

# VALOR CHRISTIAN COLLEGE



ACADEMIC CATALOG  
2022 – 2023  
COLUMBUS, OHIO

Valor Christian College has prepared this Academic Catalog based on the best information available at the time of printing. Information contained in this Catalog is subject to change without notice or obligation.

Valor Christian College is a Christian educational ministry that admits students without regard to race, color, gender, nationality or ethnic origin.

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## 2022 – 2023 CAMPUS ACADEMIC CALENDAR

*Fall Semester 2022 August 22, 2022 – December 18, 2022*

Residence Halls Open for Returning Students	August 16, 2022
Final Follow Up with Returning Students	August 17, 2022
Residence Halls Open for New Students	August 18, 2022
New Student Orientation and Registration	August 19, 2022
Fall 2022 Semester Classes Begin (Campus and Online)	August 22, 2022
Late Registration (Last Day to Enroll for Fall 2022)	August 22, 2022
Last Day to Add/Drop Classes (Enrolled Students Only)	August 26, 2022
Labor Day Holiday (Campus Closed, No Classes)	September 5, 2022
Spring Graduation Application Deadline	October 1, 2022
Fall Break (No Classes)	October 20-23, 2022
Fall Semester Classes Resume	October 24, 2022
Last Day to Officially Withdraw from a Class	November 4, 2022
No Classes	November 23, 2022
Thanksgiving Holiday (Campus Closed)	November 24-27, 2022
Fall Semester Classes Resume	November 28, 2022
Last Day of Class	December 9, 2022
Fall Semester Final Examinations	December 12-16, 2022
Residence Halls Close by 5PM	December 18, 2022
Grades Due to Registrar by 5PM EST	December 20, 2022
<i>Spring Semester 2023 January 17, 2023 – May 14, 2023</i>	
Residence Halls Open for Returning Students	January 10, 2023
Final Follow Up for Returning Students	January 11, 2023
Residence Halls Open for New Students	January 12, 2023
New Student Orientation and Registration	January 13, 2023
Martin Luther King Holiday (Campus Closed)	January 16, 2023
Spring 2023 Semester Classes Begins (Campus and Online)	January 17, 2023
Late Registration (Last Day to Enroll for Spring 2023)	January 17, 2023
Last Day to Add/Drop (Enrolled Students Only)	January 24, 2023
Spring Graduation Application Deadline	February 3, 2023
Spring Break (No Classes)	March 13 -17, 2023
Classes Resume	March 20, 2023
Last Day to Officially Withdraw from a Class	March 31, 2023
Good Friday (No Classes)	April 7, 2023
Last Day of Class	May 5, 2023
Spring Semester Final Examinations	May 8 -10, 2023
Spring 2023 Graduation Rehearsal	May 11 & 12, 2023
Spring 2022 Graduation	May 13, 2023
Residence Halls Close	May 14, 2023
Grades due to Registrar by 5PM EST	May 16, 2023

## 2022 – 2023 ONLINE ACADEMIC CALENDAR

<i>Fall Semester 2022 Session 1 August 22, 2022 – October 16, 2022</i>	
Fall 2021 Online Session One Semester Begins	August 23, 2022
Late Registration (Last Day to Enroll)	August 23, 2022
Last Day to Add/Drop (Enrolled Students Only)	August 27, 2022
Last Day to Withdraw without Recording	August 30, 2022
Labor Day (Campus Closed, Online Classes Continue)	September 6, 2022
Last Day to Withdraw while Passing	October 1, 2022
Spring Graduation Application Deadline	October 1, 2022
Final Examination/Last Day of Online Classes	October 17, 2022
Final Grades Due to the Registrar by 5PM EST	October 19, 2022
<i>Fall Semester 2022 Session 2 October 24, 2022 – December 18, 2022</i>	
Fall 2021 Online Session Two Semester Begins	October 24, 2022
Late Registration (Last Day to Enroll)	October 24, 2022
Last Day to Add/ Drop ( enrolled Students Only)	October 29, 2022
Last Day to Withdraw without Recording	November 1, 2022
Last Day to Withdraw While Passing	December 3, 2022
Final Examination/Last Day of Online Classes	December 19, 2022
Final Grades Due to the Registrar by 5PM EST	December 21, 2022
<i>Spring Semester 2023 Session 1 January 17, 2023 – March 12, 2023</i>	
Spring 2023 Online Session One Semester Begins	January 17, 2023
Late Registration	January 17, 2023
Last Day to Add/Drop (Enrolled Students Only)	January 20, 2023
Last Day to Withdraw without Recording	January 23, 2023
Last Day to Withdraw while Passing	February 24, 2023
Final Examination/Last Day of Online Classes	March 12, 2023
Final Grades Due to the Registrar by 5PM EST	March 14, 2023
<i>Spring Semester 2023 Session 2</i>	
Spring 2023 Online Session Two Semester Begins	March 20, 2023
Late Registration	March 20, 2023
Last Day to Add/Drop ( Enrolled Students Only)	March 24, 2023
Last Day to Withdraw without Recording	March 27, 2023
Last Day to Withdraw while Passing	April 28, 2023
Final Examinations/Last Day of Online Classes for Spring Session Two	May 14, 2023
Final Grades Due to the Registrar by 5PM EST	May 16, 2023

## 2022-2023 FINANCIAL CALENDAR

<i>Fall Semester 2022 August 22 – December 18, 2022</i>	
Fall Semester Classes Begin (Campus and Online First Session)	August 22, 2022
Last Day to Add/Drop Classes	August 26, 2022
Sub/Unsub/PLUS Loans Disbursement	August 24, 2022
PELL Grant Disbursement	September 9, 2022
First Installment of Payment Plan	September 1, 2022
Second Installment of Payment Plan	October 1, 2022
Fall Break (No Classes)	October 20-23, 2022
(ONLINE) Second Session Begins	October 24, 2022
Sub/Unsub/PLUS Loans Disbursement	October 26, 2022
Add/Drop Deadline	October 29, 2022
PELL Grant Disbursement	November 9, 2022
Third Installment of Payment Plan	November 1, 2022
Last Day to Officially Withdraw from a Class	November 4, 2022
Final Installment of Payment Plan	December 1, 2022
Final Exams	December 12-16, 2022
Residence Halls Close	December 18, 2022
Grades Due to Registrar	December 20, 2022
<i>Spring Semester 2023 January 17 – May 14, 2023</i>	
Spring Semester Classes Begin (Campus and Online First Session)	January 17, 2023
Sub/Unsub/PLUS Loans Disbursement	January 18, 2023
Last Day to Add/Drop Classes	January 24, 2023
PELL Grant Disbursement	February 8, 2023
1098T Mailing	January 31, 2023
First Installment of Payment Plan	February 1, 2023
Second Installment of Payment Plan	March 1, 2023
Spring Break (No Classes)	March 13-17, 2023
(ONLINE) Second Session Begins	March 20, 2023
Sub/Unsub/PLUS Loans Disbursement	March 22, 2023
Add/Drop Deadline	March 24, 2023
PELL Grant Disbursement	April 5, 2024
Last Day to Officially Withdraw from a Class	April 1, 2023
Third Installment of Payment Plan	April 1, 2023
Good Friday (No Classes)	April 7, 2023
Last Day of Classes	May 5, 2023
Final Installment of Payment Plan	May 1, 2023
Final Exams	May 8-10, 2023
Graduation Preparation and Practice	May 11 & 12, 2023
Spring Graduation	May 13, 2023
Residence Halls Close	May 14, 2023 5:00 p.m.
Grades due to Registrar	May 16, 2023 5:00 p.m.

## A WORD FROM OUR FOUNDER



Dr. Rod Parsley with Ashton Parsley, Student Pastor

Thank you for your interest in Valor Christian College!

If God has a call on your life, this is the place for you, because we have equipped men and women to serve Him in every sphere of influence in our society for more than 25 years.

Our graduates are prepared to impact the Kingdom of God as pastors, evangelists, music ministers, missionaries, business people and other professions through a unique blend of rigorous academic education, practical ministry application and Holy Ghost impartation. Our commitment is to transfer the anointing that rests on my life and ministry into yours – no matter how He has called you to serve Him.

As a Valor student, you'll be part of a thriving local ministry with regional, national and worldwide influence. There are 14 major outreaches on our campus that welcome your enthusiasm and insights. There is a place for you to serve here as you develop skills that you can use in your own life and ministry! By the time you earn your degree at Valor, you will be ready to serve and lead everyone God has called you to reach wherever He leads you.

With your determination and drive propelling your experience here, there is no limit to what God can do in you, to you and through you while you are here! This is where you can seize the opportunity to fulfill your destiny in the Kingdom of God, and we are looking forward to taking that journey with you.

Be blessed as you respond to His call during your time at Valor!

Yours for the Harvest,

A handwritten signature in blue ink, appearing to read 'Rod Parsley', with a large, stylized flourish at the end.

Dr. Rod Parsley  
Founder and Chancellor

## A NOTE FROM OUR PRESIDENT

These are exciting days! The kingdom of heaven is advancing powerfully and Valor Christian College is positioned to faithfully serve what God is doing in the earth.

**Our faculty and staff** are academically qualified, practically equipped and spiritually committed. They all are fulfilling their calling with great skill, a heart of service and a spirit of excellence.

**Our students** are passionately devoted to Jesus and to His call upon their lives. They are thriving in this environment where education, spiritual impartation and practical ministry application are held as core values.

**Our alumni** are the proof of Valor's effectiveness. They serve throughout the world in various spheres of influence as pastors, church planters, missionaries, evangelists, music ministers, educators, media innovators and business leaders.

I am convinced that Valor Christian College is a place that God has raised up to empower students as part of a rising generation of revivalists—men and women through whom He will ignite the next Great Awakening.

Do these words resonate with your spirit? If so, then perhaps Valor is the place for you!

Come be a part of the Valor Family!

Sincerely,

Laquetta K. Cortner, Ph.D.  
Interim President/Provost  
Valor Christian College



## MISSION

Valor Christian College is a biblically based community of higher learning called to educate and equip Christian leaders in academic excellence, moral integrity, spiritual intensity and physical purity, to be agents of change and models of character and to serve Christ professionally in the advancement of His kingdom.

## VISION

To be an internationally recognized, undergraduate Pentecostal and evangelical center of academic excellence and resource for World Harvest Church, City Harvest Network and other Pentecostal and evangelical churches to educate and train effective, Spirit-filled leaders who will change the world for Christ.

## GOALS

Valor Christian College offers a solid postsecondary education to Christian ministers and lay workers. The College provides learning in a Pentecostal community that welcomes and includes students from various parts of the body of Christ—both denominational and non-denominational. Valor believes academic success and spiritual maturity are shared responsibilities between the student and the College.

To this end, Valor's goals enable the institution to fulfill its mission by:

1. Cultivating a community of learning centered on the presence of Christ and the authority of Scripture.
2. Providing high quality educational programs and curricula leading to an associate degree and the equipping of students for professional Christian service.
3. Integrating the intellectual and experiential aspects of spiritual formation and ministry development.
4. Facilitating opportunities for students to study the Scriptures in a collegiate setting and to make application in contemporary contexts.
5. Discipling students in a transformative culture of integrity and purity, equipping them to become models of Christian character.
6. Immersing students in the culture of Pentecostal spirituality for empowering them for Christian life and mission.
7. Offering a strong core of general education courses to increase students' knowledge of the world in which they minister.
8. Equipping students for affecting change in every sector of society through the demonstration and advancement of God's kingdom in the earth.
9. Resourcing students, alumni, churches and marketplace leaders for ministry, authentic evangelism, Christian education and cultural transformation.
10. Promoting and modeling the importance of continuing education for the purpose of personal growth, vocational development and the establishing of a lifestyle of life-long learning.

## CORE VALUES

Our vision flows out of the organizational core values and our church fellowship's doctrinal statement. The administration, faculty, staff, and board have developed the following value statements. At Valor Christian College, we value:

### Excellence

**Excellence and Personal Professionalism.** We believe the pursuit of excellence motivates us to be better citizens and competent professionals.

### Integrity

**Integrity before God and Man.** We believe God is sovereign in the affairs of humankind, and we are accountable to Him for our actions and attitudes. We believe that we must be respectful of the people with whom we work and live, as we strive to be good, responsible citizens.

### Learning

**Personal Growth.** We believe it strengthens and develops us to be lifelong learners in pursuit of excellence in education and practical experience in life and ministry.

### Servanthood

**A Servant's Heart.** We believe we are called to care about individuals, understand God creates them in His image, and strive to meet their spiritual and physical needs.

### Stewardship

**Careful Stewardship of Our Resources.** We believe everything we have comes from God, and we need to use what we are given to fulfill the vision of the College and to maximize our God-given resources.

### Teamwork

**Teamwork and Clear Communication.** We believe teamwork and clear communication build unity of purpose and enable us to do more together than we could individually.

### Vision

**A Clearly Defined Vision.** We believe a clearly defined vision focused on the future, faithful to our founding principles and strategic in its approach will result in the fulfillment of our mission.

## STATEMENT OF FAITH

We believe the Holy Scriptures to be given by inspiration of the Holy Spirit, infallible and God's revealed Word to man (Hebrews 4:12; 1 Peter 1:23-25; 2 Peter 1:20-21; 2 Timothy 3:15-17; 1 Thessalonians 2:13).

We believe Scripture teaches there is only one true and living God who has chosen to reveal Himself as Father, Son and Holy Spirit (Deuteronomy 6:4; Isaiah 43:10-11; Matthew 28:19; Luke 3:22).

We believe man is a sinful being in need of redemption (Genesis 1:26-31, 3:1-7; Ecclesiastes 7:29; Psalm 51:5; John 6:44; Romans 5:12-21; 1 Corinthians 2:14).

We believe in the virgin birth of Jesus Christ, that He is the Son of God and the Son of Man, that He came to save man from condemnation of sin by offering His blood as an atonement, making it available to all who exercise faith in Him (Matthew 1:23; Luke 1:31,35; John 3:16; 1 Corinthians 15:3; 2 Corinthians 5:21).

We believe that for the salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential (Luke 7:50; 1 Corinthians 1:18; 2 Corinthians 2:15; Romans 10:13-15; Luke 24:47; Titus 2:11, 3:5-7; Ephesians 2:8-9; 2 Timothy 1:9).

We believe the Scriptures ascribe to the Holy Spirit the acts and attributes of an intelligent being, and that the works of God such as creation, inspiration, giving of life and sanctification are also ascribed to the Holy Spirit (John 16:13; 1 Corinthians 2:11; Genesis 1:2; Acts 10:19, 13:2, 16:6, 13:4; John 16:8; Mark 3:29; Acts 7:51; Ephesians 4:30; 1 Corinthians 6:11,12; Job 33:4; 2 Peter 1:21; 1 Peter 3:18).

We believe in the sanctifying power of the Holy Spirit by whose indwelling the Christian is enabled to live a holy life (1 Thessalonians 4:3; 1 John 2:29; Romans 8:5; Philippians 2:12,13).

We believe the baptism in the Holy Spirit is given to believers who ask for it (Joel 2:28; Acts 2:4).

We believe all humankind is subject to the death of the body as a result of original sin. The soul and spirit do not die, but immediately after death enter into a conscious state of happiness or misery according to the character here possessed by rejection or acceptance of the Savior (Romans 5:12; Ecclesiastes 12:7; Philippians 1:23).

We believe in the bodily resurrection of both the saved and the lost: the saved to everlasting life and the lost without Christ to everlasting damnation (Acts 24:15; Matthew 24:31-46; Revelation 22:11).

We believe in the personal, imminent return of our Lord and Savior, Jesus Christ (Acts 1:11; 1 Thessalonians 4:13-18).

We believe the redemptive work of Christ on the Cross provides healing for the human body in answer to believing prayer (James 5:14-15).

## STATEMENT ON MARRIAGE, GENDER, AND SEXUALITY

We believe that God wonderfully and immutably creates each person as male or female through genetic encoding and physiological manifestation before birth. These two distinct, complementary genders together reflect the image and nature of God (Gen 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person.

We believe that the family is God's foundational institution for human society (Matt 19:5-6; Eph. 5:22-6:4). Marriage has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Gen 2:18-25).

We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Cor. 6:18; 7:2-5; Heb. 13:4).

We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, polygamy, bestiality, incest, pedophilia and use of pornography) is sinful and offensive to God (Matt 15:18-20; 1 Cor. 6:9-10). Anyone engaged in such practices, should be called to turn from their sin and seek forgiveness through repentance and faith in Christ.

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Rom 10:9-10; 1 Cor. 6:9-11). However, persons who are actively and unrepentantly engaged in any sinful practice that contradicts or undermines the doctrine of Valor Christian College is grounds for discipline. A practice is sinful when it is contrary to the teachings of the Holy Bible.

We believe that in order to preserve the function and integrity of Valor Christian College as a part of the Body of Christ, and to provide a biblical role model to Valor Christian College students and alumni, it is imperative that all persons employed by Valor Christian College in any capacity, or who serve as volunteers, agree to and abide by this Statement on Marriage, Gender, and Sexuality (Matt. 5:16; Phil. 2:14-16; 1 Thes. 5:22).

We believe that every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated, and are not in accord with neither Scripture nor the doctrines of Valor Christian College.

## HISTORY

Valor Christian College is located on the southeast side of Columbus, Ohio. The college campus is located on the property originally built by World Harvest Church. VCC is an institution of higher education offering courses in Bible and related areas of ministry. Valor has earned accreditation with the Association of Biblical Higher Education and is authorized by the Ohio Department of Higher Education to offer Bachelor of Arts degrees, Associate of Applied Science degrees and Certificates in Bible and ministry related studies.

VCC began as World Harvest Bible Institute in 1990. Its first enrollees began classes in September 1990 and graduated in May of 1991. A second-year program was added at the conclusion of the first year of classes, and the first group of second-year graduates received their certificates in May of 1992. In 1993, the name was changed to World Harvest Bible College and then to Valor Christian College in March 2010.

In 1994, WHBC received recognition from the Ohio Board of Career Colleges and Schools (formerly PSC) for its certificate programs. In 1995, the College received recognition from the Veteran's Administration to provide training for veterans of the United States Armed Forces, in addition to receiving I-20 status with the United States Immigration and Naturalization Service. In the fall of that same year, the College received candidate status with the International Christian Accreditation Association (ICAA). WHBC received accreditation with ICAA in 1997. In 2009, WHBC received professional accreditation with the Association of Independent Christian Colleges and Seminaries.

A third-year Advanced Leadership program began in 2000, and courses of study and curriculum offerings continue to be developed and refined. In the fall of 2009, the College was approved by the Ohio State Board of Career Colleges and Schools to offer associate degrees in the following areas: Pastoral Leadership, Evangelism, Missions, Music Ministry, and Interdisciplinary Studies. In 2010 three additional associate degrees were approved in Communication/Media Ministry, Youth Ministry, and Advanced Leadership (Honors Program) and Children's Ministries in 2011. VCC is also approved to offer one year certificates in Evangelism, General Studies, Pastoral Studies and Music Ministry.

In the fall of 2016, the College was approved by the Ohio Department of Higher Education (ODHE) to offer associate of applied science degrees in the following areas: Advanced Leadership (formerly third year), Christian Ministries, Communications and Media, Evangelism, Missions, Music Ministry, Organizational Leadership, Organizational Management, Pastoral Leadership and Youth Ministry. VCC is also approved to offer one-year certificates in Evangelism, General Studies, Pastoral Studies and Music Ministry. In the 2018-2019 academic year, Valor was approved by ODHE to offer an associate of applied science degree in Church Planting and Organizational Communication.

In March 2021, the state of Ohio approved Valor's application to offer Bachelor's degrees in Christian Ministry.

Valor Christian College students have enrolled from all 50 states and more than 60 foreign nations. They continue to enjoy success fulfilling the Great Commission throughout the United States and around the world.

## ABOUT THE CAMPUS

Valor Christian College is located on a beautifully landscaped campus in southeastern Columbus. The 137-acre campus borders modern athletic fields and Jack Johnson Field. The campus includes several buildings, which house administrative and faculty offices, classrooms, gymnasiums and two residential halls. Several beautiful Columbus Metro Parks are also located nearby.

### Canfield Hall

Canfield Hall is the primary administration and classroom building. The first floor houses administration and faculty offices, the library, computer lab, the Valor Learning Center, student lounge, the Spot and one classroom. The second floor is composed of classrooms and keyboard lab for students in the Music Ministry program.

### Cunningham Hall

Cunningham Hall is the primary residence hall for women. The two-story, air-conditioned facility accommodates 100 students in semi-private rooms. Special features include a laundry room, a spacious main lounge for visiting, and a kitchen area for preparing meals and snacks.

### Jude Hall

Jude Hall is the primary residence hall for men. The two-story, air-conditioned facility accommodates 100 students in semi-private rooms. Special features include a laundry room, a spacious main lounge for visiting, and a kitchen area for preparing meals and snacks.

### Gymnasium and Athletic Field

Bradley Hall houses the gymnasium. The athletic field provides students with a facility for intramural athletic activities. Softball and soccer can be played on this field and students are encouraged to utilize this field for physical development and well-being.

### Ashton Parsley Student Life Center (The Spot)

The Ashton Parsley Student Life Center is a popular campus venue. It is located in Canfield Hall between the library and faculty offices. The Spot offers students a fun environment to hang out and share life with their classmates while enjoying snacks and drinks during their free time.



## ACCREDITATION AND PROFESSIONAL MEMBERSHIP STATUS

Valor Christian College provides solid biblical and theological training on the collegiate level. Valor offers the following academic options:

Four Year-Bachelor of Arts in Christian Ministry- (Select a Minor)	Campus Offered
Evangelism	Campus and Online
Music Ministry	Campus
Organizational Leadership	Campus and Online
Pastoral Leadership	Campus and Online
NEW MINORS Beginning 2022-2023	
22-23 NEW-Children's Ministry	Online
22-23 NEW-Communications and Media	Campus and Online
22-23 NEW-Missions	Online
22-23 NEW-Online Church Delivery	Online
22-23 NEW-Youth Ministry	Online

Two Year-Associate of Applied Science Programs	Campus Offered
AAS in Advanced Leadership	Campus and Online
AAS in Biblical Studies	Campus and Online
AAS in Christian Ministries	Campus and Online
AAS in Church Planting	Campus and Online
AAS in Communications and Media	Campus
AAS in Evangelism	Campus and Online
AAS in Missions	Campus and Online
AAS in Music Ministry	Campus
AAS in Organizational Communication	Campus and Online
AAS in Organizational Leadership (Business Focus)	Campus and Online
AAS in Organizational Management (Business Focus)	Campus
AAS in Pastoral Leadership	Campus and Online
AAS in Youth Ministries	Campus and Online

1 Year Certificate Programs	Campus Offered
Certificate in Biblical Studies	Campus and Online
Certificate in Church Planting	Campus and Online
Certificate in Evangelism	Campus and Online
Certificate in Music Ministry	Campus
Certificate in Organizational Communication	Campus and Online
Certificate in Pastoral Studies	Campus and Online

These degrees are approved by the Ohio Department of Higher Education and are designed to equip students for service in full-time ministry leadership, as well as to provide additional training and personal enrichment.

## Approval for Training Veterans

Valor Christian College is approved by the Ohio Department of Veterans Services, State Approving Agency for Veterans Education and Training under the G.I. Bill™ education benefits, Title 38, U. S. Code. Interested parties should contact the nearest Veterans Administration Office or Valor's Financial Aid Office for more information. See Valor's "Principles of Excellence" for serving veterans and their family members (<http://valorcollege.edu/ServiceMembers>).

## Licensure

Valor Christian College is authorized by the Ohio Department of Higher Education (ODHE).

## Accreditation

Valor Christian College is accredited by the Commission on Accreditation of the Association for Biblical Higher Education (ABHE) to grant certificates and degrees at the Associate and Bachelor's level.

## Articulation Agreements

**Ohio Christian University (OCU).** Ohio Christian University will transfer up to 60 credit hours from Valor toward a bachelor's degree at OCU. Most Valor students qualify for the OCU adult degree completion program, but all students must meet the admission requirements for their program of study at the university.

**NorthPoint Bible College.** Northpoint Bible College will transfer credits from Valor toward a bachelor's degree at Northpoint Bible College. Credits will transfer from the following programs: Advanced Leadership, Christian Ministries, Evangelism, Organizational Leadership, Organizational Management, Pastoral Leadership and Youth Ministries.



## ACADEMIC PROCEDURES AND REQUIREMENTS

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### Educational Philosophy and Academic Freedom

Valor Christian College is an institution of higher learning, and loyalty to and support of the institution and its programs is expected. Concerning academic freedom, the naturally sacred right of freedom of expression is recognized as a requisite for effective and intelligent dissemination of ideas. Nevertheless, there can be no such thing as unlimited freedom of expression in word and act in any school. In addition to universally accepted social limitations such as truthfulness, decency, moral integrity, and loyalty, there are appropriate limitations, which society and a parent organization have a right to expect of institutions, which are distinctly devoted to Christian principles.

These limitations do not extend to the suppression of any academic disciplines, freedom of inquiry or recognized areas of those disciplines. They do require, however, that all ideas and views be presented in a Christian context. All faculty members who speak or write publicly or in situations growing out of their official capacity on behalf of the school are expected to contribute to the objectives of the school by conforming to them, and by advocating nothing contrary to the Bible, the Word of God written, the Statement of Faith, the stated purposes of the institution they serve, and/or to basic principles embodied in the Constitution of the United States. All are expected to show a respectful and sympathetic attitude toward the doctrines of the Church and toward American principles of government.

### Philosophy of General Education

#### Philosophy

In order to provide for a coherent program of general education, there is a core of general educational requirements for all degree programs. The philosophy behind this approach is to encourage all students to develop a depth and breadth of knowledge that goes beyond their field of specialization. To ensure the fulfillment of this philosophy, VCC provides students with a broad base of skills and knowledge in humanities, social sciences/history, music, natural sciences/math, and composition.

Ministry formation is an integral part of a student's education and is covered in the various professional courses required in the student's degree program. However, VCC also integrates faith and learning across the curriculum to help the student understand a multicultural society and to be able to relate to various people groups. The general education requirements are listed at the beginning of every degree and are consistent with VCC's philosophy of providing a depth and breadth of knowledge to our students. All general education courses shall demonstrate the importance and integration of faith and learning as well as the importance of being a life-long learner who develops a biblical worldview.

#### Rationale

Valor Christian College believes that general education courses help produce a more mature student and provide a firm foundation for the student to become a responsible citizen and productive member of a multicultural society. This core educational component coupled with training in critical thinking helps the student in his or her profession and specialized area of study. To reinforce the importance of general education, the College has integrated general education emphases throughout its curriculum. Each professor is expected to accentuate communication skills, computational skills and the role of history and society in each area of specialization. The faculty believes strongly that every student needs to know about the world in order to minister to the world.

## Nondiscrimination Policy

Valor Christian College admits students of any race, color, national, or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate based on race, color, gender, disability, national or ethnic origin in administration of its educational policies, admissions policies, financial aid programs, and other school administered programs. The College reserves the right to withdraw a student for cause at any time.

## HIPAA

Valor Christian College has adopted a Health Information Physical Security Policy that complies with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Department of Health and Human Services (DHHS) security and privacy regulations' requirement to protect the security of health information. In addition, we consider it our duty to protect the privacy and integrity of confidential information as required by law, professional ethics, and accreditation requirements.

## FERPA

Valor Christian College complies with the Family Educational Rights and Privacy Act of 1974. Public Law 92-380. Student information may be used in-house by personnel for educational purposes. Otherwise, all student records are treated confidentially unless the student has signed a release form. For Valor's complete FERPA statement, go to <http://valorcollege.edu/ferpa>.

## Grievance Policy

Valor Christian College provides an atmosphere consistent with its goal of preparing students for Christian ministries. Policies, rules, regulations, and guidelines are established as a framework within which the big "college family" can live harmoniously and with consideration for one another, and for the ongoing purposes of the College.

The College deals fairly with all persons, whether students, staff, faculty, administration, business associates or guests. In the event that a grievance arises, students are urged to follow Scripture's instructions for conflict resolution. This process provides an opportunity for spiritual development for the student. The following guidelines are considered appropriate:

1. Stay calm. Do not do or say things for which you will be sorry, or which will make the solution or reconciliation more difficult;
2. Pray about the matter. God is interested in you as a person and in the kind of person, you are becoming. Pray before starting a meeting with the other party;
3. Let God help you find the right approach to the solution of the problem. Prayer is an effective tool in bringing about resolution;
4. Discuss the matter with the person in charge of the area in which the problem occurs. Try to settle the matter early. Do not let problems build. The College administration expects that the person in charge of the area will make an honest effort to resolve the matter to the mutual satisfaction of all parties concerned;
5. If an understanding is not reached, discuss the matter with the next higher authority. This may be the administrative officer of the College in charge of the specific area involved. Inquire about the proper person to seek about the problem;

6. If no satisfaction is reached by this point, address a letter to the President stating the problem or request. The President will either make a decision or will present the matter to the President's Cabinet.

College personnel cannot always work instant solutions to all problems, but students are among friends who care and who will take all reasonable steps toward the solution of all legitimate problems they may encounter. An administrator or supervisor is required to respond within ten working days.

Students should first attempt to resolve a grievance with the instructor or the faculty advisor. If an issue is not resolved, students should present their grievance in writing to the Dean of Students. Students may also submit a grievance through the online format at the follow address: <http://www.valorcollege.edu/grievance> Please prayerfully consider Matthew 18:15-17 when filing any grievance.



## ADMISSIONS

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Valor Christian College is an institution of higher learning. Students in such an educational environment are exposed to academic challenges within the context of Christian principles. Students are expected to learn responsibility in their academic endeavors and realize that educational institutions operate on a system of merit. Valor Christian College offers Bachelor's Degrees in Christian ministry, Associate Degrees of applied science and one-year certificates.

### Requirements for Admission

Valor Christian College accepts students without regard to race, color, or national origin provided all other entrance requirements are met. However, it is required that all students subscribe to and personally practice scripturally given standards of moral behavior.

1. The applicant should have a definite born-again experience.
2. The applicant must be a graduate of an accredited high school. High school graduates having less than a 2.0 cumulative grade point average (GPA) may be admitted on a limited load (i.e., academic probation) status. These students are limited to 13 credit hours or less during their first semester.
3. Non-high school graduates must pass the GED test.
4. Applicants who have been home-schooled at the high school level must provide a homeschooling transcript—an adequate compilation and summary of records verifying grades and completion. The transcript must include a graduation date, and it must be signed by the student's parents. If adequate records are not available, applicants must provide an official transcript or documentation indicating that they have taken and passed the GED examination. Valor is a test-optional institution. Students who have taken the ACT or SAT can have scores sent to our admissions team. This is consistent with the current admissions policy of the College.
5. It is highly recommended that all students attending Valor Christian College carry health insurance.
6. Valor is a test-optional institution. Students who have taken the ACT or SAT can have scores sent to our admissions team. This is consistent with the current admissions policy of the College. These scores should be sent prior to registration. Scores help to assure incoming students begin with a manageable course load and are assigned to appropriate Math and English classes. If needed, students will be placed in developmental classes. The Valor code number for the SAT is 5972 and the Valor code number for the ACT is 4899.

Valor Christian College reserves the right to reject any application or terminate any student at any time for reasons it considers adequate. The application committee also reserves the right to recommend a student for an online program regardless of campus selected.

### Admission Process

1. The applicant must complete a formal application form supplied by the College or completed online at [www.valorcollege.edu](http://www.valorcollege.edu). The application must be accompanied by a \$50.00 non-refundable application fee (domestic students) or a \$75 non-refundable application fee (international students).
2. The applicant must submit a personal testimony, typed and consisting of 300-500 words. Please give attention to spelling and grammar.
3. Applicants must ask their high school to send to the Office of Admissions an official copy of their transcript. The transcript must include the date of graduation. Valor is a test-optional institution. If the

student has taken the ACT or SAT, those scores and corresponding dates should also be included; otherwise, the scores must be submitted separately. If the applicant has attended another college, an official transcript must be supplied by all colleges attended.

4. A Pastoral recommendation from the applicant's present pastor who is not a family member.
5. Students from non-English speaking countries must submit a score for the Test of English as a Foreign Language (TOEFL). The score on that test will demonstrate proficiency in English. The Valor code number for TOEFL is 7446. Note: The applicant should allow ample time for the application to be processed. Delay may be caused by failure of persons to complete reference forms or delay in receiving transcripts. The applicant will be advised of acceptance to the College.
6. All on-campus residents must submit a \$400 nonrefundable deposit upon acceptance.
  - i. If any baggage is shipped, such must be tagged with the applicant's name and sent prepaid to: Cunningham Hall (Ladies) or Jude Hall (Men) Student's name and Room #, c/o WHC Receiving, 10165 Wright Road, Canal Winchester, OH 43110.
  - ii. Regular mail is sent to: Applicant's Name, c/o VCC PO Box 800, Columbus, OH 43216-0800.
7. Orientation and class registration information will be sent as available.

