the course instructor. *Prerequisites: CP 510, ML 527, PC 512, and SP 510*

PC 566B - Chaplaincy Internship B (1.5 credits)

This course provides students opportunity to intern in the work of chaplaincy. Students complete a unit of Clinical Pastoral Education (a total of 400-440 hours of ministry and reflection by the end of the second semester) in a CPE center accredited by the Association for Clinical Pastoral Education (ACPE). Students contract with a CPE site for a supervised experience in a hospital, hospice site, elder care facility, homeless shelter, or other accredited CPE site. (For MDiv students, SP510 is a required prerequisite.) Internship should be taken in the student's final year. Registration by permission of the course instructor. *Prerequisite: PC 566A*

PC 601 - Enhancing the Psychological Wellbeing of the Minister (1.5 credits)

The effectiveness of the minister to empower others to become whole and holy in Christ is directly related to their own spiritual biopsychosocial well-being. This course will focus on the ability of the minister to maintain a healthy sense of intrapersonal and interpersonal wellbeing in the demanding context of the pastorate and the mission field. Attention will be given to aspects of the minister's personal and family life, ministry roles, and expectations as understood from a systems perspective. Coping skills in facing the emotional hazards of ministry such as anger, anxiety, non-assertiveness in conflict, guilt, sexuality, will be explored and practiced in class. *Prerequisite: None*

PC 729 - Chaplaincy in Contemporary Society (3 credits)

This course is designed to introduce the student to the roles and responsibilities of the Professional Chaplain. The professional chaplain offers spiritual care in a multi-cultural and multi-faith context and is called upon to work with individuals as well as family, friends and staff to bring the healing, sustaining, guiding and reconciling power of faith.

SP 510 - Introduction to Spiritual and Personal Formation (3 credits)

Demonstration of ability to develop and monitor both individual and communal formation strategies using various biblical, theological, and theoretical perspectives. Consideration of the implications of one's own personal formation journey in contrast with those on differing formation trajectories, while expressing a non-anxious, reflective, and dialogue-centered approach.

SP 610 - Spiritual and Personal Formation II: Relational Spirituality (1.5 credits)

This spiritual and personal formation course explores the relational - not merely individual or transactional - nature of Christian life in the Spirit. Students will integrate key biblical insights, theological frameworks and concepts from the social sciences to examine ways their beliefs/experiences interact with environments. Each will be encouraged to reflect on their imagery of God and humankind, viewing others in light of Creation and not as "its" to be managed. Spiritual

disciplines will nurture a biblical worldview, cultural connectedness and personal wholeness.
Prerequisite: SP 510

TL 566A - Professional Internship A (1.5 credits)

This course supports the student in spiritual, personal and vocational formation through service in a context that considers the individual's design for ministry and vocational direction. Students participate in 400 hours of ministry over two consecutive academic terms in an approved vocational setting. Student-developed learning goals, ordered around degree program outcomes, shape the formation process. Through the action-reflection method of learning, students develop core capacities for spiritual leadership by engaging in cycles of vocational service, theological reflection with supervisors, mentors and peers, accountability and evaluation. MDiv students should take this course during their final year. Registration by permission of the course instructor. Course credit is only granted for internship experiences that have received preapproval from the course instructor. *Prerequisites: CP 510, ML 527, PC 500, and SP 510*

TL 566B - Professional Internship B (1.5 credits)

This course is a continuation of the work begun in TL 566A and supports the student in spiritual, personal and vocational formation through service in a context that considers the individual's design for ministry and vocational direction. Students participate in a total of 400 hours (combined TL 566A and TL 566B) of ministry over two consecutive academic terms in an approved vocational setting. Student-developed learning goals, ordered around degree program outcomes, shape the formation process. Through the action-reflection method of learning, students develop core capacities for spiritual leadership by engaging in cycles of vocational service, theological reflection with supervisors, mentors and peers, accountability and evaluation. The internship should be taken in the MDiv student's final year. Registration by permission of the course instructor. Course credit is only granted for internship experiences that have received preapproval from the course instructor. *Prerequisite: TL 566A*

TS 512 - Systematic Theology I (3 credits)

This course introduces systematic theology as the quest for an integrated grasp of biblical truth and its application to life. It encompasses study of God's self-revelation, the nature and works of the Triune God, and human nature as originally designed by the Creator and in its current condition.

