

The Baptist College of Florida



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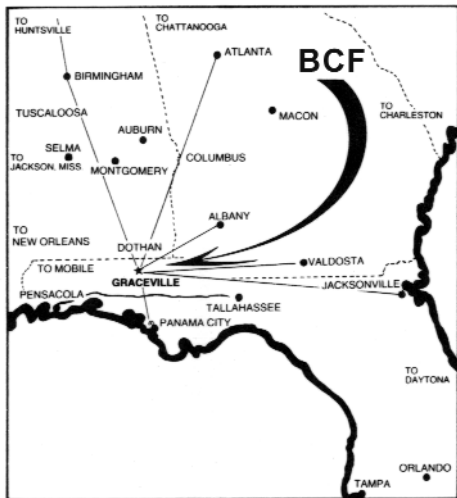
“CHANGING THE WORLD
THROUGH THE UNCHANGING WORD”

Accredited by the Commission on Colleges
of the Southern Association
of Colleges and Schools
1866 Southern Lane
Decatur, Georgia 30033-4097
(404) 679-4501
to award Associate and
Baccalaureate Degrees

An accredited Institutional member of the
National Association of Schools of Music,
11250 Roger Bacon Drive, Suite 21,
Reston, VA 20190, (703) 437-0700

Membership in:

- ♦ The National Association of Independent Colleges and Universities
- ♦ Association of Southern Baptist Colleges and Schools
- ♦ Association of Christian Schools International



DIRECTIONS

From Dothan on 231 South, exit at Hwy 109 - 13 miles. From Tallahassee on I-10, take exit 120 (old exit 18) at Chipley - 12 miles on Hwy 77N.

CATALOG 2002-2003 The Sixtieth Session

The information contained in this catalog is accurate at the time of publication. However, whenever necessary, the trustees, administrators, and faculty of The Baptist College of Florida reserve the right to make changes in regulations and policies. In the event of such changes, notice will be given.

DIRECTIONS FOR CORRESPONDENCE

- Admissions Director of Admissions
- Administration, Denominational Matters President
- Alumni Affairs, Church Relations,
and Ministry Referral Director of Alumni and
Church Relations
- Chapel Speakers Dean of the Chapel
- Development (Wills, Trusts, Donations, Other Gifts),
and Public Relations Vice President
for Institutional Advancement
- Financial Aid Director of Financial Aid
- Housing Director of Student Services
- Music Chair, Music Division
- On-Line Campus Director of Distance Learning
- School Expenses, Payments on
Accounts Vice President for Business Affairs
- Student Records Registrar

OFFICE HOURS

College offices normally are open from 8:00 a.m. to 4:30 p.m., Monday through Friday. Anyone wishing to see a member of the administrative staff at any other time should write or phone for an appointment. Please note that the college is in the Central Time Zone.

NON-DISCRIMINATION POLICY

In compliance with federal law, including provisions of Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973, The Baptist College of Florida does not illegally discriminate on the basis of race, sex, color, national or ethnic origin, age, disability, or military service in its administration of education policies, programs, or activities; admissions policies; or employment. Under federal law, the college may discriminate on the basis of religion in order to fulfill its purposes. Inquiries or complaints should be directed to the Office of the Administrative Vice President.

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Overview

Admissions

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BCF ACADEMIC CALENDAR

2002 - 2003

FALL SEMESTER 2002

Music Orientation-new students	8/13/02
Last day to check in residence hall-new students	8/13/02
Last day to check in residence hall-returning students	8/16/02
Late registration-advanced students	8/12-15/02
Welcome Activities & Registration-new students	8/13-16/02
President's reception-new students only	8/15/02
Classwork begins	8/19/02
Last day to drop or add classes	8/23/02
Labor Day recess	9/2/02
Last day to remove Incomplete grades	9/16/02
Deadline for application for fall graduation	9/20/02
Last day to drop courses without failing grade	10/11/02
Spring/J-term Senior advising and registration	10/14-18/02
Spring/J-term Junior advising and registration	10/21-25/02
Spring/J-term Sophomore advising and registration	10/28-11/1/02
Spring/J-term Freshman & Non-Degree advising and registration	11/4-8-02
Thanksgiving recess	11/25-29/02
Semester exams	12/9-12/02
Reception for graduates and families	12/12/02
Fall semester graduation 3:00 pm	12/13/02
Last day to move out of residence hall	12/18/02

JANUARY TERM 2003

Administrative offices reopen	1/2/03
One semester hour courses	1/7-10/03
Two semester hour courses	1/7-10, 13-17/03

SPRING SEMESTER 2003

Music Orientation-new students	1/14/03
Last day to check in residence hall-new students	1/14/03
Last day to check in residence hall-returning students	1/17/03
Late Registration-returning students	1/13-15/03
Welcome Activities & Registration-new students	1/14-17/03
Classwork begins	1/20/03
Last day to drop or add courses	1/24/03
Last day to remove Incomplete grades	2/14/03
Deadline for application for Spring graduation	2/21/03
Last day to drop courses without failing grade	3/14/03
Spring Holidays	3/24-28/03
Fall/Summer Senior advising and registration	4/7-11/03
Fall/Summer Junior advising and registration	4/14-18/03
Fall/Summer Sophomore advising and registration	4/21-25/03
Fall/Summer Freshman & Non-degree advising and registration	4/28-30;5/1-2/03
Semester examinations	5/12-15/03
Reception for graduates & families	5/15/03
Spring semester graduation 3:00 pm	5/16/03
Last day to move out of residence hall	5/16/03

FIRST SUMMER SESSION 2003

Last day to check in residence hall	5/19/03
Registration-all students	5/19/03
Classwork begins	5/20/03
Last day to drop or add course	5/20/03
Last day to drop course without failing grade	5/23/03
First session ends	5/30/03
Last day to move out of residence hall	5/30/03

SECOND SUMMER SESSION 2003

Last day to check in residence hall	6/02/03
Registration-all students	6/02/03
Classwork begins	6/03/03
Last day to drop or add course	6/03/03
Last day to drop course without failing grade	6/13/03
Second session ends	6/20/03
Last day to move out of residence hall	6/20/03

THIRD SUMMER SESSION 2003

Last day to check in residence hall	6/23/03
Registration-all students	6/23/03
Classwork begins	6/24/03
Last day to drop or add course	6/24/03
Last day to drop course without failing grade	6/27/03
Independence Day recess	7/04/03
Third session ends	7/07/03
Last day to move out of residence hall	7/07/03

FOURTH SUMMER SESSION 2003

Last day to check in residence hall	7/07/03
Registration-all students	7/07/03
Classwork begins	7/08/03
Last day to drop or add course	7/08/03
Last day to drop course without failing grade	7/18/03
Fourth session ends	7/25/03
Last day to move out of residence hall	7/25/03

ABOUT THIS CATALOG

Welcome to The Baptist College of Florida! You can be sure that we, the faculty, staff and administration, are dedicated to supporting you in every way possible as you pursue your education.

If this is your first experience with college, you may come across certain terms that are unclear as you review this catalog—for example, terms related to academic requirements. For that reason, we have included a glossary on page 54. Whenever you see a term that puzzles you, please refer to this section.

For students of BCF, the catalog is a guide concerning college policies, regulations, and requirements. In particular, it communicates academic regulations, requirements, curricula, and courses. Like all colleges and universities, BCF has set down specific criteria that students must meet in order to earn degrees. In this publication, you will find these criteria spelled out.

Although you are responsible for understanding and complying with the requirements related to your program of study, the college's academic advisors will be glad to assist you in planning an academic program that will lead to graduation and the degree of your choice.

Here you will also find full details about college expenses and financial aid, as well as the annual calendar, a resource directory, and other important information. All in all, this catalog is a useful resource. We suggest you keep it handy and refer to it often as you continue to equip yourself for the ministry to which God has called you.

OVERVIEW

MISSION

The Baptist College of Florida shall operate within the context of a Christian worldview to promote, provide for, operate and control a program of education and training for ministers and other religious workers through awarding certificates and associate, baccalaureate, and graduate degrees in a co-educational post secondary setting.

To fulfill its mission, the college seeks to develop those qualities in students that contribute to effective ministry. In the area of personal growth, we seek to foster a desire for knowledge; develop cultural awareness by introducing students to a wide range of knowledge; nurture the ability to acquire, evaluate, assimilate, and use information; and promote personal and social maturity. For spiritual growth, we provide the resources for gaining Biblical and religious data; we also assist students in learning and living the Christian life. In terms of professional growth, students are enabled to gain the credentials that enhance opportunities for ministry, and they learn to master a specialized body of knowledge. At the same time, we encourage positive attitudes toward ministry and foster both an awareness of and a loyalty to the Southern Baptist heritage.

HISTORY

In the early 1940s, a group of concerned pastors joined together with a common burden and vision. Their burden was to help those pastors and other church leaders who did not have college degrees but who needed seminary-type training. Their vision was to establish a school that would provide a mixture of Bible and general education courses for these God-called men and women. The result, in 1943, was the founding of Florida Baptist Institute in Lakeland, Florida. Two years later the name was changed to Baptist Bible Institute (BBI).

In 1953, BBI leaders moved the school to Graceville, Florida, and in 1957 the Florida Baptist State Convention assumed ownership and control. Over the years, the college's leaders have continued to expand and strengthen academic resources.

Throughout its history, the college has never lost sight of its original target group—those men and women, frequently called later in life, who seek college training that leads directly to Christian ministry. To ensure them acceptable credentials in the churches and to broaden the base of study, the baccalaureate degree program was added in 1976. Associate degrees were added in 1988. By then the school had long surpassed its earlier academic composition and the name of the institution was changed in 1988 to Florida Baptist Theological College. Growth has continued in all areas of the college with the addition of numerous degree programs, areas of study and delivery systems. Therefore, as a more accurate reflection of the college's academic character, the name of the institution was changed in 2000 to The Baptist College of Florida.

ACCREDITATION & MEMBERSHIP

The college is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate and baccalaureate degrees. BCF is an accredited institutional member of the National Association of Schools of Music. BCF holds membership in the Association of Southern Baptist Colleges and Schools. BCF is approved by the United States Immigration and Naturalization Service to train non-immigrant students and is also approved to train veterans. The college also holds membership in the National Association of Independent Colleges and Universities and the Association of Christian Schools International.

DOCTRINAL STATEMENT

I

The Bible is the divinely inspired and revealed Word of God.

II

God is the Holy Trinity: God the Father, God the Son, God the Holy Spirit.

III

Jesus is the Christ, the eternal Son of the living God, the Savior of men, born of a virgin, equal with the Father in every divine perfection, and the Lord of every Christian. The Lord Jesus Christ died on the cross, was buried, rose again the third day, and ascended to the right hand of God the Father, where he now

sits in heaven as our Mediator. The return of the Lord Jesus Christ will be visible and personal. He has taught us to live in readiness to meet Him.

IV

The Holy Spirit is a person, equal with the Father and the Son in every divine perfection, who convicts of sin, regenerates, enlightens, endues for service, comforts, and guides believers.

V

All have sinned, and therefore, are in need of salvation.

VI

Salvation is by grace alone, is free to all who, through repentance and faith, surrender to the Lord Jesus Christ. All who have been born again are eternally secure and will persevere to the end.

VII

Salvation precedes Scriptural baptism and church membership. Christ personally instituted the church, which He commissioned to make disciples of all nations, to baptize believers, and to teach them to do all things that He had commanded. There are only two Scriptural ordinances: believer's baptism and the Lord's Supper.

VIII

There are only two classes in God's sight: saved and lost. The saved shall live eternally in conscious blessedness in heaven; the unsaved in conscious punishment in hell forever.

IX

We hold these distinctive Baptist principles: "the absolute Lordship of Christ," "the supreme authority of the Holy Scriptures," "the competency of the individual soul," "the necessity of regeneration for church membership," "the complete separation of church and state," and "the autonomy of the local church."

BIBLICAL WORLDVIEW

The Baptist College of Florida espouses the worldview set forth in Scripture. This position is reflected throughout both the curricula and extra-curricula activities of the college. Every person taking a degree graduates with a minimum of 15 semester hours of Bible. All courses are taught from the perspective of the Biblical worldview as opposed to the perspective of other worldviews such as postmodernism, existentialism, deism, and naturalism. Furthermore, a number of courses are significant requirements in some degree programs and electives in others for those individuals who may desire more depth in worldview studies. A sampling of such courses includes the following: PHI 301 Problems in Philosophy; PHI 302 Developing a Christian Worldview; PHI 402 Ethical Theory and Decision Making; TH 301, TH 302 Christian Doctrine; TH 403 Apologetics; MI 404 World Religions; OT 301 The Doctrine of Creation.

FACULTY

Compared with other educational institutions of this type, the college's highly qualified faculty is second to none in credentials, commitment, and experience. All of the full-time faculty are

Southern Baptists. Seventy percent of the college's professors hold doctorates. Each one gained at least four years practical experience in a church-related vocation before joining the faculty.

CAMPUS & FACILITIES

The college occupies a beautiful, 232-acre campus in Graceville, a town situated in the Florida panhandle. All campus buildings are grouped together and are within a five minute walk of each other. Students with disabilities have easy access to campus facilities.

Assembly Center

Constructed in 1998, this facility offers 27,000 square feet of floor space in two stories. The Assembly Center contains four classrooms, showers and dressing rooms, a basketball court, exercise rooms, game room, and offices for Student Services, Institutional Research, Registrar and Counseling. The basketball court doubles as an assembly area featuring a portable stage and a seating capacity of 1100.

Ray Hall

Built in 1954 and renovated in 1968, Ray Hall houses the Music Division. It contains practice rooms, faculty studios, a large classroom, a Yamaha electronic piano laboratory, a music laboratory, and a choral classroom.