## International Applicants

An international applicant is defined as a person who is a citizen of a country other than the United States and is not a permanent resident as approved by the U.S. Immigration and Naturalization Service. There are some exceptions for those in U.S. territories. Further clarification may be obtained through the International Admissions Office.

Valor accepts international students who qualify to receive an F-1 visa. Applicants must meet the same spiritual, moral, and academic standards as U.S. citizens. In addition, certain financial and language criteria must be satisfied. Foreign students from non-English speaking countries must take the Test of English as a Foreign Language (TOEFL). An international student application packet outlines these requirements in detail.

## Admission of Veterans

Valor Christian College welcomes the opportunity to assist qualified veterans in their academic plans and preparation for their future in ministry. Veterans, war orphans, and dependents of disabled veterans who plan to attend the College and claim benefits under any of the federal or state educational programs should apply using the VA's online application <https://www.ebenefits.va.gov/ebenefits/homepage> for a Certificate of Eligibility. The Certificate of Eligibility should be presented to the Valor Financial Aid Department no later than the time of registration. All veterans except Chapter 31 and Post 9/11 Chapter 33 recipients who qualify for a 100 percent benefit and who do not reside on campus should be prepared to meet the usual financial requirements, which consist of payment in full or a payment plan at the time of registration. Students must be enrolled for 12 or more semester hours to be eligible for full-time benefits. A student cannot receive educational benefits for audit courses. VA regulations require that students take courses that are applicable to their degree program and make satisfactory progress toward their degree. Veteran's benefits will be terminated for students who fail to maintain satisfactory progress or are dismissed for academic or disciplinary reasons. Students are required to notify the Valor Financial Aid Department and the VA Regional Office of enrollment changes and termination of enrollment. The VA toll-free number is 800-827-1000.

Upon submission of the Certificate of Eligibility letter from the VA by the veteran who qualifies for the Chapter 31 or Post 9/11 Chapter 33 G.I. Bill™ benefit to the Valor Financial Aid Department, Valor will not impose any penalty including the following, for tuition and fees covered by the VA:

- The assessment of late fees,

- The denial of access to classes, libraries or other institutional facilities,
- The requirement that the veteran borrow additional funds to cover the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement of a payment by the U. S. Department of Veterans Affairs.

Please note that the veteran will be assessed late fees, charged payment plan fees etc. and required to make payment from the veteran's own funds or by borrowing additional funds for charges not covered by the VA.

## Readmission

Students who wish to re-enroll after interrupting their studies at Valor Christian College may secure an Application for Readmission from the Admissions Office or complete an application online. A nonrefundable reapplication fee of \$35 must be remitted by all students who interrupt their studies at Valor Christian College for one full academic year or less. Students who interrupt their studies for more than one year and students who have been under suspension from the College must complete the full admission process and pay the regular admissions application fee. The Admissions Committee must grant the student acceptance before the student is permitted to re-enroll. Additionally, a new pastoral reference form and transcripts from any other colleges the student has attended during the interruption period will be required of all students who wish to be considered for re-admission. Those who will be living in one of the residence halls must submit a \$400 nonrefundable security deposit. Students who have interrupted their studies are subject to the academic policies in place at the time of their re-entry to Valor Christian College.

Students who have been dismissed from Valor Christian College may apply for re-admittance one year after dismissal, or as otherwise directed at the time of the dismissal. Students may be accepted on a probationary status for one semester upon providing satisfactory, written evidence that the condition for disqualification no longer exists. This policy includes students who leave during a semester without following the proper withdrawal procedure.

## Music Ministry Applicants

Music classes are on a strict matriculation plan. Courses that begin in the fall semester are the foundational courses for the program. If an applicant wishes to begin their attendance at VCC in the spring semester, music classes will be limited until fall semester. This translates into a longer fulfillment of requirements (at least five semesters).

The Valor Music Department will contact all accepted students who indicate a desire to pursue the Music Ministry concentration. Interested applicants will be required to submit a digital video demonstrating the musical skills to be reviewed for admission to the program prior to Orientation. The music faculty will determine whether the applicant has the potential to succeed in the Music Ministry concentration. Any student not accepted will be recommended for another program.

## Married Student Family/Relocation Policy

Married students must relocate with their spouse and dependent children. Single parents must relocate with their dependent child(ren). Studies at Valor will not be a reason for separation from a marriage partner or child(ren). Students applying for one of Valor's one-year certificate programs may request special permission to relocate without their families for this limited period of time. The request must show how the applicant's family will be cared for during their absence.

## Prior Learning Credit by Portfolio for Life Experience

The administration and faculty recognize that many students come to Valor Christian College with college-level experiences that may have been learned outside of the traditional classroom or the academy. Students who enroll in a degree program must apply for credit prior to the start of the semester. Documentation of experiences that will qualify will be requested for approval by the faculty and validated by the Provost. Students will be limited to no more than 18 hours of credit.

## Notification of Acceptance

Applicants will be notified in writing of their acceptance with the signature of an Admissions Representative. Valor Christian College reserves the right to deny or revoke admission to any applicant, including, but not limited to the discovery of fraudulent information given in the admissions process, changes in the information given by the applicant, and/or conduct by the applicant that violates the Covenant Code of Honor. In the event the applicant is denied admission to Valor Christian College, the applicant will be notified in writing from the Admissions office. Valor reserves the right not to disclose information regarding the denial of an applicant. Any questions regarding the committee decisions may be addressed in writing to the Admissions Committee.



## ENROLLMENT POLICIES AND RESIDENCY REQUIREMENTS

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### Concurrent Enrollment

Students may not enroll concurrently at another college or university.

### Independent Study

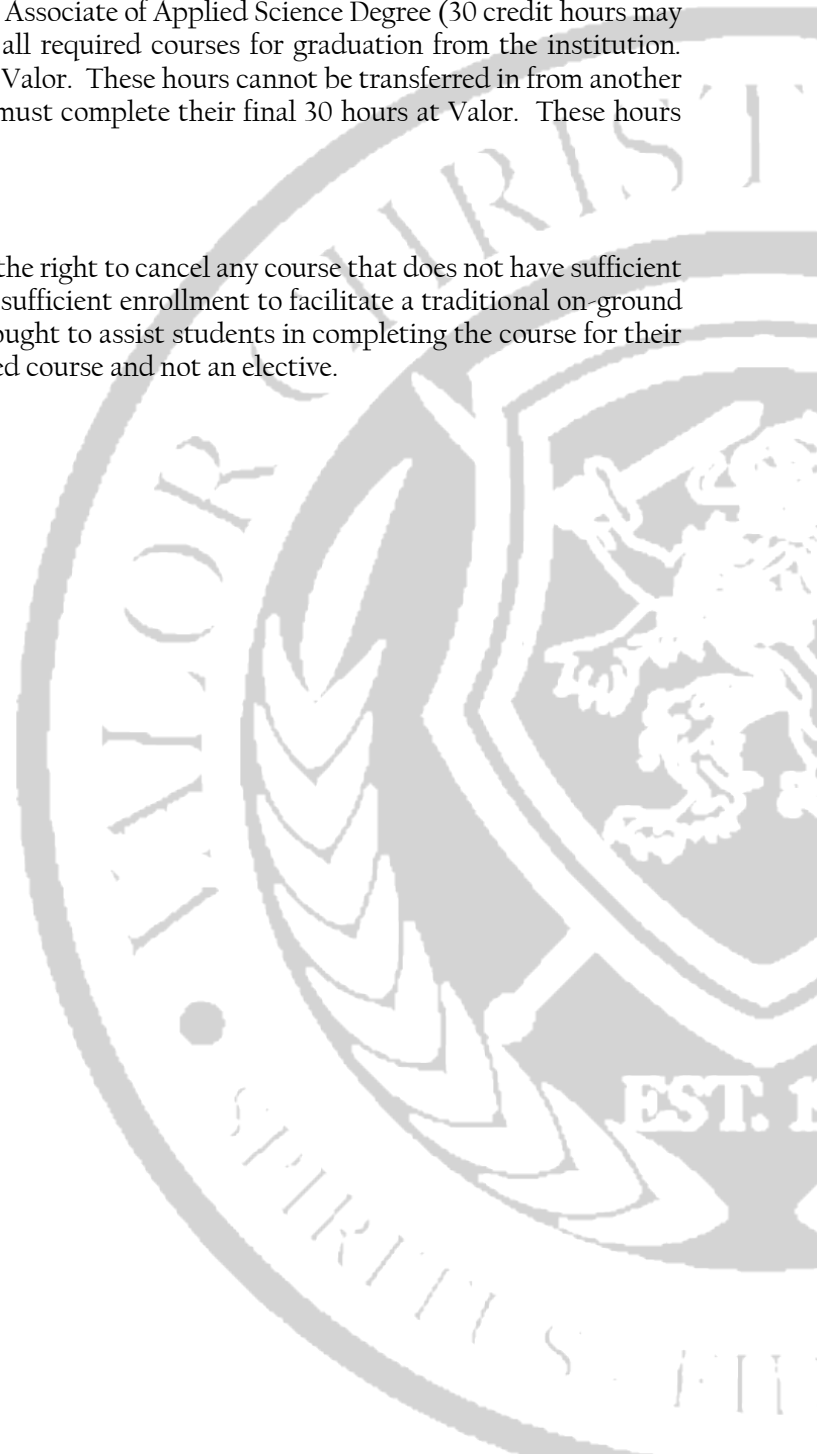
Valor Christian College does not offer independent studies.

### Residence Requirements

Associate of Applied Science-A minimum of 30 semester credit hours must be earned at Valor Christian College as a residency requirement in order to receive the degree of Associate of Applied Science Degree (30 credit hours may be transferred). Students must successfully complete all required courses for graduation from the institution. Students must complete their final 15 semester hours at Valor. These hours cannot be transferred in from another institution. Students in the Bachelor of Arts Program must complete their final 30 hours at Valor. These hours cannot be transferred in from another institution.

### Course Cancellation

The Administration of Valor Christian College reserves the right to cancel any course that does not have sufficient enrollment. In the event that a course does not receive sufficient enrollment to facilitate a traditional on-ground or online learning context, additional avenues will be sought to assist students in completing the course for their program's requirements, provided the course is a required course and not an elective.



## NEW STUDENT ORIENTATION AND REGISTRATION

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All students entering their first semester at Valor Christian College are required to attend a mandatory registration and orientation session before they begin classes. Registration packets will be provided to students at the designated registration time. Unpaid tuition and fees will be collected, ID badges and proxy cards will be issued, parking stickers will be purchased and other vital information will be gathered. Students will have the option to adjust their schedule. Textbook information will be available two weeks before the start of the semester. We ask that all students make plans to be present for orientation.

During orientation, the Student Handbook will be introduced; an overview of the library, computer lab, Title IX procedures and other college policies will be discussed.

Accepted students must enroll in the semester of their acceptance. If a student must delay their enrollment, then they must request a deferment in writing. Failure to do so will require the student to reapply for admission to Valor.

Students must complete their respective program within 150 percent of their allotted timeframe.

### Assessment and Testing

Valor Christian College consistently assesses the effectiveness of its educational programs and services. This process involves the participation of students in nationally recognized tests and surveys as well as those developed within the College. Information from these sources is used to help evaluate and improve the effectiveness of Valor's educational programs and services, and to make informed strategic planning decisions. Although the type and frequency of assessment instruments may vary according to the needs of the institution, Valor expects each student to engage in the assessment process to promote College excellence. Some of the instruments used may include (but are not limited to) the following:

- Student Satisfaction Surveys
- Course Evaluations
- Graduate Student Survey

New students will immediately engage in the assessment process prior to and during their orientation and registration week. Graduating seniors will participate in exit exams, assessments and surveys as part of the Capstone course.

### Returning Student Orientation/Registration

All returning students are required to attend a mandatory orientation and registration session each semester of enrollment. Registration packets will be provided to students at the designated registration time. Unpaid tuition and fees will be collected, ID badges and proxy cards will be issued, parking stickers will be purchased, and other vital information will be gathered. All changes in policies and procedures will be reviewed, forms will be updated, classes will be scheduled, and textbook information will be available. Students who are not present or fail to complete all phases of the Registration/Orientation process for fall or spring semesters on their scheduled registration day will be assessed a late registration fee of \$50. Returning students will not be permitted to register until all outstanding financial obligations from the previous semester are paid in full.

## Student Information

Valor maintains a current address and phone number for each student. Address forms are filled out at Registration. Included in this form is emergency contact information. If at any time during the semester a change of address or phone number is made, the student must make changes to their contact information in Populi. Students must also ensure that they have an updated FERPA form on file.

In addition, each accepted on-campus student must have a current medical form on file prior to moving into the residence hall.



# FINANCIAL INFORMATION

## General Statement

Valor Christian College requires all students to complete a payment plan each semester who do not pay their balance in full prior to registration. The Finance Office assists students in setting up a payment plan that result in full payment of the balance by the end of each semester. Students should plan their financial program carefully, seeking sponsorships from family, church, and personal employment to prepare for the financial expenses required for their educational journey. Any financial questions or concerns about payment schedules, payment options or balances should be directed to the Finance Office.

Valor Christian College reserves the right to change, without prior notice, any of the following tuition and fees. The tuition and fees listed represent pricing for the 2022-2023 school year. Please contact the Financial Office for further information.

No certificates, degrees or transcripts will be released until the student's account reflects a zero balance. Married students have a joint obligation to pay all bills before degrees, certificates and transcripts will be released.

All fees are nonrefundable.

## Admission and Enrollment

Prospective students are encouraged to start inquiring about Valor Christian College early in their high school years. Students may be conditionally accepted as early as September of their senior year in high school. Upon acceptance, a student will be required to submit a non-refundable \$150 enrollment fee. Any student registering after the official registration day will be considered late and will be assessed a late registration fee.

Application Fees		Enrollment	
Domestic Students	\$50.00	Enrollment Confirmation Deposit	\$150.00
International Students	\$75.00	Late Registration	\$50.00

## Tuition

Students taking 12-18 credit hours in a semester benefit from a significant savings per credit hour.

On Ground Classes		
	Package Price (12-18 credit hrs.)	\$3,996.00 total
	Tuition	\$333.00 per credit hour
	Administrative Fee (full-time: 12+ credit hrs.)	\$350.00 per semester
	Administrative Fee (part-time: 1-11 credit hrs.)	\$150.00 per semester
	Technology Fee	\$300.00 per semester
	Course Resource Fee	\$300.00 per semester
Online Classes		
	Package Price (12-18 credit hrs.)	\$3,996.00 total
	Tuition	\$333.00 per credit hour
	Administrative Fee (full-time: 12+ credit hrs.)	\$350.00 per semester
	Administrative Fee (part-time: 1-11 credit hrs.)	\$150.00 per semester
	Technology Fee	\$300.00 per semester
	Course Resource Fee	\$300.00 per semester

## Residence Fees

All single, incoming students who are 35 years of age or younger, with no children, are required to live in the residence halls. Students will be assigned rooms on a first-come, first-serve basis. Prior to move in, each student is required to pay a \$400 Room and Board Fee, which is non-refundable. Participation in one of the College's meal plans is mandatory for all residential students. (Petitions for medical exemption from the mandatory meal plan policy must be submitted to the finance office by the Friday of the first week of classes – no exceptions – and must include a signed note from a physician.)

Room and Board Overview		
	Rent for double Occupancy	\$3550.00 per semester
	Rent for single Occupancy	\$3976.00 per semester
	Rent for Summer Occupancy	\$300.00 per month
	Nonrefundable Room and Board Fee (Due upon acceptance)	\$400.00 one-time charge
	Dorm activities and Laundry	\$150.00 per semester
	Storage Fee (Available upon request) *Limited Availability	\$60.00 per month
Board (Meal Plan)		
	10 meals per week	\$1600.00 per semester

Each resident is required to read and sign a Residence Hall lease agreement, which details payment arrangements and lease requirements prior to move in. This is a legally binding agreement and will be enforced if the student breaks the lease. Students requesting to switch from Online to Campus must complete a formal request. Online students are not guaranteed space in the Residence Hall unless and until approved by the Director of Housing.

## Academic Fees

Academic Request	Associated Fee
Prior Learning Portfolio	\$333.00 per credit hour
Diploma Replacement	\$25.00
Transcript Request	\$5.00 per transcript
Reactivation Application	\$35.00 must reapply after one year
Library-Late Return of Books	\$.25 per day, per book
Library-Lost Book Fine	\$25.00 plus replacement cost of book
Chromebook	\$300.00
Music Fee (Music Students)	\$100.00 per semester
Media Fee (Media Students)	\$100.00 per semester
Graduation Fee	\$100.00 per student

## Fines

Disciplinary Fines	
First Infraction	\$20.00
Second Infraction	\$20.00
Third Infraction	Social Probation
Traffic and Parking	
Traffic and Parking Violations (on campus)	\$50.00

## Other Fees

Infraction	Fee
ID/Proxy Badge Replacement	\$50.00 per incident
Dorm Key Replacement	\$50.00 per incident
Finance-Payment Plan	\$50.00
Late Payment	\$40.00 per incident
Parking Permit	\$50.00

## Textbooks

Valor has transitioned to all digital books. Links to digital books are added to each class in Populi. Students are to identify the link and create the appropriate account where the digital book is stored. Some resources may be linked to the Valor Christian College Library at <https://www.galepages.com/cana89207> using the password (valor). The costs of textbooks and other digital resources are included in the Education Resources fee added to tuition.

## Finance and Fee Information

### Payment Plan

A payment plan is required for students who meet the following criteria:

1. Students who do not pay the full amount due at registration.
2. Students who are not already awarded/packaged for Financial Aid.
3. Students who will not receive enough financial aid to cover their entire balance due.

A \$50 finance fee will be charged to the student's account balance. The payment plan is a monthly payment of 25 percent of the balance due on the first of the month from September 1<sup>st</sup> to December 1<sup>st</sup> for fall semester and Feb 1<sup>st</sup> to May 1<sup>st</sup> for spring semester. Example: \$4,900 times 25 percent = a monthly payment of \$1,225

Failure to make timely payments according to the schedule will result in additional late payment charges. Non-payment will also put students at risk of being locked out of their classes for the current semester and could be denied registration for future semesters until all payments have been made current.

### Method of Payment

All payments should be made to Valor Christian College. Payments may be mailed to:

Valor Christian College Attention: Finance Office  
P.O. Box 800  
Columbus, Ohio 43216-0800

### Forms of Payment Accepted

When mailing a payment, please send it out ten business days prior to due date to allow the payments to arrive on time. Payments should indicate the student's name and purpose (Rent, Tuition, etc.). Acceptable forms of payment include: Cashier's checks, Ministry checks, Money orders, Cash (*Please do not mail cash payments.*). We do not accept Personal checks. Credit/Debit Card payments may be processed online through the student's Populi account. We accept American Express, Discover, MasterCard or Visa. Payments must reach the Valor Finance Office by 5:00 p.m. on or before the due date. Late fees are assessed if payments are not received on time. Prospective students can pay enrollment fees and additional application fees through the Finance Office.

Valor Christian College reserves the right to change, without notice, the above tuition, deposits and fees.

## Semester Cost Summary

The following figures provide a snapshot of what a typical full-time student might expect to pay after acceptance and upon entry at Valor Christian College. Costs will vary according to the student's selection of options. Prospective students should carefully review the preceding pages of financial information to gain a complete understanding of available options.

INITIAL DEPOSITS - NON REFUNDABLE	
<u>Enrollment Confirmation Deposit</u> This deposit secures the student's seat at the College and allows the student to pre-register for classes. Upon acceptance, all students must pay this deposit toward their account.	\$ 150.00
<u>Room and Board Fee</u> This fee secures the student's room and initial board expenses. New students must pay this nonrefundable fee upon acceptance. Rooms are available on a first come, first serve basis.	\$400.00
Total Amount Due Upon Acceptance	\$ 550.00
RESIDENT STUDENTS	
Tuition (12-18 credit hours)	\$ 3996.00
Administrative Fee (12+ credit hours)	350.00
Dorm Rent (double occupancy)	3550.00
Meal Plan (10 meals per week)	1600.00
Dorm Activities and Laundry Fee	150.00
Parking Permit	50.00
Technology Fee	300.00
Course Resource Fee	300.00
Total Estimated Amount Per Semester	\$10,296.00
Payment Plan Option <i>Students who do not pay the full amount due at registration may apply for a payment plan. Payment plans are divided into 4 months with 25% of the balance due each month.</i>	
OFF CAMPUS STUDENTS	
Tuition (12-18 credit hours)	\$ 3996.00
Administrative Fee (12+ credit hours)	350.00
Technology Fee	300.00
Course Resource Fee	300.00
Parking Permit	50.00
Total Estimated Amount Per Semester	\$ 4996.00
Payment Plan Option <i>Students who do not pay the full amount due at registration may apply for a payment plan. Payment plans are divided into 4 months with 25% of the balance due each month.</i>	

## Parking Permit

A Parking Permit allows a student to park one operable vehicle in one parking space. All students with vehicles must bring a copy of their driver's license and current car insurance to registration. All vehicles without a Parking Permit will be subject to a fine. There is a \$50 non-refundable Parking Permit fee per semester. Parking permits are purchased during the Registration process.

## Damage to Property

Students are responsible for any damage to common areas and residence hall rooms. Students are required to pay for all expenses incurred in order to return the room to its original condition.

## Add/Drop Period

Semester	Dates
Fall 2022	August 22 – August 26, 2022 – 5:00pm
Spring 2023	January 17 – January 23, 2023 – 5:00pm
Summer 2023	May 29 – June 2, 2023 – 5:00pm

Students desiring to add or drop a course must fill out an Add/Drop Form, available in the Office of the Registrar or in the Student Resources folder in Populi. Students should consult with the instructor of the course and the Registrar before making any decision regarding schedule adjustments.

No grade is recorded for classes dropped before the add/drop deadline. After this deadline, the student must withdraw from the course according to Valor's course withdrawal policy. Students may withdraw from a course until the official final withdrawal date published in the academic calendar.

Failure to submit a schedule adjustment form during the add/drop period or official withdrawal period will result in failure for the course. Schedule adjustment forms submitted after the withdrawal period will result in an "F" on the student's transcript.

## Tuition Refund Policy

Fall 2022 Campus Refund Schedule		
FALL SEMESTER	100% Refund	Withdrawal Prior to August 22, 2022
	75% Refund	August 23 – August 28
	50% Refund	August 29 – September 4
	25% Refund	September 5 – September 11
	0% Refund	September 12 and After
	Spring 2023 Campus Refund Schedule	
SPRING SEMESTER	100% Refund	Withdrawal Prior to January 17, 2023
	75% Refund	January 18 – January 24
	50% Refund	January 25 – February 2
	25% Refund	February 3 – February 9
	0% Refund	February 10 and After

Any student that withdraws from all classes or from the College must submit an official withdrawal form available at the Registrar's office as well as online. Refunds shall be processed within four to six weeks after a student has officially withdrawn. If a student ceases attending school but does not officially notify the school of their withdrawal, the school will treat the student as withdrawn after fourteen days of the student's last date of attendance or participation in an academic activity. The last day of attendance will be the last day the student attends any class. In this case, the student will not be eligible for a refund. A student's withdrawal date can affect Federal Student Aid (<http://valorcollege.edu/AidAwardsTerms>).



## FINANCIAL AID

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### Notice of Availability of Institutional and Financial Aid Information

As provided by the Higher Education Opportunity Act reauthorized in 2008, Valor Christian College students are entitled to access information related to the College, financial aid available at Valor, and the Family Educational Rights and Privacy Act of 1974 (FERPA). The information is accessible through the links provided in the Consumer Information Disclosure (<http://valorcollege.edu/ConsumerInfo>), and further information can be found in the Academic Catalog, the Student Handbook and the Valor Christian College website (<http://valorcollege.edu>). Students may request paper copies of any of this information by contacting the office of the Dean of Students.

Dean of Students/Valor Christian College /P.O. Box 800 / Columbus, OH 43216-0800/ Phone: (614) 837-4088

### Contact Information for Assistance in Obtaining Institutional or Financial Aid Information

For information about Federal and Institutional Financial Aid Programs, contact:

Director of Financial Aid/ Valor Christian College/ P.O. Box 800/Columbus, OH 43216/ Phone: (614) 837.4088

Email: [financialaid@valorcollege.edu](mailto:financialaid@valorcollege.edu)

### Financial Aid Overview

Valor Christian College believes that the cost of a high-quality education should not be a deterrent to prospective applicants. In recognition of the concern students and families have with finding adequate resources to meet these costs, our financial aid program is designed to make Valor affordable to those students we admit.

We expect the primary or maximum effort to pay for college to come from students and their families. The system used to determine the family's ability to pay contains the following assumptions:

- To the extent they are able, parents have the primary responsibility to pay for their children's education.
- Students, as well as their parents, have a responsibility to help pay for their education.
- The family must be considered in its present financial condition.
- The family's financial situation must be evaluated in a consistent and equitable manner recognizing, however, that special circumstances can and do alter a family's ability to contribute.
- Most families will need to pay for educational expenses over an extended period.

In the administration of need-based financial aid programs, "demonstrated financial need" is considered the difference between the cost of attending a college and the total family contribution toward that cost as shown in the following simple formula:

Cost of Attendance (COA) *minus* Expected Family Contribution (EFC) *equals* Financial Need

### Family Contribution

As indicated above, the parents of a student are expected to make a maximum effort to assist the student with college expenses. Additionally, students have a responsibility to help pay for their own educational expenses. The information provided by families on the Free Application for Federal Student Aid (FAFSA) is used to assist the financial aid office in determining an expected family contribution according to standard federal formulas and institutional policies. In general, the family's income and assets are considered to produce a comprehensive index of family financial strength and capacity to absorb the costs of a college education.

If the full cost of attending Valor is beyond reach, students are first expected to take advantage of assistance available through federal government programs, in addition to scholarships and grants available from private organizations.

## Financial Aid Programs

For an up-to-date list of financial aid programs and an overview of terms and conditions, please carefully review the Financial Aid section of the Valor Christian College website (<http://www.valorcollege.edu/financialaid>). A few of the available programs include the following:

### Grants

- Pell grant: Maximum award for 2022-2023 is \$6,895. Maximum Total Pell limit for a 4-year undergraduate degree is 6 years of full-time Pell.
- Iraq and Afghanistan Service Grants: See the financial aid office if you believe you qualify.

### Loans

- Direct Subsidized Loan: Maximum subsidized annual award for a first year independent student \$3,500. Maximum total subsidized undergraduate degree borrowing limit \$23,000. For dependent and other than first-year independent annual award limits contact the Financial Aid Office or go to [www.studentaid.ed.gov](http://www.studentaid.ed.gov).
- Direct Unsubsidized Loan: Maximum annual award for a first-year independent student (subsidized and unsubsidized) \$9,500. Maximum total undergraduate degree borrowing limit (subsidized and unsubsidized) \$57,500. For dependent maximum total undergraduate award limits contact the Financial Aid Office or go to [www.studentaid.ed.gov](http://www.studentaid.ed.gov).
- Direct PLUS Loan: Direct PLUS Loans are funds borrowed by the parent for the parent's dependent student's educational expenses. The annual amount borrowed cannot exceed the student's cost of attendance minus the student's other aid.

### Student Employment

- Jobs are available on campus to those who qualify. (This employment program is not associated with the Federal Work Study program.)

### Private Educational Loans

- Provided by banks, credit unions, etc.: Maximum amount up to the student's COA. This option is not recommended by Valor Christian College unless students cannot fund their education through a combination of personal funds, Title IV financial aid, and scholarships.

## VETERANS AFFAIRS

### VA Benefits

Valor is approved to administer VA Benefits for the training of eligible veterans and their dependents under the G.I. Bill™ education benefits, Title 38, U.S. Code. Interested parties should contact the nearest Veterans Administration Office (1-800-827-1000) or the Valor Financial Aid Department 800-940-9422 or 614-837-4088 as soon as the student has been notified of acceptance.

### Veteran's Refund Policy

In the event that veterans or other eligible persons, sponsored as students under Chapters 30, 31, 32, 33, 35 of Title 38 and Chapter 1606 or Title 10 U.S. Code, fail to enter the program, withdraw or are discontinued from their program at any time prior to completion, Valor will follow the same refund policy that is used for all other students. Veterans should note that withdrawal and/or dismissal from their program prior to completion of a semester might also result in the need to return funds to the Department of Veteran's Affairs.

For additional information please see Admission of Veterans on page 21.

## 2022-2023 FINANCIAL CALENDAR FALL 2022

<i>Fall Semester 2022 August 22 – December 18, 2022</i>	
Fall Semester Classes Begin (Campus and Online First Session)	August 22, 2022
Last Day to Add/Drop Classes	August 26, 2022
Sub/Unsub/PLUS Loans Disbursement	August 24, 2022
PELL Grant Disbursement	September 9, 2022
First Installment of Payment Plan	September 1, 2022
Second Installment of Payment Plan	October 1, 2022
Fall Break (No Classes)	October 20-23, 2022
(ONLINE) Second Session Begins	October 24, 2022
Sub/Unsub/PLUS Loans Disbursement	October 26, 2022
Add/Drop Deadline	October 29, 2022
PELL Grant Disbursement	November 9, 2022
Third Installment of Payment Plan	November 1, 2022
Last Day to Officially Withdraw from a Class	November 4, 2022
Final Installment of Payment Plan	December 1, 2022
Final Exams	December 12-16, 2022
Residence Halls Close	December 18, 2022
Grades Due to Registrar	December 20, 2022

## 2022-2023 FINANCIAL CALENDAR SPRING 2023

<i>Spring Semester 2023 January 17 – May 14, 2023</i>	
Spring Semester Classes Begin (Campus and Online First Session)	January 17, 2023
Sub/Unsub/PLUS Loans Disbursement	January 18, 2023
Last Day to Add/Drop Classes	January 25, 2023
PELL Grant Disbursement	February 8, 2023
1098T Mailing	January 31, 2023
First Installment of Payment Plan	February 1, 2023
Second Installment of Payment Plan	March 1, 2023
Spring Break (No Classes)	March 13 – 17, 2023
(ONLINE) Second Session Begins	March 20, 2023
Sub/Unsub/PLUS Loans Disbursement	March 22, 2023
Add/Drop Deadline	March 24, 2023
PELL Grant Disbursement	April 5, 2023
Last Day to Officially Withdraw from a Class	March 31, 2023
Third Installment of Payment Plan	April 1, 2023
Good Friday (No Classes)	April 7, 2023
Last Day of Classes	May 5, 2023
Final Installment of Payment Plan	May 1, 2023
Final Exams	May 8 - 10, 2023
Graduation Preparation and Practice	May 11& 12, 2023
Spring Graduation	May 13, 2023
Residence Halls Close	May 14, 2023 5:00 p.m.
Grades due to Registrar	May 16, 2023 5:00 p.m.

## STUDENT RESOURCES

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### VCC Library

The Valor Library is located in Canfield Hall between The Spot and the administrative offices. It is an integral part of the academic programs at Valor Christian College. Its mission is to provide the resources and services needed to support the instructional program and objectives of the College.

The Library has a collection of more than 15,000 items comprising books, periodicals, DVDs, CDs, pamphlets, and curriculum materials. The periodicals collection is limited but many abstracts and journals are on-line through an online database of full text articles. Access to the physical holdings of the VCC library may be searched at <https://www.galepages.com/cana89207/ebooks>.

The library collections consist of the circulating collection, the Textbook Reference Collection, the Reference collection, the Thomas G. Bender collections and the Rare Book Collection. The Computer Lab is also housed within the library along with a small study area.



## The Valor Learning Center

The Valor Learning Center (VLC) is located in the library. It is open according to a schedule posted early each semester. Consultations can also be arranged virtually for online students and for on-campus students who cannot access the learning center during its posted hours.

The VLC supports students in planning, researching and creating papers and oral presentations and sponsors workshops on study skills, communicating effectively and related topics. Students can engage a VLC consultant on a drop-in or appointment basis. Services are free to all Valor Christian College students.

## TV Production Studio

This facility is located on the main campus of World Harvest Church. Throughout the year students are involved in various projects, both on and off campus, that offer opportunities to gain experience in video production. These projects include video programs, chapel services, concentration projects, and specially assigned multimedia projects for various organizations. Communication and Media students are heavily involved in all projects in the production studios.

## Computer Lab

A computer lab consisting of twelve computers is located in the Library and is available to all current students for school-related projects. Each computer includes the following software: Internet Explorer, Microsoft Office (Microsoft Word, Excel, Outlook, and PowerPoint), and a number of other programs. Personal use of the computers is permitted, but preference is given to students doing schoolwork. The lab is open during normal library hours. Music students can also access Encore for practice and music composition assignments.

## Communications and Media

We have added additional computers in the Library with software for communications and media projects. Students will have access to the full Adobe Suite and professional cameras for filming. Students can choose to purchase their own software to use on their computers (PCs or MACs).