TS 513 - Systematic Theology II (3 credits)

This course continues the quest for an integrated grasp of biblical truth and its application to life. It encompasses study of the identity and mission of Jesus Christ, the saving application of Christ's work to believers' lives, the ministries of the Holy Spirit, God's design for the church, and His purposes for human history and the created order. *Prerequisite: TS 512*

TS 516 - Christian Social Ethics (3 credits)

This course is a study of the character and conduct God requires, Jesus taught and modeled, and the Holy Spirit makes possible. A biblically-grounded and theoretically-informed ethics methodology is applied to important contemporary moral issues. *Prerequisites: BI 510, TS 512, and TS 513*

TS 690 - The Anglican Way in Theology (3 credits)

Anglican Christians have a distinctive way of doing theology founded on Holy Scriptures as understood by human reason and informed by church tradition. What are the core doctrines in the Anglican Tradition? Why are they important for the flourishing of Christian life? This course begins with an exploration of the three historic Creeds (Apostles', Nicene, and Athanasian Creeds). It continues with an in-depth analysis of the Church of England "Articles of Religion" (often called "The Thirty-Nine Articles") and their contemporary applications. Finally, we will pay special attention to the "Chicago-Lambeth Quadrilateral" (a proposal for initiating churches adopted in 1888), the "Jerusalem Declaration" (2008) and the "Fundamental Declarations" of the Anglican Church in North America (2009). *Prerequisites: TS 512 and TS 513*

TS 739 - Theology in a Global Context (3 credits)

Christian Theology has since the very beginning been inherently global. Within the first century, the Christian message had gone far beyond the borders of Palestine. This class will listen to the varied voices of African, Latin American and Asian theologies. To understand the deep inner dynamics of global theologies, we will first examine the message and mission histories of the early church that set the foundational stages for later theological development. These foundational theological dynamics will allow us to better understand, examine and critique the rich multiplicity of global theologies today. On a parallel track, we will also look at how global voices enrich the different categories of systematic theology. Lastly, we will examine selected theologies from Africa, Latin America and Asia.

TUITION AND FINANCIAL AID

Overview

The following sections break out the cost of education for the 2021-2022 academic year at Pacific Theological Seminary. Financial aid may be available to students with limited resources through the generous donation of individuals. We are grateful for their support.

TUITION

Tuition and Fees

Contact the Office of the Registrar for current tuition costs. Any changes will typically take effect at the beginning of the fall term of an academic year. Published information includes tuition for each academic program, course audit fees, and other costs. Pacific Theological Seminary reserves the right to change any financial charges or regulations listed in this catalog.

Degree Tuition

Master's Level Programs	\$300/credit
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Additional Degree Fees

Application fee, online application	free of charge
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Student Activity fee, all programs, per semester (Fall and Spring)	\$25
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Independent study surcharge, master's programs (in addition to course tuition)	\$100
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Audit Rates

General Audit Rate	\$50 per audit hour
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Pacific Theological Seminary and Bethel Seminary San Diego Alumni, Pastors and spouses, Full-time Employees of Christian Ministry Agencies and spouses, Senior Citizens (60+)	\$25 per audit hour
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Current Master's Degree Students and Spouses (when student is taking an equal number of courses for credit)	\$0 per audit hour
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Clinical Pastoral Education Fee

Students who take Clinical Pastoral Education (CPE) and are registered in Chaplaincy Internship A and B will pay site supervisory fees directly to the CPE center. These fees are reimbursed to students at the completion of the CPE unit. Contact the Internship Department for details.

Registration Fees

Change of registration fee (per time)	\$30
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Late registration fee	\$75
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Graduation Fees

M.A., M.Div. \$55

Total Charges for the Current Period of Attendance

The charges below are based on the typical student load of 15-18 credits taken in an academic year as well as all fees for attendance during the academic year. For purposes of calculating these total charges, the academic year includes Fall Semester, Interim Term, Spring Semester and Summer term. These charges may differ depending on how each student customizes his or her curriculum to meet their individual needs. These charges do not include books, materials or supplies.