Robert G. Lee Chapel

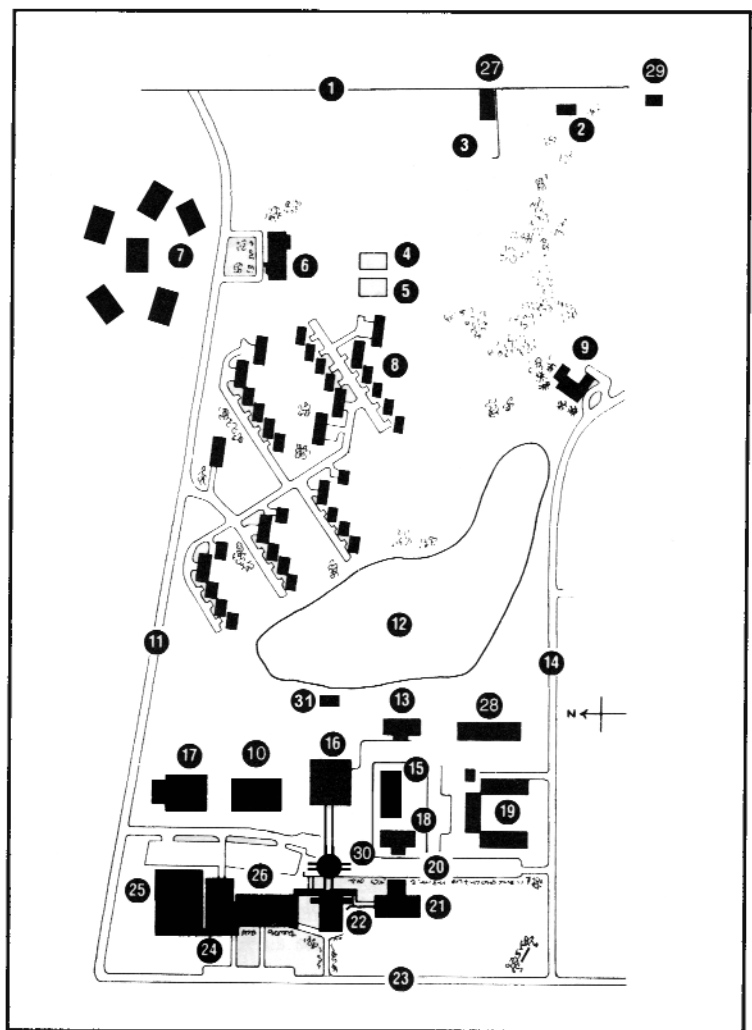
Built in 1958, the chapel is named for a former pastor of Bellevue Baptist Church in Memphis, Tennessee. Stained glass windows were added to the chapel in 1993 and the interior was renovated in 2000.

Graceville Hall

This facility was built in 1964 and houses faculty and administrative offices including the President, Administrative Vice-President, Business Office, and Financial Aid, as well as a large lobby.

CAMPUS MAP

- 1 Ezell Street
- 2 William D. Roberts Home
- 3 Ezell Complex
- 4 Basketball/Volleyball Rollerskating Court
- 5 Tennis Courts
- 6 Physical Plant Building
- 7 Heritage Village
- 8 Lakeview Court, 3 bedroom homes
- 9 President's Home
- 10 Assembly Center
- 11 Sanders Avenue
- 12 Lake Albert & Walking Track
- 13 Smith Hall (Single Male Student Housing)
- 14 Twelfth Avenue
- 15 Napier Hall (Single Female Student Housing)
- 16 Frank Faris Student Center
- 17 McRae-Morrow Education Center
- 18 Brackin Chandler Hall (Single Female Student Housing)
- 19 Southwest Apartments (Married Housing)
- 20 Institute Place
- 21 Ray Hall Music Building (Classroom Building)
- 22 Robert G. Lee Chapel
- 23 College Drive
- 24 Graceville Hall (Administration Building)
- 25 Carlton Center/Library
- 26 Ed Solomon Hall (Classroom Building)
- 27 Ezell Street Apartments
- 28 Lakeside Hall (Single Male Student Housing)
- 29 Happynest Missionary Home
- 30 Daniel Plaza
- 31 Ampitheatre



Ed Solomon Hall

This classroom facility was constructed in 1964 and named in honor of the late editor of the Florida Baptist Witness. It contains five classrooms and faculty offices and is equipped with projectors, sound and high speed internet.

Frank Faris Student Center

Constructed in 1969 and remodeled in 1999, the Student Center houses Lake Vista Dining, college bookstore, and Institutional Advancement, Information Services, Alumni and Church Relations and Admissions offices.

President's Home

Besides providing a residence for the president and his family, the home is the site for various school receptions and other events. It was built in 1970.

McRae-Morrow Center

Constructed in 1981, this facility is named for two Graceville families who have been devoted supporters of the college. Including classrooms, the center is also designed to serve as a training facility for adults learning to work with children. Also, it houses the Information Technology Laboratory with 21 computers and high speed internet.

Happy Nest

Provided by Mamie "Happy" Mitchell as a missionary residence for furloughing missionaries.

Jake and Catherine Jones House

Donated in 1999 by the Jones family, it houses the college's Institute for Prayer and Worship and serves as guest housing.

Heritage Village

Established in 1995, the village is made up of homes, churches, schools and community buildings from the mid-nineteenth to early twentieth century. Heritage Village provides a venue for training twenty-first century ministers in buildings representing a century of Godly heritage.

Brackin-Chandler Hall

Built in 1985, this residence hall is named for two Dothan Baptist businessmen, Carl Brackin and Dan Chandler, who are consistent financial supporters of the college. It holds up to 31 residents.

Lakeside Hall

This residence hall was completed and first occupied fall semester 1994. It holds up to 47 residents.

Napier Hall

Built in 1999, this residence hall holds up to 45 residents and is named in honor of Joe Napier, long-time supporter and friend of the college.

Smith Hall

Built in 1990, this facility is named in honor of Mrs. Jean Smith Chandler, and in memory of her grandmother, Mrs. Lena Spivey Smith. It holds up to 31 residents.

Southwest Apartments

These facilities, containing accommodations for couples and families with one child, are named for H. Harry Parker, Ted S. Boehm, and the Chipola Baptist Association.

Lakeview Court

Built over the years, this complex contains attractive, three bedroom individual houses. Twenty-five of the forty-four housing units are gifts. They include the following: J. Arthur Howard Duplex (1968), donated by Mrs. J. Arthur Howard of Chipley, Florida, in memory of her husband; Trawick House (1972), given by Trawick Construction Company, in memory of James L. Trawick; Roy M. and Pearl L. Saunders House (1973), erected in memory of Pearl L. Saunders by her husband, Roy M. Saunders; Gladys W. and Wheeler L. Thompson House (1973); Trawick House (1973), presented by Bonnie Trawick in loving memory of her husband, James L. Trawick; Frank Hudnall Duplex (1978), donated by Mr. and Mrs. Frank Hudnall.

Ezell Street Apartments

Built and dedicated in 1991, each of the four apartments contains three bedrooms and two baths.

Note: For information about student housing, see the Student Life section of this catalog.

ADMISSIONS

ADMISSION REQUIREMENTS

The Baptist College of Florida welcomes deeply dedicated Christians regardless of age, sex, race, or national origin. However, the college reserves the right to restrict or deny admission to any applicant for reasons determined to be in the best interest of the school by the officers thereof. This reserved right will be administered in a manner consistent with state and federal non-discrimination laws.

As the following criteria indicates, The Baptist College of Florida practices a comprehensive approach in admission policy. All criteria will be considered by the admissions committee in determining each applicant's admission to the college.

Degree Seeking Applicants

1. Will have been Christians with active participation in a local church for at least one year.
2. Will provide written testimony of a personal experience of God's call to Christian service.
3. Will be recommended by a local Christian church.
4. Will be of strong moral character.
5. Will not use tobacco, recreational narcotics, alcohol or any other intoxicants in any form or amount.
6. Will be emotionally and socially capable of adjusting to college life.
7. Will show evidence of responsibility in personal money management.
8. Will submit satisfactory descriptions of any and all divorces and remarriages.
9. Will possess a high school diploma or the equivalent General Education Diploma (GED). Official academic transcripts and GED certificates with scores must be sent from their points of origin directly to the Office of Admissions.
10. Will meet the following SAT/ACT requirements.
 - a. First-time freshman who have earned a high school diploma or its equivalent within the last five years are required to submit either ACT or SAT scores.
 - b. Home schooled students are required to submit ACT or SAT scores regardless of graduation date.
 - c. Transfer students who have earned 24 semester hours college credit may be exempt from the ACT/SAT requirement (see Transfer Credit, item 2, page 9 of the Catalog).
 - d. Students failing to submit these scores as required may be granted provisional admission for one semester at the discretion of the admissions committee. Failure to submit required test scores within the first semester of provisional admission will disallow further enrollment until scores are submitted.
11. May be conditionally admitted at the discretion of the admissions committee. Conditional admission will apply to applicants whose credentials warrant concern about their ability to complete a degree program at The Baptist College of Florida. Conditionally admitted applicants may gain regular admission to the college by demonstrating their ability to do college work during the first year. Under no circumstances will students remain on conditional admission beyond one year. Failure to earn the mini-

imum grade point average for unconditional retention (see page 19) by the end of the second semester will result in permanent suspension from the college.

Advanced Placement Credit

Concerning Advanced Placement Courses, the college will adhere to The College Board guidelines and may award credit for courses applicable to the student's degree program when a grade of 3, 4, or 5 has been earned on the AP examination. Concerning International Baccalaureate Diploma courses, the college will follow a general policy comparable to many colleges and universities in the Southeast as well as nationwide. Students receiving the IB Diploma may receive up to 30 semester hours of credit for scores of 4 or higher on higher level (HL) and standard level (SL) examinations. Students who do not receive the IB Diploma may receive credit for scores of 5 or higher on the higher level (HL) examinations only. Any credit given must be applicable toward the student's degree program.

Transfer Credit

1. Official transcripts from all colleges previously attended must be sent from their points of origin directly to the Office of Admissions.
2. Students who have earned a minimum of twenty-four semester hours with a 2.0 GPA on a 4-point scale will not be required to submit ACT or SAT scores. All students transferring English credit must pass an English proficiency test and an essay before receiving that transfer credit.
3. Transfer applicants currently on academic suspension from another college will not be considered until a full semester lapses since the suspension. Such applicants then may be admitted on academic probation and will have to maintain the standard for academic discipline given elsewhere in this catalog or face permanent suspension from the college.
4. Transfer applicants currently on academic probation with another college may be admitted on conditional status but will have to maintain the college's standard for academic discipline or face academic suspension.
5. No courses with grades below "C" will transfer.
6. Courses in doctrine are not transferable from non-Baptist institutions.
7. A maximum of twelve semester hours credit may be granted for Seminary Extension Department courses in the College-Level Curriculum Series.
8. A maximum of thirty hours of College Level Examination Program (CLEP) credit may be awarded. CLEP scores accepted for BCF courses are limited to subject area exams. The college accepts the Florida Department of Education's minimum standards for passage of subject examinations under CLEP.
9. Music credits will be evaluated by the music faculty after appropriate auditions and placement tests have been given.
10. All advanced standing should be granted before the student enrolls.
11. A Guide to the Evaluation of Educational Experiences in the Armed Services is used as a resource in evaluating credit earned while serving in the armed forces. The Directory of The National Program on Noncollegiate Sponsored Instruction: College Credit Recommendations is used as a resource in evaluating credit earned in civilian employee training programs. Coursework accepted will be assigned a "Satisfactory" rating and

awarded the appropriate earned credit recommended in the appropriate publication. Coursework will be accepted as credit earned only and will not be figured in the grade point average.

12. Transferability of credit is at the discretion of the college or any other college of the student's choice, and it is the responsibility of the student to confirm whether or not credits will be accepted by the college.

Special Applicants

Non-Degree (ND)

1. Official high school diplomas or equivalents are required. Official transcripts must be sent directly from their points of origin to the Office of Admissions.
2. ND students lacking the appropriate transcript will be admitted conditionally for 30 days following registration. Registration of students who fail to present the required transcripts will be cancelled at the end of the 30 day period.
3. ND students may not enroll in any courses in which placement is governed by the level of proficiency revealed in placement testing.
4. No limit is placed on the number of courses a ND student may take, but no more than twenty-four semester hours of that work can be applied toward a degree at BCF.
5. ND students who wish to become degree-seeking are required to meet all requirements for regular admission.

General Education Diploma (GED)

1. Applicants who have not completed high school may be admitted to a remedial program which is designed to equip them to pass the GED examination.
2. Applicants take the test at a nearby testing center. Upon successful completion of the GED, applicants become eligible to apply for admission to degree programs.

Home Schooled Students

1. Present ACT or SAT test scores no more than five years old.
2. Present a minimum 2.5 GPA on a 4.0 scale on a home school transcript.
3. Give evidence of having earned a minimum of 20 units, with at least 14 units from the fields of English, math, social and natural sciences.
4. Meet all other admissions requirements for freshman admissions.

Note: Applicants not meeting requirements for regular admissions refer to "Degree Seeking Applicants," page 9, section 11.

International Students

How To Apply

All admissions correspondence such as applications, academic records, financial documents, examination results, and translations must be addressed to the Director of Admissions, The Baptist College of Florida, 5400 College Drive, Graceville, Florida 32440, USA. All correspondence should include the applicant's return address.

When To Apply

Since the admissions process for international students is time consuming, the Office of Admissions recommends that an applicant outside the U.S. apply to BCF six to nine months before the desired date of entrance. This will allow enough time for the exchange of correspondence, evaluation of all necessary documents, and the settling of financial and immigration matters.

Admission Requirements

The international application process is designed for all non-U.S. citizens. To be considered for admission, all international applicants must meet the same moral and religious requirement as all other students as described on page 9.