## Valor Tutors

Valor Tutors are available in the Library for a select group of classes. Tutors are available to all students free of charge.

## Keyboard Lab

This keyboard lab is located on the second floor of Canfield Hall and consists of eleven keyboards for Music Ministry students. Students enrolled in courses will have access to the lab. Students will have access to select music programs and software that can assist with course assignments.

## ACADEMIC INFORMATION

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### Academic Year

The academic year is divided into the semester system, beginning in August and ending in May. Each semester averages 16 weeks in length.

### Credit Hour

Students are awarded credit for classes based on the Carnegie unit. This defines a semester unit of credit as equal to a minimum of three hours of work per week for a semester. The Carnegie definition is based upon a minimum length of 16 weeks. Thus, a unit of credit equates to three hours of student work per week (1-hour lecture plus 2 hours of homework or 3 hours of lab) for 16 weeks. In certain circumstances, it is possible to have more hours, but not less.

### Student Classification

The student body is divided for class organization based on the following academic classification:

#### Full-time

Students enrolled in 12 or more credit hours per semester.

#### Part-time

Students enrolled in less than 12 credit hours per semester.

#### Online Student

Students enrolled in the Online Program.

#### Freshman

Students who have successfully completed 1-29 credit hours.

#### Sophomore

Students who have successfully completed 30 to 59 credit hours.

#### Junior

Students who have successfully completed 60 to 89 credit hours.

#### Senior

Students who have successfully completed 90-120 credit hours.



## ACADEMIC STANDINGS

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### Academic Warning

Satisfactory academic standing for undergraduate students is defined by having a minimum 2.0 term grade point average for the semester (term GPA). Any student whose term GPA falls below 2.0 for any reason, regardless of cumulative GPA, will receive an academic warning that his or her academic performance for that term has been unsatisfactory.

### Academic Probation

Any undergraduate student whose term GPA falls below a 2.0 for two consecutive terms, regardless of cumulative GPA, will be placed on academic probation. Students placed on academic probation must meet with the VP of Academic Affairs to review their academic progress before they can register for the next semester.

### Academic Dismissal

Any student whose term GPA falls below a 2.0 for three consecutive terms, regardless of cumulative GPA, will be dismissed from the college.

### Appeal of Academic Dismissal

A student who has been dismissed from Valor Christian College because of poor academic performance may appeal before the deadline specified in the dismissal letter. The Provost will meet with the Academic Committee to review all appeals. The student will be notified in writing of the committee's decision.

If the student's appeal is successful, the student will be conditionally reinstated to the college and be placed on academic probation. Students will be required to follow the committee's terms of remediation for the following semester. The student must satisfy all of the remediation conditions by the conclusion of that semester unless the committee approves a different timeline. If the student completes the semester with a Term GPA above a 2.0 then they will be removed from probation. Students who do not complete the semester with Term GPA of 2.0 will be dismissed for a second time.

Any student whose appeal is denied must wait one semester before re-enrolling. Following academic dismissal, a student may be readmitted based on the following:

1. Having taken college courses at an accredited institution during the time of their dismissal and demonstrating improved academic performance. These courses may be transferred in, but will not adjust the student's cumulative grade point average calculation at Valor.
2. Having been absent from Valor for one semester. The student will return to Valor on Academic Probation and may be limited to no more than 12 credit hours, may be required to repeat necessary courses and may be required to work with learning support resources to improve his or her academic performance.

Any student whose appeal is granted and returns to Valor and is dismissed again must wait at least two semesters to re-enroll. Students must work with the Office of Admissions and the Provost to petition for re-enrollment. Any student who returns to Valor will have the same financial aid status as when they completed their last term.

All students are expected to maintain compliance with SAP.

Students cannot hold a campus leadership position or participate in VCC platform ministry while on academic probation.

## Graduation Requirements

Eligible graduates are evaluated by the Registrar and Provost, and ratified by the faculty prior to graduation based on successful completion of the following:

### 1. Course of Study

Each certificate and degree program has a prescribed course of study, as outlined in the Academic Catalog. The required total hours and required courses for each program must be successfully completed for a student to be eligible for graduation. It is the student's responsibility to carefully follow the sequence of courses as indicated in the Catalog. In order to graduate, students must have successfully completed all prescribed work with a minimum 2.0 cumulative GPA. Valor Christian College offers Bachelor's degrees in Christian Ministry, associate degrees of applied science and one-year certificates.

### 2. Attendance Status

Students must maintain satisfactory attendance in all classes and Chapel (Campus students) as outlined in the Academic Catalog. Students can check attendance weekly on Populi. Chapel attendance is mandatory and taken seriously at VCC. Attendance will be taken during each chapel service, and absences recorded.

### 3. Financial Status

All financial requirements must be met, and the student must have a zero balance prior to graduation.

### 4. Student Ministry

Students must satisfy *all* student ministry requirements, as outlined in the Academic Catalog.

## Grading System

All records of attendance and evaluation of assignments and tests are to be maintained by the instructor. Grades earned are recorded on student transcripts. Additionally, grades may be checked throughout the semester on Populi.

### Institutional Grading Scale

The official grading scale is published below and will be the official standard for reporting all final grades to the Office of the Registrar. Institutional Grading Scale is as follows:

93-100 A	73-77 C
90-92 A-	70-72 C-
88-89 B+	68-69 D+
83-87 B-	63-67 D
80-82 B+	60-62 D-
78-79 C+	59 - Below F

## Grades

In order to graduate, a student must have at least a 2.0 cumulative GPA. Grades are based on the following scale:

A	4.0	C	2.00
A-	3.50	C-	1.67
B+	3.33	D+	1.33
B	3.00	D	1.00
B-	2.67	D-	0.67
C+	2.33	F	0.00

Students receiving a failing grade (F) are required to repeat coursework. The student must repeat and pass required courses in order to be eligible for graduation. Students can repeat a course two times. The “F” will remain on the student’s transcript as well as the new grade but only the new grade will compute into the student’s GPA. There are no quality points associated with the following grade designations:

Additional Grading				
	WP	Withdrawal Passing	T	Transfer Credits
	F	Fail	AUD	Audit
	CR	Credit for the Course	NC	No Credit
	I	Incomplete		

### Course Withdrawal (WP)

A designation of “WP” on the student’s transcript indicates that a student has withdrawn from a class after the Add/Drop deadline while passing. Withdrawal designations have no impact on the student’s GPA.

### Pass/Fail Grades (CR or NCR)

The student ministry grade is very important. A grade of “CR” (Credit for the Course) or “NC” (No Credit) is given for ministry credit. While student requirements are needed for graduation, the grade is not a part of one’s academic GPA. A total of four student ministry credits are required for graduation.

### Incomplete Grades (I)

The assigning of incomplete grades is discouraged. If granted, an incomplete grade must be made up within three weeks after the semester ends. If a student does not submit the coursework, the grade will automatically result in failure, unless extended by the administration. A failure cancels any credit and required courses must be repeated.

### Transfer of Credits (T)

Students who have attended an accredited college or university may desire to have an official transcript evaluated for possible transfer credit. An official transcript must be sent directly to the Registrar’s office at Valor from the school of origin. Valor accepts credits from an accredited college, if courses are compatible with the student’s degree program and have an earned grade of “C” or better. Upon request, the student may need to provide further documentation of course content, such as a catalog description or syllabus. Transferred credits will be designated on the student’s transcript and are not computed in the GPA. There is a 21-hour maximum on nontraditional credit, which requires that students enroll in a Prior Learning Assessment to develop a portfolio to receive credit for military training and work experience in the field of your selected program. The maximum number of credits that may be transferred is also limited by the degree program. No credits may be transferred into a Certificate Program, a maximum of 21 transfer credits is allowed for the Associate Degree and a maximum of 60 transfer credits is allowed for the Bachelor Degree.

\*Credit Options: Prior Learning Assessments must be approved by the Office of Academic Affairs. This enrollment option is not covered by Title IV funds or scholarships. Students must cover the total costs of tuition and fees.

Valor Christian College follows ABHE’s policy on validating credit earned at an unaccredited institution.

### Auditing Courses (AUD)

The decision to audit a course must be made with academic permission at the time of registration or within the allowable time for schedule changes. A student may not change a class course to an audit without approval from the Provost. Audit courses may never be changed to a credit course.

## Credit by Examination

Credit by Examination is designed for students who have a high level of proficiency in a subject area. Students must submit a written request to the Provost for permission prior to the start of the semester. Students must score in the 80 percentile or above in order to receive credit. Upon successful completion of an exam, the student will be required to pay all fees associated with finalizing this process. Credit given through examination will be part of the credit hour limit for non-traditional credit which is 21 credit hours.

## Change of Grades

In the event of an error in calculating or reporting a grade, the instructor may initiate a change of grade with the Registrar. All grade changes must be approved by the Provost.

## Repeat Courses

Courses may be repeated where a student received a letter grade of “D” or “F”. In such cases, credit for the higher grade is used in computing the overall grade point average. For a two-year degree program, a maximum of fifteen (15) hours or five (5) repeated courses will be allowed in determining the number of hours completed in the overall program. Both courses count as attempted hours, but only the higher grade is calculated into the GPA and counted as completed for calculation in the quantitative Satisfactory Academic Progress ratio.

## Transcripts

Transcripts are issued to other institutions or the student from the Registrar’s Office upon submission of a completed transcript request form and payment of transcript fee. No transcripts are released for students with outstanding balances on their student account.

## Scholastic Honors

### President’s List

Students whose semester grade-point average is 4.0 with at least 15 hours of scholastic work are recognized for the President’s List.

### Dean’s List

A student whose semester grade-point average is 3.5 – 3.99 with at least 15 hours of scholastic work are recognized for the Dean’s List.

### Honors Graduates

Honors graduates are designated as follows:

Suma cum laude:	3.90-4.00 cumulative GPA
Magna cum laude:	3.67-3.89 cumulative GPA
Cum laude:	3.50-3.66 cumulative GPA

## ACADEMIC ADVISING

All students will work with the Registrar and Student Success Coordinator. Staff will assist in course planning, class schedules, academic progress, and other questions or problems relating to academics at registration. The Registrar is available by appointment to discuss a student's academic progress.

### Placement Testing

The following guidelines will be used for placing students into developmental courses and Success in College:

- **Fundamentals of Composition:** if a student has a score of 16 or below on the English section of the ACT or a 340 or below on the Verbal section of the SAT; or if a student has demonstrated a strong need for developmental work in composition
- **English Composition I:** if a student has between a 19 and 26 on the English section of the ACT or between a 420 and 570 on the SAT;
- **Fundamentals of Math\*:** if a student has a composite ACT of 15 or below or an SAT of 360 or below, if the student does not have transfer credit in a comparable course;
- **Success in College:** a student who has a composite ACT of 17 or below or an SAT of 400 or below will be placed in Success in College, if they have not previously taken it here or transferred in a comparable course. They will be limited to a total of 13 credit hours, which may include developmental courses. All students with no prior college experience will be required to enroll in GEN101 "Success in College", although they will not all be required to limit their credit load.

All students are required to submit a personal statement with their application. The admissions committee will be reviewing this statement and make recommendations for composition placement.

*\*Students are not allowed to drop or to be dropped from a developmental course.*

### Limited Load

Students will be admitted to Valor and be placed on academic probation ("limited load" students) if they have the following:

- ACT: 17 or below on the composite
- SAT: 410 or below on the verbal
- GPA: below cumulative 2.0 high school or transfer

Students may also be placed on limited load if their full academic portfolio do not demonstrate strong academic performance. Limited load students must take less than 12 credit hours until their cumulative GPA reaches 2.0. They cannot hold a campus leadership position including VCC platform ministry while under a limited load status.

### Official Withdrawal from the College

Students who register and pay the appropriate tuition and fees, but are unable to complete the semester for any reason, are required to submit an official Withdrawal from School Form to the Registrar. In order for a student to officially withdraw from Valor Christian College, the following steps must be completed:

1. An out-processing meeting should be arranged with the Dean of Students;
2. An official Withdrawal from School Form must be completed and submitted;

3. The student's ID badge, proxy card, and Residence Hall key must be returned;
4. Appropriate Residence Hall paperwork completed (when applicable);
5. Any outstanding debts to the College must be paid in full.

Valor Christian College requires students to give the school notice of withdrawal through the official Withdrawal from School Form. Students will be notified of the determination of refund in writing within sixty days of their last date of attendance. Any tuition refund, minus any outstanding debts, will be issued according to the standard Valor refund policy within 30 days of refund notification.

If the aforementioned steps are not followed, students may be denied reactivation to Valor Christian College if they desire to return. Requests to release transcripts will also be denied. In addition, all courses in which the student was registered will receive a failing grade, and no tuition refunds will be granted.

## Unofficial Withdrawal from the College

If a student ceases attending school but does not officially notify the school of their withdrawal, the school will treat the student as withdrawn after 14 days of the student's last date of attendance or participation in an academic activity. The last day of attendance will be the last day the student attends any class.

## Credit Hours

Scholastic work is measured according to the semester credit hour. This is equivalent to one class session per week (plus preparation) or two laboratory hours per week (plus preparation) for the length of the semester. A full-time student is defined as one who carries a minimum of 12 hours. However, full-time students will normally carry 18 semester hours of college work. Because of state and accreditation policies, there is a cap of 18 credit hours per semester.

First semester students may be placed on "limited load" if the admission committee believe that a smaller load may be necessary for students to have a strong academic start at Valor. These students will be limited to less than 12 hours. Returning students on Academic Warning, Probation or returning from Dismissal may also be placed on limited load. A student who chooses to withdraw from a course may not complete this process within three weeks prior to the beginning of final exams. Final dates for dropping and adding classes are published in the College calendar located in the Academic Catalog. Withdrawal from classes after the published date is permissible only by action of the Provost and Registrar.

## Academic Semester Load

The typical academic load per semester at Valor Christian College is 15-18 credit hours. Credit hours are assigned according to the number of 50-minute class hours per week within a semester. A student in good academic standing may enroll for a maximum of 18 credit hours per semester. After a semester in good academic standing (GPA 2.5 or above), students may request special permission from the Provost to take 19 or more credits hours in one semester. Any additional credits beyond 18 hours will be assessed the hourly tuition rate and must be paid by the student. Scholarships and financial aid may not cover additional fees. Written approval from the Provost is required for more than 18 hours per semester.

## Program Time Completion Limitation

The maximum period to finish a diploma or degree program cannot exceed 150 percent of the published length of the educational program as measured in credit hours. When calculating the student's pace score, the College does not include remedial courses into the calculation. If students are not meeting the Pace requirements, they are given a Warning Letter and they must meet more frequently with their academic advisor to devise a plan in order to complete their programs successfully.

## Military Training

Students may transfer a total of 12 units of credit from course work taken in the military where such courses are appropriate to the curriculum of Valor Christian College. Transfer recommendations will be followed as contained in the manual published by the American Council on Education.

## Change of Academic Program

Students desiring to change their academic program may do so by submitting a Change of Academic Program form in the Registrar's Office. Students making changes should realize that they might be required to attend Valor for a longer period in order to complete the requirements of the new academic program. Students considering a change in academic program should consult with the Provost before doing so. The student will be required to meet the graduation requirements in the current Academic Catalog for the new program.



## SATISFACTORY STUDENT PROGRESS AND ACADEMIC PROBATION

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Valor Christian College is required to establish, publish and apply reasonable standards for measuring whether a student is making Satisfactory Academic Progress (SAP) in their educational program. This section is in alignment with Federal Regulations 668.16 (e); 668.34. Standards for measuring SAP apply to students receiving Title IV and HEA program funding and to those students who are *not* receiving any form of financial assistance. Furthermore, all SAP standards apply to every student enrolled in all programs regardless of part-time or full-time status. Please note that there are cases where more than one standard may apply. When more than one standard is applicable, the student must meet the more stringent standard in order to be in compliance.

### SAP Standards for Title IV and Non-Title IV Students

There are two components to Satisfactory Academic Progress: (1) Cumulative Grade Point Average (GPA) and (2) Completion Ratio (Pace). In order to maintain

SAP, the minimum requirements for both components must be met or exceeded.

Valor Christian College requires a minimum cumulative grade point average of 2.0 in order to graduate.

The College has established an academic policy, which includes a graduated Cumulative GPA that allows a student to achieve the minimum requirement. The minimum cumulative grade point average is determined by the number of semester hours attempted. In order for a student to maintain SAP, they must maintain no less than a minimum GPA that corresponds with the appropriate number of attempted credit hours, see below:

### Valor Christian College Cumulative GPA Standards

- 1 - 29.5 semester hours 1.80 cumulative GPA
- 30 - 44.5 semester hours 1.90 cumulative GPA
- 45 - 59.5 semester hours 2.0 cumulative GPA
- 60 semester hours and thereafter 2.0 cumulative GPA

Grades for transfer courses are not included in the Cumulative GPA calculation.

In accordance with the above scale, non-title IV students who fail to earn the necessary cumulative grade point average will be placed on academic warning ("limited load" students). Students on academic warning will have until the end of the following semester to remove their warning status, or they will be placed on academic probation. Students on academic probation who earn below a 2.0 term GPA for the third consecutive semester will be academically dismissed. Following an academic dismissal, a student may be readmitted based on one of the following:

1. Having taken college courses at an accredited institution during the suspension and can demonstrate improved academic performance. These courses may be transferred in, but will not adjust Valor's cumulative grade point average calculation;
2. Having been absent from Valor one semester. A student may submit a written request to return which will be reviewed by the Provost. Students will still return with the same financial aid status at their time of dismissal.

Students will meet with the Provost to determine the appropriate courses and schedule for the student to be successful. Repeating courses and working with Valor support services may be mandated by the Provost.

All students are expected to maintain compliance with SAP. Students cannot hold a campus leadership position or participate in VCC platform ministry while on academic warning or probation.

## Valor Christian College Cumulative Pace Standards

There is a government mandated maximum timeframe in which students can complete their educational program and still be eligible for Title IV and HEA program funding. The maximum period to finish a certificate or degree program cannot exceed 150 percent of the published length of the educational program, as measured in credit hours. In order to ensure that students enrolled at the varying enrollment levels (full-time, part-time, half-time, and less-than-half-time) are meeting the Cumulative Pace Standard a Cumulative Completion Ratio of 67% is required. The Completion Ratio can be calculated by dividing the number of completed hours by the number of attempted hours. Transfer courses are included in the Cumulative Completion Ratio calculation as completed and attempted courses. Remedial / developmental courses are not calculated in the student's Cumulative Completion Ratio.

## Financial Aid Warning

A complete academic report of all students' grades will be evaluated at the conclusion of each financial aid payment period by the academic and financial offices. Based on the evaluation one of the following four actions will be taken:

1. Students who have not met SAP requirements, whose grades are such that it is possible for them to regain compliance with SAP by the end of the subsequent semester, and are not already on Financial Aid Warning will receive a Financial Aid Warning letter and will be able to continue to receive Title IV and HEA program funds for the subsequent semester;
2. Students whose grades are such that it is not possible for them to regain SAP by the end of the subsequent Financial Aid Warning semester will be sent a Denial of Financial Aid letter notifying them that they are no longer eligible for financial aid due to their failure to meet the minimum SAP standard;
3. Students who have failed to meet SAP at the end of their semester on Financial Aid Warning will be sent a Denial of Financial Aid letter notifying them that they are no longer eligible for financial aid due to their failure to meet the minimum SAP standard;
4. Students who were already on Financial Aid Warning who have regained compliance with SAP will be sent a letter notifying them that they are no longer on Financial Aid Warning.

Students denied financial aid for failure to meet SAP may appeal the denial (see "Appeal of the Denial of Financial Aid" below). If the appeal is approved, the student will be placed on Financial Aid Probation and be eligible for financial aid.

## Appeal of the Denial of Financial Aid

Valor Christian College is aware that a student may experience unusual and/or unexpected circumstances that are beyond the student's control, which may result in academic performance that does not reflect the desire and academic abilities of the student. Such circumstances may include death of a parent, spouse, severe prolonged illness, catastrophic events, and unavoidable / unforeseen demands for travel or overtime by one's employer.

The student whose failure to meet the minimum GPA, Pace or the conditions of an Academic Plan as a direct result of such an event may appeal the denial of financial aid due to the circumstance that was beyond the student's control. The appeal must be presented to the Financial Aid Office in writing with documentation. The Financial Aid Committee will review the appeal and determine if it warrants overriding the denial of financial aid. All decisions by the Financial Aid Committee are final and will be communicated to the student by the Financial Aid

Office. If the appeal is successful, the student will be placed on Financial Aid Probation and will be eligible for financial aid.

Students may also appeal a subsequent denial for failure to meet the required conditions while on Financial Aid Probation or for failure to meet the terms of an Academic Plan but the appeal cannot be due to the same circumstance or event nor can it be for a similar circumstance or event. In addition to the above appeals, a student may also appeal the denial of financial aid due to a determination that the student cannot meet the maximum completion period of 150% of the published length of the program.

## Financial Aid Probation

When students are placed on Financial Aid Probation due to a successful appeal of the denial of financial aid for failure to meet SAP requirements, one of two options will be utilized:

1. If the student can regain compliance with SAP by the end of the semester, the student will be required to enroll in the number of courses necessary to regain compliance by the end of the semester;
2. If the student cannot regain compliance with SAP by the end of the semester, the student will be required to set up an Academic Plan that will allow the student to regain compliance with SAP at a specified date.

Grades will be evaluated at the end of the subsequent semester and one of the following four actions will be taken:

1. If the student regains compliance with the SAP requirements, the student will be sent a letter notifying the student that the student is no longer on Financial Aid Probation,
2. If the student did not regain compliance with SAP requirements, the student will be sent the Denial of Financial Aid letter and will not be able to receive Title IV or HEA program funding from the College.
3. Probation is for one term/payment period only. If students are placed on probation with an academic plan, and at the end of that term they are meeting requirements of the academic plan, then they no longer are considered on probation.
4. If the student fails to meet the conditions of the student's Academic Plan, the student will be sent the Denial of Financial Aid letter and will not be able to receive Title IV or HEA program funding from the College.

If at any time it is determined that the student does not have enough semesters left in the student's degree program to regain compliance with SAP before the completion of the student's degree program, the student is no longer eligible for financial aid.

## Financial Aid Suspension/Dismissal

When a student fails to regain compliance with SAP after the Financial Aid Warning, does not appeal the Denial of Financial Aid, or the student's appeal of the Denial of Financial Aid is not approved, the student is placed on Financial Aid Suspension, which means that the student cannot receive Title IV or HEA program funding from the College. However, the student can still attend the College for one subsequent semester. At that time, a student is given the option to meet with an academic officer to set up another Academic Plan to get them back on track. At the close of the semester in which the student is on Financial Aid Suspension, the student's grades and Academic Plan are once again evaluated. If the student did not meet SAP requirements but did meet the student's Academic Plan, the student may continue to attend the College. However, the student cannot receive Title IV or HEA program funds. If the student met SAP and Pace requirements, the student may appeal their Financial Aid Suspension to the Financial Aid committee. If the student did not meet the student's academic plan or SAP and

Pace requirements, the student will be dismissed from the College. The Provost will notify the student of their dismissal in writing.

## Circumstances for Re-admittance after Dismissal

Following academic dismissal, a student may reapply for admission to the College after having completed at least one semester of Satisfactory Academic Progress at another Institution of Higher Education. The Admissions Committee will review the application, make a determination, and notify the student in writing within 30 days. Title IV students readmitted after withdrawal or dismissal for failure to maintain SAP are readmitted at the same status and must appeal. This appeal must be granted for the student to receive financial aid again.

## Answers to Frequently Asked Questions

Students tend to ask how withdrawals, course repeats, incompletes, remedial courses and transfer credits affect their GPA. Outlined below are answers to several frequently asked questions:

### Withdrawals

Once a student withdraws from a course, the course is factored into the number of credits that are attempted (Pace/Completion Ratio). If the student withdrawal is completed according to Valor Christian College withdrawal policy, a grade of F is not assigned to the course and the withdrawn course is not included in the Cumulative GPA calculation.

### Course Repeats

Course repeats affect SAP standing. Once a student repeats a course, the new grade is factored into the Cumulative GPA and the previous grade is removed from the Cumulative GPA calculation. However, both courses are included in credits attempted (Pace/Completion Ratio) and are reflected on the student's transcript. Financial aid is available for course repeats of failed courses F, courses with a D, and courses from which the student withdrew W, WF, WP, as long as the student is maintaining Satisfactory Academic Progress.

### Incompletes

Incompletes are not calculated in the GPA until the actual grade is submitted. Students who request an incomplete must be passing the course with at least a 70% and cannot petition to complete assignments that are older than 70% of the course content. Students will have three weeks from the last day of the semester or session (online) to turn in all assignments that were approved by the instructor. Failure to submit the work will result in the Incomplete being changed to a Failure (F) in the course. There are no exceptions to this policy. All incompletes must be approved by the course instructor and the Provost prior to the end of the semester or term if online.

### Remedial Courses

Remedial courses will count toward SAP requirements; however, they will not count toward graduation requirements.

### Transfer Credits

Transfer credits do not affect GPA standing. Transfer courses will be counted toward Pace.

## Chapel Attendance

Full-time students are required to attend one scheduled Chapel service each week. Full-time students who have more than seven Chapel absences in a semester will not receive a satisfactory grade for Chapel.

Part-time students (less than twelve hours) are required to attend half of the Chapels per semester of enrollment, but are encouraged to be present as often as possible.

## Late Teacher Policy

In the unlikely event a teacher has not arrived within 10 minutes of the class starting, the Provost should be contacted immediately. Students are *not* allowed to leave class until they receive official notification. The official start time for all classes will be noted according to the College clock in that classroom.

## Leave Policy

Students who encounter unusual and lengthy emergencies may request a waiver of the attendance policy from the Provost office. Full written documentation of said emergency is required as soon as the student is aware of the need for the absences. The waiver must be approved by the Provost.

## Employment and Work Limits

Valor Christian College makes every effort to assist students who wish to find part-time employment. We cannot guarantee employment to any student.

## STUDENT MINISTRY

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The practical application of classroom instruction is integral to Valor Christian College's approach to ministry. Therefore, students are encouraged to be engaged in the local church and one of the numerous student ministry opportunities each semester. For full-time students, five hours of student ministry per week are required with two of those hours dedicated to church services. For part-time students, two hours of student ministry per week are required outside of church. Student ministry hours are recorded on a student's transcript, and successful completion of ministry requirements (noted with "CR") must be met for graduation:

- Two (2) semesters of ministry for certificate programs
- Four (4) semesters of ministry for Associate of Applied Science programs.
- All Bachelor of Arts students are expected to be active in ministry experience. Academic Field Experience will be completed in the senior year of the BA Program.

## ACADEMIC EXPECTATIONS AND INTEGRITY

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### Best Practices

1. Generally, for every hour of class attendance, approximately two hours should be spent in study. A time budget schedule should be prepared at the beginning of each semester so that sufficient time is allotted for study.
2. Students are encouraged to plan and use the library resources on a regular basis.
3. Keeping careful and complete notes in classes is important. Assignments must be typewritten unless a professor requires a different format and submission style.
4. It is the position of the College that the taking of systematic class notes is a much superior method than the use of a recording device. If students want to use a recording device, they must receive clearance from the instructor before using the device.
5. Written work is to be the student's own work with outside sources noted appropriately. Plagiarism is a serious and punishable offense that will result in disciplinary action and possible suspension and/or dismissal from Valor Christian College. (See "Plagiarism" below.) Self Plagiarism is also not allowed. Students are allowed to resubmit work but must demonstrate a significant difference in all submitted work.
6. All assigned work is due on the date(s) announced in the instructor's syllabus or in Populi. Failure to submit work when due will result in grade penalties according to the professor's discretion as articulated in the syllabus. The student is responsible for all make-up work when absent from class.
7. All formal written work and research papers will follow the APA (American Psychological Association) style.

### Plagiarism

#### Definition

Plagiarism is stealing. It involves using or misrepresenting "as one's own" someone else's ideas without proper credit (Webster's II New Christian College Dictionary, 841). Students who submit as their own work written material that has been copied in whole or in part from another person's writing without proper acknowledgment are guilty of plagiarism. Material, whether published or unpublished, copied from another writer must be identified by the use of quotation marks and documentation with specific citation of the source. Paraphrased material must likewise be attributed to the original author. Copying another student's paper, with or without permission, or using that student's ideas with only minimal reworking, is plagiarism just as is copying material from printed books and magazines without giving credit to the original source.

Students who engage in one or more of the following behaviors are guilty of cheating:

1. Using unauthorized notes or other material when taking an exam;
2. Copying another person's work and submitting it as their own;
3. Having another person do their work and submitting it as their own;
4. Submitting a paper for more than one course without the knowledge and consent of the instructor;
5. Copying answers to exam questions;
6. Unauthorized securing of exam questions from any source;

7. Aiding another person in securing unauthorized copies of exam questions.

Students may discuss assignments among themselves or with an instructor or tutor, but the actual work must be produced by the student and the student alone.

## Procedure for Dealing with Plagiarism

Students who are guilty of plagiarism or cheating are subject to any or all of the following actions:

1. A grade of zero or F for the paper, test or assignment;
2. Failure in or expulsion from the class; and
3. Possibly further disciplinary action, including academic suspension.

Most plagiarism cases are handled by instructors at their discretion. However, repeated offenses and incidents of cheating on major assignments, tests or projects typically require the involvement of the Divisional Chair and the Academic Affairs Committee. Plagiarism is a major violation of academic integrity, and it can result in a student being dismissed from the College.

## Computer Access

All college students are required to have regular access to a personal computer and an Internet provider (some computers are available for student use in the library). All students are required to have a valid personal email address on file in the Registrar's Office. All students will be assigned a Valor e-mail address. This email address along text messaging through Populi will be used to communicate with each student on behalf of faculty and administration. Online students are responsible for their access to the internet to submit coursework.

## Examination Policies

Valor Christian College requires all students to take exams when scheduled, unless a physician-documented illness, a verifiable personal or family emergency or authorized College business prevents the taking of the exam at the normally scheduled time. Early examinations are not allowed. There are no exceptions to this policy.

During examinations, all cell phones, other electronic communication devices, study notes, books and written materials must be placed out of sight of the student. If the student is observed using any of these devices during an examination, the student will receive a zero grade for that examination.

# ACADEMIC PROGRAMS

## Academic Divisions

### I. Arts and Sciences

The Division of Arts and Sciences provides courses in general education. The general education component is core to the curriculum, to ensure breadth of knowledge and to promote intellectual inquiry. Qualities such as intellectual challenge, values definition, higher critical thinking skills, and freedom of inquiry and access to divergent worldviews are fundamental values of a general education component that produces a college-educated adult.

### II. Bible and Theology

Valor Christian College is a biblically based community of higher education. The Bible is the center of the College's curriculum, and it is essential to developing a Christian worldview. Biblical truth drives the key components of Valor's mission: "academic excellence, moral integrity, spiritual intensity and physical purity." The Bible and Theology division provides 12-15 credit hours of core courses for all Associate of Applied Science degree programs and 30 credit hours in the Bachelor of Arts in Christian Ministry Program.

### III. Church Ministries

The Division Church Ministries offers a number of degree programs that equip students for local church or Para-church ministries. These degrees also prepare students for further study at another college or university.

## Degree and Certificate Options

The following degree and certificate options are offered at Valor Christian College:

- Bachelor of Arts (B.A.) in Christian Ministry degree-120 semester hours
- Associate of Applied Science (AAS) degree – 60 or more semester hours
- One-year certificates – 30 semester hours

Bachelor of Arts in Christian Ministry-(Select a Minor)	Campus Offered
Evangelism	Campus and Online
Music Ministry	Campus
Organizational Leadership	Campus and Online
Pastoral Leadership	Campus and Online
NEW MINORS 2022-2023	
22-23 NEW-Children's Ministry	Online
22-23 NEW-Communications and Media	Campus and Online
22-23 NEW-Missions	Online
22-23 NEW-Online Church Delivery	Online
22-23 NEW-Youth Ministry	Online

Associate of Applied Science Programs	Campus Offered
AAS in Advanced Leadership	Campus and Online
AAS in Biblical Studies	Campus and Online
AAS in Christian Ministries	Campus and Online
AAS in Church Planting	Campus and Online
AAS in Communications and Media	Campus
AAS in Evangelism	Campus and Online
AAS in Missions	Campus and Online
AAS in Music Ministry	Campus
AAS in Organizational Communication	Campus and Online
AAS in Organizational Leadership (Business Focus)	Campus and Online

AAS in Organizational Management (Business Focus)	Campus
AAS in Pastoral Leadership	Campus and Online
AAS in Youth Ministries	Campus and Online

Certificate Programs	Campus Offered
Certificate in Biblical Studies	Campus and Online
Certificate in Church Planting	Campus and Online
Certificate in Evangelism	Campus and Online
Certificate in Music Ministry	Campus
Certificate in Organizational Communication	Campus and Online
Certificate in Pastoral Studies	Campus and Online

All programs require a cumulative 2.0 grade point average (GPA) to be eligible for graduation.