<u>Degree Program</u>	<u>Cost</u>
Master of Divinity	\$5,450
Master of Arts (Theological Studies)	\$5,450

Estimated Total Charges for the Entire Education Program

The following estimated total charges for the entire education programs listed below that are offered at Pacific Theological Seminary. These numbers are based on current tuition rates and fees. These charges do not include books, materials or supplies. Prices reported here are subject to change without notice.

<u>Degree Program</u>	<u>Cost</u>
Master of Divinity	\$23,655
Master of Arts (Theological Studies)	\$15,505

Transcripts

Transcripts cannot be issued until all accounts are paid in full. The charge for each transcript issued is \$8. Contact the Office of the Registrar to request transcripts.

Payments Options

Full payment is required at the beginning of the fall and spring semesters. Full payment is due on the first day of class for summer term.

Students are responsible for payment reaching the Business Office when due, regardless of the source of payment. Payment must be received in U.S. dollars. A late fee of .5% per month will be assessed on any charges more than 30 days past due. Enrollment for succeeding terms is dependent on full payment of the previous term's expenses.

Full payment for **Fall Semester** is due by **the Friday of the first week of classes.**

Full payment for **Interim/Spring Semester** is by **the Friday of the first week of classes.**

Full payment for **Summer Term** is due by **the Friday of the first week of classes**

However, students needing extra time to pay may request an extension with the Business Office without penalty. If an extension is granted, a minimum initial payment of \$50 will be required by

the Friday of the first week of classes. Students will not be allowed to register for future terms with an outstanding balance.

Ways to make a payment

- **Online:** <https://pacifictheologicalseminary.churchcenter.com/giving>

By Electronic Check: Authorize automatic withdrawal from your checking or savings account with no fee.

By credit card: Visa, MasterCard, American Express, or Discover with a non-refundable fee of 2.85% or \$3 minimum, charged by Stripe (processing service). The student will need to add this amount to their payment.

By text to **84321**. Choose Pacific Theological Seminary and follow the instructions. There will be a non-refundable fee of 2.85% or \$3 minimum, charged by Stripe (processing service). The student will need to add this amount to their payment.

- **In person:** Pay by check or money order at the Business Office (Credit cards are accepted online only.)
- **U.S. Mail:** Please include your student ID number in the memo portion of the check.

Mail a check to:

Pacific Theological Seminary, Business Office
P O Box 151227
San Diego, CA 92175

Additional Fees and Policies

Enrollment Agreement. Students are required to submit an Enrollment Agreement prior to registering for classes.

Registration Hold. Registration for classes in succeeding terms is dependent on full payment of the previous term's expenses. Students whose accounts are in arrears will have a registration hold on their accounts and will not be permitted to register for the subsequent term.

Any student who pays an outstanding balance by check will have their registration dropped if the check is returned from the bank due to non-sufficient funds. The student will not be permitted to re-register until full payment is received by cash or money order or cashier's check.

Any student in good standing on a payment plan (current on their monthly payment installments) will be allowed to register for future terms. If the student fails to pay their remaining monthly installments in full, their registration will be dropped.

Be advised that students whose registrations have been dropped have no guarantee the same course(s) will be available when they re-register.

Transcript Hold. When full payment has not been received, a transcript hold is placed on the student account. A transcript hold will prevent an official transcript from being printed by the Office of the Registrar.

Financial Clearance for Graduation. A student will not be issued an official transcript or receive their diploma until all financial obligations have been met.

Financial Suspension. Pacific Theological Seminary reserves the right to suspend a student from a program or course(s) if there is failure to provide full payment on the student account when due. Any student who is financially suspended during a semester will be withdrawn from their classes.

Late Fee. A late fee of .5% per month will be assessed on any charges more than 30 days past due unless an extension is approved.

Past Due Accounts.

The following paragraphs apply to all students:

I will be in default if: I fail to pay the total amount payable when due (including my failure to pay because of insufficient funds in an account on which my payment was drawn or other similar circumstances); I fail to pay any scheduled payment without notifying Pacific Theological Seminary in writing; I fail to pay any assessment (which is a charge such as a library fee or other charge for violations of Pacific Theological Seminary policies) by the 15th day of the month following the month in which I am sent the notice of assessment; I at any time provide Pacific Theological Seminary with any false or misleading information; I die; or a case under U.S. Bankruptcy Code is started by or against me or any guarantor or consignor.