Application Materials Required

1. Application. An application accompanied by an application fee of \$20.00 payable in U.S. currency (check or money order).
2. Recommendation Forms. The Church Statement of Approval (completed by the appropriate church official and approved by the church where the applicant is a member), the Pastor's Recommendation, and one other Recommendation for Admission form must accompany the application for admission.
3. Academic Records. A complete, official transcript (academic record) of all secondary school studies, and official results of all state and/or national examinations taken. A complete official transcript of all studies in every institution of higher education attended beyond the secondary school level. This record must list all examination grades, degrees, and certificates held by the applicant.

NOTE. An evaluation form from World Education Services, Inc., is provided in the admission information packet. The student is responsible for requesting an evaluation of any foreign credentials from WES, Inc. Applications to BCF will not be processed without this document.

4. English Proficiency. Applicants whose native language is not English must take the Test of English as a Foreign Language (TOEFL) and score satisfactorily. Applicants must have a composite score of 500 with 55 on the listening portion. The test

results must be forwarded to the Baptist College of Florida. Information regarding the TOEFL is available from any American Consulate as well as from: TOEFL, Educational Testing Service, Box 899, Princeton, NJ 08541 U.S.A.

A Level 6 score on the ASPECT University Placement Service test will be accepted in lieu of the TOEFL test.

5. Financial Statement. A certified original affidavit by parents, relatives, government or private organization indicating their commitment to financially support the applicant must be forwarded to the College. Proof of the available funds must accompany this statement.

6. Photographs. Two photographs taken within six months prior to filing the application must be included.

7. Tuition. Tuition and fees for international students are charged at the same rate as those charged to all other students.

8. Financial Assistance. The College does not offer financial aid to international students.

9. Full-time Enrollment. While attending the College, international students are required to be enrolled full-time. The student must remain in good standing and make satisfactory progress toward the declared degree objective. Full-time enrollment is defined as enrollment in a minimum of 12 semester hours each semester.

10. Tuition and Fee Deposits. International students are required to place a deposit with the College an amount equal to the tuition, books, and supplies, for one year (currently the deposit is \$5,000.00 U.S. dollars). This deposit must be made before the college will issue an I-20 Certificate of eligibility to the student.

11. Campus. International Students can only take courses at the Graceville campus. Online courses can only be taken concurrently while attending a campus where a DSO is present.

Notification of Application Status

Notice of the committee decision is sent as soon as possible after all required information has been received and evaluated by the Admissions Committee. Applicants will be notified by mail if additional documents are needed. The I-20 Certificate of Eligibility is mailed to the student when all admission requirements are met.

Students wishing to postpone their arrival to a later semester must notify the Office of Admissions in writing. The College will issue a new I-20 for the desired semester only after the student has returned the original form that is no longer valid.

APPLICATION FOR ADMISSION

To apply for entrance to the college, one should write, telephone or e-mail the Office of Admissions and request the necessary forms. After receiving them, complete the required information and return it to the Office of Admissions. Then admissions personnel will compile all the data for the applicant and place it in the hands of the admissions committee. As soon as this committee has acted on the application, the Office of Admissions will promptly inform the applicant of the action. This office keeps in close contact with applicants throughout the process, especially if a delay occurs. If an applicant fails to register for classes within one year of approval, he/she may be required to reapply or supply updated information. All applicants are encouraged to call the Office of Admissions at any time if questions about the process should arise.

READMISSION

Graduates and former students who drop out for one or more regular (fall or spring) semesters must submit to the admissions office an application for re-admission. Those re-entering after a year's absence (two regular semesters) are required to graduate under the new catalog in force at the time of re-enrollment.

AUDITORS

Auditors, students who attend classes but do not take the examinations or receive credit toward graduation, pay 50% tuition plus the usual fees. Audited courses do not apply toward eligibility to receive government sponsored financial aid, including veteran's educational benefits.

STUDENT LIFE

ATMOSPHERE

All college life focuses upon preparation for Christian living. Administration, faculty, staff and students join together to exalt Jesus Christ as both Lord and Savior. Everyone makes a sincere effort to exemplify the highest of Christian principles whether on or off the campus.

HOUSING

Single students, under 21 years of age, not commuting from home, must live in an on-campus residence hall for the first four semesters of attendance at BCF. All students residing in the residence halls are required to purchase a meal plan.

To house couples and families, the college owns one, two and three-bedroom apartments. For single men and single women, there are residence halls. Single students who wish to live in residence hall housing must follow the procedures outlined in the Housing Regulations section of the current edition of the Student Handbook. They must check in with the housing office no later than the first day of registration each semester and check out and move any day up until the last day of the semester. Please check the BCF academic calendar in this catalog for specific dates.

For information about housing costs, see the financial section of this catalog.

CAMPUS LIFE

The college offers opportunities for students to be involved in campus, community and ministry events through the Student Government Association (SGA), Baptist Collegiate Ministries (BCM) and recreation.

Student Government Association

All students enrolled at The Baptist College of Florida are members of the Student Government Association (SGA). The purpose of SGA is 1) to promote Christian maturity in the lives

and ministries of all students and their families; 2) to promote a spirit of fellowship and cooperation within the student body; 3) to promote among students a sense of individual and collective responsibility for their conduct in matters not pertaining strictly to their studies; 4) to promote an open relationship between the individual student, administration and faculty in matters of policy formation and change; and 5) to promote activities or events that will help serve the needs of the college family and the community.

Women of Worth

Women of Worth (WOW) is a group for all women of the BCF family. It meets regularly for fellowship, support and encouragement.

Baptist Collegiate Ministries

BCM meets regularly for fellowship and special worship experiences. It provides opportunities for students to be involved in ministry. Student ministry teams are requested by various churches and associations to minister and evangelize through drama, music and preaching. BCM is open to all BCF students.

Presidential Ambassadors

Presidential Ambassadors serve as campus hosts for various activities and events. Students of sophomore standing and above are eligible to apply. PA's are selected from submitted applications for one year appointments. Benefits include specially designed Presidential Ambassador apparel, travel, food and beneficial exposure to prominent Baptist leaders. For more information call (850) 263-3261, ext. 485.

Recreation

BCF also offers a variety of indoor and outdoor recreation activities providing Christian fellowship and exercise for the college family. The Assembly Center offers opportunities for basketball, volleyball, pool, ping pong and weight lifting. Outdoor recreational facilities include tennis courts, a softball field and a picturesque walking/jogging track along the perimeter of Lake Albert. For those who prefer organized recreational activity intramural leagues include pool, basketball, flag football, softball, volleyball, soccer, golf and ping pong.

SPIRITUAL ENRICHMENT

The college provides numerous special events throughout the year to enrich campus life and to further spiritual development. These include the Evangelism Conference, the Missions Conference, the Prayer Conference, the Powell Lectures, the School of Ministry, Preaching Week, and various musical programs and concerts.

Chapel services are conducted in the R. G. Lee Chapel three days each week. The programs vary, generally featuring a short address by the president, a faculty member, or an invited speaker. Students and all other members of the campus community are expected to attend. These services, held Monday through Wednesday, are occasions of valuable spiritual fellowship and inspiration.

PUBLICATIONS

The college publishes *Echoes*, a quarterly magazine sent to

alumni and friends; *The Messenger*, a weekly campus bulletin; the *Catalog*; the *Campus Directory*, which contains photographs, addresses, and phone numbers of students, staff, and faculty; and the *Student Handbook*. BCF also maintains a comprehensive website located at www.baptistcollege.edu.

SERVICES

Academic Support and Advising

Each student is assigned a faculty advisor to assist him or her in planning an appropriate program of study. In addition, advisors help students maintain proper courses of studies throughout their time at the college.

If students need academic support either in basic skills such as reading, writing, and math, or in other courses, they may gain tutorial help through the Information Technology Laboratory. This facility is equipped with computers and related software for student use.

Bookstore

The college operates a bookstore in the student center where students and others may purchase textbooks and other school supplies. BCF apparel and gift items are also available.

Counseling

The college provides individual and guidance counseling services. For more information, call (850) 263-3261, ext. 474.

Employment Opportunities

The Office of Alumni and Church Relations maintains a file of available jobs for students and family members.

Food Service

The food service is located in the Frank Faris Student Center, providing 3 meals each day each weekday. Lunch is also served on Saturday and Sunday. All students in the residence halls are required to purchase a five-day meal plan. This service is also available to the rest of the college family.

Ministry Referral

The Ministry Referral service provides resumes to churches and other ministries that are seeking staff members. Students and alumni seeking opportunities for ministry may make their file active in this registry through the Office of Alumni and Church Relations.

Student Welcome Activities

Participation in Student Welcome Activities is required of all students who are beginning their first semester at The Baptist College of Florida. They provide essential information about college policies, campus facilities, and college life. Sessions include special times of fellowship and recreation with other students, faculty and staff members. They contain testing sessions designed to determine if a student needs supplementary academic instruction as well. Attendance at all the sessions of the Student Welcome Activities is mandatory.

FINANCES

GENERAL FINANCIAL POLICIES

FEES

Application fee (non-refundable)	20.00
Auditing fee	50% of tuition
Books and supplies, approximate cost per semester (est.)	300.00
CLAST fee	25.00
Course fee ENG 94	200.00
Course fee Math 99 & ENG 95 (fall 2002)	340.00
Course fee Math 99 & ENG 95 (spring 2003)	360.00
Field Trip Fee for CE 303	30.00
Food Service	
3 meals a day per semester	\$924.00
2 meals a day per semester	\$693.00
Identification Card Replacement	5.00
Maps Test	20.00
Matriculation fee, per semester: .30.00 per course up to 100.00	
Graduation fee (non-refundable)	50.00
Housing:*	
Apartment Security Deposit	200.00
Apartment Reassignment Charge	150.00
Apartment Lock/Key Replacement Charge	50.00
Apartment Water/Garbage Charge, per month	25.00
Apartments for families, per semester	1,050.00-1,375.00
Residence Hall Deposit	100.00
Residence Hall Room Change Fee	25.00
Residence Hall Improper Check-out Fee	50.00
Residence Hall Key Replacement Fee	5.00
Ezell St. Quadruplex rental, per semester	1,375.00
summer	550.00
Brackin-Chandler Hall, per person	
per semester	750.00
summer	300.00
Napier Hall, per person, per semester	750.00
summer	300.00
Smith Hall, per person, per semester	750.00
summer	300.00
Lakeside Hall, per person, per semester	750.00
summer	300.00
Late Lease Renewal Charge	100.00
Late registration fee (non-refundable)	50.00
Music fees:	
Organ, piano or voice lessons:	
Class instruction, per semester	25.00
Private instruction:	
One one-half hour lesson weekly,	
per semester	75.00
One one hour lesson weekly, per semester	75.00
Recital fees - Seniors	30.00
Juniors	20.00
Returned check charge (non-refundable)	20.00
Technology fee per on-line course (non-refundable)	120.00
Transcripts	5.00
Tuition- per semester hour	
Fall 2002 Tuition Rate	170.00

Spring 2003 Tuition Rate180.00
 *These charges will be assessed at the beginning of the semester. Summer charges will be assessed for two months at the beginning of June.

Rental Deposits

Students planning to live on campus must make a reservation and deposit after being approved for admission. Deposits are \$100.00 for a residence hall room and \$200.00 for an apartment. Space is limited. A student is assigned to housing or placed on the waiting list only after he/she is approved for admission and makes the appropriate deposit. Housing is rented on a semester basis, but the college reserves the right to take possession at any time the administration deems advisable.

PAYMENT OF ACCOUNTS

The college's credit, collection and payment policies exist in order to maintain a fair, consistent and sound business relationship.

Points to remember:

1. All tuition, fees, and housing charges are assessed and due when you register. Student aid funds will be posted to the student's account to satisfy these charges. All balances due will be handled in accordance with the deferred payment plans as outlined below.
2. Some miscellaneous charges may be assessed during the semester such as graduation fees, CLAST test fees, book charges, etc.
3. All charges for fall and spring semesters (J-term considered to be a spring semester charge) may be paid when you complete registration at the Office of Business Affairs. Summer school charges must be paid before each session begins at the Office of Business Affairs.
4. We accept all major credit cards. Personal checks will be accepted toward payments on accounts, however, no campus office will cash checks. "Insufficient funds" checks presented for payment will incur a \$20 "Insufficient funds" charge.
5. Students who receive Veterans benefits are given no special consideration in payment of accounts. No deferral in payments will be granted. Each veteran should be prepared to pay fees while the V.A. benefits are being processed.
6. Funds received from all student aid, state and federal grants, Tuition Assistance Program, Stafford Loans, and scholarships will be credited to the student's account in the Office of Business Affairs. Any excess funds (credit balances) on a student's account, after all monies above have been applied, may be withdrawn by the student in accordance with guidelines established by State and Federal agencies administering the funds. **NO FUNDS MAY BE WITHDRAWN BY THE STUDENT UNLESS THE STUDENT ACCOUNT HAS A CREDIT BALANCE.**

DEFERRED PAYMENT PLANS

Plan 1. Students who do not receive Financial Aid must pay fifty percent (50%) of all assessed charges prior to the beginning of classes. The remaining balance is due forty-five (45) calendar days from the day classes begin.

Plan 2. Students who have approved Financial Aid as documented by the Financial Aid Office will have the Aid applied toward the current semester charges. The student must then pay fifty percent (50%) of any remaining charges prior to the beginning of classes. The remaining balance is due forty-five (45) calendar days from the day classes begin.

REFUND POLICIES

Drop/Add Refund Policy

Students who drop courses prior to the beginning of classes or during the drop/add period of any semester will receive a full refund of tuition and fees. No refunds will be granted for drops after the end of the drop/add period. In the fall and spring semesters drop/add begins the first class day and extends for five full working days. In summer sessions the drop/add period will begin with the first class hour and extend for four class hours which is the equivalent of a five-day work week in the fall or spring semester. Drop/add period ends after the first day of classes. Since students are permitted to enroll in only one short term course, all drops are treated as withdrawals, and refunds are granted under the withdrawal schedule as follows.

Regular Withdrawal Refund Policy

Students who officially withdraw from school during any semester will receive a tuition refund according to the following schedule.