## General Education Outcome Objectives

1. Graduates will be able to demonstrate essential skills of written and oral communication for professional people and demonstrate an ability to understand and work with others.
2. Graduates will be able to demonstrate a depth and breadth of knowledge in culture, science, philosophy, literature, and history.
3. Graduates will be able to complete basic computational skills, written problems, and analyze case studies.
4. Graduates will be able to interact with and analyze different worldviews from a Christian perspective through application and critical thinking.
5. Graduates will be able to identify major resources for their disciplines and demonstrate research skills at a foundational level.
6. Graduates will be able to demonstrate insight into human nature, personalities, and socialization.

## Core of General Education

Success in College/Self-Assessment & Lifelong Learning
Foundation in Communication Course Options
English Composition I and II
Social Science Options
Arts/Humanities/Literature Course Options
Introduction to Contemporary Mathematics
Environmental Science
Capstone Course



## BACHELOR OF ARTS IN CHRISTIAN MINISTRY

The Bachelor of Arts in Christian Ministry provides students with a focus on developing the skills to study and apply sound biblical principles and choose to focus on four minors. The learning outcomes of the Bachelor of Arts in Christian Ministry include the following:

1. Gain an understanding of leadership and spiritual authority based on a thorough understanding of Scripture and church history
2. Acquire a working knowledge of decision-making skills, conflict resolution and operational best practices in a church, Christian ministry or other organization.
3. Prepare students for work as a leader in a church, Christian ministry or other organization.
4. Gain an understanding of the importance of discipleship and effective servant leadership in various forms of ministry
5. Apply a biblical worldview to current issues in the church and the culture.
6. Demonstrate the ability to communicate the Gospel with excellence, in writing and via the spoken word, across multiple settings and media.

### Bachelor of Arts (B.A.) Selection of Minors

Bachelor of Arts in Christian Ministry	Category	Credit Hours
	General Education	24
	Bible & Theology (Options)	30
	Leadership Administration	12
	Family Focus	3
	Spiritual Enrichment (Select a Series)	6
	Foundation History	3
	Ministry Development (Options)	12
	Service Experience (Options)	3
	Senior Synthesis	3
Children's Ministry Minor		
	Establishing a Children's Ministry	3
	Toolkits to Children's Ministry	3
	Introduction to Family Ministry	3
	Family and Loss	3

Bachelor of Arts in Christian Ministry	Category	Credit Hours
	General Education	24
	Bible & Theology (Options)	30
	Leadership Administration	12
	Family Focus	3
	Spiritual Enrichment (Select a Series)	6
	Foundation History	3
	Ministry Development (Options)	12
	Service Experience (Options)	3
	Senior Synthesis	3
Communications and Media Minor		
	Single Camera Video	3
	Media Applications I	3
	Media Applications II	3
	Video, Editing and Design	3

Bachelor of Arts in Christian Ministry	Category	Credit Hours
	General Education	24
	Bible & Theology (Options)	30
	Leadership Administration	9
	Family Focus	3
	Spiritual Enrichment (Select a Series)	6
	Foundation History	6
	Ministry Development (Options)	12
	Service Experience (Options)	3
	Senior Synthesis	3
Evangelism Minor		
	Methods of Evangelism	3
	Advanced Methods of Evangelism	3
	Homiletics I	2
	Preaching Lab	1
	Evangelism and the Holy Spirit	3
Bachelor of Arts in Christian Ministry	Category	Credit Hours
	General Education	24
	Bible & Theology (Options)	30
	Leadership Administration	12
	Family Focus	3
	Spiritual Enrichment (Select a Series)	6
	Foundation History	3
	Ministry Development (Options)	12
	Service Experience (Options)	3
	Senior Synthesis	3
Missions Minor		
	Introduction to Missions	3
	Life and Work of the Missionary	3
	National Missions	3
	Ministry in a Globalized World	3
Bachelor of Arts in Christian Ministry	Category	Credit Hours
	General Education	24
	Bible & Theology (Options)	30
	Leadership Administration	9
	Family Focus	3
	Spiritual Enrichment (Select a Series)	6
	Foundation History	3
	Ministry Development (Options)	15
	Service Experience (Options)	3
	Senior Synthesis	3
Music Ministry Minor		
	Sight Singing and Ear Training I	1
	Sight Singing and Ear Training II	1
	Praise and Worship Leadership I	2
	Praise and Worship Leadership II	2
	Worship Pastors	3
	Technology in Music	3

Bachelor of Arts in Christian Ministry	Category	Credit Hours
	General Education	24
	Bible & Theology (Options)	30
	Leadership Administration	9
	Family Focus	3
	Spiritual Enrichment (Select a Series)	6
	Foundation History	6
	Ministry Development (Options)	12
	Service Experience (Options)	3
	Senior Synthesis	3
Online Church Minor		
	Mixed Media Methods for Ministry	3
	Current Church Modalities	3
	Online Discipleship Methods	3
	Online Church Application Project	3

Bachelor of Arts in Christian Ministry	Category	Credit Hours
	General Education	24
	Bible & Theology (Options)	30
	Leadership Administration	9
	Family Focus	3
	Spiritual Enrichment (Select a Series)	6
	Foundation History	3
	Ministry Development (Options)	15
	Service Experience (Options)	3
	Senior Synthesis	3
Organizational Leadership Minor		
	Accounting I	3
	Business Law	3
	Introduction to Human Resources	3
	Strategic Business Leadership	3

Bachelor of Arts in Christian Ministry	Category	Credit Hours
	General Education	24
	Bible & Theology (Options)	30
	Leadership Administration	12
	Family Focus	3
	Spiritual Enrichment (Select a Series)	6
	Foundation History	3
	Ministry Development (Options)	12
	Service Experience (Options)	3
	Senior Synthesis	3
Pastoral Leadership Minor		
	Human Services	3
	Homiletics I	2
	Homiletics Preaching Lab	1
	Homiletics II	3
	Principles of Pastoral Leadership	3

Bachelor of Arts in Christian Ministry	Category	Credit Hours
	General Education	24
	Bible & Theology (Options)	30
	Leadership Administration	12
	Family Focus	3
	Spiritual Enrichment (Select a Series)	6
	Foundation History	6
	Ministry Development (Options)	9
	Service Experience (Options)	3
	Senior Synthesis	3
Youth Ministry Minor		
	Strategies for Youth Ministry	3
	Youth Pastors: Programs & Ministry	3
	Spiritual Enrichment	3
	Conflict Resolution	3



## ASSOCIATE OF APPLIED SCIENCE IN ADVANCED LEADERSHIP

The Associate of Applied Science in Advanced Leadership consists of 63 semester hours of courses designed to provide instructional and experiential leadership development that will produce graduates with outstanding leadership characteristics and men and women of integrity. Furthermore, the goal of the Advanced Leadership degree is to produce leaders of honor, sanctified and useful to the Master, prepared and ready for every good work.

Upon satisfactory completion of the Associate of Applied Science in Advanced Leadership, the graduate should:

1. Be able to mentor and guide people in spiritual and leadership development.
2. Impact worship and ministry opportunities by possessing, recognizing and being sensitive to the anointing and flow of the Spirit of God.
3. Possess the advanced knowledge and training necessary to provide leadership within the framework of the local church and outside the church.
4. Understand the biblical concept of authority and the ministry of helps, which will enable the student to effectively work within a pastoral staff.
5. Have the skills to administrate a local church/ministry situation using various means so that people will grow in Christ.
6. Further develop their skills of communication in various areas in order to effectively minister in various settings using the five-fold ministry gifting.

### Program Requirements

Total Required Courses: 63 Credit Hours

General Education - 24 Credit Hours		Church Ministries - 6 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
ENG102 English Composition II	3 hrs.	MIN104 Spiritual Formation	3 hrs.
GEN101 Success in College	P/F	SOS201 Marriage and Family	3 hrs.
MAT102 Introduction to Contemporary Mathematics	3 hrs.	HIS201 The Reformation	3 hrs.
SOC299 Capstone Course	3 hrs.		
TBD Arts/Humanities/Literature	3 hrs.	Advanced Leadership - 21 Credit Hours	
TBD Social Science Elective	3 hrs.	MIN220 Homiletics I	2 hrs.
SCII01 Environmental Science	3 hrs.	MIN221 Homiletics I Preaching Lab	1 hr.
		ACT101 Accounting I	3 hrs.
Bible and Theology - 12 Credit Hours		MIN226 Principles of Pastoral Leadership	3 hrs.
BIB101 Old Testament History	3 hrs.	LED203 Dynamics of Team Leadership	3 hrs.
BIB103 New Testament History	3 hrs.	CPL111 Church Administrative Management	3 hrs.
BIB105 Bible Study Methods	3 hrs.	COM102 People Development	3 hrs.
BIB201 Life of Christ	3 hrs.	THE105 Theology of Leadership	3 hrs.
BIB301 Gospel of John	3 hrs.		
BIB302 Acts	3 hrs.		
THE101 Theology I	3 hrs.		
THE102 Theology II	3 hrs.		

## ASSOCIATE OF APPLIED SCIENCE IN ADVANCED LEADERSHIP COURSE PLANNING GUIDE

FALL MATRICULATION	First Year - Fall Semester - 15 hrs.		First Year - Spring Semester - 15 hrs.	
	ACT101 Accounting I	3 hrs.	BIB103 New Testament History	3 hrs.
	BIB101 Old Testament History	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
	BIB105 Bible Study Methods	3 hrs.	SCI101 Environmental Science	3 hrs.
	COM101 Introduction to Communication	3 hrs.	ENG216 Intro to Literature	3 hrs.
	ENG101 English Composition I	3 hrs.	ENG102 English Composition II	3 hrs.
	GEN101 Success in College	P/F	CHP102 Chapel	0
	CHP101 Chapel	0	MIN102 Ministry	0
	MIN101 Ministry	0		
	Second Year - Fall Semester – 17 hrs.		Second Year - Spring Semester – 16 hrs.	
FALL MATRICULATION	TBD Theology I or Life of Christ	3 hrs.	MIN226 Principles of Pastoral Leadership	3 hrs.
	MIN220 Homiletics I	2 hrs.	MIN221 Homiletics I Preaching Lab	1 hr.
	THE105 Theology of Leadership	3 hrs.	CPL111 Church Administration Management	3 hrs.
	COM102 People Development	3 hrs.	SOS201 Marriage and Family	3 hrs.
	TBD Social Science elective	3 hrs.	LED203 Dynamics of Team Leadership	3 hrs.
	MAT102 Introduction to Contemporary Mathematics	3 hrs.	SOS299 Capstone Course	3 hrs.
	CHP201 Chapel	0	CHP202 Chapel	0
	MIN201 Ministry	0	MIN202 Ministry	0
SPRING MATRICULATION	First Year - Spring Semester - 15 hrs.		First Year - Fall Semester - 17 hrs.	
	BIB103 New Testament History	3 hrs.	ACT101 Accounting I	3 hrs.
	GEN101 Success in College	P/F	BIB101 Old Testament History	3 hrs.
	ENG216 Intro to Literature	3 hrs.	BIB105 Bible Study Methods	3 hrs.
	SCI101 Environmental Science	3 hrs.	COM101 Introduction to Communication	3 hrs.
	LED101 Intro to Christian Leadership	3 hrs.	ENG101 English Composition I	3 hrs.
	THE102 Theology II	3 hrs.	MIN220 Introduction to Preaching	2 hrs.
	CHP102 Chapel	0	CHP101 Chapel	0
	MIN102 Ministry	0	MIN101 Ministry	0
	Second Year - Spring Semester - 16 hrs.		Second Year - Fall Semester - 15 hrs.	
SPRING MATRICULATION	ENG102 English Composition II	3 hrs.	MAT102 Introduction to Contemporary Mathematics	3 hrs.
	MIN226 Principles of Pastoral Leadership	3 hrs.	THE105 Theology of Leadership	3 hrs.
	MIN221 Preaching Lab	1 hr.	COM102 People Development	3 hrs.
	CPL111 Church Administration Management	3 hrs.	TBD Social Science Elective	3 hrs.
	SOS201 Marriage and Family	3 hrs.	SOS299 Capstone Course	3 hrs.
	LED203 Dynamics of Team Leadership	3 hrs.	CHP201 Chapel	0
	CHP202 Chapel	0	MIN201 Ministry	0
	MIN202 Ministry	0		

## ASSOCIATE OF APPLIED SCIENCE IN BIBLICAL STUDIES

The Associate of Applied Science in Biblical Studies and Certificate in Biblical Studies provides students with a focus on developing the skills to study and apply sound biblical principles.

Upon satisfactory completion of the Associate of Applied Science in Biblical Studies, the graduate should be able to:

1. Learn the skills to develop strong written and professional methods of ministering the word of God.
2. Gain an understanding of biblical principles as they relate to Christian life and experience.
3. Understand sound theological principles to minister the word of God.
4. Evaluate theological positions from various perspectives.

### Program Requirements

Total Required Courses: 63 Credit Hours

General Education - 24 Credit Hours		Church Ministries - 3 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
ENG102 English Composition II	3 hrs.	MIN104 Spiritual Formation	3 hrs.
GEN101 Success in College	P/F	HIS101 Church History 1	3 hrs.
MAT102 Introduction to Contemporary Mathematics	3 hrs.	HIS102 Church History 2	3 hrs.
SOS299 Capstone Course	3 hrs.		
Arts/Humanities/Literature	3 hrs.	Biblical Studies – 30 Credit Hours	
TBD Social Science Elective	3 hrs.	BIB101 Old Testament History	3 hrs.
SCI101 Environmental Science	3 hrs.	BIB103 New Testament History	3 hrs.
		BIB303 Major and Minor Prophets	3 hrs.
Bible and Theology - 6 Credit Hours		BIB203 Synoptic Gospels	3 hrs.
THE101 Theology I	3 hrs.	BIB301 Gospel of John	3 hrs.
THE102 Theology II	3 hrs.	BIB201 Life of Christ	3 hrs.
THE301 Theology and Culture	3 hrs.	BIB302 Acts	3 hrs.
		BIB211 Pastoral Epistles	3 hrs.
		BIB105 Bible Study Methods	3 hrs.
		HIS201 The Reformation	3 hrs.

## ASSOCIATE OF APPLIED SCIENCE IN BIBLICAL STUDIES COURSE PLANNING GUIDE

FALL MATRICULATION	First Year - Fall Semester – 15 hrs.		First Year - Spring Semester – 18 hrs.	
	BIB101 Old Testament History	3 hrs.	BIB103 New Testament History	3 hrs.
	BIB105 Bible Study Methods	3 hrs.	ENG102 English Composition II	3 hrs.
	COM101 Introduction to Communication	3 hrs.	BIB301 Gospel of John	3 hrs.
	ENG101 English Composition I	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
	BIB211 Pastoral Epistles	3 hrs.	SCI101 Environmental Science	3 hrs.
	GEN101 Success in College	P/F	ENG216 Intro to Literature	3 hrs.
	CHP101 Chapel	0	CHP102 Chapel	0
	MIN101 Ministry	0	MIN102 Ministry	0
	Second Year - Fall Semester – 15 hrs.		Second Year - Spring Semester – 15 hrs.	
	BIB201 Life of Christ	3 hrs.	BIB302 Acts	3 hrs.
	BIB303 Major and Minor Prophets	3 hrs.	BIB203 Synoptic Gospels	3 hrs.
	MAT102 Introduction to Contemporary Mathematics	3 hrs.	TBD Social Science elective	3 hrs.
	THE101 Theology I	3 hrs.	THE301 Theology and Culture	3 hrs.
	HIS201 The Reformation	3 hrs.	SOS299 Capstone Course	3 hrs.
	CHP201 Chapel	0	CHP202 Chapel	0
	MIN201 Ministry	0	MIN202 Ministry	0
SPRING MATRICULATION	First Year - Spring Semester - 15 hrs.		First Year - Fall Semester - 18 hrs.	
	BIB103 New Testament History	3 hrs.	BIB101 Old Testament History	3 hrs.
	TBD Social Science Elective	3 hrs.	BIB105 Bible Study Methods	3 hrs.
	LED101 Intro to Christian Leadership	3 hrs.	COM101 Introduction to Communication	3 hrs.
	GEN101 Success in College	P/F	ENG101 English Composition I	3 hrs.
	SCI101 Environmental Science	3 hrs.	BIB211 Pastoral Epistles	3 hrs.
	BIB303 Major and Minor Prophets	3 hrs.	THE101 Theology I	3 hrs.
	CHP102 Chapel	0	CHP101 Chapel	0
	MIN102 Ministry	0	MIN101 Ministry	0
	Second Year - Spring Semester - 15 hrs.		Second Year - Fall Semester - 15 hrs.	
	BIB302 Acts	3 hrs.	BIB201 Life of Christ	3 hrs.
	ENG102 English Composition II	3 hrs.	SOS299 Capstone Course	3 hrs.
	BIB203 Synoptic Gospels	3 hrs.	MAT102 Introduction to Contemporary Mathematics	3 hrs.
	BIB301 Gospel of John	3 hrs.	HIS201 The Reformation	3 hrs.
	ENG216 Intro to Literature	3 hrs.	THE102 Theology 2	3 hrs.
	CHP202 Chapel	0	CHP201 Chapel	0
	MIN202 Ministry	0	MIN201 Ministry	0

# ASSOCIATE OF APPLIED SCIENCE IN CHRISTIAN MINISTRIES

The Associate of Applied Science in Christian Ministries is a 63-semester hour program. Students may complete this program at their own rate of progress. Most students, however, complete this program in two years. This program is appropriate for those who desire to obtain a general knowledge of biblical and theological studies and practical application of various forms of Christian service and leadership. The Associate of Applied Science in Christian Ministries allows students to navigate their own course of study between choosing Biblical and Pastoral Ministry electives.

Upon satisfactory completion of the Associate of Applied Science in Christian Ministries, the graduate should be able to:

1. Analyze and integrate general and biblical knowledge into a fundamental worldview.
2. Demonstrate a competency in general education subjects.
3. Attain and comprehend a general knowledge of the contents of the Bible.
4. Acquire a broad understanding of the Church and its mission.
5. Apply practical disciplines to areas of individual interests.

## Program Requirements

Total Required Courses: 63 Credit Hours

General Education - 24 Credit Hours		Church Ministries - 6 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
ENG102 English Composition II	3 hrs.	MIN104 Spiritual Formation	3 hrs.
GEN101 Success in College	P/F	HIS201 The Reformation	3 hrs.
MAT102 Introduction to Contemporary Mathematics	3 hrs.		
SOS299 Capstone Course	3 hrs.	Christian Ministries - 21 Credit Hours	
TBD Arts/Humanities/Literature	3 hrs.	MIS101 Introduction to Missions	3 hrs.
TBD Social Science Elective	3 hrs.	YTH100 Strategies for Youth Ministry	3 hrs.
SCI101 Environmental Science	3 hrs.	THE105 Theology of Leadership	3 hrs.
		EVG101 Introduction to Evangelism	3 hrs.
Bible and Theology - 12 Credit Hours		BUS101 Introduction to Business	3 hrs.
BIB101 Old Testament History	3 hrs.	THE210 Pneumatology	3 hrs.
BIB103 New Testament History	3 hrs.	SOS201 Marriage and Family	3 hrs.
BIB105 Bible Study Methods	3 hrs.		
BIB201 Life of Christ	3 hrs.		
BIB302 Acts	3 hrs.		
BIB301 Gospel of John	3 hrs.		
THE101 Theology I	3 hrs.		
THE102 Theology II	3 hrs.		

## ASSOCIATE OF APPLIED SCIENCE IN CHRISTIAN MINISTRIES COURSE PLANNING GUIDE

FALL MATRICULATION	First Year - Fall Semester – 18 hrs.		First Year - Spring Semester – 15 hrs.	
	BIB101 Old Testament History	3 hrs.	BIB103 New Testament History	3 hrs.
	BIB105 Bible Study Methods	3 hrs.	ENG102 English Composition II	3 hrs.
	COM101 Introduction to Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
	ENG101 English Composition I	3 hrs.	SC1101 Environmental Science	3 hrs.
	EVG101 Introduction to Evangelism	3 hrs.	TBD Arts/Humanities/Literature	3 hrs.
	MIS101 Introduction to Missions	3 hrs.	CHP102 Chapel	0
	GEN101 Success in College	P/F	MIN102 Ministry	0
	CHP101 Chapel	0		
	MIN101 Ministry	0		
FALL MATRICULATION	Second Year - Fall Semester – 15 hrs.		Second Year - Spring Semester – 15 hrs.	
	BIB201 Life of Christ	3 hrs.	YTH100 Strategies for Youth Ministry	3 hrs.
	BUS101 Introduction to Business	3 hrs.	SOS201 Marriage and Family	3 hrs.
	MIN103 Christian Ethics	3 hrs.	TBD Social Science elective	3 hrs.
	MAT102 Introduction to Contemporary Mathematics	3 hrs.	THE105 Theology of Leadership	3 hrs.
	THE101 Theology I	3 hrs.	SOS299 Capstone Course	3 hrs.
	CHP201 Chapel	0	CHP202 Chapel	0
	MIN201 Ministry	0	MIN202 Ministry	0
SPRING MATRICULATION	First Year - Spring Semester - 15 hrs.		First Year - Fall Semester - 18 hrs.	
	BIB103 New Testament History	3 hrs.	BIB101 Old Testament History	3 hrs.
	TBD Social Science Elective	3 hrs.	BIB105 Bible Study Methods	3 hrs.
	THE102 Theology 2	3 hrs.	COM101 Introduction to Communication	3 hrs.
	GEN101 Success in College	P/F	ENG101 English Composition I	3 hrs.
	LED101 Intro to Christian Leadership	3 hrs.	EVG101 Introduction to Evangelism	3 hrs.
	SC1101 Environmental Science	3 hrs.	MIS101 Introduction to Missions	3 hrs.
	CHP102 Chapel	0	CHP101 Chapel	0
	MIN102 Ministry	0	MIN101 Ministry	0
SPRING MATRICULATION	Second Year - Spring Semester - 18 hrs.		Second Year - Fall Semester - 12 hrs.	
	YTH100 Strategies for Youth Ministry	3 hrs.	THE105 Theology of Leadership	3 hrs.
	ENG102 English Composition II	3 hrs.	MAT101 Introduction to Contemporary Mathematics	3 hrs.
	BIB302 Acts	3 hrs.	MIN103 Christian Ethics	3 hrs.
	SOS201 Marriage and Family	3 hrs.	BUS101 Introduction to Business	3 hrs.
	ENG216 Intro to Literature	3 hrs.	CHP201 Chapel	0
	SOS299 Capstone Course	3 hrs.	MIN201 Ministry	0
	CHP202 Chapel	0		
	MIN202 Ministry	0		

## ASSOCIATE OF APPLIED SCIENCE IN CHURCH PLANTING

This course will provide the student with an understanding of the biblical and theological aspects of church planting in the global context with a specific focus on the missional possibilities in North America. The aspiration of this course is that upon completion the students will possess an understanding of the tools and strategies necessary to plant a Pentecostal church that glorifies Jesus, reaches people who do not know Christ and multiplies itself repeatedly.

Upon satisfactory completion of the Associate of Applied Science in Church Planting, the graduate should be able to:

1. Describe the Biblical models of church planting
2. Demonstrate an understanding of the systems and strategies for church planting
3. Demonstrate an understanding of the planter's assessment process
4. Describe coaching and its connection to church planting models
5. Explain the use of demographic studies in the planting strategy
6. Demonstrate an understanding of legal issues, corporation, and finances in the process of planting a church

### Program Requirements

Total Required Courses: 63 Credit Hours

General Education - 24 Credit Hours		Church Ministries - 6 Credit Hours	
COM101 Foundation in Communication	3 hrs.	HIS101 Church History 1	3 hrs.
ENG101 English Composition I	3 hrs.	HIS102 Church History 2	3 hrs.
ENG102 English Composition II	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
GEN101 Success in College	P/F	MIN103 Christian Ethics	3 hrs.
MAT102 Introduction to Contemporary Mathematics	3 hrs.	MIN104 Spiritual Formation	3 hrs.
SOS299 Capstone Course	3 hrs.	SOS201 Marriage and Family	3 hrs.
Arts/Humanities/Literature	3 hrs.	HIS201 The Reformation	3 hrs.
TBD Social Science Elective	3 hrs.	Church Planting - 21 Credit Hours (Select 7 Courses)	
SC101 Environmental Science	3 hrs.	EVG102 History of Revivalists	3 hrs.
Bible and Theology - 12 Credit Hours		YTH100 Strategies for Youth Ministry	3 hrs.
BIB101 Old Testament History	3 hrs.	CPL101 Introduction to Church Planting 1	3 hrs.
BIB103 New Testament History	3 hrs.	CPL102 Introduction to Church Planting 2	3 hrs.
BIB105 Bible Study Methods	3 hrs.	EVG202 Methods of Evangelism	3 hrs.
BIB201 Life of Christ	3 hrs.	CPL110 Mixed Media Methods for Ministry	3 hrs.
BIB301 Gospel of John	3 hrs.	MIN226 Principles of Pastoral Leadership	3 hrs.
BIB302 Acts	3 hrs.	CPL111 Church Administrative Management	3 hrs.
THE101 Theology I	3 hrs.	MIN106 Assimilation and Discipleship	3 hrs.
THE102 Theology II	3 hrs.		
BIB107 Understanding the Bible for Current Ministry	3 hrs.		
THE301 Theology and Culture	3 hrs.		

## ASSOCIATE OF APPLIED SCIENCE IN CHURCH PLANTING COURSE PLANNING GUIDE

FALL MATRICULATION	First Year - Fall Semester - 15 hrs.		First Year - Spring Semester - 18 hrs.	
	EVG202 Methods of Evangelism	3 hrs.	BIB107 Understanding the Bible for Current Ministry	3 hrs.
	ENG101 English Composition I	3 hrs.	SCI101 Environmental Science	3 hrs.
	CPL101 Introduction to Church Planting 1	3 hrs.	ENG102 English Composition II	3 hrs.
	MIN226 Principles of Pastoral Leadership	3 hrs.	CPL102 Introduction to Church Planting 2	3 hrs.
	MIN106 Assimilation and Discipleship	3 hrs.	ENG216 Intro to Literature	3 hrs.
	GEN101 Success in College	P/F	EVG102 History of Revivalists	3 hrs.
	CHP101 Chapel	0	CHP102 Chapel	0
	MIN101 Ministry	0	MIN102 Ministry	0
	Second Year - Fall Semester - 15 hrs.		Second Year - Spring Semester - 15 hrs.	
	MAT102 Introduction to Contemporary Mathematics	3 hrs.	YTH100 Strategies for Youth Ministries	3 hrs.
	MIN103 Christian Ethics	3 hrs.	THE301 Theology and Culture	3 hrs.
	COM101 Introduction to Communication	3 hrs.	CPL111 Church Administrative Management	3 hrs.
	MIN104 Spiritual Formation	3 hrs.	MIN253 Church in the Culture of Technology	3 hrs.
	TBD Social Science Elective	3 hrs.	SOS299 Capstone Course	3 hrs.
	CHP201 Chapel	0	CHP202 Chapel	0
	MIN201 Ministry	0	MIN202 Ministry	0
SPRING MATRICULATION	First Year - Spring Semester - 15 hrs.		First Year - Fall Semester - 18 hrs.	
	BIB107 Understanding the Bible for Current Ministry	3 hrs.	EVG202 Methods of Evangelism	3 hrs.
	SCI101 Environmental Science	3 hrs.	CPL101 Introduction to Church Planting 1	3 hrs.
	GEN101 Success in College	P/F	COM101 Introduction to Communication	3 hrs.
	EVG102 History of Revivalists	3 hrs.	ENG101 English Composition I	3 hrs.
	ENG216 Intro to Literature	3 hrs.	MIN226 Principles of Pastoral Leadership	3 hrs.
	THE301 Theology and Culture	3 hrs.	MIN106 Assimilation and Discipleship	3 hrs.
	CHP102 Chapel	0	CHP101 Chapel	0
	MIN102 Ministry	0	MIN101 Ministry	0
	Second Year - Spring Semester - 15 hrs.		Second Year - Fall Semester - 15 hrs.	
	ENG102 English Composition II	3 hrs.	MAT102 Introduction to Contemporary Mathematics	3 hrs.
	CPL102 Introduction to Church Planting 2	3 hrs.	MIN103 Christian Ethics	3 hrs.
	CPL111 Church Administrative Management	3 hrs.	MIN104 Spiritual Formation	3 hrs.
	CPL110 Mixed Media Methods for Ministry	3 hrs.	SOS299 Capstone Course	3 hrs.
	YTH100 Strategies for Youth Ministries	3 hrs.	TBD Social Science Elective	3 hrs.
	CHP202 Chapel	0	CHP201 Chapel	0
	MIN202 Ministry	0	MIN201 Ministry	0

## ASSOCIATE OF APPLIED SCIENCE IN COMMUNICATIONS AND MEDIA

The Associate of Applied Science in Communications and Media is a 63-semester hour program. Students may complete this program at their own rate of progress. Most students, however, complete this program in two years. This program is appropriate for those who desire to obtain a general knowledge of biblical and theological studies and practical application of various forms of Christian service and media. The Associate of Applied Science in Communications and Media allows students to specialize in media studies by completing over half of their required core in media courses.

Upon satisfactory completion of the Associate of Applied Science in Communications and Media, the graduate should be able to:

1. Demonstrate effective communication with an increasingly multicultural population both nationally and internationally.
2. Apply solid theoretical and practical principles of the persuasion process in evangelism.
3. Understand and recognize the Holy Spirit's involvement and influence in the communication of the Gospel and of ministry in general.
4. Make practical application of principles of communication in interpersonal, small group, and organizational contexts.
5. Use mixes of media to accomplish ministry goals in church, missions, and evangelism contexts.
6. Adapt the dramatic format to diverse ministry situations presented by the church and para-church organizations.

### Program Requirements

Total Required Courses: 63 Credit Hours

General Education - 24 Credit Hours		Church Ministries - 6 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
ENG102 English Composition II	3 hrs.	MIN104 Spiritual Formation	3 hrs.
GEN101 Success in College	P/F	SOS201 Marriage and Family	3 hrs.
MAT102 Introduction to Contemporary Mathematics	3 hrs.	HIS201 The Reformation	3 hrs.
SOS299 Capstone Course	3 hrs.		
TBD Arts/Humanities/Literature	3 hrs.	Communications and Media - 21 Credit Hours (Choose 7 courses)	
TBD Social Science Elective	3 hrs.	MED111 Audio and Light Production	3 hrs.
SC1101 Environmental Science	3 hrs.	MED262 TV Studio Production	3 hrs.
		MED142 Single Camera Video	3 hrs.
Bible and Theology - 12 Credit Hours		MED261 Scene Design	3 hrs.
BIB101 Old Testament History	3 hrs.	MED280 Scriptwriting	3 hrs.
BIB103 New Testament History	3 hrs.	MED281 Intro to Media and Journalism	3 hrs.
BIB105 Bible Study Methods	3 hrs.	MED282 Media Communication	3 hrs.
BIB201 Life of Christ	3 hrs.	MED283 Media Applications	3 hrs.
BIB301 Gospel of John	3 hrs.	MED284 Media through Photography	3 hrs.
BIB302 Acts	3 hrs.	MED285 Media Elective	3 hrs.
THE101 Theology I	3 hrs.		
THE102 Theology II	3 hrs.		