If I am in default, Pacific Theological Seminary may require immediate payment of my Obligation in full and any unpaid assessments. Pacific Theological Seminary demands immediate payment and I fail to comply, I agree that Pacific Theological Seminary may add my unpaid assessments to my Obligation. If any payment is not paid in full by the 15th day of the month following the month in which it was due, I agree to pay Pacific Theological Seminary a default charge of six percent (6%) of the unpaid and past due amount of my Obligation. In addition, Pacific Theological Seminary may: prohibit me from scheduling courses for the current or following semester; remove me from current courses; withhold course credits, academic transcripts and my diploma without providing me prior notice thereof until the obligation is paid in full. Pacific Theological Seminary may also exercise any other legal rights it may have, including engaging a collection agency to enforce its rights hereunder or taking legal actions to collect amounts due to it. In the event Pacific Theological Seminary incurs any expenses collecting my Obligation, I agree to pay all reasonable attorneys' fees, legal expenses and collections fees that result from my default (unless prohibited by law) at the rate of twenty-two percent (22%) of the unpaid principal balance. Even if I am in default Pacific Theological Seminary

may or may not require immediate payment, and may delay enforcing any of its rights without waiving them.

Non-Sufficient Funds Fee. If payment is returned from the bank for non-sufficient funds, a \$25 returned check fee will be assessed on the student's account. Any student who has two checks returned due to non-sufficient funds will not be allowed to make future payments by personal check.

Refund Policy

This policy applies to students who cancel their Enrollment Agreement in writing, drop or withdraw from one or more Pacific Theological Seminary courses in a term, or who are administratively withdrawn or expelled. Students dropping or withdrawing from all courses in a term are considered withdrawn for refund purposes.

Institutional Charges. Institutional charges generally are defined as the charges for tuition and fees, and other educational expenses that are paid to the school directly. Noninstitutional charges are excluded from the refund calculations and include any enrollment deposit or application fee not to exceed two hundred fifty dollars (\$250).

Full Refund Period. The full refund period is the later of (a) the seventh day after submitting a signed Enrollment Agreement, or (b) the seventh day after the beginning of the semester.

Full Refund. Seminary students are entitled to a 100 percent refund of institutional charges and monies paid to their student accounts provided they (a) withdraw from the course(s) before the end of the Full Refund Period; or (b) cancel their Enrollment Agreement within seven days of its submission. The Enrollment Agreement must be cancelled in writing.

Pro-Rata Refund. Students who withdraw *after* the Full Refund Period receive a pro-rata refund of institutional charges up to and including 60% of the enrollment period. The percentage of institutional charges and financial aid retained on the student's account is equal to the percentage of the period of enrollment that was completed.

No Refund. Students who withdraw after the end of the pro-rata refund period are not eligible for a refund. There shall be no refund available to the student if the student withdraws after completing more than sixty (60) percent of the enrollment period.

Financial Aid refunds. Pacific Theological Seminary controlled financial aid and other non-federal financial aid funds are applied at the same rate as the tuition refund percentage. The institution will return all necessary monies as outlined in the refund distribution. Students will be billed for any outstanding balance on their account. If the student has a refund or credit balance, a refund is expected to be made within forty-five (45) calendar days of the student's completion of, or withdrawal from, the course(s) in which the student was enrolled. Students considering a withdrawal should contact the Business Office with

questions about a refund of institutional charges, or with questions about refunds of financial aid.

Petition Process. A petition process exists for students who feel individual circumstances warrant an exception from the published Pacific Theological Seminary refund policy. Students may submit a written petition, with documentation of “special circumstances” to the Office of the Registrar. The Registrar’s Office ensures students are notified of the results of their petition.

FINANCIAL AID

Principles

The financial aid program at Pacific Theological Seminary is designed to assist students who have limited resources for their seminary education. It is hoped that each student will be able to work out a financial plan that avoids undue financial pressure, excessive employment, or unmanageable indebtedness. The student is responsible for his or her educational and living expenses. However, the seminary seeks to assist the student in meeting expenses through scholarships. The financial aid program is based on the following principles, which have been approved by the Association of Theological Schools:

1. The student has the major responsibility for his or her educational and living expenses. The school’s aid will augment the student’s efforts.
2. Students are encouraged to seek scholarships from third-party sources. (This includes church scholarships, employer reimbursement, etc.) Institutionally controlled gift aid is reduced if total gift aid from all sources exceeds the financial aid budget for tuition, fees, living expenses, books, and supplies.
3. All financial aid, excluding job earnings, is first credited to a student’s Pacific Theological Seminary account. Only after all current term charges are satisfied will a credit balance be disbursed to students for use in meeting other expenses.