Fall and Spring Semesters

First Week	100%	Fourth Week	50%
Second Week	90%	Fifth-Eighth Week	25%
Third Week	50%	Later	None

One Week Courses		Two Week Courses		Three Week Courses	
First Day	100 %	First Day	100%	First Day	100%
Second Day	25%	Second Day	90%	Second Day	90%
Later	None	Third Day	50%	Third Day	50%
		Fourth Day	25%	Fourth Day	25%
		Later	None	Later	None

A student may occupy campus housing from semester to semester without interruption as long as he/she abides by the regulations. He/she rents housing on a semester basis - fall, spring and summer. Once the student occupies a housing unit, he/she is expected to reside in it for the entire semester and is obligated to pay the rent until the end of the semester. This requirement may be waived under the following condition:

If during a semester a resident is called to live on a church field, he/she may request to be released from the rental agreement. A formal letter of employment from a church official, other than the resident, must accompany the request. Other rules for vacating will apply. With these things in order, the date the request was made may then serve as the date of notice given for vacating the unit.

Notes

1. Withdrawal refunds are granted only to students who officially withdraw. Withdrawal begins by contacting the Registrar's

office.

2. All refunds must be requested in writing in the Office of Business Affairs.
3. Refund processing will take approximately thirty days.
4. A week is considered to be five working days.

TRANSCRIPTS OF COLLEGE CREDITS

Transcripts of credits at the college are sent on student request. A fee is charged after the first two requests. Transcripts are not released for anyone that has an outstanding balance.

CONTRIBUTIONS TO THE SCHOOL AND STUDENTS

BCF is a 503 (c) organization recognized by the IRS as a not for profit institution. Contributions to the school are tax deductible. However, contributions to specific student's accounts are not tax deductible.

FINANCIAL AID

In addition to participating in the full range of state and federal aid programs, The Baptist College of Florida offers several other programs to help students meet the cost of attending the college. Financial assistance can be in the form of grants, employment, loans, or scholarships. The applicant's financial need, academic achievement, community and school service, and potential achievement may be considered in determining eligibility for different programs. Though a description of various financial aid

programs appears in this catalog, interested applicants should write or call the Financial Aid Office directly to secure application forms and to determine their eligibility for specific assistance.

Applicant Requirements

A student eligible to apply for financial aid

1. is accepted in good academic standing and maintains satisfactory academic progress at the college;
2. is enrolled in an eligible program as a regular student seeking a degree;
3. is a U.S. citizen or permanent resident of the United States;
4. owes no refund or repayment on a previous educational grant;
5. is not delinquent on a student education loan;
6. and, for programs based on financial need, has established financial eligibility through the Free Application for Federal Student Aid (FAFSA).

Application Process

To initiate the application process for grants, loans, scholarships, and college work-study, a student must complete the FAFSA. After the college has received the Institutional Student Information Record and the results of the FAFSA, the applicant will be informed of any additional forms needed to complete the application. The Financial Aid Office will send each qualified student an award letter detailing the amount the student will receive in financial aid. At the time of registration, the student is responsible for payment of 50% of the difference between charges and financial aid.

The application period begins January 1 of each year for the following academic year. The FAFSA application may be sent any time throughout the year but by early submission the applicant may be eligible for additional grants.

A student must submit all required forms to the Financial Aid Office in order to be considered for any financial aid programs. Applications are considered on a first-come first-served basis.

Visit FAFSA on-line at www.fafsa.ed.gov.

Standards of Satisfactory Progress for Financial Aid

In order to maintain financial aid eligibility, students must maintain satisfactory academic progress toward a degree. Specifically, this means that full-time students, those taking twelve or more semester hours, must successfully complete 2/3 of those hours each semester, and meet or exceed the appropriate cumulative grade point average for their classification. The minimum cumulative grade point requirements are as follows:

0-27 hours	1.40
28-60 hours	1.70
61-91 hours	2.00
92 or more hours	2.00

Grades of F, WP, WF, and DR will not satisfy the academic progress requirements. Undergraduate full-time students are limited to a maximum of twelve fall or spring semesters of financial aid eligibility. The maximum length of eligibility is prorated proportionately for part-time students. Students enrolled for at least six semester hours, but less than twelve semester hours, must successfully complete each course attempted with the appropriate minimum academic progress. The student's cumulative academic

record will be evaluated each semester.

Probation/Suspension

If students fail to meet all criteria of the standards of satisfactory progress for financial aid they will be placed on financial aid probation for one semester. If at the end of the semester the student earns the required grade point average and hours to be completed for this new stage of enrollment, the student will be considered to be making satisfactory progress and will be removed from probation. However, if at the end of the probationary period, the student is not meeting all satisfactory progress criteria, financial aid will be suspended.

Reinstatement

After students have attended a semester at The Baptist College of Florida at their own expense, they may apply for financial aid reinstatement if they have met the standards of satisfactory progress for financial aid for that semester.

Appeals

If the student feels that there were mitigating circumstances such as illness, death or personal or family problems which caused the lack of progress, an appeal may be made to the administrative vice-president by contacting the director of financial aid.

Financial Aid Refund Policy

If a student completely withdraws and is due a refund according to the Institutional refund policy (see refund policy), then all unearned federal aid will be returned to the appropriate financial aid program.

EMPLOYMENT

In compliance with the Immigration Reform and Control Act of 1986, all employees hired after November 6, 1986, will be required to supply documents which provide proof of identity and eligibility for employment in the United States. Examples of such documents include:

1. Valid driver's license and valid social security card;
 - *2. Certificate of United States Citizenship (INS Form N-456 or N-561);
 - *3. Certificate of Naturalization (INS Form N-550 or N-570);
 - *4. Alien registration receipt card;
 - *5. United States passport.
- *For students who applied for residency or citizenship through the U.S. Immigration and Naturalization Service.

Federal Work Study (FWS)

The Federal Work Study program enables students who demonstrate financial need the opportunity to earn money. Jobs are on campus and include work in offices, library, maintenance, etc.

BCF Student Employment Program

Students may work on campus as student assistants without demonstrating a financial need under the BCF Student Employment Program.

GRANTS

Federal Pell Grants

Federal Pell Grants are non-repayable government funds provided to students demonstrating financial need that are used to pay for educational costs. Awards are reduced for enrollments of less than 12 semester hours. To be eligible, applicants must not have received a baccalaureate degree. The Pell Grant Processing Center will calculate the student's eligibility from the Free Application for Federal Student Aid (FAFSA) and send him or her a Student Aid Report (SAR). Eligibility is limited to a maximum of five academic years for a four year degree.

Federal Supplemental Educational Opportunity Grant (FSEOG)

This non-repayable grant is awarded on the basis of exceptional financial need to students who have not received a baccalaureate degree. Awards are \$400 per year. This is a first-come, first-served grant given to eligible students whose files become complete.

Florida Student Assistance Grant (FSAG)

The Florida Student Assistance Grant (FSAG) is a one year monetary award provided by the State of Florida, Office of Student Financial Assistance. It is available to eligible Florida residents who demonstrate financial need and have completed the Free Application for Federal Student Aid (FAFSA). It is given to eligible students whose file become complete on a first-come, first-served basis.

LOANS

BCF Emergency Loans

Short term loans from BCF resources are available to assist students in paying unexpected expenses. Repayment must be made in full usually within 30 days. In all cases the loan must be repaid prior to the end of the semester for which it was granted.

Annette L. Hatcher Student Loan Fund

This BCF loan was established to assist worthy students who are in financial need and who do not have access to other financial help. The initial loan can be made only after the student has successfully completed at least one semester. Loans of 50% of the amount required to cover his/her direct school expenses will be approved for eligible students.

Federal Stafford Loan (Subsidized)

Loans under the Federal Stafford Student Loan Program are made to students by private lenders, but interest rates are subsidized by the government. As a result the application process is controlled by law, and the loan is available to the student only on the basis of financial need.

First year students may borrow up to \$2,625 annually if they attend a full academic year. Students who have completed their first year of study and whose second year is a full academic year may borrow up to \$3,500 annually. Students who have completed two years of study and have at least one full academic year left may borrow up to \$5,500 annually. The aggregate maximum any student may borrow under this program is \$23,000.

Both entrance and exit counseling are requirements for a

Subsidized loan. Entrance counseling is mandatory before the release of the first disbursement of the Federal Stafford Loan. Even if the student attended pre-loan counseling at another institution, he/she is required to attend it again. All new students at BCF participate in pre-loan counseling. The Baptist College of Florida must delay the first disbursement of loans until thirty days after the first day classes began as mandated by federal regulations. Exit counseling will be conducted before a borrower graduates or ceases at-least-half-time enrollment. A notice will be sent to each borrower with times and dates of entrance and exit counseling sessions and a schedule will be posted in the Financial Aid Office. The borrower is required to repay the loan according to the repayment schedule and notify the lender of anything that affects ability to repay or eligibility for deferment or cancellation.

Federal Stafford Loan (Unsubsidized)

Students may apply for a non-need based Federal Stafford Student Loan (unsubsidized). The conditions for this loan are identical to the Federal Subsidized Stafford Loan, except students are required to pay the interest while in school, or have the interest capitalized into the loan for repayment after graduation. Independent students, or students whose parents are denied for the Parent's Loan for Undergraduate Students (PLUS) may be eligible to borrow additional funding.

Federal Parent Loan for Undergraduate Students (FPLUS)

The Federal PLUS loan program is similar to the Federal Stafford Loan program in two particulars. First, it is made by a private lender whose interest and capital are guaranteed by the government. Second, proceeds from the loan can be spent only on the student's educational expenses.

Parents may borrow up to the total cost of education annually. Parents, who demonstrate appropriate credit worthiness, may be eligible to borrow up to the total cost of education less any financial aid received, for their student. This loan does not require an evaluation of income to determine eligibility.

SCHOLARSHIPS

Florida Ministerial Scholarship Fund

This scholarship, funded by the Florida Baptist Convention and BCF, provides tuition assistance to Florida Baptist students who are committed to Christian ministry as a vocation and who attend BCF.

Eligibility Criteria. Applicants for this scholarship should meet the following requirements:

1. They have been residents of Florida for a minimum of twelve months immediately prior to entering BCF.
2. They are active members of a church affiliated with the Florida Baptist Convention for at least twelve months immediately prior to entering school.
3. They give testimony of God's call to Christian ministry as a vocation.
4. They maintain and express a positive, favorable attitude toward their churches and denomination.
5. They provide documentation to support their eligibility as required by the college.

Application Process. Application forms may be secured from the Financial Aid Office. Initial applications and renewals must be submitted by August 1 of each year.

BCF Scholarships

BCF Scholarship applications are made by completing a scholarship application which you can pick up in the Office of Financial Aid. The scholarships are awarded each fall and spring semester as funds are available. Applications must be submitted by August 1 of each year. The following is a list of active scholarships granted by the college:

Alabama Alumni
Alabama/Balkum Baptist Church
Rev. Timothy I. Alexander
Anderson Family Foundation, Inc.
Appalachee/Gadsden County Baptist Association Hispanic
Charles F. & Willa Albright
Anderson Family Endowed
Anderson Family Foundation
Angus Lane Anderson & Mary Shy Anderson
Lucile Anderson
A. B. & Hilda Andrews Family
Antioch Baptist Church
Helen C. Argo
Agnes P. Axson Memorial
Judge W. T. Bailey
Bailey-Cox Music
Christopher M. Barber
June Esther Bateman
Leroy Benefield
Dr. & Mrs. Leroy Benefield
T. S. Boehm
Irene S. Boman
Olene Braxton
J. Walter & Missouri Brewer
Homer A. & Irma W. Brinkley
Timothy & Christopher Burns
Robert Edward Chapman, Sr.
Thomas Perkins Clifford
Jesse W. Clopton, Sr.
Bill Cook
Julian & Cammie Cole
George E. Crowell
J. Nixon Daniel, Jr.
J. Nixon Daniel, Sr.
Charles & Martha Davis
John Dicks
Arminta M. Donaldson
Jacqueline Perry Draughon International
Walter D. Draughon, Jr.
Mattye E. DuPree
Floyd & Lottie Dykes
Calvin & Claudia Edeker
A. M. & Mae Everett and Lillian S. Nagy
Faculty Wives
C. W. Fambrough
First Baptist Church, Eau Gallie, Melbourne, FL
Shelby Foster Fisher
Baptist College of Florida Alumni Association
Florida Campers on Mission
Graves/Carlin
Herman F. Greer
Dalton Hagler, Sr.
Lillie J. Haire
Flora Jo Hall Memorial

T.J. & Mary Frances Harris
Thomas Granville Hayden
Violet Hayward
Carlton & Lydia Herndon
Hickox Memorial
Lois B. & John Hipps
Grace Hudspeth
M. Dewitt & Theresa Jackson
James-Hudspeth
W. K. Jenkins
J. S. Judah & Mrs. Lula Dillard Judah
Jesse Craig Kennon
Ruth Ann Kinchen
N. B. Langford
M. J., P. J. & W. P. Lee
Philip W. Lett
Archie Linderman
Litzell
N. Edward Mann
J. G. Manuel
Thomas E. (Marty) Martin
Judson & Nellie McElroy
L. Don Miley
F. H. Morgan
G. W. & Mary Frances Morrow
John L. Murrell
F. H. Nelson
Opdyke
Violet Pearson
M. G. & Ethel P. Piggs
Leonard G. Ratzlaff
Rice-Savell
Charlie Richards
Barbara Ross
C. H. St. John
James M. Scott, Jr.
Serena Shutt
Jefferson Lee Smith Memorial
Jim & Mabel Southerland
Southern Baptist Foundation
Spangenberg
Durwood & Dixie Merle Spivey
Arthur Stainback
Gerry Strawn
John & Nancy Sullivan Scholarship Fund
Harold & Mary Ann Taylor
Kay S. Taylor
Lanis E. Taylor
Purvis N. Taylor
Eugene Thompson
Tolson Bivocational Ministers'
Austin Lavon Tomlinson
William E. Touchton, Jr.
O. H. Townley
Mr. & Mrs. W. B. Townley, Sr.
Eva Rebecca Vaughn
C. N. Walker
Gladys Wasdin
Glen Watford
Webb Scholarship Fund
James Whitworth

Margaret Willsey
Luther Ray Woodward

BRIGHT FUTURES SCHOLARSHIP

Florida Bright Futures Scholarships may be utilized at BCF. This scholarship is awarded by the state to students who have outstanding high school academic records during the student's senior year of high school. Amounts vary according to legislative appropriations.