## ASSOCIATE OF APPLIED SCIENCE COMMUNICATIONS AND MEDIA COURSE PLANNING GUIDE

FALL MATRICULATION	<i>First Year - Fall Semester – 15 hrs.</i>		<i>First Year - Spring Semester – 18 hrs.</i>	
	BIB101 Old Testament History	3 hrs.	BIB103 New Testament History	3 hrs.
	MIN104 Spiritual Formation	3 hrs.	ENG102 English Composition II	3 hrs.
	COM101 Introduction to Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
	ENG101 English Composition I	3 hrs.	MED262 TV Studio Production	3 hrs.
	GEN101 Success in College	P/F	MED142 Single Camera Video	3 hrs.
	MED111 Audio and Light Production	3 hrs.	ENG216 Intro to Literature	3 hrs.
	CHP101 Chapel	0	CHP102 Chapel	0
	MIN101 Ministry	0	MIN102 Ministry	0
	<i>Second Year - Fall Semester – 15 hrs.</i>		<i>Second Year - Spring Semester – 15 hrs.</i>	
	MAT102 Introduction to Contemporary Mathematics	3 hrs.	MED281 Intro to Media and Journalism	3 hrs.
	MED261 Scene Design	3 hrs.	BIB201 Life of Christ	3 hrs.
	MED280 Scriptwriting	3 hrs.	SOS299 Capstone Course	3 hrs.
	THE101 Theology I	3 hrs.	MED282 Media Communication	3 hrs.
	TBD Social Science elective	3 hrs.	SCI101 Environmental Science	3 hrs.
	CHP201 Chapel	0	CHP202 Chapel	0
	MIN201 Ministry	0	MIN202 Ministry	0
SPRING MATRICULATION	<i>First Year - Spring Semester - 15 hrs.</i>		<i>First Year - Fall Semester - 15 hrs.</i>	
	BIB103 New Testament History	3 hrs.	BIB101 Old Testament History	3 hrs.
	GEN101 Success in College	P/F	ENG101 English Composition I	3 hrs.
	LED101 Intro to Christian Leadership	3 hrs.	MIN104 Spiritual Formation	3 hrs.
	MED142 Single Camera Video	3 hrs.	COM101 Introduction to Communication	3 hrs.
	MED262 TV Studio Production	3 hrs.	MED111 Audio and Light Production	3 hrs.
	SCI101 Environmental Science	3 hrs.	CHP101 Chapel	0
	CHP102 Chapel	0	MIN101 Ministry	0
	MIN102 Ministry	0		
	<i>Second Year - Spring Semester - 18 hrs.</i>		<i>Second Year - Fall Semester - 15 hrs.</i>	
	MED280 Scriptwriting	3 hrs.	MED282 Media Communication	3 hrs.
	MED261 Scene Design	3 hrs.	MAT102 Introduction to Contemporary Mathematics	3 hrs.
	SOS299 Capstone Course	3 hrs.	TBD Social Science Elective	3 hrs.
	BIB201 Life of Christ	3 hrs.	THE101 Theology I	3 hrs.
	ENG102 English Composition II	3 hrs.	MED281 Intro to Media and Journalism	3 hrs.
	ENG216 Intro to Literature	3 hrs.	CHP201 Chapel	0
	CHP202 Chapel	0	MIN201 Ministry	0
	MIN202 Ministry	0		

## ASSOCIATE OF APPLIED SCIENCE IN EVANGELISM

The Associate of Applied Science in Evangelism is designed to prepare ministers, laymen and church leaders in evangelism relating to Church and Para-church ministries. The focus is on the biblical and theological basis of evangelism and the various evangelistic strategies that are used in reaching people groups for Jesus Christ. It also provides foundation courses in biblical studies to develop a sound theology and a Christian worldview. This degree program is also well suited for students working in related fields of Church growth, missions, and institutional chaplaincy. Upon satisfactory completion of the Associate of Applied Science in Evangelism, the graduate should be able to:

1. Define a biblical theology of evangelism and missions that engages the culture.
2. Formulate a philosophy of evangelism, the nature of the gospel and the essential elements of an evangelistic presentation.
3. Employ various methods of evangelism that include community service, gospel proclamation, and social justice.
4. Analyze current issues and models of church planting, church growth, and methods of training indigenous leadership.
5. Organize evangelistic teams and communities in a diversity of cross-cultural settings.
6. Evaluate the role of specific churches in evangelism, discipleship, multiplication, and evangelistic communities especially as it relates to church growth.
7. Formulate an evangelistic plan, with specific steps for its implementation in the local church.
8. Understand the tenets of other major world religions and know how to respond to them.

### Program Requirements

Total Required Courses: 63 Credit Hours

General Education - 20 Credit Hours		Church Ministries - 6 Credit Hours	
COM101 Introduction in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
ENG102 English Composition II	3 hrs.	MIN104 Spiritual Formation	3 hrs.
GEN101 Success in College	P/F	SOS201 Marriage and Family	3 hrs.
MAT102 Introduction to Contemporary Mathematics	3 hrs.	HIS201 The Reformation	3 hrs.
SOC299 Capstone Course	3 hrs.		
TBD Arts/Humanities/Literature	3 hrs.	Evangelism - 18 Credit Hours	
TBD Social Science Elective	3 hrs.	MIN220 Introduction to Preaching	2 hrs.
SCII01 Environmental Science	3 hrs.	MIN221 Preaching Lab	1 hr.
		EVG101 Introduction to Evangelism	3 hrs.
Bible and Theology - 15 Credit Hours		EVG202 Methods of Evangelism	3 hrs.
BIB101 Old Testament History	3 hrs.	EVG208 The Evangelist's Life and Ministry	3 hrs.
BIB103 New Testament History	3 hrs.	EVG102 History of Revivalists	3 hrs.
BIB105 Bible Study Methods	3 hrs.	HUM104 Comparative Religions	3 hrs.
BIB201 Life of Christ	3 hrs.		
BIB301 Gospel of John	3 hrs.		
BIB302 Acts	3 hrs.		
THE101 Theology I	3 hrs.		
THE102 Theology II	3 hrs.		

## ASSOCIATE OF APPLIED SCIENCE IN EVANGELISM COURSE PLANNING GUIDE

FALL MATRICULATION	First Year - Fall Semester – 15 hrs.		First Year - Spring Semester – 18 hrs.	
	BIB101 Old Testament History	3 hrs.	BIB103 New Testament History	3 hrs.
	BIB105 Bible Study Methods	3 hrs.	ENG102 English Composition II	3 hrs.
	COM101 Introduction to Communication	3 hrs.	EVG102 History of Revivalists	3 hrs.
	ENG101 English Composition I	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
	EVG101 Introduction to Evangelism	3 hrs.	SCI101 Environmental Science	3 hrs.
	GEN101 Success in College	P/F	ENG216 Intro to Literature	3 hrs.
	CHP101 Chapel	0	CHP102 Chapel	0
	MIN101 Ministry	0	MIN102 Ministry	0
	Second Year - Fall Semester – 14 hrs.		Second Year - Spring Semester – 16 hrs.	
	BIB201 Life of Christ	3 hrs.	EVG208 The Evangelist's Life and Ministry	3 hrs.
	MIN103 Christian Ethics	3 hrs.	MIN221 Preaching Lab	1 hr.
	MAT102 Introduction to Contemporary Mathematics	3 hrs.	SOS201 Marriage and Family	3 hrs.
	THE101 Theology I	3 hrs.	TBD Social Science elective	3 hrs.
	MIN220 Introduction to Preaching	2 hrs.	EVG202 Methods of Evangelism	3 hrs.
	CHP201 Chapel	0	SOS299 Capstone Course	3 hrs.
	MIN201 Ministry	0	CHP202 Chapel	0
			MIN202 Ministry	0
SPRING MATRICULATION	First Year - Spring Semester - 15 hrs.		First Year - Fall Semester - 17 hrs.	
	BIB103 New Testament History	3 hrs.	BIB101 Old Testament History	3 hrs.
	TBD Social Science Elective	3 hrs.	BIB105 Bible Study Methods	3 hrs.
	EVG102 History of Revivalists	3 hrs.	COM101 Introduction to Communication	3 hrs.
	GEN101 Success in College	P/F	ENG101 English Composition I	3 hrs.
	LED101 Intro to Christian Leadership	3 hrs.	EVG101 Introduction to Evangelism	3 hrs.
	SCI101 Environmental Science	3 hrs.	MIN220 Introduction to Preaching	2 hrs.
	CHP102 Chapel	0	CHP101 Chapel	0
	MIN102 Ministry	0	MIN101 Ministry	0
	Second Year - Spring Semester - 16 hrs.		Second Year - Fall Semester - 15 hrs.	
	EVG208 The Evangelist's Life and Ministry	3 hrs.	BIB201 Life of Christ	3 hrs.
	ENG102 English Composition II	3 hrs.	SOS299 Capstone Course	3 hrs.
	MIN221 Preaching Lab	1 hr.	MAT102 Introduction to Contemporary Mathematics	3 hrs.
	SOS201 Marriage and Family	3 hrs.	MIN103 Christian Ethics	3 hrs.
	EVG202 Methods of Evangelism	3 hrs.	THE102 Theology 2	3 hrs.
	ENG216 Intro to Literature	3 hrs.	CHP201 Chapel	0
	CHP202 Chapel	0	MIN201 Ministry	0
	MIN202 Ministry	0		

## ASSOCIATE OF APPLIED SCIENCE IN MISSIONS

Christian missions is a vehicle for spreading the gospel of Jesus Christ through evangelism, church planting, teaching in Bible colleges, and in social action programs which feed and clothe the needy. It is a means of communicating the gospel across cultures whether in the United States or abroad. The post-modern worldview has required a renewed focus upon the biblical understanding of missions. In addition, the biblical foundation brought a number of changes to the philosophy of missions. Therefore, a number of approaches to missiology are undergoing significant change. Courses in this field include mission anthropology, cross-cultural ministry, world religions, as well as a solid base of instruction in biblical studies and theology.

Upon satisfactory completion of the Associate of Applied Science in Missions, the graduate should be able to:

1. Motivate other Christians to personal missionary involvement using a biblical theology of missions and a sound missionary philosophy.
2. Demonstrate working knowledge of the history of missions, current trends in missionary work, major world religions, and cults.
3. Exhibit skill in cultural encounter, cultural analysis, and intercultural communication.
4. Articulate the unique advantages of Pentecostal missiology both in theology and in praxis.
5. Synthesize a personal plan for cultural adaptation and spiritual impact in their future life in the culture to which they are called.

### Program Requirements

Total Required Courses: 63 Credit Hours

General Education - 24 Credit Hours		Church Ministries - 9 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
ENG102 English Composition II	3 hrs.	MIN104 Spiritual Formation	3 hrs.
GEN101 Success in College	P/F	SOS201 Marriage and Family	3 hrs.
MAT102 Introduction to Contemporary Mathematics	3 hrs.	HIS201 The Reformation	3 hrs.
SOS299 Capstone Course	3 hrs.		
Arts/Humanities/Literature	3 hrs.	Pastoral Leadership - 15 Credit Hours	
TBD Social Science Elective	3 hrs.	MIS101 Introduction to Missions	3 hrs.
SCI101 Environmental Science	3 hrs.	MIN220 Introduction to Preaching	2 hrs.
		MIN221 Preaching Lab	1 hr.
Bible and Theology - 15 Credit Hours		MIS201 Life and Work of Missionary	3 hrs.
BIB101 Old Testament History	3 hrs.	HIS103 History of Missions	3 hrs.
BIB103 New Testament History	3 hrs.	EVG101 Introduction to Evangelism	3 hrs.
BIB105 Bible Study Methods	3 hrs.		
BIB201 Life of Christ	3 hrs.		
BIB301 Gospel of John	3 hrs.		
BIB302 Acts	3 hrs.		
THE101 Theology I	3 hrs.		
THE102 Theology II	3 hrs.		
THE210 Pneumatology	3 hrs.		

## ASSOCIATE OF APPLIED SCIENCE IN MISSIONS COURSE PLANNING GUIDE

	<i>First Year - Fall Semester – 15 hrs.</i>		<i>First Year - Spring Semester – 18 hrs.</i>	
FALL MATRICULATION	BIB101 Old Testament History	3 hrs.	BIB103 New Testament History	3 hrs.
	BIB105 Bible Study Methods	3 hrs.	ENG102 English Composition II	3 hrs.
	COM101 Introduction to Communication	3 hrs.	HIS103 History of Missions	3 hrs.
	ENG101 English Composition I	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
	MIS101 Introduction to Missions	3 hrs.	SCI101 Environmental Science	3 hrs.
	GEN101 Success in College	P/F	ENG216 Intro to Literature	3 hrs.
	CHP101 Chapel	0	CHP102 Chapel	0
	MIN101 Ministry	0	MIN102 Ministry	0
	Second Year - Fall Semester – 17 hrs.		Second Year - Spring Semester – 13 hrs.	
	BIB201 Life of Christ	3 hrs.	MIN221 Preaching Lab	1 hr.
	MIN103 Christian Ethics	3 hrs.	MIS201 Life and Work of a Missionary	3 hrs.
	THE101 Theology 1	3 hrs.	SOS201 Marriage and Family	3 hrs.
	MAT102 Introduction to Contemporary Mathematics	3 hrs.	TBD Social Science Elective	3 hrs.
	MIN220 Introduction to Preaching	2 hrs.	SOS299 Capstone Course	3 hrs.
	EVG101 Introduction to Evangelism	3 hrs.	CHP202 Chapel	0
	CHP201 Chapel	0	MIN202 Ministry	0
	MIN201 Ministry	0		
SPRING MATRICULATION	First Year - Spring Semester - 15 hrs.		First Year - Fall Semester - 17 hrs.	
	BIB103 New Testament History	3 hrs.	BIB101 Old Testament History	3 hrs.
	HIS103 History of Missions	3 hrs.	BIB105 Bible Study Methods	3 hrs.
	GEN101 Success in College	P/F	COM101 Introduction to Communication	3 hrs.
	LED101 Intro to Christian Leadership	3 hrs.	ENG101 English Composition I	3 hrs.
	SCI101 Environmental Science	3 hrs.	MIS101 Introduction to Missions	3 hrs.
	THE102 Theology 2	3 hrs.	MIN220 Intro to Preaching	2 hrs.
	CHP102 Chapel	0	CHP101 Chapel	0
	MIN102 Ministry	0	MIN101 Ministry	0
	Second Year - Spring Semester - 16 hrs.		Second Year - Fall Semester - 15 hrs.	
	MIS201 Life and Work of a Missionary	3 hrs.	BIB201 Life of Christ	3 hrs.
	ENG102 English Composition II	3 hrs.	MAT102 Introduction to Contemporary Mathematics	3 hrs.
	MIN221 Preaching Lab	1 hr.	MIN103 Christian Ethics	3 hrs.
	SOS201 Marriage and Family	3 hrs.	EVG101 Introduction to Evangelism	3 hrs.
	ENG216 Intro to Literature	3 hrs.	SOS299 Capstone Course	3 hrs.
	TBD Social Science Elective	3 hrs.	CHP201 Chapel	0
	CHP202 Chapel	0	MIN201 Ministry	0
	MIN202 Ministry	0		

# ASSOCIATE OF APPLIED SCIENCE IN MUSIC MINISTRY

The purpose of this program is to provide the foundational courses for future studies in music and to supplement existing training for music ministers and local church music leaders in music fundamentals, worship planning and leadership, and various music resources. The core curriculum provides instruction in aural and written music theory, hymnology, worship leading, and voice training.

Upon successful completion of the Associate of Applied Science in Music Ministry, the graduate should be able to:

1. Have the theoretical and practical musical skills to facilitate the leading of worship or perform with a praise and worship team and/or choir.
2. Possess sufficient understanding of praise and worship to perform effectively in a local church or itinerant music ministry.
3. Have the ability to organize and administrate the music ministry of a local church.
4. Be able to serve the leadership and fulfill the vision of the senior pastor in a local church.
5. Know the foundational doctrines of the Bible, have a sound comprehension of the scope of the five-fold ministry, and effectively communicate the truths of the Gospel.
6. Have a solid core of biblical, theological, and music course study with which to continue a formal education in theology and/or music.
7. Impact worship services by possessing, recognizing and being sensitive to the anointing and flow of the Spirit of God.
8. All students in the music ministry program are required to attend six (6) college level recitals, concerts or other musical performances a semester for a total of twenty-four (24) before graduation. These may be individual student or faculty recitals as well as college or professional ensemble concerts. One contemporary concert may be attended for credit a semester. The recital should be a minimum of thirty (30) minutes in length. The student should submit a program for each recital along with the recital attendance form by the end of each semester.

## Program Requirements

Total Required Courses: 63 Credit Hours

General Education - 24 Credit Hours		Church Ministries - 6 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
ENG102 English Composition II	3 hrs.	MIN104 Spiritual Formation	3 hrs.
GEN101 Success in College	P/F	SOS201 Marriage and Family	3 hrs.
MAT102 Introduction to Contemporary Mathematics	3 hrs.	HIS201 The Reformation	3 hrs.
SOS299 Capstone Course	3 hrs.		
Arts/Humanities/Literature	3 hrs.	Music Ministry- 22 Credit Hours	
TBD Social Science Elective	3 hrs.	MUM100 Fundamentals of Music Theory	P/F
SCII01 Environmental Science	3 hrs.	MUM101 Music Theory 1	3 hrs.
		MUM102 Music Theory 2	3 hrs.
Bible and Theology - 12 Credit Hours		MUM111 Sight Singing and Ear Training 1	1 hr.
BIB101 Old Testament History	3 hrs.	MUM112 Sight Singing and Ear Training 2	1 hr.
BIB103 New Testament History	3 hrs.	MUM121 Praise and Worship Leadership 1	2 hrs.
BIB105 Bible Study Methods	3 hrs.	MUM122 Praise and Worship Leadership 2	2 hrs.
BIB201 Life of Christ	3 hrs.	MUM141 Class Piano 1	1 hr.
THE101 Theology I	3 hrs.	MUM142 Class Piano 2	1 hr.
THE102 Theology II	3 hrs.	MUM131 Class Voice	1 hr.
BIB302 Acts	3 hrs.	MUM253 Valor College Chorale	1 hr.
BIB301 Gospel of John	3 hrs.	MUM254 Valor College Chorale	1 hr.
THE210 Pneumatology	3 hrs.	MUM220 Church Music Administration	3 hrs.
		MUM230 Fundamentals of Conducting	2 hrs.

## ASSOCIATE OF APPLIED SCIENCE IN MUSIC MINISTRY COURSE PLANNING GUIDE

FALL MATRICULATION	First Year - Fall Semester – 14 hrs.		First Year - Spring Semester – 17 hrs.	
	BIB101 Old Testament History	3 hrs.	BIB103 New Testament History	3 hrs.
	ENG101 English Composition I	3 hrs.	ENG102 English Composition II	3 hrs.
	GEN101 Success in College	P/F	MUM101 Music Theory 1	3 hrs.
	MAT102 Introduction to Contemporary Mathematics	3 hrs.	MUM111 Sight Singing and Ear Training 1	1 hr.
	MUM100 Fundamentals of Music Theory	P/F	MUM142 Class Piano 2	1 hr.
	MUM121 Praise and Worship Leadership 1	2 hrs.	MUM122 Praise and Worship Leadership 2	2 hrs.
	MUM131 Class Voice	1 hr.	MUM254 Valor College Choir	.5 hrs.
	MUM141 Class Piano 1	1 hr.	ENG216 Intro to Literature	3 hrs.
	MUM253 Valor College Chorale	1 hr.	CHP102 Chapel	0
	CHP101 Chapel	0	MIN102 Ministry	0
	MIN101 Ministry	0		
	Second Year - Fall Semester – 15 hrs.		Second Year - Spring Semester – 18 hrs.	
	BIB105 Bible Study Methods	3 hrs.	BIB Life of Christ	3 hrs.
	COM101 Introduction to Communication	3 hrs.	MUM220 Church Music Administration	3 hrs.
SPRING MATRICULATION	MUM102 Music Theory 2	3 hrs.	SOS201 Marriage and Family	3 hrs.
	MUM112 Sight Singing and Ear Training 2	1 hr.	SCI101 Environmental Science	3 hrs.
	MUM230 Fundamentals of Conducting	2 hrs.	SOS299 Capstone Course	3 hrs.
	TBD Social Science Elective	3 hrs.	MIN103 Christian Ethics	3 hrs.
	CHP201 Chapel	0	CHP202 Chapel	0
	MIN201 Ministry	0	MIN202 Ministry	0
	First Year - Spring Semester – 16 hrs.		First Year - Fall Semester – 14 hrs.	
	BIB103 New Testament History	3 hrs.	BIB101 Old Testament History	3 hrs.
	SCI101 Environmental Science	3 hrs.	ENG102 English Composition II	3 hrs.
	GEN101 Success in College	P/F	MUM100 Fundamentals of Music Theory	P/F
	MIN103 Christian Ethics	3 hrs.	MUM121 Praise and Worship Leadership 1	2 hrs.
	ENG101 English Composition I	3 hrs.	MUM131 Class Voice 1	1 hr.
	SOS201 Marriage and Family	3 hrs.	MUM141 Class Piano 1	1 hr.
	MUM253 Valor College Choir	1 hr.	MUM254 Valor College Choir	1 hr.
	CHP102 Chapel	0	MAT102 Introduction to Contemporary Mathematics	3 hrs.
	MIN102 Ministry	0	CHP101 Chapel	0
			MIN101 Ministry	0
	Second Year - Spring Semester – 16 hrs.		Second Year - Fall Semester – 18 hrs.	
	BIB201 Life of Christ	3 hrs.	BIB105 Bible Study Methods	3 hrs.
	MUM220 Church Music Administration	3 hrs.	COM101 Introduction to Communication	3 hrs.
	ENG216 Intro to Literature	3 hrs.	MUM102 Music Theory 2	3 hrs.
	MUM101 Music Theory 1	3 hrs.	MUM112 Sight Singing and Ear Training 2	1 hr.
	MUM111 Sight Singing and Ear Training 1	1 hr.	MUM230 Fundamentals of Conducting	2 hrs.
	MUM142 Class Piano 2	1 hr.	SOS299 Capstone Course	3 hrs.
	MUM122 Praise and Worship Leadership 2	2 hrs.	TBD Social Science Elective	3 hrs.
	CHP202 Chapel	0	CHP201 Chapel	0
	MIN202 Ministry	0	MIN201 Ministry	0

## ASSOCIATE OF APPLIED SCIENCE IN ORGANIZATIONAL COMMUNICATION

The Associate of Applied Science in Organizational Communication provides students with the biblical and practical tools to develop the strategy to develop strong communication skills as leaders and as future administrators in ministry. The learning outcomes of the Associate of Applied Science in Organizational Communication include the following:

1. Learn the skills to develop strong written and professional oral and multimedia presentations.
2. Develop skills to build relationships in team environments.
3. Develop the art of communication for ministry across multiple cultural settings.
4. Develop effective communication strategies for use by leaders for various audiences.

### Program Requirements

Total Required Courses: 63 Credit Hours

General Education - 24 Credit Hours		Church Ministries - 6 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
ENG102 English Composition II	3 hrs.	MIN104 Spiritual Formation	3 hrs.
GEN101 Success in College	P/F	HIS101 Church History 1	3 hrs.
MAT102 Introduction to Contemporary Mathematics	3 hrs.	HIS 102 Church History 2	3 hrs.
SOS299 Capstone Course	3 hrs.		
Arts/Humanities/Literature	3 hrs.	Organizational Communication – 21 Credit Hours (Choose 7 courses)	
TBD Social Science Elective	3 hrs.	COM101 Introduction to Communication	3 hrs.
SCI101 Environmental Science	3 hrs.	BUS220 Intro to Business Communication	3 hrs.
		BUS221 Business Communication Tactics	3 hrs.
Bible and Theology - 12 Credit Hours		MED281 Introduction to Media and Journalism	3 hrs.
BIB101 Old Testament History	3 hrs.	COM205 Communicating Scripture	3 hrs.
BIB103 New Testament History	3 hrs.	BUS222 Business Communication Strategies	3 hrs.
THE301 Theology and Culture	3 hrs.	COM102 People Development	3 hrs.
BIB201 Life of Christ	3 hrs.	COM203 Intercultural Communication	3 hrs.
BIB302 Acts	3 hrs.	COM207 Advanced Speech and Presentation	3 hrs.

## ASSOCIATE OF APPLIED SCIENCE IN ORGANIZATIONAL COMMUNICATION COURSE PLANNING GUIDE

FALL MATRICULATION	First Year - Fall Semester - 15 hrs.		First Year - Spring Semester - 18 hrs.	
	BIB101 Old Testament History	3 hrs.	BIB103 New Testament History	3 hrs.
	ENG101 English Composition I	3 hrs.	SCI101 Environmental Science	3 hrs.
	COM101 Introduction to Communication	3 hrs.	ENG102 English Composition II	3 hrs.
	COM205 Communicating Scripture	3 hrs.	COM201 Speech	3 hrs.
	MED281 Introduction to Media and Journalism	3 hrs.	ENG216 Intro to Literature	3 hrs.
	GEN101 Success in College	P/F	TBD Social Science Elective	3 hrs.
	CHP101 Chapel	0	CHP102 Chapel	0
	MIN101 Ministry	0	MIN102 Ministry	0
	Second Year - Fall Semester - 15 hrs.		Second Year - Spring Semester - 15 hrs.	
SPRING MATRICULATION	MAT102 Introduction to Contemporary Mathematics	3 hrs.	BUS220 Introduction to Business Communication	3 hrs.
	MIN103 Christian Ethics	3 hrs.	THE301 Theology and Culture	3 hrs.
	MIN104 Spiritual Formation	3 hrs.	BIB201 Life of Christ	3 hrs.
	BUS222 Business Communication Strategies	3 hrs.	COM203 Intercultural Communication	3 hrs.
	COM102 People Development	3 hrs.	SOS299 Capstone Course	3 hrs.
	CHP201 Chapel	0	CHP202 Chapel	0
	MIN201 Ministry	0	MIN202 Ministry	0
	First Year - Spring Semester - 15 hrs.		First Year - Fall Semester - 18 hrs.	
	BIB103 New Testament History	3 hrs.	BIB101 Old Testament History	3 hrs.
	SCI101 Environmental Science	3 hrs.	COM205 Communicating Scripture	3 hrs.
	GEN101 Success in College	P/F	COM101 Introduction to Communication	3 hrs.
	COM201 Speech	3 hrs.	ENG101 English Composition I	3 hrs.
	ENG216 Intro to Literature	3 hrs.	MED281 Introduction to Media and Journalism	3 hrs.
	THE301 Theology and Culture	3 hrs.	COM102 People Development	3 hrs.
	CHP102 Chapel	0	CHP101 Chapel	0
	MIN102 Ministry	0	MIN101 Ministry	0
	Second Year - Spring Semester - 15 hrs.		Second Year - Fall Semester - 15 hrs.	
	ENG102 English Composition II	3 hrs.	MAT101 Introduction to Contemporary Mathematics	3 hrs.
	BUS220 Business Communication	3 hrs.	MIN103 Christian Ethics	3 hrs.
	BIB201 Life of Christ	3 hrs.	MIN104 Spiritual Formation	3 hrs.
	COM203 Intercultural Communication	3 hrs.	SOS299 Capstone Course	3 hrs.
	TBD Social Science Elective	3 hrs.	BUS222 Business Communication Strategies	3 hrs.
	CHP202 Chapel	0	CHP201 Chapel	0
	MIN202 Ministry	0	MIN201 Ministry	0

## ASSOCIATE OF APPLIED SCIENCE IN ORGANIZATIONAL LEADERSHIP\*

The AAS in Organizational Leadership introduces students to theoretical concepts and practical applications in leadership. Students explore skill sets for effectively leading a global workforce. The program prepares students to assume leadership positions in both the public and private sectors, including a church or ministry, or to pursue a bachelor's degree in business administration. Through curriculum that links theory with best practices, students are trained in the principles and skill of transformational leadership—leadership that translates vision into change within team-based environments. Courses concentrate on distinctly Christian approaches to leadership and biblical perspectives for developing and supervising a business. Upon satisfactory completion of the AAS in Organizational Leadership should be able to:

1. Accomplish basic computer functions including word/text processing, spreadsheets, presentation management, database management and Internet research.
2. Demonstrate fluency in interpersonal communication, including listening for meaning, attending to non-verbal cues and discerning cultural difference in communication styles.
3. Adapt to various communication styles and genres for the business environment, including internal communication, media relations, branding, digital presentation materials, meeting planning, group facilitation and other essential skills.
4. Implement scriptural principles of relating to others in individual, small-group, family and organizational settings.
5. Show a basic understanding of accounting theory, practices and procedures.
6. Operate as a leader in a work team, demonstrating insights into leadership relationships, developing teams, coaching and diagnosing team effectiveness, servant leadership and the internal and external effects that God-directed teams have on the organizational community.
7. Display an understanding of mentoring relationships, both as a mentor and as a mentee.
8. Demonstrate self-understanding through the use of various instruments that reveal personal preferences and biases and how to utilize them in family, workplace and ministry settings.
9. Show a determination to adopt a disposition for life-long learning

### Program Requirements

Total Required Courses: 63 Credit Hours

General Education - 24 Credit Hours		Church Ministries - 6 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
ENG102 English Composition II	3 hrs.	MIN104 Spiritual Formation	3 hrs.
GEN101 Success in College	P/F	SOS201 Marriage and Family	3 hrs.
MAT102 Introduction to Contemporary Mathematics	3 hrs.	HIS201 The Reformation	3 hrs.
SOS299 Capstone Course	3 hrs.		
Arts/Humanities/Literature	3 hrs.	Organizational Leadership – 21 Credit Hours	
TBD Social Science Elective	3 hrs.	BUS101 Introduction to Business	3 hrs.
SCI101 Environmental Science	3 hrs.	ACT101 Accounting I	3 hrs.
		BUS210 Business Law	3 hrs.
Bible and Theology - 12 Credit Hours		BUS220 Business Communication	3 hrs.
BIB101 Old Testament History	3 hrs.	BUS230 Principles of Marketing	3 hrs.
BIB103 New Testament History	3 hrs.	BUS240 Principles of Management	3 hrs.
BIB105 Bible Study Methods	3 hrs.	LED203 Dynamics of Team Leadership	3 hrs.
BIB201 Life of Christ	3 hrs.		
BIB302 Acts	3 hrs.		
THE101 Theology I	3 hrs.		
THE102 Theology II	3 hrs.		

\* In Florida, South Carolina and Wisconsin, this program is called Associate of Applied Science in Marketplace Ministry.

## ASSOCIATE OF APPLIED SCIENCE IN ORGANIZATIONAL LEADERSHIP COURSE PLANNING GUIDE

FALL MATRICULATION	First Year - Fall Semester - 15 hrs.		First Year - Spring Semester - 15 hrs.	
	BIB101 Old Testament History	3 hrs.	BIB103 New Testament History	3 hrs.
	BIB105 Bible Study Methods	3 hrs.	SC101 Environmental Science	3 hrs.
	BUS101 Introduction to Business	3 hrs.	ENG102 English Composition II	3 hrs.
	COM101 Introduction to Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
	ENG101 English Composition I	3 hrs.	ENG216 Intro to Literature	3 hrs.
	GEN101 Success in College	P/F	CHP102 Chapel	0
	CHP101 Chapel	0	MIN102 Ministry	0
	MIN101 Ministry	0		
	Second Year - Fall Semester - 18 hrs.		Second Year - Spring Semester - 15 hrs.	
	ACT101 Accounting I	3 hrs.	BUS220 Business Communication	3 hrs.
	TBD Social Science elective	3 hrs.	SOS201 Marriage and Family	3 hrs.
	BUS210 Business Law	3 hrs.	BUS240 Principles of Management	3 hrs.
	BUS230 Principles of Marketing	3 hrs.	LED203 Dynamics of Team Leadership	3 hrs.
	MAT102 Introduction to Contemporary Mathematics	3 hrs.	SOS299 Capstone Course	3 hrs.
	THE101 Theology I	3 hrs.	CHP202 Chapel	0
	CHP201 Chapel	0	MIN202 Ministry	0
	MIN201 Ministry	0		
SPRING MATRICULATION	First Year - Spring Semester - 15 hrs.		First Year - Fall Semester - 15 hrs.	
	BIB103 New Testament History	3 hrs.	BIB101 Old Testament History	3 hrs.
	SC101 Environmental Science	3 hrs.	BIB105 Bible Study Methods	3 hrs.
	GEN101 Success in College	P/F	BUS101 Introduction to Business	3 hrs.
	LED101 Intro to Christian Leadership	3 hrs.	COM101 Introduction to Communication	3 hrs.
	ENG216 Intro to Literature	3 hrs.	ENG101 English Composition I	3 hrs.
	THE102 Theology II	3 hrs.	CHP101 Chapel	0
	CHP102 Chapel	0	MIN101 Ministry	0
	MIN102 Ministry	0		
	Second Year - Spring Semester - 18 hrs.		Second Year - Fall Semester - 15 hrs.	
	BUS220 Business Communication	3 hrs.	ACT101 Accounting I	3 hrs.
	SOS201 Marriage and Family	3 hrs.	TBD Social Science Elective	3 hrs.
	ENG102 English Composition II	3 hrs.	BUS210 Business Law	3 hrs.
	BUS240 Principles of Management	3 hrs.	BUS230 Principles of Marketing	3 hrs.
	LED203 Dynamics of Team Leadership	3 hrs.	MAT102 Introduction to Contemporary Mathematics	3 hrs.
	SOS299 Capstone Course	3 hrs.	CHP201 Chapel	0
	CHP202 Chapel	0	MIN201 Ministry	0
	MIN202 Ministry	0		

# ASSOCIATE OF APPLIED SCIENCE IN ORGANIZATIONAL MANAGEMENT

The AAS in Organizational Management lays the foundation by introducing students to the theoretical concepts and practical applications in the fields of management. Students will explore the skill sets necessary to effectively manage a global workforce. The program is designed to prepare students to assume management-focused leadership positions at organizations in both the public and private sectors, including a church or ministry, or to pursue a bachelor's degree in business administration. Through a curriculum that links theory with best practices, students are trained in the principles and skill of transformational leadership - leadership that translates vision into change within the team-based management environments that characterize today's organizations. Courses concentrate on distinctly Christian approaches to managing people, and the biblical perspective of developing and supervising a business. Upon satisfactory completion of the AAS in Organizational Management should be able to:

1. Accomplish basic computer functions including word/text processing, spreadsheets, presentation management, database management and Internet research.
2. Demonstrate fluency in interpersonal communication, including listening for meaning, attending to non-verbal cues and discerning cultural difference in communication styles.
3. Adapt to various communication styles and genres for the business environment, including internal communication, media relations, branding, digital presentation materials, meeting planning, group facilitation and other essential skills.
4. Implement scriptural principles of relating to other persons in individual, small-group, family and organizational settings.
5. Show an advanced understanding of accounting theory, practices and procedures including asset valuation, measuring and reporting of the equities of creditors and owners, partnership and corporation forms, income taxes and financial analysis.
6. Understand basic principles of various fields of business study, including business law and principles of marketing.
7. Demonstrate an understanding the basic management skills of planning, organizing, leading and controlling, business ethics and corporate social responsibility.
8. Understand the fundamentals of microeconomic theory, including the behavior of small organizations, and how businesses interact to form larger units of markets and industries.