Types of Aid

Master’s students enrolled for at least six (6) credits per semester may be eligible for scholarships. Contact the Business Office for details.

Pacific Theological Seminary is not accredited at this time, so students enrolled at Pacific Theological Seminary are not eligible for Federal Student Aid, and Pacific Theological Seminary will not participate in federal and state financial aid programs.

If a student obtains a personal loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

Student Tuition Recovery Fund for California Residents - Disclosures (5 CCR 76215)

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 economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid 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 are 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 non-collection 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 taxpayer identification number.

ADMINISTRATION, FACULTY, AND BOARD MEMBERS

SEMINARY ADMINISTRATION AND STAFF

Administration

John Lillis, Ph.D. – President, Acting Chief Academic Officer

Cara Ann Maeda – Executive Assistant to the President, Director of Marketing

Academics

David Redelings, Ph.D. – Associate Academic Dean

Sherry Stockton – Registrar

Mariel Deluca-Voth, D.Ed. – Library Director

Leslie Houston – Library Assistant

Operations

Janice Raymond, Ph.D. – Chief Operations Officer

Andy Johnson – Information Technology Director

Caleb Hummel – Director of Admissions

SEMINARY FACULTY

Charles Bradshaw, Ph.D. – Adjunct Faculty (Ministry Leadership)

Ph.D., Claremont Graduate University. M.A. Christian Education, Talbot Seminary.

B.A. History, Biola University.

Jeannine Brown, Ph.D. – Adjunct Faculty (Biblical Studies – New Testament)

Ph.D., Luther Seminary, 2001. Master of Divinity, Bethel Seminary, 1991. Bachelors of Music, University of Wisconsin-Eau Claire, 1984.

Norah Caudill, Ph.D. – Associate Professor (Biblical Studies – Old Testament)

Ph.D., Fuller Theological Seminary, 2006. M.A., Western Conservative

Baptist Seminary, 1988. BS (Biblical Education) Multnomah Bible College, 1985.

AA (Biblical Studies) Multnomah Bible College, 1984.

Minoa Chang, Ph.D. – Associate Professor (Pastoral Care and Chaplaincy)

Ph.D., California School of Professional Psychology (CSPP) at Alliant

International University (AIU), 1999. M. D., Sch of Medicine, Federal Univ. of the state of Pernambuco, in Brazil (South America), 1986.

Dr. Seth Clark, D.Min – Adjunct Faculty (Interdisciplinary Studies)

D.Min., Columbia Theological Seminary, 2020. M.Th.S., Boston College, 2015.

M.A.T.S, Bethel Seminary San Diego, 2013. B.S., Emmaus Bible College, 2005.

Mariel Deluca-Voth, D.Ed. – Library Director and Assistant Professor (Global and Contextual Studies) D.Ed., Bethel University, 2019. M.A., University of Minnesota, 1977. B.A., Bethel College, 1974.

Curtis Gruber, D.Min. – Adjunct Faculty (Transformational Leadership) D.Min., Fuller Theological Seminary. M.Div., Bethel Seminary, 1982. B.A. Biblical and Theological Studies, Bethel University, 1979.

Natalie Hendrickson, D.Min. – Associate Professor and Director of Supervised Ministry (Spiritual and Personal Formation) D.Min., Bethel Seminary, 2018. M.Div., Bethel Seminary, 1998. B.A. Applied Arts & Sciences, San Diego State University, 1988.

The Rev. Brian Hughes, Ph.D. (Candidate) – Adjunct Faculty (Anglican Studies) Ph.D. Candidate, University of Durham. M.Div., Trinity School for Ministry, 2012. B.A., Cal State University San Marcos, 2007.