BENEFITS FOR VETERANS

The Veterans Administration provides educational assistance for veterans and determines a veteran's eligibility for benefits. (See VA Re-entry and Standard of Progress.)

This agency also provides educational assistance to widows and children of veterans who died while in service or after discharge from a service connected disability and wives and children of veterans who have a service connected disability considered to be total and permanent in nature. Forms and information concerning certification for VA benefit purposes are available in the Financial Aid Office.

VA Standard of Progress Policy

A VA student must maintain a cumulative GPA of 2.00 to receive benefits. A VA student who fails to maintain a cumulative GPA of 2.00 will be placed on academic probation for two consecutive semesters. If at the end of the second semester the student has not attained a cumulative GPA of 2.00, VA benefits will be terminated.

VA Re-entry Policy

A VA student whose benefits have been terminated due to unsatisfactory progress will be monitored each semester and upon attaining a cumulative (GPA) of 2.00 may submit a specific request for resumption of benefits. The college will continue to monitor the student's progress each semester and to counsel and offer guidance in order to resolve academic problems that will ensure successful completion of his/her education.

If at any time after recertification a student should again be placed on probation for more than two semesters or suspended, the VA will be promptly notified and benefits terminated.

VOCATIONAL REHABILITATION

The Florida Vocational Rehabilitation Commission provides services for disabled individuals with physical, learning, or emotional impairments. Examples of these are blindness, diabetes, hearing impairment, heart ailments, orthopedic handicaps, dyslexia, arthritis, adjustment disorders, and countless other disorders that can create difficulty in successfully mastering college-level classroom training.

Application for services must be made through a representative of the commission. Students interested in applying for services should write or call the office in their home community or contact: Vocational Rehabilitation, 102 St. Clair Street, Marianna, FL 32446. Telephone: (850) 872-4380.

ACADEMICS

SEMESTER PLAN

The college operates on the semester plan: 2 fifteen-week semesters per year, with 2 two-week terms and 2 three-week terms during the summer. One-semester hour and two-semester hour courses are also offered between semesters in January.

The unit regularly used for the measurement of credit toward graduation is the semester hour, which is the equivalent of the credit earned in a course which meets one hour per week for a semester. Thus a class which meets two hours per week for a semester is a two-semester hour course; one which meets three hours a week for a semester is a three-semester hour course. For the purpose of converting transferred quarter hours into semester hours, the following formula is used: the number of semester hours is two-thirds the number of quarter hours. A student must be enrolled for a minimum of 12 semester hours of work per semester to be classified as a full-time student.

Sixteen semester hours of class work are considered a full load. Enrollment for more than twenty semester hours requires the permission of the administrative vice president. Students on academic probation never take an overload.

BASIC SKILLS

The ability to read, write, and use basic computational skills greatly affects all learning. To assist students in acquiring proficiency in these skills early in their collegiate academic careers, the following rules apply to all regularly enrolled persons taking more than three semester hours.

1. All students enroll in English courses each semester until they have successfully completed ENG 152 INTERMEDIATE COLLEGE COMPOSITION. Students whose orientation and departmental tests reveal a deficiency in reading must enroll in ENG 95 in their first semester and ENG 100 their second semester as advised by the General Education Division. Students whose scores reveal a deficiency in grammar will enroll in ENG 100 ENGLISH FUNDAMENTALS in their first semester. Students deficient in math skills must take MA 99 and/or MA 100. Students are permitted to make vertical transfers after the drop and add period without financial or academic penalty on the basis of testing, recommendation of the faculty member, and approval of the chairman of the General Education Division.

2. The following rules apply to English 151/152. In order to pass ENG 151, a student must earn at least a grade of C. In order to pass ENG 152, a student must earn at least a grade of C. In order for a transfer student to be able to receive credit for a course that would be the equivalent of our ENG 151, he or she must pass an English proficiency test that must include an essay. In the event that a transfer student seeks credit for ENG 152 without also transferring in ENG 151, that student would be required to pass the English proficiency test before being granted credit for ENG 152.

3. Students majoring in programs requiring MA 201 FINITE MATHEMATICS must enroll no later than the second semester of their sophomore year.

4. Students majoring in Elementary Education (including

transfer students) have to take the CLAST before registering as upper division students. Transfer students with junior or senior standing take CLAST during the first semester enrolled. Students who do not pass all parts of CLAST during the last semester of the sophomore year may continue enrollment. Each semester, they retake the portion not passed. Students must successfully complete all parts of CLAST prior to graduation. This test is administered by the Department of Education of the State of Florida.

BASIC COMPUTER PROFICIENCY

Computer skills are required for graduation at BCF. A student may take and pass IT 101 to gain those skills or he/she may pass a Proficiency Test. The test consists of a twenty-nine question concepts, terminology, and general knowledge section (50 pts.) and a three-part performance section (50 pts.) The entire test will require a minimum passing score of 85%.

The performance portion consists of the following skills:

Performance 1: Document Processing Basics (20 pts.): creating, editing, formatting, saving (to the hard disk and floppy disk), deleting, and printing.

Performance 2: File Management (5 pts): using My Computer or Windows Explorer to locate and rename a file.

Performance 3: Internet Browsing (25 pts): ACCESSING THE internet, using a search engine, navigating within a site, printing.

GRADING SYSTEM

The following numerical and letter grading system is employed by the faculty in assessing the student’s performance.

<u>GRADE</u>	<u>QUALITY</u>	<u>GRADE POINTS PER SEMESTER HOUR</u>
A (90-100)	Excellent	4.0
B (80-89)	Good	3.0
C (70-79)	Satisfactory	2.0
D (60-69)	Poor, but passing	1.0
F (Below 60)	Failure	0.0
I	Incomplete	0.0
WP	Withdrawal passing	0.0
WF	Withdrawal failing	0.0
DR	Course dropped within the drop period	0.0
AU	Audit	0.0

Incomplete Grades

Students should meet all course requirements by the time of the semester examination. Should that not be the case and should the professor so choose, he/she may record an “I” or “Incomplete grade,” document the outstanding work with the registrar and give the student a deadline for the removal of the “I.” “I” grades must be removed by the end of the 20th day of the next regular (fall or spring) semester. On the morning following the deadline day, all “I” grades will be converted to permanent “F’s.”

Grade Point Average

The GPA of a student is obtained by dividing the total number of grade points by the number of semester hours attempted for credit. To qualify for graduation, a student must have a 2.0 (C) average.

The college provides a forgiveness policy through which students may retake courses in which they have earned an F, WF, or D. While the last grade earned in a retake counts in the GPA, repeats are forgiven only on a one for one basis (for example if a course is failed twice and then passed, only one F grade is dropped). Any recipient of an FSAG (Florida Student Assistant Grant) scholarship must take twelve semester hours of new course work in addition to any repeat course.

Grade Reports

A grade report, showing the hours earned and grades received in all subjects, is issued to the students at the end of each semester, summer session, and J-term.

Academic Honors

Academic excellence is recognized in published reports at the end of each semester for those students making the grade averages as follows: President’s List, 4.0; Dean’s List, 3.25. A student must be enrolled for at least 12 semester hours during the semester to be eligible for this recognition.

Maximum Student Loads

Student loads are limited to a maximum of 21 hours per semester and must be approved by the administrative vice president. Any student who wishes to post more than 21 semester hours must secure in advance the written approval of the administrative vice president or the chief academic officer.

Maximum Student Intern Loads

Student teaching interns are limited to the student teaching experience and no more than six additional semester hours during

the intern semester. Any exception to this rule must have the written approval of the chair of the teacher education division or music division chair, and the administrative vice president or the chief academic officer of the college.

CLASS ATTENDANCE

Absence From Classes

Class attendance and absences are covered by the following regulations:

1. The college grants excused absences for students representing BCF at activities which conflict with classes, for students fulfilling military duties, and for students attending legal proceedings.
2. Students are allowed three absences in three-hour classes, two absences in two-hour classes, and one absence in one-hour classes without penalty. Each absence over this number will carry a one-half point reduction in the final grade. Such absences are counted as part of the maximum allowable to receive credit as governed by rule 6 below.
3. In all cases attendance is counted from the first meeting day of the class.
4. In calculating absences three tardies equal one absence.
5. Students dropping a course after 8 weeks earn an "F" in that course.
6. Students lose credit in any course in which absences exceed one-fourth the total number of meetings of the class. Final examinations count as two class meetings. For example, if a class meets 45 times a semester, the student would lose credit with the twelfth absence.
7. Students must be present for at least one-half (1/2) of a class period to be counted present.

Absences From Semester Examinations and Sectional Tests

If a semester examination is missed, it may be taken upon approval by the vice president for academic affairs. The student should explain in writing the reason for the absence.

Sectional tests missed for reasons acceptable to the professor are taken no later than seven days from the date the student returns to a given class. To secure faculty permission to take the missed test, the student applies to the faculty member in question, giving reasons for the absence and requesting a definite day and hour for the exam.

Changing or Dropping Courses

Students may change courses only during the first week of a semester or drop courses during the first eight weeks. Students drop courses in the office of the registrar. The college recommends the student confer with the financial aid director and his/her advisor before taking such action. Dropping courses after the eighth week results in an automatic failing grade. Fees may be assessed for course changes.

OFFICIAL WITHDRAWAL

Students who withdraw from the school follow a prescribed plan beginning at the Office of the Registrar. Those who leave the college before completing a semester or summer session and do not withdraw officially fail all courses and are charged full tuition.

There is no charge for an official withdrawal, and refunds are made as stated in the "Financial Information" section of this catalog.

CHANGE IN PROGRAM

Students who desire to make any changes related to academic major or minor should (1) consult with division chair of the desired new degree/minor program, (2) complete change of degree/minor form obtained from division chair, and (3) submit completed form to the division chair of the new program.

STANDARD OF PROGRESSION TOWARD GRADUATION AND CLASSIFICATION OF STUDENTS

The college has adopted the following standards for the student's progress from freshman through senior.

CLASS	HOURS	MINIMUM GRADE POINT
		AVERAGE FOR UNCONDITIONAL RETENTION
Freshmen	0-27	1.40
Sophomores	28-60	1.70
Juniors	61-91	2.00
Seniors	92-or more	2.00

PROBATION/SUSPENSION

Students who do not meet the minimum standards indicated above will face academic discipline. The first semester after failure to meet the minimum standard, students will be placed on academic probation. Students who attain the minimum standard after a semester on probation will be taken off probation. The most reliable way to get off academic probation is to retake courses in which one has made a "D or an "F" in order to improve the grade in accordance with the forgiveness policy as described on page 19. Students who fail to attain the minimum standard after a semester on probation will be suspended. Students placed on suspension must stay out of college one regular semester. Then they may apply to re-enter the college through the Office of Admissions. If the required academic standard is not reached by the end of the second semester following readmission, students will be placed on permanent suspension.

SPECIAL MUSIC REQUIREMENTS

Applied Music Examination (Jury)

All music majors taking private lessons must participate in a jury examination for the music faculty.

Directed Study for Music Majors

Under normal circumstances, music classes will not be offered as directed or independent studies for music majors. In extenuating circumstances, students may petition the music faculty for a directed study or independent study one semester in advance. The petition needs to be in the form of a letter addressed to the Music Division Chair. The letter should list the independent or directed study being requested and the rationale for the request.

Requests for direct study or independent study to be granted by the music faculty, must be approved by the Vice President for Academic Affairs.

Ensembles

All full-time music majors must be enrolled in an ensemble every semester.

Recital Attendance

Each semester enrolled, music majors must attend a minimum of 80% of all recitals.

Upper Level Evaluations

This evaluation will take place no sooner than a student's third semester of private performance area instruction and no later than the fourth semester of study. It will replace the end of semester jury examination.

Upper Level Evaluations will include the following:

1. Performance in the student's performing area. (BA students will present a 10 minute performance, BM and BME students will present a 20 minute performance.) Following the performance, the music faculty will engage the student in conversation concerning literature performed, stylistic traits of the music, pedagogy problems with the literature, etc.
2. The faculty will engage the student in conversation concerning the student's goals and future career goals and education.
3. Students will be evaluated on their sight-singing ability at the Upper Level Evaluation.

Piano proficiency skills will not be measured during the Upper Level Evaluation. The student's performance in respective music classes will stand as a measure of particular skill development. Proficiency examinations stand also as evaluative tools to measure music skills.

The music faculty will recommend that a student continue as a music major in a chosen performance area based on performance in music classes, lessons, juries, and the Upper Level Entrance Evaluation.

Transfer students will enter the evaluation process at a time equivalent to that of BCF students. Transfer students who enter at the junior level must be evaluated during their first semester of study at BCF.

4. Music Education majors must successfully interview with the music education faculty before being admitted to the professional program.

SMALL CLASSES

A course with fewer than 10 students enrolled at the beginning of the semester may be canceled.

CODE OF CONDUCT

See College Code of Conduct and Disciplinary Procedures in sections 5 and 6 of the Student Handbook.

RIGHT OF STUDENT APPEAL

Students at BCF have the right of appeal. Should a student feel that a decision by a faculty member, faculty committee, or administrative officer is unfair, he/she may request in writing of

the officer issuing the decision a hearing with the immediate supervisor of that teacher, administrator, or committee with both parties present. Should this meeting prove unsatisfactory, the student may follow further procedures of appeal as outlined in the Student Handbook, section 6.1.2.