## Program Requirements

**Total Required Courses: 63 Credit Hours**

General Education - 24 Credit Hours		Church Ministries - 6 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
ENG102 English Composition II	3 hrs.	MIN104 Spiritual Formation	3 hrs.
GEN101 Success in College	P/F	SOS201 Marriage and Family	3 hrs.
MAT102 Introduction to Contemporary Mathematics	3 hrs.	HIS201 The Reformation	3 hrs.
SOS299 Capstone Course	3 hrs.		
Arts/Humanities/Literature	3 hrs.	Organizational Management – 21 Credit Hours	
TBD Social Science Elective	3 hrs.	BUS101 Introduction to Business	3 hrs.
SC1101 Environmental Science	3 hrs.	ACT101 Accounting 1	3 hrs.
		ACT102 Accounting 2	3 hrs.
Bible and Theology - 12 Credit Hours		BUS210 Business Law	3 hrs.
BIB101 Old Testament History	3 hrs.	BUS220 Business Communication	3 hrs.
BIB103 New Testament History	3 hrs.	BUS230 Principles of Marketing	3 hrs.
THE210 Pneumatology	3 hrs.	BUS240 Principles of Management	3 hrs.
BIB105 Bible Study Methods	3 hrs.		
BIB201 Life of Christ	3 hrs.		
BIB301 Gospel of John	3 hrs.		
BIB302 Acts	3 hrs.		
THE101 Theology I	3 hrs.		
THE102 Theology II	3 hrs.		

## ASSOCIATE OF APPLIED SCIENCE IN ORGANIZATIONAL MANAGEMENT COURSE PLANNING GUIDE

FALL MATRICULATION	First Year - Fall Semester - 15 hrs.		First Year - Spring Semester - 18 hrs.	
	BIB101 Old Testament History	3 hrs.	BIB103 New Testament History	3 hrs.
	BIB105 Bible Study Methods	3 hrs.	SCII01 Environmental Science	3 hrs.
	BUS101 Introduction to Business	3 hrs.	ENG102 English Composition II	3 hrs.
	COM101 Introduction to Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
	ENG101 English Composition I	3 hrs.	ENG216 Intro to Literature	3 hrs.
	GEN101 Success in College	P/F	TBD Social Science elective	3 hrs.
	CHP101 Chapel	0	CHP102 Chapel	0
	MIN101 Ministry	0	MIN102 Ministry	0
	Second Year - Fall Semester - 15 hrs.		Second Year - Spring Semester - 15 hrs.	
SPRING MATRICULATION	ACT101 Accounting I	3 hrs.	BUS220 Business Communication	3 hrs.
	BUS210 Business Law	3 hrs.	SOS201 Marriage and Family	3 hrs.
	BUS230 Principles of Marketing	3 hrs.	BUS240 Principles of Management	3 hrs.
	MAT102 Introduction to Contemporary Mathematics	3 hrs.	ACT102 Accounting 2	3 hrs.
	THE101 Theology I	3 hrs.	SOS299 Capstone Course	3 hrs.
	CHP201 Chapel	0	CHP202 Chapel	0
	MIN201 Ministry	0	MIN202 Ministry	0
	First Year - Spring Semester - 15 hrs.		First Year - Fall Semester - 15 hrs.	
	BIB103 New Testament History	3 hrs.	BIB101 Old Testament History	3 hrs.
SPRING MATRICULATION	SCII01 Environmental Science	3 hrs.	BIB105 Bible Study Methods	3 hrs.
	GEN101 Success in College	P/F	BUS101 Introduction to Business	3 hrs.
	LED101 Intro to Christian Leadership	3 hrs.	COM101 Introduction to Communication	3 hrs.
	ENG216 Intro to Literature	3 hrs.	ENG101 English Composition I	3 hrs.
	THE102 Theology II	3 hrs.	CHP101 Chapel	0
	CHP102 Chapel	0	MIN101 Ministry	0
	MIN102 Ministry	0		
	Second Year - Spring Semester - 18 hrs.		Second Year - Fall Semester - 15 hrs.	
	BUS220 Business Communication	3 hrs.	ACT101 Accounting I	3 hrs.
	SOS201 Marriage and Family	3 hrs.	TBD Social Science Elective	3 hrs.
SPRING MATRICULATION	ENG102 English Composition II	3 hrs.	BUS210 Business Law	3 hrs.
	BUS240 Principles of Management	3 hrs.	BUS230 Principles of Marketing	3 hrs.
	ACT102 Accounting 2	3 hrs.	MAT102 Introduction to Contemporary Mathematics	3 hrs.
	SOS299 Capstone Course	3 hrs.	CHP201 Chapel	0
	CHP202 Chapel	0	MIN201 Ministry	0
	MIN202 Ministry	0		

## ASSOCIATE OF APPLIED SCIENCE IN PASTORAL LEADERSHIP

The Associate of Applied Science in Pastoral Leadership consists of 63 semester hours of courses designed to prepare students for pastoral ministry and ministry-related vocations. The student also gains a general Bible knowledge, theology, pastoral theology, and communication skills. Upon completion of the program, students should be equipped to engage in the ministry of the local church either as a full-time minister or as a part-time staff member.

Upon satisfactory completion of the Associate of Applied Science in Pastoral Leadership, the graduate should:

1. Articulate the fundamentals of Pentecostal and Evangelical theology.
2. Demonstrate familiarity with the functions of pastoral ministry: e.g., worship, preaching, evangelism, pastoral care, discipleship, administration and leadership.
3. Utilize acquired skills to faithfully interpret Scripture and effectively communicate biblical truth through the ministry of preaching.
4. Exemplify character traits and personal qualities essential to the life of a Christian minister.
5. Exhibit responsiveness to God's presence and Christ-like boldness in the authentic exercise of spiritual gifts.
6. Show evidence of understanding how the pastoral calling relates to the other five-fold equipping ministries.
7. Demonstrate ability to engage opportunities and challenges associated with ministering in contemporary contexts.

### Program Requirements

Total Required Courses: 63 Credit Hours

General Education - 24 Credit Hours		Church Ministries - 9 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
ENG102 English Composition II	3 hrs.	MIN104 Spiritual Formation	3 hrs.
GEN101 Success in College	P/F	SOS201 Marriage and Family	3 hrs.
MAT101 Introduction to Business Mathematics	3 hrs.	HIS201 The Reformation	3 hrs.
SOS299 Capstone Course	3 hrs.		
Arts/Humanities/Literature	3 hrs.	Pastoral Leadership - 18 Credit Hours	
TBD Social Science Elective	3 hrs.	CED201 Introduction to Christian Education	3 hrs.
SCI101 Environmental Science	3 hrs.	MIN220 Introduction to Preaching	2 hrs.
		MIN221 Preaching Lab	1 hr.
Bible and Theology - 12 Credit Hours		EVG101 Introduction to Evangelism	3 hrs.
BIB101 Old Testament History	3 hrs.	MIN226 Principles of Pastoral Leadership	3 hrs.
BIB103 New Testament History	3 hrs.	MUM120 Intro to Music in Ministry	3 hrs.
THE210 Pneumatology	3 hrs.	MIN252 Pastoral Care	3 hrs.
BIB105 Bible Study Methods	3 hrs.		
BIB201 Life of Christ	3 hrs.		
BIB301 Gospel of John	3 hrs.		
BIB302 Acts	3 hrs.		
THE101 Theology I	3 hrs.		
THE102 Theology II	3 hrs.		

## ASSOCIATE OF APPLIED SCIENCE IN PASTORAL LEADERSHIP COURSE PLANNING GUIDE

FALL MATRICULATION	First Year - Fall Semester - 15 hrs.		First Year - Spring Semester - 15 hrs.	
	BIB101 Old Testament History	3 hrs.	BIB103 New Testament History	3 hrs.
	BIB105 Bible Study Methods	3 hrs.	SCII01 Environmental Science	3 hrs.
	COM101 Introduction to Communication	3 hrs.	ENG102 English Composition II	3 hrs.
	ENG101 English Composition I	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
	EVG101 Introduction to Evangelism	3 hrs.	ENG216 Intro to Literature	3 hrs.
	GEN101 Success in College	P/F	CHP102 Chapel	0
	CHP101 Chapel	0	MIN102 Ministry	0
	MIN101 Ministry	0		
	Second Year - Fall Semester - 17 hrs.		Second Year - Spring Semester - 16 hrs.	
	MAT102 Introduction to Contemporary Mathematics	3 hrs.	CED201 Intro to Christian Education	3 hrs.
	MIN103 Christian Ethics	3 hrs.	MIN221 Preaching Lab	1 hr.
	MIN220 Introduction to Preaching	2 hrs.	MIN252 Pastoral Care	3 hrs.
	MIN226 Principles of Pastoral Leadership	3 hrs.	SOS201 Marriage and Family	3 hrs.
	THE101 Theology I	3 hrs.	SOS299 Capstone Course	3 hrs.
	MUM120 Intro to Music in Ministry	3 hrs.	TBD Social Science Elective	3 hrs.
	CHP201 Chapel	0	CHP202 Chapel	0
	MIN201 Ministry	0	MIN202 Ministry	0
SPRING MATRICULATION	First Year - Spring Semester - 15 hrs.		First Year - Fall Semester - 17 hrs.	
	BIB103 New Testament History	3 hrs.	BIB101 Old Testament History	3 hrs.
	SCII02 Environmental Science	3 hrs.	BIB105 Bible Study Methods	3 hrs.
	GEN101 Success in College	P/F	COM101 Introduction to Communication	3 hrs.
	LED101 Intro to Christian Leadership	3 hrs.	ENG101 English Composition I	3 hrs.
	ENG216 Intro to Literature	3 hrs.	EVG101 Introduction to Evangelism	3 hrs.
	THE102 Theology II	3 hrs.	MIN220 Introduction to Preaching	2 hrs.
	CHP102 Chapel	0	CHP101 Chapel	0
	MIN102 Ministry	0	MIN101 Ministry	0
	Second Year - Spring Semester - 16 hrs.		Second Year - Fall Semester - 15 hrs.	
	ENG102 English Composition II	3 hrs.	MAT101 Introduction to Contemporary Mathematics	3 hrs.
	CED201 Intro to Christian Education	3 hrs.	MIN103 Christian Ethics	3 hrs.
	MIN221 Preaching Lab	1 hr.	MUM120 Intro to Music in Ministry	3 hrs.
	MIN252 Pastoral Care	3 hrs.	MIN226 Principles of Pastoral Leadership	3 hrs.
	SOS201 Marriage and Family	3 hrs.	TBD Social Science Elective	3 hrs.
	SOS299 Capstone Course	3 hrs.	CHP201 Chapel	0
	CHP202 Chapel	0	MIN201 Ministry	0
	MIN202 Ministry	0		

# ASSOCIATE OF APPLIED SCIENCE IN YOUTH MINISTRIES

Upon satisfactory completion of the AAS program in Youth Ministries, the graduate should be able to:

1. Devise and articulate a sound biblical philosophy of youth ministry that will address the spiritual, social, emotional, physical, and intellectual concerns of the adolescent life.
2. Demonstrate an understanding of the characteristics of and cultural influences upon today's youth.
3. Develop a Spirit-filled ministry to youth in a church or para-church organization in diverse socio-cultural settings.
4. Acquire methods and material necessary for effective ministry to youth.
5. Mentor young believers in their own devotion to Christ and in becoming effective in their witness and ministry.

## Program Requirements

Total Required Courses: 63 Credit Hours

General Education - 24 Credit Hours		Church Ministries - 9 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
ENG102 English Composition II	3 hrs.	MIN104 Spiritual Formation	3 hrs.
GEN101 Success in College	P/F	SOS201 Marriage and Family	3 hrs.
MAT101 Intro to Business Mathematics	3 hrs.	HIS201 The Reformation	3 hrs.
SOS299 Capstone Course	3 hrs.		
Arts/Humanities/Literature	3 hrs.	Youth Ministries - 18 Credit Hours	
TBD Social Science Elective	3 hrs.	MIN220 Introduction to Preaching	2 hrs.
SCI101 Environmental Science	3 hrs.	MIN221 Preaching Lab	1 hr.
		CED201 Introduction to Christian Education	3 hrs.
Bible and Theology - 12 Credit Hours		YTH100 Strategies for Youth Ministries	3 hrs.
BIB101 Old Testament History	3 hrs.	MIN270 Youth Pastors: Programs and Ministries	3 hrs.
BIB103 New Testament History	3 hrs.	MIN105 Youth Discipleship and Evangelism	3 hrs.
THE210 Pneumatology	3 hrs.	MIN252 Pastoral Care	3 hrs.
BIB105 Bible Study Methods	3 hrs.		
BIB201 Life of Christ	3 hrs.		
BIB301 Gospel of John	3 hrs.		
BIB302 Acts	3 hrs.		
THE101 Theology I	3 hrs.		
THE102 Theology II	3 hrs.		

## ASSOCIATE OF APPLIED SCIENCE IN YOUTH MINISTRIES COURSE PLANNING GUIDE

FALL MATRICULATION	First Year - Fall Semester - 15 hrs.		First Year - Spring Semester - 18 hrs.	
	BIB101 Old Testament History	3 hrs.	BIB103 New Testament History	3 hrs.
	BIB105 Bible Study Methods	3 hrs.	SCII02 Environmental Science	3 hrs.
	COM101 Introduction to Communication	3 hrs.	ENG102 English Composition II	3 hrs.
	ENG101 English Composition I	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
	MIN105 Youth Discipleship and Evangelism	3 hrs.	ENG216 Intro to Literature	3 hrs.
	GEN101 Success in College	P/F	TBD Social Science Elective	3 hrs.
	CHP101 Chapel	0	CHP102 Chapel	0
	MIN101 Ministry	0	MIN102 Ministry	0
	Second Year - Fall Semester - 14 hrs.		Second Year - Spring Semester - 16 hrs.	
	MAT102 Introduction to Contemporary Mathematics	3 hrs.	CED201 Intro to Christian Education	3 hrs.
	MIN103 Christian Ethics	3 hrs.	MIN221 Preaching Lab	1 hr.
	MIN220 Introduction to Preaching	2 hrs.	MIN252 Pastoral Care	3 hrs.
	MIN270 Youth Pastors: Programs and Ministries	3 hrs.	SOS201 Marriage and Family	3 hrs.
	THE101 Theology I	3 hrs.	SOS299 Capstone Course	3 hrs.
	CHP201 Chapel	0	YTH100 Strategies in Youth Ministries	3 hrs.
	MIN201 Ministry	0	CHP202 Chapel	0
			MIN202 Ministry	0
SPRING MATRICULATION	First Year - Spring Semester - 15 hrs.		First Year - Fall Semester - 17 hrs.	
	BIB103 New Testament History	3 hrs.	BIB101 Old Testament History	3 hrs.
	SCII02 Environmental Science	3 hrs.	BIB105 Bible Study Methods	3 hrs.
	GEN101 Success in College	P/F	COM101 Introduction to Communication	3 hrs.
	LED101 Intro to Christian Leadership	3 hrs.	ENG101 English Composition I	3 hrs.
	ENG216 Intro to Literature	3 hrs.	MIN105 Youth Discipleship and Evangelism	3 hrs.
	THE102 Theology II	3 hrs.	MIN220 Introduction to Preaching	2 hrs.
	CHP102 Chapel	0	CHP101 Chapel	0
	MIN102 Ministry	0	MIN101 Ministry	0
	Second Year - Spring Semester - 16 hrs.		Second Year - Fall Semester - 15 hrs.	
	ENG102 English Composition II	3 hrs.	MAT102 Introduction to Contemporary Mathematics	3 hrs.
	CED201 Intro to Christian Education	3 hrs.	MIN103 Christian Ethics	3 hrs.
	MIN221 Preaching Lab	1 hr.	MIN270 Youth Pastors: Programs and Ministries	3 hrs.
	MIN252 Pastoral Care	3 hrs.	SOS299 Capstone Course	3 hrs.
	SOS201 Marriage and Family	3 hrs.	TBD Social Science Elective	3 hrs.
	YTH100 Strategies in Youth Ministries	3 hrs.	CHP201 Chapel	0
	CHP202 Chapel	0	MIN201 Ministry	0
	MIN202 Ministry	0		

## CERTIFICATE IN BIBLICAL STUDIES

Upon satisfactory completion of the Certificate in Biblical Studies, the student should:

1. Learn the skills to develop strong written and professional methods of ministering the word of God.
2. Gain an understanding of biblical principles as they relate to Christian life and experience.
3. Understand sound theological principles to minister the word of God.
4. Evaluate theological positions from various perspectives.

### PROGRAM REQUIREMENTS

Total Required Courses: 30 Credit Hours

General Education - 9 Credit Hours		Church Ministries - 6 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
TBD Social Science Elective	3 hrs.	MIN104 Spiritual Formation	3 hrs.
		HIS101 Church History 1	3 hrs.
Bible and Theology - 6 Credit Hours		HIS102 Church History 2	
THE101 Theology 1	3 hrs.		
THE301 Theology and Culture	3 hrs.	Bible - 9 Credit Hours	
		BIB101 Old Testament History	3 hrs.
		BIB103 New Testament History	3 hrs.
		BIB303 Major and Minor Prophets	3 hrs.
		BIB203 Synoptic Gospels	3 hrs.
		BIB301 Gospel of John	3 hrs.
		BIB201 Life of Christ	3 hrs.
		BIB302 Acts	
		BIB211 Pastoral Epistles	
		BIB105 Bible Study Methods	
		HIS201 The Reformation	

## CERTIFICATE IN CHURCH PLANTING

Upon satisfactory completion of the Certificate in Church Planting, the student should:

1. Describe the Biblical models of church planting
2. Demonstrate an understanding of the systems and strategies for church planting

### PROGRAM REQUIREMENTS

Total Required Courses: 30 Credit Hours

General Education - 12 Credit Hours			Church Ministries - 3 Credit Hours		
COM101 Foundation in Communication	3 hrs.		LED101 Intro to Christian Leadership	3 hrs.	
ENG101 English Composition I	3 hrs.		MIN103 Christian Ethics	3 hrs.	
TBD Social Science Elective	3 hrs.		MIN104 Spiritual Formation	3 hrs.	
TBD Arts/Humanities	3 hrs.		SOS201 Marriage and Family	3 hrs.	
BIB101 Old Testament History	3 hrs.		MIN 251 Introduction to Church Planting	3 hrs.	
BIB103 New Testament History	3 hrs.		MIN 205 Church Administrative Management	3 hrs.	
BIB105 Bible Study Methods	3 hrs.				
BIB201 Life of Christ	3 hrs.				
BIB301 Gospel of John	3 hrs.				
BIB302 Acts	3 hrs.				
BIB211 Understanding the Bible for Current Ministry	3 hrs.				
THE301 Theology and Culture	3 hrs.				

## CERTIFICATE IN EVANGELISM STUDIES

Upon satisfactory completion of the Certificate in Evangelism Studies, the student should:

1. Have a sound comprehension of the scope of the five-fold ministry.
2. Understand the vital role of the ministry of helps as an assistant to the five-fold office gifts.
3. Be introduced to the foundational doctrines of the Bible.
4. Understand the biblical concept of authority.
5. Possess a solid foundation of biblical and theological course work with which to continue an education in the area of concentration studied at Valor Christian College.
6. Be able to articulate the different roles of the missionary and evangelist.
7. Understand the process of bringing persons to salvation and establishing churches overseas and the resources needed.

## PROGRAM REQUIREMENTS

Total Required Courses: 30 Credit Hours

General Education - 9 Credit Hours		Church Ministries - 6 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENGL01 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
TBD Social Science Elective	3 hrs.	MIN104 Spiritual Formation	3 hrs.
		SOS201 Marriage and Family	3 hrs.
Bible and Theology - 9 Credit Hours			
BIB101 Old Testament History	3 hrs.		
BIB103 New Testament History	3 hrs.	EVG101 Introduction to Evangelism	3 hrs.
BIB105 Bible Study Methods	3 hrs.	EVG202 Methods of Evangelism	3 hrs.
BIB201 Life of Christ	3 hrs.		
BIB301 Gospel of John	3 hrs.		
BIB302 Acts	3 hrs.		
Theology 1	3 hrs.		
Theology 2	3 hrs.		

## CERTIFICATE IN MUSIC MINISTRY

Upon satisfactory completion of the Certificate in Music Ministry, the student should:

1. Have a sound comprehension of the scope of the Music Ministry in the church.
2. Understand the vital role of music ministry as an assistant to the mission of the church.
3. Be introduced to biblical studies.
4. Understand the foundations of music theory.
5. Possess foundational knowledge to begin and assist in a music ministry program.
6. Possess a solid foundation of biblical and music course work with which to continue an education in the area of music ministry at Valor Christian College.

## PROGRAM REQUIREMENTS

Total Required Courses: 30 Credit Hours

General Education - 9 Credit Hours		Church Ministries - 3 Credit Hours	
COM101 Foundation in Communication	3 hrs.	MIN104 Spiritual Formation	3 hrs.
ENG101 English Composition I	3 hrs.		
TBD Social Science Elective	3 hrs.	MUSIC - 9 Credit Hours	
		MUM100 Fundamentals of Music Theory	P/F
Bible and Theology - 9 Credit Hours		MUM121 Praise and Worship Leadership 1	2 hrs.
BIB101 Old Testament History	3 hrs.	MUM131 Class Voice	1 hr.
BIB103 New Testament History	3 hrs.	MUM141 Class Piano 1	1 hr.
BIB105 Bible Study Methods	3 hrs.	MUM142 Class Piano 2	1 hr.
		MUM253 Valor College Choir	1 hr.
		MUM220 Church Music Administration	3 hrs.

## CERTIFICATE IN ORGANIZATIONAL COMMUNICATION

Upon satisfactory completion of the Certificate in Pastoral Studies, the graduate should have:

1. Learn the skills to develop strong written and professional oral and multimedia presentations.
2. Develop skills to build relationships in team environments.
3. Develop the art of communication for ministry across multiple cultural settings.
4. Develop effective communication strategies for use by leaders for various audiences.

### PROGRAM REQUIREMENTS

Total Required Courses: 30 Credit Hours

General Education - 9 Credit Hours		Church Ministries - 6 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
TBD Social Science Elective	3 hrs.	MIN104 Spiritual Formation	3 hrs.
		SOS201 Marriage and Family	3 hrs.
Bible and Theology - 6 Credit Hours			
BIB101 Old Testament History	3 hrs.		
BIB103 New Testament History	3 hrs.	COM101 Introduction to Communication	3 hrs.
BIB105 Bible Study Methods	3 hrs.	BUS220 Intro to Business Communication	3 hrs.
BIB201 Life of Christ	3 hrs.	MED281 Introduction to Media and Journalism	3 hrs.
BIB301 Gospel of John	3 hrs.	COM205 Communication Scripture	3 hrs.
BIB302 Acts	3 hrs.	COM102 People Development	3 hrs.
THE301 Theology and Culture	3 hrs.	BUS222 Business Communication Tactics	3 hrs.

## CERTIFICATE IN PASTORAL STUDIES

Upon satisfactory completion of the Certificate in Pastoral Studies, the graduate should have:

1. Articulate understanding of the Bible's message and history from a Pentecostal perspective.
2. Demonstrate familiarity with the basic functions of the pastoral calling.
3. Utilize acquired skills to faithfully interpret Scripture.
4. Exemplify character traits and personal qualities essential to the life of a Christian minister.
5. Exhibit responsiveness to God's presence and Christ-like boldness in the authentic exercise of spiritual gifts.
6. Show evidence of understanding how the pastoral calling relates to the other five-fold equipping ministries.
7. Demonstrate awareness of opportunities and challenges associated with ministering in contemporary contexts.

## PROGRAM REQUIREMENTS

Total Required Courses: 30 Credit Hours

General Education - 9 Credit Hours		Church Ministries - 6 Credit Hours	
COM101 Foundation in Communication	3 hrs.	LED101 Intro to Christian Leadership	3 hrs.
ENG101 English Composition I	3 hrs.	MIN103 Christian Ethics	3 hrs.
TBD Social Science Elective	3 hrs.	MIN104 Spiritual Formation	3 hrs.
		SOS201 Marriage and Family	3 hrs.
Bible and Theology - 9 Credit Hours			
BIB101 Old Testament History	3 hrs.		
BIB103 New Testament History	3 hrs.	EVG101 Introduction to Evangelism	3 hrs.
BIB105 Bible Study Methods	3 hrs.	MIN226 Principles of Pastoral Leadership	3 hrs.
BIB201 Life of Christ	3 hrs.		
BIB301 Gospel of John	3 hrs.		
BIB302 Acts	3 hrs.		
Theology 1	3 hrs.		
Theology 2	3 hrs.		

## ONLINE PROGRAMS

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### Mission

The Online Program works to enhance the mission of Valor Christian College to educate and train ministers and Christian leaders in academic excellence, moral integrity, spiritual intensity and physical purity to be agents of change and models of character and to serve Christ professionally in the advancement of His Kingdom. The changing world of which we are a part heightened the need for ministerial education and training beyond the scope of the traditional program of study. Valor Christian College meets this need online by expanding our vision of education while maintaining our mission.

### Philosophy

The Online Program faculty and staff believe in a solid core of general education and Bible. It is designed to minister to students through online devotion, personal care and professional services. Online courses offer delivery systems that allow one to study anytime and anywhere via the Internet. Courses can be completed for credit toward a degree from Valor as well as to enhance one's certification and/or education. Our faculty and staff connect personally with students. Phone calls, email and interactive assignments are important parts of this program.

### NC-SARA

Valor Christian College is a member of NC-SARA. This is the National Council for State Authorization Reciprocity Agreements <http://nc-sara.org/>. SARA pertains to the approval of distance education courses and programs offered across state lines by postsecondary institutions that already have degree authorization in at least one state. SARA membership allows students from all participating states to take online classes through Valor Christian College.

### How a Student Attends an Online Course

All online courses are offered in Populi. This is the Valor Christian College Learning Management System. Every online student must take an orientation class before beginning their online education. This class is also online and it familiarizes the student with how to be successful at taking online classes. Therefore, it increases one's success rate.

As in a traditional classroom, online students read texts, conduct research, take notes, answer questions, write papers, and participate in discussions. These activities are conducted via the Internet and email. Students may also work together on case studies, group projects, class reports and other activities.

### Registration Prepayment and Refunds for Online Courses

The schedule for online registration is published annually by the Registrar's office along with financial policies. Most often, the registration will occur on or around the same time as the campus student registration. Students must adhere to all deadlines and policies. Online courses continue during the summer. The summer term is available from late May into July.

## Veterans Affairs Benefits

Valor online courses qualify for veteran's benefits in that courses meet the criteria below.

1. Interaction at the student's discretion is available in all courses. A minimum of interaction is specified within the individual course.
2. There are weekly requirements for students, which may include reading and/or written assignments, as well as exams, depending on the class.
3. Online and on campus classes have the same grading scale.
4. Online class technology provides each instructor the ability to track each student's pursuit time.
5. Online class technology allows students to interact with instructors and other students.
6. Online classes are of equal credit with on-campus classes.
7. Online classes must be completed within the same semester period as on campus classes.

Provisions for dropping a course and refunds parallel those of classes meeting in the traditional classroom setting.

## Registering for Online Courses and Textbooks

A list of current courses is available on the web page for Valor: [www.valorcollege.edu/online](http://www.valorcollege.edu/online). Course descriptions and available online. The syllabus and textbooks are built into the Course and students gain access to this information at the start of the semester.

## Official Withdrawal from an Online Class / Program

Campus students taking an online class must complete an official withdrawal form and submit it to the Registrar to withdraw from a class. Online students wishing to withdraw from an online class need to follow the procedures listed below:

1. Students must complete the Official Withdrawal Form provided by the Registrar. You are not officially withdrawn from the course until you receive official notification from the Registrar. Students must adhere to the add/drop dates of the term.
2. Your confirmation should include the date the withdrawal was official. All withdrawals are then processed by the Finance Office to determine the status of your account. You will receive notification of your balance or credit within 30 days of your withdrawal.

You should keep a copy of the confirmation for your records.

**PLEASE NOTE:** Students are encouraged to counsel with the Online Coordinator or the Registrar before a withdrawal is approved, the effective date of a withdrawal will be when the Withdrawal Request Form is received. Please pay close attention to all official deadlines. Withdrawing from courses will extend time to completion.

## Tuition Refund Policy

Fall 2022 Online Session 1 Refund Schedule		
FALL SEMESTER	100% Refund	Withdrawal Prior to August 22, 2022
	75% Refund	August 22 – August 25
	50% Refund	August 26 – August 29
	25% Refund	August 30 – September 2
	0% Refund	Sept 3 and After
	Fall 2022 Online Session 2 Refund Schedule	
	100% Refund	Withdrawal Prior to October 24, 2022
	75% Refund	October 24 – October 27
	50% Refund	October 28 – October 31
	25% Refund	November 1 – November 4
	0% Refund	November 5 and After
SPRING SEMESTER	Spring 2023 Online Session 1 Refund Schedule	
	100% Refund	Withdrawal Prior to January 17, 2023
	75% Refund	January 17 – January 20
	50% Refund	January 21 – January 24
	25% Refund	January 26 – January 28
	0% Refund	January 29 and After
	Spring 2023 Online Session 2 Refund Schedule	
	100% Refund	Withdrawal Prior to March 20, 2023
	75% Refund	March 20 – March 23
	50% Refund	March 24 – March 27
	25% Refund	March 28 – March 31
	0% Refund	April 1 and After
Summer 2023 Online Refund Schedule		
	100% Refund	Withdrawal Prior to May 29, 2023
	75% Refund	May 30 – June 2
	50% Refund	June 3 – June 6
	25% Refund	June 7 – June 10
	0% Refund	June 11 and After

For Online Withdrawals Only: Summer 2023 Dates will be posted once the new term is finalized.

To receive a 100% refund, classes must be dropped before classes begin as indicated in the above chart. A class must be dropped by the last day of the period indicated in order to receive the refund indicated for that period. For example, if a class is withdrawn on day 3 from the start of class, there will be a 75% refund. However, if the class is dropped on day 5, the refund will only be 50%. (Requests for withdrawal will be recorded on the next business day if received after 5:00 PM Eastern Standard Time.)

### Unofficial Withdrawal from the Online Program

If a student ceases attending or participating in the online program but does not officially notify the school of their withdrawal, the school will treat the student as withdrawn after 14 days of the student's last date of accessing the course site. The last day of attendance will be the last day the student attends or participates in any online class.

## Online Technology Requirements

### Basic Technology (Required)

You will need a computer, modem, and phone or broadband connection to receive and send class materials. A fast computer, and a fast Internet connection will always give you a better experience.

### An Internet Service Provider (Required)

The online classes require students to connect to the Internet to view the course content and to download class discussion notes. In order to connect to the Internet, you will need an Internet Service Provider (ISP). There are many options available. It is your responsibility to be sure you have an ISP you can access and one that will not filter our web sites or discussion group server.

### Microsoft Word (Required)

You will be creating various assignments for your online classes that will require a Word Processor. We require that you use Microsoft Word since any files sent to the class must be saved as a Word Document. All classes will require the use of Microsoft Word. All classes also require students to use the spelling and grammar checker.

### Microsoft Excel and PowerPoint (Required)

In some of your classes, you will be required to access files and create files using Microsoft Excel and PowerPoint. While you can wait and purchase these programs when needed, you are much better purchasing the Microsoft Office Professional that includes all the programs you will need.

### Anti-Virus Software (Required)

It is essential that students protect themselves and others from the potential damage that can be done from a computer virus. We require that each online student have an anti-virus software program installed on their computer and actively running while taking classes. Any student who allows a virus to enter the system will be removed from class until they can demonstrate that their system is clean and that they have an anti-virus software program monitoring their system.

### Anti-Spyware Software (Highly Recommended)

Students are strongly encouraged to check their system often (at least weekly) for spyware

## Textbooks

Valor has transitioned to all digital books. Links to digital books are added to each class in Populi. Students are to identify the link and create the appropriate account where the digital book is stored. Some resources may be linked to the Valor Christian College Library at <https://www.galepages.com/cana89207> using the password (valor). The costs of textbooks and other digital resources are included in the Education Resources fee added to tuition.