Mason Lancaster, Ph.D. – Adjunct Faculty (Biblical Studies – Old Testament) Ph.D., Wheaton College, 2020. Th.M., Gordon-Conwell Theological Seminary, 2015. M.Div., Gordon-Conwell Theological Seminary, 2014. B.S. UC San Diego, 2007.

John Lillis, Ph.D. – President and Professor (Ministry Leadership) Ph.D., Michigan State University. M.Div., Grand Rapids Baptist Seminary. M.R.E., Grand Rapids Baptist Seminary. M.S., Air Force Institute of Technology. B.S., University of Kentucky.

Ben K. Lim, Ph.D. – Professor (Pastoral Care and Chaplaincy) Ph.D., Texas Tech University, 2000. MA, Fuller Theological Seminary, 1989. B.Agric. Science, University of Malaya, 1975.

Bob Mentze, D.Min. – Assistant Professor (Reformed Studies, Worship) D.Min., Westminster Theological Seminary, 1997. M.Div., San Francisco Theological Seminary, 1977. B.A., San Diego State University, 1974.

The Rev. Canon David Montzingo, D.Min. – Assistant Professor (Anglican Studies; Formation; Ministry Leadership) D.Min., Trinity Episcopal School for Ministry, 2011. Certificate in Anglican Studies, Episcopal Theological School at Claremont, CA (Bloy House), 1989. M.Div., Gordon Conwell Theological Seminary, 1975. A.B., Harvard University, 1971.

Arnell Motz, D.Min. – Associate Professor (Ministry Leadership; Global and Contextual Studies) Ph.D (dissertation phase), Biola University. D.Min., Westminster Seminary, 1992. M.Div., Talbot Theological Seminary, 1976. B.A., Biola University, 1970.

Andre Ong, Ph.D. - Adjunct Faculty (Theological Studies) Ph.D., Claremont Graduate University, 2007. M.A., Bethel Theological Seminary San Diego, 1996.

Janice Raymond, Ph.D. – Chief Operations Officer and Adjunct Faculty (Global and Contextual Studies) Ph.D, Fuller Theological Seminary, 2012. M.Div., Bethel Seminary San Diego, 1999. B.A., University of North Carolina, 1969.

David Redelings, Ph.D. – Associate Academic Dean and Assistant Professor (Biblical Studies – New Testament) Ph.D., University of St Andrews, Scotland, 2003. M.Div., Bethel Seminary San Diego, 1993. B.S., San Diego State University, 1978.

Glen Scorgie, Ph.D. – Professor (Theological Studies) Ph.D., University of St Andrews, Scotland, 1986. M.C.S, Regent College, Vancouver, 1982. M.A., Wheaton Graduate School, 1974.

James D. Smith III, Th.D. – Professor (Church History) Th.D., Harvard University, 1986. Th.M., Harvard Divinity School, 1977. M.Div., Bethel Seminary, 1976. AB, San Diego State University, 1972.

Mickey Stonier, Ph.D. – Associate Professor (Chaplaincy) Ph.D., Fuller Theological Seminary, 1997. M.Div., Azusa Pacific University, 1991. B.S., San Diego State University, 1976.

Mark Strauss, Ph.D. – Professor (Biblical Studies – New Testament) Ph.D., University of Aberdeen, 1992. Th.M., Talbot School of Theology, 1988. M.Div., Talbot School of Theology, 1985. B.A., Westmont College, 1982.

SEMINARY BOARD MEMBERS

Andre Ong, Ph.D. (Board Chairman) – Pastor, International Christian Church of San Diego

Janice Raymond, Ph.D. (Board Secretary/Treasurer; Chief Operations Officer) – Retired; founder of AnsMar Publishers, Inc.

Sam Alatorre – Management Analyst (Supervisor) for the City of San Diego, and Interim Pastor, Gracia y Paz Covenant Church

Brian Bernados – Senior Engineer, Division of Drinking Water, California State Water Board

Edward Chiu – Executive & Church Planting Pastor, Chinese Bible Church of San Diego

Dennis Keating – President of Grateful Shepherd Ministries

Carson Kiesel – Retired; past President of Carvin Audio (now Kiesel Guitars)

Roberta Morgan – President Bay Air Systems

Wendy Patrick, Ph.D. – Deputy District Attorney, San Diego County

Susie Rowan – Retired, former Executive Director for Bible Study Fellowship