DEGREES OFFERED

The college offers intensive theological education to people called of God to serve in the ministry of evangelical churches. High school graduates and college graduates in a second vocation may enroll for a degree. Non-high school graduates enroll in the special program for non-high school graduates. The following degrees are offered.

Baccalaureate Degrees

The college offers baccalaureate degrees with majors in Theology, Biblical Studies, Christian Counseling, Christian Education, Church Music, Music Education, Elementary Education, and Leadership. Most of these degrees require 130 semester hours of study. Each program provides a broad base of knowledge and experience for the student who wishes to enter immediately into ministry. Also, these programs provide a strong foundation for entrance into graduate study.

Associate Degrees

The college offers five associate degrees with majors in Child Development, Christian Education, Church Music, Divinity, and Residential Child Care. The 66 semester hours required for associate degrees include training in most phases of the work of ministry in the local church and are tailored for the student who wishes to invest only two years of training in the chosen field.

GRADUATION REQUIREMENTS

The following general requirements for graduation must be met before the student may receive a degree:

1. Application for graduation at the beginning of the final semester;
2. Completion of academic requirements for the degree as set forth in the catalog;
3. Satisfactory settlement of all financial accounts with the college;
4. Approval by the college of the personal character and moral worthiness of the candidate;
5. Participation in graduation exercises; exceptions must be requested by writing to academic vice president;
6. Maintenance of a minimum grade point average of 2.0;
7. Passage of all CLAST sub-sections by those majoring in education certification programs;
8. Participation in an exit examination;
9. Must take at least 25% of total degree requirements from BCF.

Additional Graduation Requirement for Music Majors

Music majors graduation requirement: RP-Recital Performance. Each student is required to attend eighty percent (80%) of recitals held each semester in which they are enrolled as a music major. Exceptions will be made for Music Education

majors during the semester of student teaching. Zero credit. No fee. Pass or Fail.

Application for Graduation

Prospective graduates apply for graduation at the beginning of their final semester, using official forms supplied in the Office of the Registrar. Applicants are approved for graduation by the faculty.

All documentation for credit earned external to The Baptist College of Florida must be presented to the Registry Office before a student will be permitted to apply for graduation. This includes credit earned from the College Level Examination (CLEP), Seminary Extension or those hours earned at another college, university, or seminary.

The deadline for application for graduation for both the fall and spring semesters is Friday of the fifth week of the semester of anticipated graduation. The student is responsible for having the registrar verify that all work needed for the degree has been completed by the above deadline.

Graduation Honors

In recognition of superior academic excellence, graduating seniors with a GPA of 3.25 or higher will be graduated with honors. The levels of recognition are as follows: Cum Laude--3.25-3.49; Magna Cum Laude--3.50-3.74; Summa Cum Laude--3.75-4.00.

Requirements for Additional Degree

Degree graduates from the college may enroll for a second degree in another field after written application to, and approval by, the administrative vice-president. Baccalaureate graduates complete the requirements for the second bachelor's degree and earn a minimum of 162 semester hours credit. The degree in music education would involve a total of 176 hours with an additional baccalaureate degree and 161 hours with an additional associate degree. Bachelor's degree graduates may earn an associate degree in another field by completing the requirements for the associate degree and earning a minimum of 147 semester hours credit. Associate degree graduates may earn a baccalaureate degree by completing requirements for that degree. Associate degree graduates may earn a second associate degree by completing all the requirements for the second associate degree and earning a minimum of 82 semester hours credit.

CERTIFICATE OF RECOGNITION

The college offers certificates of recognition in several categories for non-degree seeking students who complete the course work prescribed for each certificate. The purpose of these certificates is to provide an achievement award for people who choose to study as non-degree seeking students in areas of special interest. Non-degree students may earn more than one certificate, but may apply only a total of 24 semester hours of credit earned as a non-degree seeking student toward a degree should they ever decide to become degree-seeking. Those who wish to work toward one of the certificates must abide by the following general policies:

1. Students enrolled as degree seeking are not eligible for certificates;

2. Students must be admitted to the college as non-degree seeking;

3. The Certificates in Biblical Studies and Pastoral Ministry may be earned through course work completed either on campus, at a distance location, or online;

4. The Certificate of Recognition for Spouses may be earned only by spouses of students who are graduating from the college, and all required courses must be taken on campus;

5. The Certificate in Ministry Studies may be taken only by online non-degree seeking students;

6. Students who complete the prescribed courses satisfactorily and are approved by the faculty will receive the appropriate certificate from the college;

7. Completion of courses required for these certificates will not warrant graduation from the college.

CERTIFICATE IN MINISTRY STUDIES

This certificate will be awarded to online non-degree seeking students who successfully complete 24 semester hours of upper level online courses integral to the Bachelor of Science in Biblical Studies degree program.

CERTIFICATE IN BIBLICAL STUDIES

Course #	Course Name	Sem. Hrs.
OT 101	Old Testament Study: Adam to Moses	.3
OT 102	Old Testament Study: Joshua to David	.3
OT 201	Old Testament Study: Solomon to Micah	.3
OT 202	Old Testament Study: Isaiah to Malachi	.3
NT 101	New Testament Study: Jesus' Early Ministry	.3
NT 102	New Testament Study: Jesus' Later Ministry	.3
NT 201	New Testament Study: Acts and Paul's Early Letters	.3
NT 202	New Testament Study: Paul's Later Letters, General Letters, & Revelation	.3
Total Hours		.24

CERTIFICATE IN PASTORAL MINISTRY

Course #	Course Name	Sem. Hrs.
CE 101	The Bible Study Ministries of the Church	.2
CE 102	The Discipleship & Mission Ministries of the Church	.2
EV 201	Personal Evangelism	.2
EV 302	Leading a Church in Evangelism	.2
HI 305	Development of the Southern Baptist Convention	.2
PM 210	Pastoral Administration	.2
PM 211	Pastoral Administration	.2
PR 110	Sermon Preparation	.3
PR 201	Sermon Delivery	.3
Theology Elective		.2
Total Hours		.22

CERTIFICATE OF RECOGNITION FOR SPOUSES

COURSES	SEM/HRS
Bible	.6
ENG 151, 152	.6
CE 101, 102	.4
Electives	.9
Total Hours	.25

GRADUATION REQUIREMENTS BY DEGREE

Each student should comply with the requirements in effect (as stated in the catalog) at the time of his or her initial enrollment. If a student withdraws from the college for a year or more and then returns, he or she is subject to the academic requirements stated in the catalog at the time of re-entry.

BACHELOR OF ARTS (In Theology)

CONCENTRATION - BIBLE	SEM/HOURS
OT 101, 102, 201, 202; NT 101, 102, 201, 202 plus 6 hours upper level OT and NT or 6 hours NT Greek	30

THEOLOGICAL CORE	SEM/HOURS
CHRISTIAN EDUCATION CE 101, 102, 301	7
EVANGELISM EV 201, 302	4
HISTORY HI 304, 305	5
MISSIONS MI 302, 404	4
PASTORAL MINISTRY PM 210, 211	4
PREACHING PR 110, 201, 301	8
PSYCHOLOGY PSY 402	3
SPIRITUAL FORMATION SF 101	2
THEOLOGY TH 301, 302, 403	8
TOTAL	45

GENERAL EDUCATION CORE	SEM/HOURS
ENGLISH ENG 151, 152, either 221, 222 or 223	9
HISTORY HI 211, 212 or HI 223, 224	6
INFORMATION TECHNOLOGY IT 301	3
MATHEMATICS MA 102	3
MUSIC MU 105	2
PHILOSOPHY PHI 301, 302, 402	7
PSYCHOLOGY PSY 201	3
SCIENCE SCI 201 or 202 or 203	3
SPEECH SP 101	3
TOTAL	39

ELECTIVES (12 hours must be in upper level courses) . 16
TOTAL . 130

Note: Those students who fail to take and pass the computer proficiency examination (p. 19) must take IT 101.

BACHELOR OF ARTS (In Christian Counseling)

CONCENTRATION - CHRISTIAN COUNSELING	SEM/HOURS
PSY 201, 300, 301, 302, 303, 307, 310, 330 340, 400, 402, 404, 420, 421	38

THEOLOGICAL CORE	SEM/HOURS
BIBLE OT 101, 102, 201, 202; NT 101, 102, 201, 202	24
CHRISTIAN EDUCATION CE 102	2
EVANGELISM EV 201	2
HISTORY HI 305	2
LEADERSHIP LA 101	3
SPIRITUAL FORMATION SF 101	2
THEOLOGY TH 301, 302	6
TOTAL	41

GENERAL EDUCATION CORE	SEM/HOURS
ENGLISH ENG 151, 152, either 221, 222 or 223	9
HISTORY HI 211, 212 or HI 223, 224	6
INFORMATION TECHNOLOGY IT 301	3
MATHEMATICS STA 300	3
SCIENCE SCI 201	3
SOCIOLOGY SOC 201	3
SPEECH SP 101	3
TOTAL	30

ELECTIVES (10 hours must be in upper level courses) . 21
TOTAL . 130

Note: Those students who fail to take and pass the computer proficiency examination (p. 19) must take IT 101.

BACHELOR OF ARTS (In Christian Education)

CHRISTIAN DISCIPLESHIP CORE	
CHRISTIAN EDUCATION CE 101, CE 102, CE 301, CE 303, CE 310 or 320 or 350	11
CHURCH LEADERSHIP LA 101, LA 202, LA 210, LA 302, LA 320	11
CHRISTIAN EDUCATION/LEADERSHIP UPPER LEVEL ELECTIVES	11
TOTAL	33

THEOLOGICAL CORE	
BIBLE OT 101, 102, 201, 202; NT 101, 102, 201, 202	24
EVANGELISM EV 201, 302	4
HISTORY HI 304, 305	5
MISSIONS MI 302	2
SPIRITUAL FORMATION SF 101	2
THEOLOGY TH 301, 302	6
TOTAL	43

GENERAL EDUCATION CORE	SEM/HOURS
ENGLISH ENG 151, 152 and 221 or 222 or 223	9
HISTORY HI 211, 212 or 223, 224	6
INFORMATION TECHNOLOGY IT 301	3
MATHEMATICS MA 102	3
MUSIC MU 105	2
PHILOSOPHY PHI 301, 402	5
PSYCHOLOGY PSY 201, 307	6

SCIENCE SCI 201, 202 or 203	3
SOCIOLOGY SOC 201	3
SPEECH SP 101	3
TOTAL	43

FREE ELECTIVES11

TOTAL130

Note: Those students who fail to take and pass the computer proficiency examination (p. 19) must take IT 101.

BACHELOR OF ARTS

(In Elementary Education with ESOL Endorsement)

GENERAL EDUCATION CORE	SEM/HOURS
ENGLISH ENG 151, 152, 222	9
HISTORY HI 223, 224, 206	9
MATHEMATICS MA 200, 201, 202	9
HUMANITIES - PHILOSOPHY PHI 301	3
PSYCHOLOGY PSY 201	3
SCIENCE SCI 201, 202, 203	9
SPEECH SP 101	3
TOTAL	45

THEOLOGICAL CORE	SEM/HOURS
EVANGELISM EV 201 OR SPIRITUAL FORMATION SF 101	2
NEW TESTAMENT NT 101, 102, 201	9
OLD TESTAMENT OT 101, 202	6
TOTAL	17

PROFESSIONAL EDUCATION	SEM/HOURS
(Preparation Requirements)	
EDUCATION EDU 2000, 2001, 2012, 3022 (or PSY 307), 3031, 3043, 3052, 4061, 4071, 4082, 4090	33
TOTAL	33

ELEMENTARY EDUCATION	SEM/HOURS
EDUCATION EDU 3111, 3122, 3132, 3141, 3212, 2222, 3232, 4311, 3321, 4331, 2423, 3413	33
TOTAL	66

ELECTIVES 2
TOTAL HOURS 130

BACHELOR OF ARTS

(In Church Music)

CONCENTRATION	SEM/HOURS
APPLIED MUSIC PRINCIPAL	.6
APPLIED MUSIC SECONDARY	.4
CHURCH MUSIC MU 301, 405, 406	.8
CONDUCTING MC 206, 307	.4
ENSEMBLE ME 101, 102 plus 6 hours of electives, 4 must be upper level	.8
MUSIC HISTORY AND LITERATURE MH 403, 404, and 405 or MU 303	.8*
MUSIC THEORY MT 101, 102, 103, 104, 201, 202	.14

RECITAL PERFORMANCE	0
SENIOR RESEARCH PROJECT I	1
SENIOR RESEARCH PROJECT II	1
OR	
SENIOR PERFORMANCE PROJECT I	1
SENIOR PERFORMANCE PROJECT II	1
TOTAL54

THEOLOGICAL CORE	SEM/HOURS
BIBLE OT 101, 202; NT 101, 102, 201	15
CHRISTIAN EDUCATION CE 101	2
EVANGELISM EV 201, 302	4
HISTORY HI 305	2
MISSIONS MI 302	2
TOTAL25

GENERAL EDUCATION CORE	SEM/HOURS
ENGLISH ENG 151, 152	6
HISTORY HI 211, 212, or HI 223, 224, and MH 403, 404	12*
MATHEMATICS MA 201	3
PSYCHOLOGY PSY 201, 307	6
VOICE MV 410	3
SPEECH SP 101	3
TOTAL33*

ELECTIVES (at least 10 hours must be upper level) ...	24
TOTAL130

*MH 403 and 404 are counted in General Education total as well as concentration but once only in grand total.
Note: Those students who fail to take and pass the computer proficiency examination (p. 19) must take IT 101.