# COURSE DESCRIPTIONS

## Accounting

ACT101	ACCOUNTING I	3 hrs.
	A basic understanding of accounting theory, practices and procedures through the accounting cycle; transaction analysis and recording in journals and ledgers.	
ACT102	ACCOUNTING II	3 hrs.
	<u>Prerequisite:</u> ACT101	
	This course is a continuation of Accounting I and includes asset valuation, measuring and reporting of the equities of creditors and owners, partnership and corporation forms, income taxes and financial analysis.	

## Bible

BIB101	OLD TESTAMENT HISTORY	3 hrs.
	A historical and thematic survey of the Old Testament, with particular attention given to the cultural, historical, and geographical background of the literature, and to practical applications of major Old Testament themes and theological issues. Special emphasis is placed on the connections of Old Testament Literature with New Testament Literature as the standard for Christian faith and practice.	
BIB103	NEW TESTAMENT HISTORY	3 hrs.
	A historical and thematic survey of the contents and theological issues of each New Testament book, with particular attention given to the cultural, historical, literary genre, and geographical preparation of the world for the birth of Christ, and the impact of the Gospel message in New Testament times.	
BIB105	BIBLE STUDY METHODS	3 hrs.
	Methods and strategies for communicating biblical truth. Specific methods of Bible study are examined along with how these methods apply to various types of biblical literature. Students have opportunity to apply course content by constructing and presenting lessons.	
BIB107	UNDERSTANDING THE BIBLE FOR CURRENT MINISTRY	3 hrs.
	An overview of approaches and methods used in biblical interpretation with attention given to styles, which strengthen personal spiritual growth and biblical knowledge, including the factors of presuppositions, historical context, figurative language, and genre.	
BIB201	LIFE OF CHRIST	3 hrs.
	This course is a survey of the Person and work of the Lord Jesus Christ, from His pre-existence to His eternal reign. Included is a focus on Old Testament types and prophecies, as well as His authority, character, the hypostatic union, kenosis, suffering, death, resurrection and present day ministry.	
BIB203	Synoptic Gospels	3 hrs.
	This course is an introductory study of the life and times of Jesus Christ, according to the Gospels of Matthew, Mark, and Luke. It examines the background of the world into which Christ came. The course will focus on Christ's life from the annunciation to the ascension. This course is organized around three themes; "the world, the man, and the message."	
BIB211	PASTORAL EPISTLES	3 hrs.
	The course will be an inductive study of Paul's Pastoral Epistles, including I Timothy, II Timothy, and Titus and will utilize exegetical, synthetic, and systemic approaches.	

<b>BIB223</b>	<b>OLD TESTAMENT POETIC LITERATURE</b> A study of the Old Testament Poetic Literature including Job, Psalms, Proverbs, Ecclesiastes and Song of Solomon. Attention is given to the nature, purpose, function, types and growth of poetry and wisdom literature in ancient Israel. The course also gives attention to the hermeneutical principles used in interpreting these books.	<b>3 hrs.</b>
<b>BIB301</b>	<b>Gospel of John</b> This course studies the Gospel of John by looking at the content and theological themes within. Attention will be given to the Old Testament background to the Gospel, the significance of signs, Jesus' use of figurative language concerning himself, as well as his teaching about the Holy Spirit. Our study will emphasize the trustworthiness of the Gospel as well as the theological insight into the ministry of Jesus it presents.	<b>3 hrs.</b>
<b>BIB302</b>	<b>ACTS</b> A study of the triumphant spread of the Gospel through the power of the Holy Spirit, from the narrow borders of Judaism into the Gentile world as told by Luke in the Book of Acts. Also, examines the characteristics of God, the person of the Holy Spirit, the gifts and fruit of the Holy Spirit and the anointing of the Holy Spirit operational in the life of the believer today.	<b>3 hrs.</b>
<b>BIB303</b>	<b>MAJOR AND MINOR PROPHETS</b> This course is a study of the major and minor prophets and their writings. It is an introduction to the origin development of prophecy among the Hebrews, a study of the Hebrew prophets who lived and preached in the nations of Judah and Israel; and an examination of the historical, social, and religious implications of their message.	<b>3 hrs.</b>

## Business

<b>BUS101</b>	<b>INTRODUCTION TO BUSINESS</b> This course introduces both business and non-business majors to various fields of business study. Topics include foundations of business and economic systems, management and leadership styles, entrepreneurship, motivational theory and techniques, personnel and production management, accounting, information systems, business law, union/management relations and global issues. The course prepares students for higher-level business study and explores a variety of major options and career paths.	<b>3 hrs.</b>
<b>BUS210</b>	<b>BUSINESS LAW</b> This course is a basic study of the fundamentals of legal liability, the growth of our legal system, and the legal rights, duties and obligations of the individual. Specifically covered are law and society, contracts, agency and employment. Where applicable, the Uniform Commercial Code is used as the basis for statutory interpretation.	<b>3 hrs.</b>
<b>BUS220</b>	<b>BUSINESS COMMUNICATION</b> This class focuses on the specific application of writing, speaking and other communication skills in an organizational environment. Topics include internal communication, media relations, branding, preparing printed and digital communication materials including PowerPoint and other presentation software, meeting planning, group facilitation and other essential skills.	<b>3 hrs.</b>
<b>BUS230</b>	<b>PRINCIPLES OF MARKETING</b> Explains marketing's role in the marketplace and in the organization, target market analysis, the marketing mix, international marketing, and social criticisms of marketing.	<b>3 hrs.</b>

BUS240	<b>PRINCIPLES OF MANAGEMENT</b>	3 hrs.
	Focuses on the basic management skills of planning, organizing, leading and controlling, with additional emphasis on ethics and social responsibility and management skills for the future. This course deals with understanding the manager's job, decision making, motivation, leading change and innovation.	
BUS301	<b>INTRODUCTION TO HUMAN RESOURCES</b>	3 hrs.
	This course is an introduction to the overall needs and functions within Human Resources. The course will cover the many legal issues of considering people for employment, the selection process, training, career development, managing compensation and benefits, labor relations, employee rights and discipline, and safety and health.	
BUS310	<b>STRATEGIC BUSINESS LEADERSHIP</b>	3 hrs.
	This course introduces the key concepts, tools, and principles of strategy formation, strategy implementation, and strategy evaluation. The course develops the concept of strategic thinking for leaders in business and ministry for effective organizational design and project outcomes.	
BUS311	<b>BUSINESS AND BUDGETING</b>	3 hrs.
	This course introduces the key concepts, tools, and principles of strategy formation, strategy implementation, and strategy evaluation. The course develops the concept of strategic thinking for leaders in business and ministry for effective organizational design and project outcomes.	
BUS312	<b>HUMAN SERVICES</b>	3 hrs.
	This course will examine the art of interpersonal ministry, involving active listening, compassionate caring, eliciting additional information, guiding people to wise choices, and providing scriptural mandates for continued spiritual growth and development. Information will also be provided about ways to redemptively challenge unrighteous behavior, model principles for spiritual growth and guide people to fulfill their God-given potential.	
BUS401	<b>LEADERSHIP IN CRISIS MANAGEMENT</b>	3 hrs.
	The course is designed to teach students effective strategies for managing a team during challenging situations that can impact an organization.	

## Christian Education

CED201	<b>INTRODUCTION TO CHRISTIAN EDUCATION</b>	3 hrs.
	This course is a study of the basic principles and theory of Christian Education within the local Church. The student will develop a personal philosophy of Christian Education. The course introduces age characteristics and needs, as well as different teaching and learning methods.	

## Church Planting

CPL101	<b>INTRODUCTION TO CHURCH PLANTING I</b>	3 hrs.
	This course will provide the student with an understanding of the biblical and theological aspects of church planting in the global context with a specific focus on the missional possibilities in North America. The aspiration of this course is that upon completion the students will possess an understanding of the tools and strategies necessary to plant a Pentecostal church that glorifies Jesus, reaches people who do not know Christ and multiplies itself.	
CPL102	<b>INTRODUCTION TO CHURCH PLANTING II</b>	3 hrs.
	The expansion of the Kingdom of God through the planting of divinely patterned local churches. Basic principles for planning and starting a church will be discussed. Focus is given to help students discover and align God's purpose for their life with His plan for the Local Church, and the Last Days Harvest.	

CPL 110	<b>MIXED MEDIA METHODS IN MINISTRY</b> Incorporating current technology to maximize organization, assimilation, discipleship, marketing, communication and worship for the local church.	3 hrs.
CPL 111	<b>CHURCH ADMINISTRATIVE MANAGEMENT</b> A study of the functions of church management. Includes the analysis and the planning, organization, staffing, controlling, and directing responsibilities of a manager and the theory and applicability of management by objectives. The course provides a working knowledge of the administration of a local independent Pentecostal church including budget planning and implementation. The student will learn to manage a team of their peers in the planning, implementation, and assessment of a ministry project.	3 hrs.
CPL 200	<b>CURRENT CHURCH MODALITIES</b> Provides insight along with practical implication processes for current modalities of the local church. Specific attention will be given to the online delivery option and its overall reach and impact.	3 hrs.
CPL 300	<b>ONLINE DISCIPLESHIP METHODS</b> Examines the biblical understanding of discipleship and how that growth process can be activated in a meaningful way through an online platform. Various models and technological tools will be discussed for an intentional, biblical and relational application of discipleship.	3 hrs.
CPL 400	<b>ONLINE CHURCH APPLICATION PROJECT</b> Practical application and integration of online technology tools within a church setting. This course includes some topically-guided course content, in addition to a required practical project building an online church component that is intentional, relational and impactful.	3 hrs.

## Communication

COM101	<b>INTRODUCTION TO COMMUNICATION</b> An overview of theories, processes and models of communication. Topics include interpersonal and group communication, media literacy and types of public communication.	3 hrs.
COM102	<b>PEOPLE DEVELOPMENT</b> An overview of personality typing instruments and their application in building relationships and teams in an organizational development, combined with theological and practical applications for maximizing the student's productivity in all aspects of life and ministry.	3 hrs.
COM201	<b>FUNDAMENTALS OF SPEECH</b> A course designed to introduce the student to the principles of public speaking, including research, analysis, organization, writing, and delivery.	3 hrs.
COM202	<b>INTERPERSONAL COMMUNICATION</b> An intensive theoretical and practical study of the major factors impacting communication between individuals and among small groups. Detailed attention is paid to listening skills and awareness of the verbal and non-verbal factors that influence interactions. Cultural factors impacting communication are also given special attention.	3 hrs.
COM203	<b>INTERCULTURAL COMMUNICATION</b> A course designed to introduce the student to the art of communication for ministry in various cultural settings. The course examines the vital role culture plays in spreading the Gospel with emphasis on the origins and development of people groups from a cross-cultural perspective. Students learn to apply communication skills through hands on experiences in various situations.	3 hrs.

COM205	<b>COMMUNICATING SCRIPTURE</b> An intensive writing course focused on imparting the truth of Scripture through various genres of the written and spoken word, exclusive of preaching. Students will prepare curriculum for various age groups, short articles for printed publications and the Web, and teaching articles and presentations.	3 hrs.
COM301	<b>VISUAL COMMUNICATIONS</b> An intensive review of factors that go into making printed and electronic communication deliverables attractive to the eye and effective in transmitting the organization's message. Impact of color, use of still images and video and typography are covered. The course does not require special artistic talent to complete successfully.	3 hrs.
COM302	<b>PEOPLE DEVELOPMENT II</b> An overview of personality typing instruments and their application in building relationships and teams in an organizational development, combined with theological and practical applications for maximizing the student's productivity in all aspects of life and ministry.	3 hrs.

## Economics

ECON101	<b>ECONOMICS</b> This course introduces students to the fundamentals of microeconomic theory. It deals with the behavior of individual economic units that are small relative to the national economy. The course explains how consumers, workers, investors, owners of land, and business firms make their decisions, and how they interact to form larger units of markets and industries.	3 hrs.
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## English

ENG099	<b>INTRODUCTION TO COMPOSITION</b> <u>Required:</u> Freshman year enrollment (if applicable) A developmental course in the fundamentals of grammar, punctuation, paragraph development and essay structure. It is required for students with a score of 16 or less on the English portion of the ACT or less than 420 on the verbal portion of the SAT. No college credit is given. Upon successful completion of this course, students must enroll in ENG101.	3 hrs.
ENG101	<b>ENGLISH COMPOSITION I</b> An introduction to college-level writing. Students undertake an intensive grammar review and also learn to develop original writings in diverse genres. The course includes a study of the thesis, paragraph, and basic essay structure.	3 hrs.
ENG102	<b>ENGLISH COMPOSITION II</b> <u>Prerequisite:</u> ENG101 (or equivalent) A course designed to reinforce the skills covered in Intermediate Composition, reviewing paragraph development, avoiding unclear sentence structure, and emphasizing writing style and vocabulary development. A major composition in the form of a persuasive research paper is required. The focus of this class is primarily the process of acquiring a research technique as it supports writing.	3 hrs.
ENG212	<b>CHILDREN'S LITERATURE</b> An overview of the field of children's literature. Special attention is given to literary and artistic standards of each genre, significant titles and trends in secular and Christian markets, methods of selecting, adapting, preparing, and presenting stories. Students have the opportunity to read and present several stories.	3 hrs.

ENG216	<b>INTRODUCTION TO LITERATURE</b>	3 hrs.
	A survey course designed to provide a basic understanding of three principal literary genres: fiction, poetry, and drama. Students will develop the ability to read all three with the critical appreciation of a mature reader. This will allow students to use verbal and written discourse about literature to clarify their thinking on the basis of sound literary evidence.	
ENG301	<b>ADVANCED COMPOSITION</b>	3 hrs.
	This is an intermediate writing class that completes the second composition class requirement which more closely studies topics specific to business purposes. Focusing on writing skills for professional situations, and examines conventionally stylized forms of letters, memos (electronic and traditional), and formal reports. Additionally, this course analyzes the use of generally accepted/expected formats for typical documents such as brochures, résumés, and portfolios, as well as non-verbal communication skills.	

## Evangelism

EVG101	<b>INTRODUCTION TO EVANGELISM</b>	3 hrs.
	The course provides the student with an introductory overview of the ministry of evangelism. Emphasis is placed on developing a Christian worldview that engages the culture with the Good News. Students will develop a biblical and theological understanding of evangelism and will be equipped to be more effective in personal evangelism.	
EVG102	<b>HISTORY OF REVIVALISTS</b>	3 hrs.
	A concise historical survey of the lives of significant leaders who gave themselves to repentance and prayer, hungering for revival fires in their generation.	
EVG202	<b>METHODS OF EVANGELISM</b>	3 hrs.
	This course will present the various methods of evangelism giving the students opportunity to demonstrate those methods in the field. Attention will be given to the changing culture in America and what strategies the modern day Christian and church leader must employ to overcome the walls the unchurched have built in our society.	
EVG208	<b>THE EVANGELIST'S LIFE AND MINISTRY</b>	3 hrs.
	The biblical basis, spiritual requirements, functions, and ethics of evangelistic ministry. The course explores the history and practice of the ministry of the evangelist. Attention is given to the preparation and preaching of the evangelistic sermon, the altar service, and the scheduling and promotion of evangelistic services. Changing paradigms of evangelistic ministry and their impact upon the local church are also considered.	
EVG301	<b>ADVANCED METHODS OF EVANGELISM</b>	3 hrs.
	This course is an extension of Methods of Evangelism with a focused attention on modern tools, missional living, and programs for church led evangelism. Special attention will be given to communicating the faith in various ways that is relevant to the listening culture today.	
EVG401	<b>EVANGELISM AND THE WORK OF THE HOLY SPIRIT</b>	3 hrs.
	Evangelism and the Work of the Holy Spirit. This course focuses on the importance of sharing the Gospel message through the power of the Holy Spirit in proclamation, prayer and signs, wonders and miracles. Students will be taught the importance of being filled with Spirit so they might more effectively evangelize the lost with a genuine demonstration of the power of the Holy Spirit.	

## General

GEN101	<b>SUCCESS IN COLLEGE</b>	P/F 0 hr.
	Combines theory and practice in learning skills needed for success in college and life, such as study skills, time management, building relationships managing money and other skills required for independent living. Students with a bachelor's degree or higher or with 24 or more semester hours of college credit, having received a minimum of 3.0 overall GPA, can petition to be given credit for the course.	

## Government

GOV101	<b>AMERICAN GOVERNMENT</b>	3 hrs.
	This course is a study of the institutions and processes of American government and politics at the national, state and local levels, with attention to policymaking and the relationship between citizenship and Christian faith. A practical hands-on experience of ministry will be included within the context of the Center for Moral Clarity.	

## History

HIS101	<b>CHURCH HISTORY I</b>	3 hrs.
	A survey of the expansion of Christianity from Pentecost to the Reformation, with special attention given to major historical movements, leaders, and theological issues.	
HIS102	<b>CHURCH HISTORY II</b>	3 hrs.
	A survey of the expansion of Christianity from the Reformation to the present, with special attention given to major historical movements, leaders, and theological issues.	
HIS103	<b>HISTORY OF MISSIONS</b>	3 hrs.
	A study of the methods, principles, aims and progress of Apostolic missions. Various periods of the missionary endeavor through the rise of Islam, the Reformation, William Carey, Adonirum Judson and the period for modern missions are studied.	
HIS104	<b>WORLD HISTORY</b>	3 hrs.
	This is an introductory course to human history around the globe from the origins of humankind to approximately the year 1500 AD. Throughout the semester, students will become familiar with the development of, and interactions between, peoples, states, civilizations, and empires. Among the topics we will examine are the rise of cities, the evolution of technology and navigation, the development of means of communication, the importance of agriculture, the rise and fall of empires, the evolving conduct of warfare, the emergence of intellectual thought and local and world religions.	
HIS201	<b>THE REFORMATION</b>	3 hrs.
	This course examines the sixteenth century transformation of late medieval Christianity that historians call the Reformation. Made up of dozens of separate Protestant and Catholic reformations, these changes significantly altered most Europeans' religious experience. The will explain the background and underlying causes of these reformations had in common---Protestant as well as Catholic---and why they ultimately sought to remake their own society as a Kingdom of Christ on earth. The various religious wars and political rivalries of the sixteenth and early seventeenth century will also be stressed.	

## Humanities

HUMI04	COMPARATIVE RELIGIONS	3 hrs.
	This course is a historical survey of current world religions and sects emphasizing the major beliefs, literature, culture, worldviews and ethics of various religions.	

## Language

LAN201	INTRODUCTION TO NEW TESTAMENT GREEK	3 hrs.
	This course is a basic introduction to New Testament Greek vocabulary and grammar and should equip the student for beginning to read the Greek NT and the LXX, as well as for subsequent study in syntax and exegesis.	
LAN205	INTRODUCTION TO BIBLICAL HEBREW	3 hrs.
	This course will introduce the study of the basic elements of the Hebrew Language used in the Old Testament. Students will learn the major components of the Hebrew verb system, nouns, prepositions, and other parts of the language. Students will read aloud and translate basic sentences. Students will practice reading and translating sentences from the textbook as well as verses from the Hebrew Bible.	

## Leadership

LEDI01	INTRODUCTION TO CHRISTIAN LEADERSHIP	3 hrs.
	An overview of scriptural principles of relating to other individuals in individual, small group, family and organizational settings. Emphasis is placed on the leadership principles of Jesus and Paul, and the skills required to influence others from various positions in an organization.	
LEDI05	THEOLOGY OF LEADERSHIP	3 hrs.
	An intensive study of leadership examples and lessons found in Scripture, examining contemporary philosophies and practices of leadership in light of God's Word.	
LED301	ADVANCED CHRISTIAN LEADERSHIP	3 hrs.
	An intensive study of what effective leaders do to influence peers, superiors and subordinates, both in churches and other Christian ministries and in secular for-profit and nonprofit organizations. Specific attention is paid to the spiritual qualities necessary for leadership and the inner-life and outer-life concerns leaders must attend to if they are to represent Jesus Christ effectively in their professional roles.	
LED203	DYNAMICS OF TEAM LEADERSHIP	3 hrs.
	This course will provide insights into leadership relationships, developing teams, coaching and diagnosing team effectiveness, empowerment, servant leadership, and the internal / external effects that team building has on the organizational community.	
LED305	THEOLOGY OF LEADERSHIP II	3 hrs.
	Advanced studies in leadership through principles revealed in Scripture and through the works of contemporary ministry leaders. Students will research and write independently about biblical leadership principles and also will prepare a teaching presentation for their classmates.	

## Mathematics

MAT099	<p><b>FUNDAMENTALS OF MATH</b></p> <p><u>Prerequisite:</u> MAT099 (or an ACT score of 16-26, SAT 370-609)</p> <p>This course studies the algebra and mathematics necessary to solve problems that involve critical thinking skills and uses the basic laws of science, consumer math and statistics. Topics include story problems, quadratic equations, exponents, polynomials, factoring, percentages, and linear equations.</p>	
MAT102	<p><b>INTRODUCTION TO CONTEMPORARY MATHEMATICS</b></p> <p>A course studying the fundamentals of basic business concepts.</p>	3 hrs.

## Media

MED111	<p><b>AUDIO AND LIGHT PRODUCTION</b></p> <p>Introduction to the principles of audio and light in video, television, radio, theatre, and music. Study of the practical concepts, techniques, and terms of audio and light production.</p>	3 hrs.
MED142	<p><b>SINGLE CAMERA VIDEO</b></p> <p>Introduces the student to the various facets of single camera video production providing a treatment of each step involved in the preproduction, production, and postproduction stages. Discussion is given to the appropriate and creative use of videos in ministering the Gospel.</p>	3 hrs.
MED213	<p><b>MEDIA ELECTIVE</b></p> <p>Practical application of media production skills through hands-on experience with various media projects.</p>	3 hrs.
MED261	<p><b>SCENE DESIGN</b></p> <p>Study of working methods of stage and film set design. Exploration of theory, process, and practice. Fundamentals explored through sketches, drafting, and models. Stage scenery construction will be investigated and practiced in a departmental production.</p>	3 hrs.
MED262	<p><b>TV STUDIO PRODUCTION</b></p> <p>An introduction and experience for the student in the principles and basic skills of TV studio production. The primary focus is on its unique language, its equipment, and its potentials and limitations as a medium for propagating the Gospel.</p>	3 hrs.
MED280	<p><b>SCRIPTWRITING</b></p> <p>This course is designed to learn about film and television screenplay structure, analyze dramatic strategies to film and television and learn to apply correct script form.</p>	3 hrs.
MED281	<p><b>INTRODUCTION TO MEDIA AND JOURNALISM</b></p> <p>A comprehensive overview of the types of print, broadcast and digital channels of media and their application for Christian ministry. Emphasis on the use of radio, television, Internet and social media to advance the Gospel.</p>	3 hrs.
MED282	<p><b>MEDIA COMMUNICATION</b></p> <p>This course offers instruction about the diverse skills needed by communication professionals in ministries and other organizations. Subjects include media relations, group facilitation, social media administration and communication strategy development.</p>	3 hrs.
MED283	<p><b>MEDIA APPLICATIONS I</b></p> <p>An introduction to the creation and development of communication materials. Students will also work on a project to develop their skills in graphic arts and editing.</p>	3 hrs.

MED 284	<b>MEDIA THROUGH PHOTOGRAPHY</b> This course is designed to introduce students to the basic elements of photography.	3 hrs.
MED300	<b>MEDIA APPLICATIONS II</b> An intensive course focused on the creation and development of communication materials. Students will also work on a project to develop their skills in graphic arts and editing.	3 hrs.
MED400	<b>VIDEO, EDITING AND DESIGN</b> An intensive course focused on developing the skills to work with videos, the basics of editing and design formatting.	3 hrs.

## Ministry

MIN100	<b>INTRODUCTION TO MUSIC THEORY</b> A Christian perspective on the science of human duty is presented along with a discussion of the major problems and both ancient and modern solutions.	P/F 0 hrs.
MIN103	<b>CHRISTIAN ETHICS</b> A Christian perspective on the science of human duty is presented along with a discussion of the major problems and both ancient and modern solutions.	3 hrs.
MIN104	<b>SPIRITUAL FORMATION</b> This course focuses on the development of the fruit of the Spirit in the believer's life, with emphasis on the spiritual disciplines necessary to accomplish growth in grace; as well as the concept of authority, including the consequences of obedience and rebellion and proper relationships between those in authority and those under authority.	3 hrs.
MIN105	<b>YOUTH DISCIPLESHIP AND EVANGELISM</b> Developing an effective strategy for youth Discipleship and Evangelism. This involves the practical aspects of sharing faith and positive ways to win others to Christ. Emphasis is on mentoring and the leadership development of youth advisors and students. Other emphases include, leading students in developing a devotional life, the study of existing youth discipleship programs, and the application of small group dynamics.	3 hrs.
MIN106	<b>ASSIMILATION AND DISCIPLESHIP</b> The study of how to develop and direct discipleship and assimilation programs within the church. Includes small group principles, dynamics and problems. Also considers the way to develop Christian disciples and gives practical guidelines for implementing discipleship in the church. (Also listed as MIN 254)	3 hrs.
MIN201	<b>CHURCH ADMINISTRATIVE MANAGEMENT</b> A study of the functions of church management. Includes the analysis and the planning, organization, staffing, controlling, and directing responsibilities of a manager and the theory and applicability of management by objectives. The course provides a working knowledge of the administration of a local independent Pentecostal church including budget planning and implementation. The student will learn to manage a team of their peers in the planning, implementation, and assessment of a ministry project. (Also Listed as CPL III)	3 hrs.
MIN220	<b>HOMILETICS I</b> A study will be made of the fundamentals of preaching, providing principles of outline construction and delivery techniques. A survey of various sermon types and technical aspects of each will be made.	2 hrs.

MIN221	<b>Homiletics PREACHING LAB</b> <u>Prerequisite:</u> MIN220 A course designed to implement the homiletical instruction received in Introduction to Preaching. Various types of sermons are assigned to the student throughout the semester in an attempt to promote the development of individual style. The course consists of two hours of lab on a weekly basis for one semester and is designed for practical in-class sermon delivery.	1 hr.
MIN223	<b>HOMILETICS II</b> This course is the study and practice of using guiding principles involved in the preparation and delivery of sermons. Special attention will be given to the mechanics of proper homily construction, audience awareness, and delivery that includes the whole counsel of God: biblically, doctrinally, practically, and experientially.	3 hrs.
MIN226	<b>PRINCIPLES OF PASTORAL LEADERSHIP</b> The course will provide the student with an understanding of the biblical and theological aspects of Christian leadership and how to develop as a leader called to serve the body of Christ.	3 hrs.
MIN252	<b>PASTORAL CARE</b> The course is a study on the work of the pastor as the shepherd and caregiver to God's people within the community of faith. Practical applications within this class will encompass hospital and home visitation, mock weddings, funerals, baptisms and communion, and Christian counseling and deliverance as a tool for the pastoral ministry.	3 hrs.
MIN270	<b>YOUTH PASTORS: PROGRAMS AND MINISTRY</b> The purpose of this course is to teach interpersonal relationship and leadership skills. The individual who plans to become a youth pastor will learn how to relate to pastors, church staffs, church boards, parents and people that he or she will be responsible to work with. Emphasis will also be placed on management skills, vision, the role, and responsibilities of the youth pastor, personal growth, integrity, and legal issues in ministry.	3 hrs.
YTH100	<b>STRATEGIES FOR YOUTH MINISTRY</b> Provides a comprehensive philosophy of youth ministry. Goal setting, writing a mission statement, the call of a youth pastor, and developing a personal philosophy of youth ministry are covered. Students learn to develop a youth program consistent with their philosophy of youth ministry. Practical aspects covered include: planning youth events, church calendar logistics, and developing a teaching/preaching schedule.	3 hrs.
MIN303	<b>Christian Ethics II</b> This course is a study of the ethical and moral issues of our times. This includes a definition of the different worldviews in our society today. Many of the cultural issues of our day will be discussed including divorce and remarriage, abortion, euthanasia, civil disobedience, war and peace. This course will define each of these issues in light of the God centered worldview found in Scripture.	3 hrs.
MIN304	<b>SPIRITUAL FORMATION II</b> This course builds upon the spiritual disciplines from Spiritual Formation I. The course will focus on strategies to commit to a life fully surrendered to God through sanctification and develop personal spiritual resources to maintain personal spiritual strength necessary to be in ministry to others.	3 hrs.
MIN305	<b>INTRODUCTION TO FAMILY MINISTRY</b> This course is a survey of the challenges commonly encountered in families in various seasons of life that are most likely to cause family members to appeal to a minister for help. The course will emphasize a study of the most helpful scriptural principles and resources that can be used by those in ministry to help resolve these challenges.	3 hrs.

MIN306	<b>MULTICULTURAL MINISTRY</b> An introduction to the fundamentals of multicultural ministry and to the mandate directing the Church to reach all cultures and generations. The course will also point out the value to understand the values, beliefs, and assumptions that motivate the behavior of people of different cultures and generations.	3 hrs.
MIN310	<b>DEVELOPING A SERVANT'S HEART</b> This course explains the one constant in youth culture and that is change. The course will identify and examine past, present and potential trends within youth culture to capitalize on them for successful evangelism and discipleship of youth.	3 hrs.
MIN321	<b>STRATEGIES FOR YOUTH MINISTRY</b> Provides a comprehensive philosophy of youth ministry. Goal setting, writing a mission statement, the call of a youth pastor, and developing a personal philosophy of youth ministry are covered. Students learn to develop a youth program consistent with their philosophy of youth ministry. Practical aspects covered include: planning youth events, church calendar logistics, and developing a teaching/preaching schedule.	3 hrs.
MIN402	<b>MINISTRY IN A GLOBALIZED WORLD</b> This course is a panoramic view of the fundamentals of missiology and the Church's directive globally. Cultural factors, opportunities, and problems are considered in order to effectively communicate the Good News to people from other cultures by means of teaching, preaching, and helpful social programs.	3 hrs.
MIN497	<b>FIELD EXPERIENCE</b> The Hand-On practical application experience is critical to understanding the work of any field. Students will complete practical application through multiple avenues.	3 hrs.
MIN498	<b>INTERNSHIP</b> The Hand-On practical application experience is critical to understanding the work of any field. Students will complete practical application through multiple avenues.	3 hrs.
MIN499	<b>MISSIONS</b> The Hand-On practical application experience is critical to understanding the work of any field. Students will complete practical application through multiple avenues.	3 hrs.

## Missions

MIS101	<b>INTRODUCTION TO MISSIONS</b> A general overview of missions which examines missionary principles and practices from biblical, historical and cultural perspectives and helps students formulate a personal approach to missions.	3 hrs.
MIS201	<b>LIFE AND WORK OF THE MISSIONARY</b> A study of the qualifications and training for missionary service. The course considers the personal development, social relationships, and cultural adjustments of the missionary. The individual, family, and mission life cycles are explored, and application is made to life and ministry in various regions of the world.	3 hrs.
MIS301	<b>TRENDS IN MISSIONS</b> This course will briefly look through the history of the Church and identify major shifts in strategy and methodologies of doing missions. Further study in the course will then build upon those historical foundations to identify current trends and methods in missions.	3 hrs.
MIS303	<b>NATIONAL MISSIONS</b> An introduction to the national landscape of missionary outreach. The course will identify the need for national understanding for effective ministry. Church missionary paradigms will be examined for effective modern-day missions' endeavors.	3 hrs.

MIS401	INTERNATIONAL MISSIONS	3 hrs.
	An introduction to the international landscape of missionary outreach. The course will identify the need for cultural understanding for effective multicultural ministry around the globe. Historical global missionary movements will be examined for effective modern-day international missions.	