**BACHELOR OF ARTS
(In Leadership)**

CONCENTRATION - LEADERSHIP	SEM/HOURS
CHRISTIAN EDUCATION CE 101, 102	4
LEADERSHIP LA 101, 102, 302, 303, 305, 440, 450	16
LEADERSHIP ELECTIVES	10
TOTAL30

THEOLOGICAL CORE	SEM/HOURS
BIBLE OT 101, 102, 201, 202; NT 101, 102, 201, 202	24
EVANGELISM EV 201, 302	4
HISTORY HI 304, 305	5
PASTORAL MINISTRY PM 200	1
SPIRITUAL FORMATION SF 101	2
THEOLOGY TH 301, 302	6
TOTAL42

GENERAL EDUCATION CORE	SEM/HOURS
ENGLISH ENG 151, 152, ENG 221 or 222, or 223	9

HISTORY HI 211, 212, or HI 223, 224	6
INFORMATION TECHNOLOGY IT 301, 440	6
MATHEMATICS MA 102	3
PHILOSOPHY PHI 301, 402	5
PSYCHOLOGY PSY 201, 307	6
SCIENCE SCI 201 or 202	3
SOCIOLOGY SOC 201	3
SPEECH SP 101	3
TOTAL44

ELECTIVES	14
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TOTAL130
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Note: Those students who fail to take and pass the computer proficiency examination (p. 19) must take IT 101.

**BACHELOR OF MUSIC
(In Church Music)**

CONCENTRATION	SEM/HOURS
APPLIED MAJOR (must include junior and senior recitals)	19
APPLIED SECONDARY	6
CHURCH MUSIC MU 301, 303, 405, 406	10
CONDUCTING MC 206, 307, 407	6
ENSEMBLE ME 101, 102 plus 6 hours of electives, 4 must be upper level	8
JUNIOR RECITAL	0
MUSIC HISTORY AND LITERATURE MH 403, 404, 405	8
MUSIC THEORY MT 101, 102, 103, 104, 201, 202, 203, 204, 301, 405	20
PEDAGOGY (according to major)	1
RECITAL PERFORMANCE	0
SENIOR RECITAL	0
TOTAL78

THEOLOGICAL CORE	SEM/HOURS
BIBLE OT 101, 202; NT 101, 102, 201	15
CHRISTIAN EDUCATION CE 101	2
EVANGELISM EV 201	2
HISTORY HI 305	2
MISSIONS MI 302	2
TOTAL23

GENERAL EDUCATION CORE	SEM/HOURS
ENGLISH ENG 151, 152	6
HISTORY HI 211, HI 305, MH 403, 404	11*
MATHEMATICS MA 102	3
PSYCHOLOGY PSY 201, 307	6
SPEECH SP 101	3
TOTAL29*

ELECTIVES (at least 3 hours must be upper level)8
TOTAL130

*HI 305, MH 403 and 404 are counted in General Education total as well as concentration and theological core, but once only

in grand total.
 Note: Those students who fail to take and pass the computer proficiency examination (p. 19) must take IT 101.

BACHELOR OF MUSIC EDUCATION

GENERAL EDUCATION	SEM/HOURS
ENGLISH ENG 151 and either 221, 222, or 223	.6
SPEECH SP 101	.3
SCIENCE SCI 202, 203, MV 410	.9
MATH MA 200, 201, 202	.9
HISTORY Either HI 223, 224, 225, 301	.3
MUSIC HISTORY MH 403, 404	.6
PSYCHOLOGY PSY 201	.3
PHILOSOPHY 301	.3
TOTAL	.42

CONCENTRATION	SEM/HOURS
APPLIED MAJOR	.12
APPLIED SECONDARY	.4
MUSIC THEORY MT101, 103 SS/ET,102, 104 SS/ET	.18
201, 202, 301 form, 405 orchestra	.4
CONDUCTING MC 206, 307	.6
*MUSIC HISTORY MH 403, 404	.1
PEDAGOGY (According to major)	.7
ENSEMBLE	.15
MUSIC ED MDE 211, 350, 351, 360, 310, 311, 312, 313	.0
RECITAL PERFORMANCE	.67
TOTAL	.67

PROFESSIONAL EDUCATION	SEM/HOURS
EDUCATION	
EDU 2001, 3022, 3111, 4082, 3052, 3043, 4090	.24
BIBLE MINOR	
NEW TESTAMENT NT101, 102, 201	.9
OLD TESTAMENT OT 101, 102	.6
TOTAL	.39
ELECTIVES	.2
TOTAL	.144

*MH 403 and 404 are counted in General Education total as well as concentration, but only once in grand total.

**BACHELOR OF SCIENCE
 (In Biblical Studies)**

This degree is an external degree program, which uses either associate of arts degrees or associate degrees in divinity, ministry or Christian education from regionally accredited institutions as a basis for admission. It is designed to meet the needs of adult learners who wish to acquire upper level theological education through various distance learning systems. It isn't available to students enrolled for traditional in-residence degree programs on the college campus in Graceville.

There are three primary tracks for this degree:

**Track 1
 Associate Degree With a
 Divinity/Theological/Ministry or
 Christian Education Major**

Associate Degree will have from 60 to 70 semester hours total. All will be transferred toward the Bachelor of Science in Biblical Studies.

The Bachelor of Science in Biblical Studies Degree requires a minimum of 30 semester hours in general education, including a minimum of 3 semester hours in each of the following disciplines:

- Literature/Humanities
- Social/Behavioral Sciences
- Science/Mathematics
- Information Technology

Students in this program will complete a minimum of 32 semester hours of work in upper level ministry related courses with BCF. The total degree requires 120 semester hours.

An Example:

	SEM/HOURS
ASSOCIATE DEGREE (all transfers)	60
General Education in that degree	18
Theological Studies in that degree	42

BACHELOR OF SCIENCE IN BIBLICAL STUDIES COMPLETION	60
GENERAL EDUCATION requires	12
a minimum of 12 semester hours in the disciplines listed above.	

THEOLOGICAL STUDIES concentration requires that the balance of semester hours required for the 120 hour degree be taken from BCF. (A minimum of 32 hours from BCF is required in any variation of transfer credits given.) In this case 48 hours from BCF are required.		48
TOTAL		120

Track 2
Associate of Arts Degree

Associate Degree will have from 60 to 70 semester hours total (some cases even more). Up to 60 semester hours will be transferred toward the Bachelor of Science in Biblical Studies.

The Bachelor of Science in Biblical Studies Degree requires a minimum of 30 semester hours in general education, including a minimum of 3 semester hours in each of the following disciplines:

- Literature/Humanities
- Social/Behavioral Sciences
- Science/Mathematics
- Information Technology

Other transferable general education hours will transfer in as general education electives up to a total of 60 semester hours.

Students in this program will complete 51 semester hours in upper level ministry-related courses, which must be taken with BCF. The total degree requires 120 semester hours.

Nine semester hours of upper level free electives to complete the degree requirement of 120 hours may be transferred in from other schools or the Seminary Extension Department of the Southern Baptist Convention.

An Example:

	SEM/HOURS
ASSOCIATE DEGREE	60
GENERAL EDUCATION	60
Theological Studies (none included)	0

BACHELOR OF SCIENCE IN BIBLICAL STUDIES COMPLETION	60
General Education (none required)	0
Theological Studies (upper level electives)	60
BCF	51
Free Electives (upper level)	9
TOTAL	120

Track 3
Associate of Arts Degree Equivalent

Associate Degree Equivalent. Up to 60 semester hours of general education, including a minimum of 3 semester hours from each of the following disciplines will serve as this equivalent:

- Literature/Humanities
- Social/Behavioral Sciences
- Science/Mathematics
- Information Technology

The Bachelor of Science Degree requires a minimum of 30 semester hours of general education with no less than 3 semester hours in each of the above disciplines.

Other transferable general education hours will transfer in as general education electives up to a total of 60 semester hours. Students in this program will complete 51 semester hours in upper level ministry related courses which must be taken with BCF. The total degree requires 120 semester hours.

Nine semester hours of upper level free electives to complete the degree requirement of 120 hours may be transferred in from other schools or the Seminary Extension Department of the Southern Baptist Convention.

An Example:

	SEM/HOURS
ASSOCIATE DEGREE EQUIVALENT	60
General Education	60
Theological Studies (none included)	0

BACHELOR OF SCIENCE IN BIBLICAL STUDIES COMPLETION	60
General Education (none required)	0
Theological Studies (upper level electives)	60
BCF	51
Free Electives (upper level)	9
TOTAL	120

MINOR IN BIBLE

BIBLE	SEM/HOURS
OT 101 ADAM TO MOSES	3
OT 202 ISAIAH TO MALACHI	3
NT 101 JESUS' EARLY MINISTRY	3
NT 102 JESUS' LATER MINISTRY	3
NT 201 ACTS AND PAUL'S EARLY LETTERS	3
TOTAL	15

MINOR IN EVANGELISM/PREACHING

EVANGELISM	SEM/HOURS
EV 201 PERSONAL EVANGELISM	2
EV 302 LEADING A CHURCH IN EVANGELISM	2
EV ELECTIVES	6

PREACHING	SEM/HOURS
PR 110 SERMON PREPARATION	3
PR 201 SERMON DELIVERY	3
PR ELECTIVES	4
TOTAL	20

MINOR IN LEADERSHIP

LEADERSHIP	SEM/HOURS
LA 102 BIBLICAL FOUNDATIONS OF LEADERSHIP	3
LA 301 THE MINISTER AS A LEADER	2
LA 302 CHANGE AND CONFLICT MANAGEMENT	2
LA 303 TEAM MINISTRY	2
LA 305 VISIONARY LEADERSHIP	2
LA 320 CHURCH BUSINESS ADMINISTRATION	2
LA 450 LEADERSHIP DYNAMICS OF ORGANIZATION ..	2
TOTAL	15

MINOR IN MISSIONS

CORE COURSES	SEM/HOURS
MI 302 FOUNDATIONS OF CHRISTIAN MISSIONS	2
CE 102 THE DISCIPLESHIP AND MISSION MINISTRIES OF THE CHURCH	2
MI 404 WORLD RELIGIONS	2

OTHER REQUIRED COURSES	SEM/HOURS
MI 204 CHURCH STARTING	2

MI 410 CONTEMPORARY STRATEGIES IN MISSIONS ... 3

ONE OF THE FOLLOWING	SEM/HOURS
MI 303 INTERNATIONAL MISSIONS PRACTICUM	4
MI 305 NORTH AMERICAN MISSIONS PRACTICUM ...	4
MI 304 CHURCH STARTING PRACTICUM	6
MI 308 RESORT MISSIONS PRACTICUM	6

ELECTIVES	SEM/HOURS
MI 405 AMERICAN CULTS AND SECTARIAN GROUPS ..	2
MI 307 RESORT MISSIONS	2

TOTAL17

MINOR IN MUSIC

MUSIC THEORY	SEM/HOURS
MT 100 MUSIC FUNDAMENTALS	2
APPLIED MUSICPRINCIPAL INSTRUMENT	2
APPLIED MUSICSECONDARY INSTRUMENT ...	1

MUSIC HISTORY 2-3

- *MU 303 HYMNOLOGY (2)
- OR
- *MH 403 MUSIC HISTORY AND LITERATURE: ANTIQUITY TO BAROQUE (3)
- OR
- *MH 404 MUSIC HISTORY AND LITERATURE: CLASSICAL TO TWENTIETH CENTURY (3)
- OR
- *MH 405 CHORAL LITERATURE (2)

*Indicates prerequisite.

ENSEMBLE 4
ME 101, 102, 201, 202 COLLEGE CHOIR (4)

CHURCH MUSIC5-6
MU 301 MUSIC IN WORSHIP (3)
MU 405 MUSIC EDUCATION IN THE CHURCH:
CHILDREN (3)
OR
MU 406 MUSIC EDUCATION IN THE CHURCH:
YOUTH AND ADULTS (2)
TOTAL16-18

Note: Students must audition with the music faculty before enrolling as "Minor in Music."

MINOR IN PSYCHOLOGY & COUNSELING

PSYCHOLOGY & COUNSELING	SEM/HOURS
PSY 201 GENERAL PSYCHOLOGY	3
PSY 301 PSYCHOLOGY OF RELIGION	3
PSY 302 PSYCHOLOGY OF PARENTING	2
PSY 303 PREMARITAL AND MARITAL COUNSELING ..	2
PSY 307 DEVELOPMENTAL PSYCHOLOGY	3
PSY 402 THE ART OF COUNSELING	3
TOTAL	16

MINOR IN YOUTH MINISTRY

CHRISTIAN EDUCATION	SEM/HOURS
CE207 CHRISTIAN EDUCATION	2
CE 310 BASIC MINISTRY TO YOUTH	3
CE 317 EVANGELISM AND DISCIPLESHIP WITH YOUTH	2
CE 411 CURRENT ISSUES IN YOUTH MINISTRY	2

LEADERSHIP/PSYCHOLOGY	
LA 313 YOUTH MINISTRY LEADERSHIP	3
PSY 309 ADOLESCENT DEVELOPMENT	3
PSY 320 COUNSELING YOUTH AND THEIR PARENTS ..	2
TOTAL	17

ASSOCIATE OF ARTS (In Child Development)

CONCENTRATION - CHILD DEVELOPMENT	SEM/HOURS
CD 101, 102, 103, 104, 105, 106, 107	18
TOTAL	18

THEOLOGICAL CORE	SEM/HOURS
BIBLE OT 101, 102, 201, 202; NT 101, 102, 201, 202	24
EVANGELISM EV 201	2
TOTAL	26

GENERAL EDUCATION CORE	SEM/HOURS
ENGLISH ENG 151, 152	6
MATHEMATICS MA 102	3
PSYCHOLOGY PSY 201	3
SCIENCE SCI 201	3
SOCIOLOGY SOC 201	3
TOTAL	18

ELECTIVES	4
TOTAL66

Note: Those students who fail to take and pass the computer proficiency examination (p. 19) must take IT 101.