## Music Ministry

MUM100	FUNDAMENTALS OF MUSIC THEORY	P/F 0 hr.
	This course is a study of music fundamentals. The course includes an integrated approach to the development of basic musicianship, including the study of musical notation and terms.	
MUM101	MUSIC THEORY I	3 hrs.
	<u>Prerequisite:</u> Grade of "C" or above for MUM100 or permission from instructor A study of written and keyboard harmony, intervals, triads, chord progressions, simple cadences, non-harmonic tones, melodic organization, and analysis.	
MUM102	MUSIC THEORY II	3 hrs.
	<u>Prerequisite:</u> Grade of "C" or above for MUM101 or permission from instructor The class is a continuation of MUM101. This course includes the study of four-part voice leading, harmonic progression, seventh chords, secondary dominants and leading tone chords.	
MUM111	SIGHT SINGING AND EAR TRAINING I LAB	1 hr.
	<u>Concurrent course:</u> MUM101 <i>required</i> Development of sight singing and ear training skills. The course includes dictation of melody, rhythm, harmony and melodic interval identification.	
MUM112	SIGHT SINGING AND EAR TRAINING II LAB	1 hr.
	<u>Prerequisites:</u> MUM101 and MUM111 <u>Concurrent course:</u> MUM102 <i>required</i> This course is a continuation of MUM111. This course involves the identification of chords in inversions, two-part melodic dictation, rhythmic dictation and advanced sighting in both major and harmonic keys.	
MUM120	INTRODUCTION TO MUSIC IN MINISTRY	3 hrs.
	A biblical and practical approach to Pentecostal worship in the local church. The study includes the planning of each aspect of a service as well as various types and settings in order for worship to be developed and maintained. Course is designed for non-Music Ministry concentration students.	
MUM121	PRAISE AND WORSHIP LEADERSHIP I	2 hrs.
	The course is an introduction to foundational biblical and theological principles of praise and worship, with special focus on the worship patterns present in the Tabernacle of Moses, as well as early Christian church expressions of worship.	
MUM122	PRAISE AND WORSHIP LEADERSHIP II	2 hrs.
	<u>Prerequisite:</u> MUM121 The course introduces the student to the various aspects of worship leadership and the musical mechanics involved in the implementation of praise and worship leadership. The student will have the opportunity to lead praise and worship in various situations within the music ministries of Valor Christian College.	
MUM131	CLASS VOICE	1 hr.
	The class is an elementary lab course in singing. This course includes the study of voice production and principles of singing employing both group and individual techniques.	

MUM141	<p><b>CLASS PIANO I</b> 1 hr.</p> <p>A course designed for students with minimal piano training. Group instruction includes simple sight reading in treble and bass clefs, improvisation and beginning keyboard techniques, including all major scales and arpeggios.</p>
MUM142	<p><b>CLASS PIANO II</b> 1 hr.</p> <p><u>Prerequisite:</u> MUM141 The course is a continuation of MUM141, including notation, scales, key signatures, simple intervals, sight-reading, improvisation, keyboard technique in all major and harmonic minor scales and arpeggios and selected chord progressions.</p>
MUM153	<p><b>VALOR COLLEGE CHORALE</b> 1 hr.</p> <p><u>Prerequisite:</u> Audition for non-Music Ministry concentration students A lab course designed to give students experience in performing appropriate choral literature in a church setting. The course is required for all Music Ministry concentration students.</p>
MUM154	<p><b>VALOR COLLEGE CHORALE</b> 1 hr.</p> <p><u>Prerequisite:</u> Audition for non-Music Ministry concentration students A lab course designed to give students experience in performing appropriate choral literature in a church setting. The course is required for all Music Ministry concentration students.</p>
MUM161	<p><b>Guitar</b> 1 hrs.</p> <p>This course provides instruction for beginners in playing the guitar. It is intended for beginners only. The basics of the guitar and sound production will be explored.</p>
MUM210	<p><b>PRAISE AND WORSHIP SONGWRITING</b> 3 hrs.</p> <p>A course designed to introduce various song writing theories, developing song structures, writing effective lyrics, composing melodies and assembling proper chord structure.</p>
MUM200	<p><b>HYMNOLOGY</b> 3 hrs.</p> <p>The course is an examination of the nineteenth and twentieth century Gospel hymns and their use in the Christian church today. This includes a survey of the development of hymnody from the Early Church to contemporary usage.</p>
MUM201	<p><b>CULTURES IMPACTING MUSIC</b> 3 hrs.</p> <p>Cultures impacting music explores the dynamics of worship and music as we move into the 21<sup>st</sup> Century. It is intended to create an appreciation of various cultural elements and diversities in Christian worship.</p>
MUM220	<p><b>CHURCH MUSIC ADMINISTRATION</b> 3 hrs.</p> <p><u>Prerequisite:</u> MUM122 or permission from instructor The course provides a working knowledge of the administrative and organizational aspects of a local church music program. Focus is given to service planning, developing worship teams, budgeting, community involvement, sound systems and theatrical lighting.</p>
MUM230	<p><b>FUNDAMENTALS OF CONDUCTING</b> 2 hrs.</p> <p><u>Prerequisites:</u> MUM101, MUM111, MUM122 A practical lab course designed to study the fundamental techniques of conducting choral and instrumental music, principles of interpretation and rehearsal techniques.</p>
MUM300	<p><b>WORSHIP PASTORS</b> 3 hrs.</p> <p>This course addresses the changing roles of worship in the local church. Emphasis is places on the Biblical calling as it relates to excellent musicianship. Through personal research and interaction, the student engages in learning activities enhancing musical skills and high-level organizational management insight in the contemporary church.</p>

MUM310	<b>ADVANCED WORSHIP IN MINISTRY</b> An exploration of modern techniques and leadership in Worship ministry focusing on community relations, as well as, cooperative relationships with ministry staff, leadership and volunteers relating to diversity and supporting effective decision-making.	3 hrs.
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## Science

SCII01	<b>ENVIRONMENTAL SCIENCE</b> This course surveys the scientific principles of environmental issues and environmental management practices, with attention to the health of both humans and the ecosystem. Fundamental and emerging topics related to air and water pollution, water use and management, aquatic ecosystems, energy and climate change, biodiversity, toxic substances in the environment, solid waste management, and regulatory strategies for risk assessment and environmental management are examined.	3 hrs.
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## Social Science

SOS101	<b>INTRODUCTION TO SOCIOLOGY</b> An introduction to the understanding of culture and the principles of human Interaction. Basic concepts of culture, subculture, collective behavior, social institutions, and personality are covered (Also listed as SOC101).	3 hrs.
SOS201	<b>MARRIAGE AND FAMILY</b> This course is a survey of Scriptural guidelines concerning family relationships, with a special emphasis on the relationships between husband and wife and the relationships between parents and children. Also included are strategies for overcoming obstacles to fulfilling relationships in all stages of life, as well as an emphasis on cultural and moral challenges in maintaining a distinctively Christian witness.	3 hrs.
SOS205	<b>GENERAL PSYCHOLOGY</b> The basic facts, principles, and methods of psychology. An emphasis is placed on fundamental principles underlying normal human behavior.	3 hrs.
SOS299	<b>CAPSTONE COURSE</b> The capstone course is designed to integrate coursework, skills, knowledge, and practical experience to enable the student to demonstrate mastery of learning across the larger curriculum in order to be successful in their initial employment and career advancement.	3 hrs.

## Sociology

SOCI01	<b>INTRODUCTION TO SOCIOLOGY</b> An introduction to the understanding of culture and the principles of human Interaction. Basic concepts of culture, subculture, collective behavior, social institutions, and personality are covered.	3 hrs.
SOC201	<b>URBAN SOCIOLOGY</b> This course is an analysis of the influences of urban interaction on group relationships. Consideration is given to the factors inherent in problems pertaining to urban population movements, economic dislocations, minority-majority cultural conflicts and pluralistic power patterns. The role of public media and pressure groups is also studied as integral to contemporary urban group relationships.	3 hrs.

SOC301	URBAN MISSION FIELD	3 hrs.
<p>This Ministry Development Course is primarily directed research that helps students to study an urban area from sociological, historical and spiritual perspectives. The research focuses on the spiritual and secular history of the urban area, as well as its culture, people groups, socio-economic issues, structures, and systems. The results of the research will be used to formulate ministry plans that address the unique needs of the specific urban area investigated.</p>		

## Theology

THE101	THEOLOGY I	3 hrs.
<p>A biblical study of Theism, Biblioply, Theology, Anthropology and Hamartiology. Special attention will be given to applied apologetics.</p>		
THE102	THEOLOGY II	3 hrs.
<p>A biblical study of Christology, Soteriology, Pneumatology, Ecclesiology and Eschatology. Special attention will be given to applied apologetics.</p>		
THE105	THEOLOGY OF LEADERSHIP	3 hrs.
<p>An intensive study of leadership examples and lessons found in Scripture, examining contemporary philosophies and practices of leadership in light of God's Word.</p>		
THE210	PNEUMATOLOGY	3 hrs.
<p>This course studies the person and ministry of the Spirit of God in both the Old and New Testaments. Attention is given to the Spirit in the life and ministry of Jesus as well as to the significance of the 'fruit' and 'gifts' of the Spirit in the community of faith. The experience and reality of Spirit baptism will be studied along with an emphasis on 'spiritual language'.</p>		
THE301	THEOLOGY AND CULTURE	3 hrs.
<p>This course is an introduction to contemporary culture, its philosophies and practices, and the challenges and opportunities it presents to effective Christian ministry and mission.</p>		



## STUDENT DEVELOPMENT AND SERVICES

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### Vehicles

Students who bring vehicles to Valor Christian College are required by the State of Ohio to carry public liability and property damage insurance. Parking Permits are required for student parking.

### Crime Statistics Report

Under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the Department of Education requires the recording and reporting of crime activity on college campuses nationwide. In an effort to communicate this information to our students, the crime report is available on the Valor website (<http://valorcollege.edu/AnnualSecurityReport>) and at the Security Department.

### Employment

Valor Christian College provides limited guidance in assisting students with professional preparation in finding part-time employment but cannot guarantee such placement. Employment opportunities are determined by the demand of the market in the area. Students must exercise their own initiative in contacting employers. Students who plan to work part-time while in school are advised to come to Valor Christian College with sufficient funds to pay their college expenses.

### Student Handbook

The Student Handbook contains school regulations and policies governing student life and activities at Valor Christian College. Students are required to read and abide by these policies.

### Housing Policy

All unmarried students (age 35 or younger) with no children are expected to live in the Residence Halls. Exceptions may be made for commuting students who are still living with parents or immediate relatives.

### Counseling

Students who need counseling may have one free counseling session. The counselor may refer additional services, which would need to be covered by the student. Any student can request to meet with a counselor by connecting with the Dean of Students or the Provost.

### Student Insurance

It is highly recommended that all students attending Valor Christian College carry health insurance. Personal belongings such as furniture, clothing, stereos, etc., in the residence halls, are not covered by the institution's insurance. A Renter's Insurance Policy or a Personal Items Rider under parental insurance may be purchased to cover personal belongings. This insurance is normally very inexpensive.

### Placement Service

Valor administration assists students to obtain the kind of ministry for which they have prepared themselves. Pastors as well as regional directors of the City Harvest Network are encouraged to contact the President's Office or the Dean of Students about ministry openings. When possible, personal interviews are arranged.

## Orientation

New students are required to attend orientation at the beginning of each semester. Orientation provides a time to update students on new developments and changes at Valor Christian College as well as answer questions and review policies and procedures.

## Property Damage

Students are expected to protect and preserve college properties and will be held responsible for damage, whether intentional or unintentional.

## Student Discipline

General student conduct is governed by the Bible and the ideas and standards outlined in the Student Handbook. While enrolled at Valor Christian College, students are expected to observe these ideals and standards of conduct, whether they are on or off campus. Valor Christian College reserves the right to require the withdrawal of students because of low standards of scholarship, because of poor physical or mental health, or because of the conflict of their attitudes and standards of behavior with those which the College seeks to maintain. A student who does not fit in with the aims and ideals of the College may be asked to withdraw whenever the general welfare demands it, even though there may be no specific breach of conduct. Refusal to conform to rules and regulations of the College may result in dismissal without tuition or residence hall refund.

## Policy on Use of Electronic Devices

As a member of the Valor academic community, each student has a responsibility to professors and fellow students who are members of the College community. When cell phones ring and students respond in class or leave class to respond, it disrupts the class. Therefore, Valor Christian College prohibits the use of cell phones by students in class for voice or text communications. All such devices must be turned off or put in silent mode and cannot be taken out during class. Wireless/laptop computers, personal electronic devices and similar electronic devices may be used for taking notes in class, subject to the professor's approval. However, these devices are never allowed to be used during exams. They must always be kept in silent mode during class sessions and they may be used for academic use applicable to that course only. Use of an electronic device during an exam, may lead to a charge of cheating or academic dishonesty and additional sanctions listed under the Student Academic Integrity Policies in the Student Handbook. The appeal process is dealt with in the Faculty Handbook (Appeals Committee Divisional Chair and Provost). A sanction for class disruption may be appealed using this appeal process. However, a violation that involves a charge of academic dishonesty must be appealed before the Dean of Students. Students have the right to continue attending class while an appeal is in process.

## STUDENT SOCIAL MEDIA POLICY

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Social Media are powerful communications tools that allow you to communicate very fast these days and they have a significant impact on organizational and professional reputations. At times these communications blur the lines between personal and institutional voice, therefore Valor Christian College ("The Institution") has constructed the following guidelines and policies to help clarify student expectations for how to best enhance and protect student and Institutional reputations when participating in Social Media.

Because the term Social Media is used a number of different ways, we want to make sure you understand what we mean when we say Social Media. Social Media is any platform that facilitates conversations over the Internet. Social Media applies not only to traditional big names, such as Facebook®, Twitter™ and Instagram™, but also applies to other platforms you may use that include user conversations, which you may not think of as Social

Media. In addition to the foregoing platforms, Social Media includes, but is not limited to, YouTube™, Flickr™, Snapchat™, LinkedIn™, blogs and wikis.

We recognize the fact that social networking sites and blogs are popular and that they present an opportunity to share with others in a positive way. However, abuses can occur and it can be difficult to correct an error or retract a statement. Therefore, this policy applies to all student Internet and all other Social Media communications, which include, but are not limited to, Internet or Social Media postings. All student Internet and Social Media communications are subject to this policy and The Institution's Computer, Email, and Internet Usage Policy.

### General

All students at all times are expected to reflect a positive Christian testimony and serve as Christian role models. We must hold ourselves to a higher standard when using the Internet and Social Media. The Institution's policies against unlawful discrimination or other harassment apply to any Internet or Social Media communication, or Internet or Social Media posting. Therefore, any Internet or Social Media communication, or Internet or Social Media posting, that adversely reflects on the Christian testimony of our employees, our school, our founding Ministry, World Harvest Church, its affiliates and leadership; any other student affiliated with The Institution, or The Institution's anti-discrimination/anti-harassment policies may result in a requirement to remove the offending Internet or Social Media communications, or Internet or Social Media postings, and student discipline up to and including expulsion.

Posts made by The Institution or its founding Ministry on current, catastrophic, and/or controversial events have already been vetted in light of our Christian values and would certainly be more than appropriate to re-post. With these thoughts in mind, you should always consider reviewing your posts in light of The Institution and its founding Ministry, which guides all of us. We hold all students personally responsible for all Internet or Social Media communications, and/or all Internet or Social Media postings, as well as any content posted by third parties to students' respective Social Media pages and/or accounts. Students shall exercise good judgment and adhere to the principles of Christian values when communicating on the Internet or Social Media, or posting on the Internet or Social Media. We are to be the reflection of Christ at all times!

### Usage

Electronic media and services may not be used for knowingly transmitting or storing any communications that are of a discriminatory, harmful, or harassing nature, or are derogatory to any individual or group, or are of a defamatory or threatening nature, or are for "chain letters," or are for any other purposes that are illegal under any Institutional policy or Federal Trade Commission laws.

Electronic media and services are for school use. Limited, occasional or incidental uses of electronic media (sending or receiving), with prior Institutional permission, for personal purposes are understandable and acceptable, as is the case with limited personal phone calls made with prior Institutional permission. However, students must demonstrate a sense of responsibility and may not abuse the privileges. Students who choose to abuse the privileges will be subject to disciplinary action up to and including expulsion.

Students affiliated in any way with The Institution are not permitted to text or engage in text, email, or any other Internet or Social Media communication with any employee of the Institution or its founding Ministry's employees, outside of The Institution's email and learning management system (i.e., Populi). Students and Institution employees, which includes faculty, shall not engage in any private social media communication (i.e., direct messaging) on any Social Media platform. Institution employees shall only communicate information to

students that is of an academic or business nature and should not engage with students on a personal level through email, text or direct messaging on Social Media. Further, Institution employees, which includes faculty, shall not be permitted to use the Social Media platform, Snapchat™. If The Institution's student is a minor (younger than age 18), then the student should only receive information through communication with the student's parents via necessary written/typed correspondence or telephone outside of the approved learning management system for class related communications (i.e., Populi).

### **Monitoring**

The Ministry monitors Social Media as part of The Institution's evaluation of activities impacting the reputation of The Institution and the founding Ministry. The Institution reserves the right in its sole discretion, to review any student electronic files, messages, and/or usage to the extent necessary to ensure that electronic media and services are being used in compliance with the law and with this and other Ministry policies. Students must not assume that electronic communications are private or confidential.

## **Sex Offender Information**

By law, Valor is required to have the Sex Offender List, maintained by the Fairfield County Sheriff's Department, available to the student population. Sex offenders are required to register with the sheriff's department within the county in which they reside. The list, which gives names and addresses of convicted offenders, is updated at least on a monthly basis. Students are encouraged to check this list regularly to be aware that some of these individuals may live close to the campus. To view the listing, go to the website links below:

Fairfield County <http://www.icrimewatch.net/results.php?SubmitAllSearch=1&AgencyID=55215>

Franklin County <http://www.icrimewatch.net/results.php?AgencyID=55213&SubmitNameSearch=1&OfndrLast=&OfndrFirst=&OfndrCity=Canal%20Winchester&AllCity=>

Pickerington City <http://www.icrimewatch.net/results.php?AgencyID=55213&SubmitNameSearch=1&OfndrLast=&OfndrFirst=&OfndrCity=Pickerington&AllCity=>

## **Drug Abuse Policy and Penalties**

Students enrolled in Valor Christian College are subject to disciplinary action for the possession, manufacture, use, sale, or distribution (by either sale or gift) of any quantity of any prescription drug or controlled substance or for being under the influence of any prescription drug or controlled substance, except for the use of medication in accordance with the instructions of a licensed physician. Controlled substances include, but are not limited to, marijuana, cocaine, cocaine derivatives, heroin, amphetamines, barbiturates, LSD, PCP, and substances typically known as "designer drugs" such as "ecstasy" or "eve." Possession of paraphernalia associated with the use, possession, or manufacture of a prescription drug or controlled substance is also prohibited. The College prohibits the unlawful possession, use, manufacture, or distribution of illicit drugs by employees. The penalty for violation of the College's policy on drug and alcohol abuse may range from a reprimand to suspension. In addition to sanctions imposed by Valor Christian College for violation of the Drug Policy, a student may be subject to regulations of civil authorities. Various local, state, and federal regulations prohibit the illegal use, possession, and distribution of illicit drugs and alcohol. The College reserves the right to refer students to court authorities for any behavior that is in violation of the law. To review Valor's Program for Prevention of Drug and Alcohol Abuse, go to <http://valorcollege.edu/DrugAlcoholAbuse>.

## Vacation Periods

Residence Halls are closed at the end of each semester. Students are allowed to stay with the permission of the Director of Housing and will be charged rent. Meals are not available when school is not in session. Residence Halls will be open during fall and spring breaks. No meals will be available during this time. Also, meals may not be available during other holidays such as Labor Day, Thanksgiving and Election Day. Any exceptions will be made by the President's Cabinet. The College reserves the right to close residence Halls.

## SUPPORT AND CONTRIBUTIONS TO THE COLLEGE

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The tuition rate at Valor Christian College is kept modest so that education is affordable to as many people as possible. The tuition rate is far less than the actual cost of maintaining the College. The College receives no support from taxes or other public funds. Neither is Valor a member of a District or Region within a denomination. Therefore, the amount necessary to meet the financial operation of the College must be received through the gifts and support of interested individuals, churches, districts, and organizations.

## How You Can Help

Rising operational costs present a constant challenge in maintaining a balanced budget. Financial stability is impossible without help from friends who believe in the training of future ministers, missionaries and Christian workers. Tomorrow's leaders are being trained today! Alumni and friends are investing in the future!

## Church Support

A number of churches all over the nation have written Valor into their yearly budget. Monthly contributions of varying amounts are received from these churches as part of their World Ministries giving.

## Individual Donations

Many friends of Valor help by making outright gifts of cash, property, or other assets as they are led and enabled by the Lord.

## Annuity Agreements

A concern for good Christian stewardship has caused some friends to give a portion of their savings to carry on the work of ministerial training at the College while at the same time receiving a regular, generous, income for life. The rate of return depends on the annuitant's age at the time the agreement is made.

## Life Agreements and Trusts

Friends can transfer to Valor securities, cash, or real estate with the donor retaining a life interest in them. That is, donors and/or survivors continue to receive income as long as they live. After the death of the donor and/or survivor, the property is retained by the College for the support of its mission for the training of ministers and leaders, or it may be distributed otherwise depending on the terms of the agreement.

## Wills and Bequests

Christian stewards can determine and specify what happens to their money or other property after they have passed on. Thus, they can insure their money will be invested in God's service even after death.

## POLICY CHANGE

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The information contained in this Catalog is valid for the 2022 – 2023 academic years. It is the student's responsibility to stay on top of current regulations, curricula, and the status of specific programs being offered. Further, the College reserves the right to modify requirements, curricula offerings, and charges, and to add, alter, or delete courses and programs through appropriate procedures. However, students will be allowed to complete their degree under the Academic Catalog in which they enrolled as long as they remain an active student and do not withdraw from the school. While reasonable efforts will be made to publicize such changes, students are encouraged to seek current information from appropriate offices.



## CONTACT INFORMATION

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### Valor Christian College

4595 Gender Road  
Canal Winchester, OH 43110

Mailing Address:  
P.O. Box 800  
Columbus, OH 43216-0800

Phone: (614) 837-4088  
Fax: (614) 837-6904

Email: [info@valorcollege.edu](mailto:info@valorcollege.edu)



## VALOR CHRISTIAN COLLEGE BOARD OF TRUSTEES

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Dr. Rodney Parsley, Chair

Dr. Laquetta Cortner, Interim President/Provost

Dr. Dale Berkey, Vice-President

Pastor Eric Bates

Dr. Paul Chappell

Dr. Robert Murphy

Dr. Nada Owusu

Mrs. Joni Parsley

Pastor Edward Ramirez

Rev. Stewart Roberts

Mr. Marion Schrock

Dr. Cheryl Washington

Dr. George Westlake



## ADMINISTRATION

---

### **LAQUETTA CORTNER, PH.D.**

#### **INTERIM PRESIDENT/PROVOST**

Doctorate of Philosophy in Higher Education Administration, 2007  
Ohio University, Athens, OH

Master of Higher Education in College Student Personnel, 2001  
Ohio University, Athens, OH

Bachelor of Biological Science, 1999  
Ohio University, Athens, OH

### **JONATHAN CYPROWSKI, M.A.**

#### **DEAN OF STUDENTS**

Masters of Art in Journalism  
Regent University 2008  
Additional Certifications: Certificate, Law School for Journalists

Bachelor of Arts, Mass Media Communications | Minor in Theatre  
California University of Pennsylvania 2006

Diploma  
Double Major in Pastoral Leadership & Evangelism  
Timothy Project School of Ministry 2002

### **CHERISSE CONLEY**

#### **DIRECTOR OF HOUSING**

Diploma of Social Studies, 1988  
Patterson Co-op, Dayton, OH

### **ASHTON PARSLEY, M.A.**

#### **CAMPUS PASTOR**

Master of Arts: Human Services, 2013  
Liberty University, Lynchburg, VA

Bachelor of Arts: English Creative Writing, 2011  
Miami University, Oxford, OH

### **JOE DILGARD, CPA**

#### **BUSINESS MANAGER**

B.A. BUSINESS ADMINISTRATION/ACCOUNTING  
ASHLAND UNIVERSITY, ASHLAND, OH 1995



## FACULTY

---

**PHILIP TABLER, MBA**  
**ASSISTANT PROFESSOR, MUSIC DEPARTMENT CHAIR**

Bachelor of Music (Music Education), 2001  
 Ohio University, Athens, OH

Masters of Business Administration, 2020  
 Ohio Christian University, Circleville, OH

Masters of Arts in Ministry, 2020  
 Ohio Christian University, Circleville, OH

**SEAN SAMS, M.Div.**  
**ASSISTANT PROFESSOR, BIBLE AND THEOLOGY CHAIR**

Master of Divinity, 2013  
 The King's University, Van Nuys, CA

Bachelor of Theology in Christian Ministry, 2007  
 The King's University, Van Nuys, CA

**MARK A. YOUNGKIN, M.A.**  
**ASSISTANT PROFESSOR OF ARTS AND SCIENCES**

Master of Arts in Leadership, 2010  
 Mid-America Christian University, Oklahoma City, OK

Bachelor of Arts in Journalism, 1982  
 The Ohio State University, Columbus, OH

## ADJUNCT FACULTY

---

**MICHAEL ALM, B.A.**

Bachelor of Science in History and Secondary Education, 1997  
 University of Dayton, Dayton, OH

**LISA BRIGGS, MBA**  
 Bachelors of Arts in Christian Studies, 1985  
 Campbellsville University

Bachelors of Science in Accounting, 1997  
 Franklin University

Associate of Applied Science in Interpreting and Deaf Education, 2000  
 Columbus State Community College

Masters of Business Administration, 2003  
 Franklin University

D.B.A. Franklin University, *targeted graduation December 2022*



**ROBERT BROWN, D.MIN**

Masters of Theological Studies, 2013  
Trinity Lutheran Seminary, Columbus, Ohio

D.Min. ABD Spiritual Leadership, 2019  
Regent University, Virginia Beach, Virginia

**MARY BURSTON, MBA**

Bachelors of Business Administration, 2007  
Franklin University, OH

Masters of Business Administration, 2009  
Franklin University, OH

**WILLIAM C. CANFIELD, B.S.**

Associate of Arts in General Studies, 1974

Bachelor of Science in Communication 2009  
Ohio University, Athens, Ohio

**TAWANA CARR, DED**

Doctor of Education in Administration & Policy, 2006  
Howard University, Washington, DC

Masters of Special Education, 1999  
Howard University, Washington, DC

Bachelors of Political Science, 1995  
Ohio University, Athens, Ohio

**RICK CELESTINO, MPT**

Master of Practical Theology, 2013  
The King's University, Van Nuys, CA

Bachelor of Music Education, 1988  
Oral Roberts University, Tulsa, OK

**DAVID COOK, M.A.**

Diploma in Pastoral Studies, 1998  
World Harvest Bible College, Columbus, OH

Bachelor of Arts in Business Administration, 2006  
Fontbonne University, St. Louis, MO

Master of Arts in Counseling/Education, 2011  
Missouri Baptist University, St. Louis, MO

Associate of Applied Science in Pastoral Studies, 2018  
Valor Christian College, Columbus, OH



**KATHERINE DELBONIS, M.S.**

Master of Science in School Counseling, 2009  
Lee University, Cleveland, TN

Bachelor of Arts in Human Development and Family Studies, 2006  
Lee University, Cleveland, TN

**JEEVON HARRIS, MBA**

Master of Business Administration, 2008  
University of Phoenix, Phoenix, AZ

Bachelor of Communication, 2002  
Ohio University, Athens, OH

**JUSTIN KAZMIERCZAK, A.A.S**

Associate of Applied Science in Pastoral Leadership, 2014  
Valor Christian College, Columbus, OH

**VONNETTA S. KING, B.S.**

Bachelor of Science in Fashion Merchandising, 1995  
Tuskegee University, Tuskegee, AL

Associate of Applied Science in Evangelism, 2018  
Valor Christian College, Columbus, OH

**DEBORAH LOWE, MBA**

Master in Business Administration  
Ohio Dominican University, Columbus, OH

Bachelors in Finance  
The Ohio State University, Columbus, OH

**BRANDON MANYARA, B.A.**

Bachelors of Arts in Business, 2018  
Ohio Christian College, Circleville, OH

Associate of Applied Science in Media, 2016  
Valor Christian College, Columbus, OH

**JIMMY MCFADDEN, M.A.**

Associate of Arts in Christian Ministries, 2011  
Ohio Christian University, Circleville, OH

Bachelor of Arts in Leadership & Ministry, 2012  
Ohio Christian University, Circleville, OH

Master of Arts in Pastoral Care and Counseling, 2014  
Ohio Christian University, Circleville, OH



**AMELIA MORAN, M.S.**

Master of Science in Continuing Education Programs 2013  
University of West Alabama, Livingston, AL

Bachelor of Arts in Legal Studies, 2008  
University of West Florida, Pensacola, FL

Associate of Applied Science in Evangelism, 2011  
Valor Christian College, Columbus, OH

**KEVIN MYATT, D.MIN.**

Doctor of Ministry  
Regent University, Virginia Beach, VA

Master of Divinity in Bible/Theology  
Kings University, Van Nuys, CA

Diploma of Bible Study  
RHEMA Bible Training College, Tulsa, OK

Bachelor of Arts in Bible Theology  
Global University, Springfield, MO

**NAM PHAM, M.A., MBA**

Bachelor of Arts in English Composition, 2005  
Wichita State University, Wichita, KS

Master of Arts in English Literature, 2013  
Wichita State University, Wichita, KS

Bachelor of Science in Networking and Telecommunications, 2016  
Fort Hays State University, Hays, KS

Master of Business Administration in Business Analytics and Information Management, 2020  
Wichita State University, Wichita, KS

**EDWARD RAMIREZ, DBA**

Doctorate of Business Administration  
California Southern University

Master of Science in Organizational Management and Leadership, 2012  
Nyack College, Nyack, NY

Bachelor of Science in Accounting, 2005  
Caldwell College, Caldwell, NJ

Bachelor of Science in Business Management, 1993  
California Coast University, Santa Ana, CA

**DIANE RHYNES, M.A.**

Master of Fine Arts  
Academy of Art University, San Francisco, CA



Bachelor of Arts  
University of Akron, Akron, OH

**MATTHEW RICE, M.Div., JD**

Bachelors of Science in Business Administration, 2007  
Mt. Vernon Nazarene University, Mt. Vernon, OH

**TWYLA SOUTHALL, MBA**

Masters of Business Administration, 2009  
Franklin University, Columbus, OH

**WAYNE SOLOMON, D.Min**

Doctorate of Ministry in Leadership, 2010  
Pentecostal Theological Seminary, Cleveland, TN

Master in Sociology, 1995  
Brown University, Providence, RI

Bachelor in Sociology, 1991  
Rhode Island College, Providence, RI

**MATTHEW WEST, M.S.**

Bachelors of Music Performance, 2011  
University of Rio Grande, Rio Grande, OH

Masters of Education in Curriculum & Instruction, 2019  
Concordia University, Portland, OR



# STAFF

---

**CHERISSE CONLEY**

**DIRECTOR OF HOUSING**

Diploma of Social Studies, 1988  
Patterson Co-op, Dayton, OH

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**REGISTRAR**

**VONNETTA S. KING B.S.**

**EXECUTIVE ASSISTANT TO PRESIDENT & PROVOST**

Bachelor of Science in Fashion Merchandising, 1995  
Tuskegee University, Tuskegee, AL

Associate of Applied Science in Evangelism, 2018  
Valor Christian College, Columbus, OH

**AARON COLDREN, MLIS**  
**LIBRARIAN**

Master of Library and Information Science, 2013  
Kent State University, Kent, OH

Bachelor of Science in Technical Writing, 2012  
Wright State University Dayton, OH

**TRENT LAMBERT, M.A., M.DIV., D.MIN.**  
**ONLINE COORDINATOR**

Doctor of Ministry, 2013  
Liberty Theological Seminary, Lynchburg, VA

Master of Divinity, 2009  
Liberty University, Lynchburg, VA

Master of Arts, Ministerial Leadership, 2005  
Indiana Wesleyan University, Marion, IN

Bachelor of Science, Business (Emphasis in Church Administration), 1995  
The Ohio State University, Columbus, OH

**MARICELA LEDESMA**  
**ADMISSIONS COORDINATOR**

Associate of Applied Science in Missions, 2016  
Valor Christian College, Columbus, OH

Associate of Applied Science in Advanced Leadership, 2017  
Valor Christian College, Columbus, OH



**TIFFANY JACKSON**  
**FINANCE DIRECTOR**

LIFE AND HEALTH LICENSED BY THE STATE OF OHIO, 2019

CERTIFIED FINANCIAL LITERACY EDUCATOR/COACH, 2019

**SETH PRUITT**  
**FINANCIAL AID COUNSELOR**

Associate of Applied Science in Interdisciplinary Studies, 2015  
Valor Christian College, Columbus, OH

**NORM STOPPENBRINK, AA**  
**DIRECTOR OF FINANCIAL AID, DIRECTOR OF ENROLLMENT MANAGEMENT**  
**INTERNATIONAL STUDENT COORDINATOR, VETERAN'S BENEFITS CERTIFYING OFFICIAL**

Associate of Christian Ministry, 2010  
The King's University, Los Angeles, CA

Certificate in Christian Ministry, 2006  
The King's University, Los Angeles, CA

**PHIL SUPPLE, B.S.**  
**ASST. DIRECTOR OF FINANCIAL AID**

Bachelor of Science in Computer Science, 2006  
Central State University, Wilberforce, OH

**RESIDENCE HALL STAFF**

**MALIA TUAOLO**  
**RESIDENT DIRECTOR, CUNNINGHAM HALL**

**ROBERT THOMAS**  
**RESIDENT DIRECTOR, JUDE HALL**



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