ASSOCIATE OF ARTS (In Church Music)

CONCENTRATION	SEM/HOURS
APPLIED MUSIC.....PRINCIPAL INSTRUMENT	4
APPLIED MUSIC.....SECONDARY INSTRUMENT	4
CONDUCTING MC 206	2
ENSEMBLE ME 101, 102, plus 2 hours of electives	4
MUSIC THEORY MT 101, 102, 103, 104, 201, 202	14
RECITAL PERFORMANCE	0
TOTAL	28

THEOLOGICAL CORE	SEM/HOURS
BIBLE OT 101, 102; NT 101, 102	12
CHRISTIAN EDUCATION CE 101	2
EVANGELISM EV 201	2
TOTAL	18

GENERAL EDUCATION CORE	SEM/HOURS
ENGLISH ENG 151, 1526
MATHEMATICS MA 1023
PSYCHOLOGY PSY 2013
SPEECH SP 1013
HISTORY HI 3052
TOTAL15

ELECTIVES5
TOTAL66

Note: Those students who fail to take and pass the computer proficiency examination (p. 19) must take IT 101.

ASSOCIATE OF ARTS
(In Residential Child-Care)

CONCENTRATION - RESIDENTIAL CHILD-CARE	SEM/HOURS
CHILD DEVELOPMENT CD 1022
PSYCHOLOGY PSY 201, 3025
RESIDENTIAL CHILD-CARE RCC 220, 230, 29010
TOTAL17

THEOLOGICAL CORE	SEM/HOURS
BIBLE OT 101, 102, 201, 202; NT 101, 102, 201, 20224
EVANGELISM EV 201, 3024
TOTAL28

GENERAL EDUCATION CORE	SEM/HOURS
ENGLISH ENG 151, 1526
MATHEMATICS MA 1023
SCIENCE SCI 2013
SOCIOLOGY SOC 2013
TOTAL15

ELECTIVES6
TOTAL66

Note: Those students who fail to take and pass the computer proficiency examination (p. 19) must take IT 101.

ASSOCIATE OF DIVINITY

CONCENTRATION - BIBLE	SEM/HOURS
OT 101, 102, 201, 202; NT 101, 102, 201, 20224

THEOLOGICAL CORE	SEM/HOURS
CHRISTIAN EDUCATION CE 101, 1024
EVANGELISM EV 201, 3024
HISTORY HI 3052
PASTORAL MINISTRY PM 210, 2114
PREACHING PR 110, 2016
THEOLOGY ELECTIVE2
TOTAL22

GENERAL EDUCATION CORE	SEM/HOURS
ENGLISH ENG 151, 1526
MATHEMATICS MA 1023
PSYCHOLOGY PSY 2013
ELECTIVES3
TOTAL15

ELECTIVES5
TOTAL66

Note: Those students who fail to take and pass the computer proficiency examination (p. 19) must take IT 101.

**ASSOCIATE OF
CHRISTIAN EDUCATION**

CHRISTIAN DISCIPLESHIP CORE	SEM/HOURS
CHRISTIAN EDUCATION CE 101, 102, 301	7
CHURCH LEADERSHIP LA 101, LA 210 or 301	6
TOTAL	13

THEOLOGICAL CORE	SEM/HOURS
BIBLE OT 101, 102, 201, 202; NT 101, 102, 201, 202	24
EVANGELISM EV 201, 302	4
HISTORY HI 305	2
SPIRITUAL FORMATION SF 101	2
PASTORAL ETHICS PM 200	1
TOTAL	33

GENERAL EDUCATION CORE	SEM/HOURS
ENGLISH ENG 151, 152 AND EITHER 221, 222, or 223	9
MATHEMATICS MA 102	3
MUSIC MU 105	2
SOCIOLOGY SOC 201	3
PSYCHOLOGY PSY 201	3
SPEECH SP 101	3
TOTAL	23

TOTAL **69**

Note: Those students who fail to take and pass the computer proficiency examination (p. 19) must take IT 101.

TEACHER CERTIFICATION
FLORIDA ADMINISTRATIVE CODE-
Section 6E-2.04(10) (c)

Although the college is accredited by the Commission on Colleges of Southern Association of Colleges and Schools, a degree from BCF does not automatically qualify either for a

Florida teaching certificate or to participate in professional examinations in Florida. (However, the college does offer courses in education that qualify a person with a bachelor's degree from an institution accredited by the Commission on Colleges of Southern Association of Colleges and Schools to apply for temporary certification in elementary education, music education K-12, and middle school social studies with the Florida Department of Education. To obtain a permanent certificate through a program such as this a person must teach for two years in Florida) Those interested in obtaining a Florida teaching certificate should contact the Office of Teacher Certification, Department of Education, Tallahassee, Florida 32301. Anyone intending to practice any other regulated profession in Florida should contact the Department of Professional and Occupational Regulation, Tallahassee, Florida 32301.

**COURSES NEEDED FOR ELIGIBILITY FOR
CERTIFICATION IN ELEMENTARY EDUCATION
BY FLORIDA DEPARTMENT OF EDUCATION**

The following courses offered by the college qualify a person with a bachelor's degree from BCF to apply for certification in elementary education by the Florida Department of Education. Such applicants must have an overall minimum grade point average of 2.5 and pass all sections of CLAST.

<u>1. Six hours of Foundations and Psychology</u>	SEM/HOURS
EDU 2001 FOUNDATIONS OF EDUCATION	3
PSY 307 DEVELOPMENTAL PSYCHOLOGY OR EDU 3022 PSYCHOLOGY OF TEACHING AND LEARNING	3
<u>2. Six hours of General Methods from the following 3 hour courses</u>	6
EDU 3052 CLASSROOM MANAGEMENT EDU 3031 CURRICULUM IN SCHOOLS EDU 4082 MEASUREMENTS & EVALUATIONS EDU 2012 GENERAL MATERIALS AND METHODS OF TEACHING	
<u>3. Twenty-seven hours of elementary courses</u>	
EDU 3111 TEACHING READING IN THE ELEMENTARY SCHOOL	3
EDU 3122 READING DIAGNOSIS AND REMEDIATION	3
EDU 3132 TEACHING LANGUAGE ARTS IN ELEMENTARY SCHOOL	3
EDU 3141 CHILDREN'S LITERATURE	3
EDU 4331 TEACHING ELEMENTARY SCIENCE	3
EDU 3321 TEACHING ELEMENTARY SOCIAL STUDIES	3
EDU 3232 TEACHING PHYSICAL ED. & HEALTH IN ELEMENTARY SCH	2
EDU 3212 TEACHING ELEMENTARY ART	2
EDU 2222 MATERIALS AND METHODS OF TEACHING MUSIC	2
EDU 4311 TEACHING ELEMENTARY MATHEMATICS	3
<u>4. Six hours of Practical Experiences</u>	
EDU 4090 INTERNSHIP*	6

*A student may take 9 or 12 hours of EDU 4090 and reduce the

number of General Methods hours to three (3).

TOTAL45

**COURSES NEEDED FOR ELIGIBILITY
FOR CERTIFICATION IN
MIDDLE SCHOOL SOCIAL STUDIES
BY FLORIDA DEPARTMENT OF EDUCATION**

The following courses qualify a person with any bachelors degree from BCF to apply for certification from the Florida Department of Education in Middle School Social Studies. In addition to the courses listed below the applicant must have a minimum overall grade point average of 2.5 and pass all sections of CLAST.

SOCIAL STUDIES CORE:	SEM/HOURS
HI 200 INTRODUCTION TO ECONOMICS3
HI 206 GEOGRAPHY3
HI 211 or HI 212 WESTERN CIVILIZATION3
HI 223 AND HI 224 AMERICAN HISTORY6
HI 225 UNITED STATES GOVERNMENT3
SUBTOTAL18

EDUCATION CORE:	SEM/HOURS
<u>1. Six hours of Foundations and Psychology</u>	
EDU 2001 FOUNDATIONS OF EDUCATION3
PSY 307 DEVELOPMENTAL PSYCHOLOGY OR EDU 3022 PSYCHOLOGY OF TEACHING AND LEARNING3
<u>2. Six hours of General Methods from the following 3 hour courses</u>6
EDU 3052 CLASSROOM MANAGEMENT	
EDU 3031 CURRICULUM IN SCHOOLS	
EDU 4082 MEASUREMENTS & EVALUATIONS	
EDU 2012 GENERAL MATERIALS AND METHODS OF TEACHING	
<u>3. Three hours of Special Methods</u>	
EDU 3321 TEACHING ELEMENTARY & MIDDLE SCHOOL SOCIAL STUDIES	
<u>4. Six hours of Practical Experiences</u>	
EDU 4090 INTERNSHIP*6
*A student may take 9 or 12 hours of EDU 4090 and reduce the number of General Methods hours to three (3).	
SUBTOTAL18
TOTAL36

COURSES

COURSE NUMBERS

In the following pages each separate college course is described briefly with proper letter and number. Non-credit courses are numbered 90-99. Students may evaluate their eligibility for enrolling in a given course according to stated course

prerequisites.

ROTATION OF COURSES

Scheduling restrictions sometimes necessitate offering courses only every other year or in alternate semesters. Semester class schedules may be obtained from the registrar.

PREREQUISITES

Since some courses cannot be taken until other specified courses have been completed, the student should plan his schedule accordingly. For example, a student may not take ENG 152 until completion of ENG 151.

FIELDS OF INSTRUCTION

For convenience in administration, courses are divided into fields of instruction by course title and number. The fields of instruction are abbreviated as follows:

BI	BIBLICAL INTRODUCTION
CD	CHILD DEVELOPMENT
CE	CHRISTIAN EDUCATION
DS	DIRECTED STUDY
EDU	EDUCATION
ENG	ENGLISH
EV	EVANGELISM
HI	HISTORY
IT	INFORMATION TECHNOLOGY
LA	LEADERSHIP
MA	MATHEMATICS
MI	MISSIONS
MUS	MUSIC: APPLIED INSTRUMENTAL KEYBOARD VOICE
MC	MUSIC: CONDUCTING
MUE	MUSIC EDUCATION
ME	MUSIC: ENSEMBLE
MH	MUSIC: HISTORY AND LITERATURE
MP	MUSIC: PIANO
MT	MUSIC: THEORY
MU	MUSIC: CHURCH
MV	MUSIC: VOICE
NT	NEW TESTAMENT
OT	OLD TESTAMENT
PM	PASTORAL MINISTRY
PHI	PHILOSOPHY
PR	PREACHING
PSY	PSYCHOLOGY AND COUNSELING
RCC	RESIDENTIAL CHILD-CARE
SCI	SCIENCE
SL	SIGN LANGUAGE
SOC	SOCIOLOGY
SPN	SPANISH
SP	SPEECH
SF	SPIRITUAL FORMATION
STA	STATISTICS
SM	SUPERVISED MINISTRIES

TH THEOLOGY
WS WOMEN'S STUDIES

BIBLICAL INTRODUCTION

- BI 301. OLD TESTAMENT BACKGROUNDS.**
A study of the geographical background of the Old Testament world as it relates to the story of redemption. The various Biblical countries are studied as they progressively enter into the unfolding story. Prerequisite: Sophomore standing. Two semester hours credit.
- BI 302. NEW TESTAMENT BACKGROUNDS.**
A continuation of BI 301 with emphasis on the geographical, historical, and cultural setting which constitutes the natural framework of the New Testament story, the matrix out of which the Christian movement was born. Prerequisite: Sophomore standing. Two semester hours credit.
- BI 401. THE HISTORY OF THE BIBLE.**
A study of the formation, transmission, and translation of the Bible. The study of the formation of the Bible includes a review of the production of the Old and New Testaments and the history of the canonization of each of them. The study of the transmission of the texts of the Old and New Testaments includes an examination of the process of evaluating existing Biblical manuscripts in an effort to reconstruct, as nearly as possible, the original text of the Bible. The study of the translation of the Bible gives primary emphasis to the history of the English Bible from the work of John Wycliffe in the fourteenth century to the most recent translations. Prerequisite: Junior standing. Two semester hours credit.

CHILD DEVELOPMENT

- CD 101. INTRODUCTION TO CHILD-CARE.**
A study of state and local rules and regulations; health, safety, and nutrition; identifying and reporting child abuse and neglect; and CDA and CCDA credentialing. Two semester hours credit.
- CD 102. CHILD GROWTH AND DEVELOPMENT.**
A study of the growth and development of children birth - 12 years of age. This will include an emphasis on developmentally appropriate practices for infants, toddlers, young children, and school age children, including their moral and spiritual development. Two semester hours credit.
- CD 103. CHILD-CARE PROGRAMS AND CURRICULA.**
A study of the principles and practices of programs for children. It includes current research in early childhood education, role of the teacher, and the selection

and use of equipment and materials for working with children. Also included is the study of techniques of using language arts, science, art, social studies, math, music, physical activities, and Bible study with young children. This course will include an introduction to the Southern Baptist Convention Press Pre-School Curriculum. Three semester hours credit.

- CD 104. OBSERVATION AND ASSESSMENT IN CHILD-CARE.**
An examination of the methods of observing and assessing children in a child-care program. Methods of assessing children will be studied and practical experience in the use of these methods will be included. Three semester hours credit.
- CD 105. PARENT AND CHURCH RELATIONS.**
A course to examine the relationship of the church and the church child-care program. This study will include the ministry of the teacher and administrator, as well as relationships with families, the church, and the community. Two semester hours credit.
- CD 106. CHILD-CARE INTERNSHIP.**
A course to give the child development degree student experience in child-care under the supervision of a child development experienced child-care worker. Three semester hours credit.
- CD 107. CHILD-CARE DIRECTOR.**
A course to examine the elements of child-care related specifically to the job of director. This will include budgeting, personnel management, parent relations, marketing, etc. Three semester hours credit.

CHRISTIAN EDUCATION

- CE 101. THE BIBLE STUDY MINISTRIES OF THE CHURCH.**
A study of the skills, principles, and organization involved in leading small group Bible study ministries in the local church. Included are Sunday School, Vacation Bible School, and evangelistic Bible-study ministries. Development of mission, vision, and Christian worldview is emphasized. Two semester hours credit.
- CE 102. THE DISCIPLESHIP AND MISSION MINISTRIES OF THE CHURCH.**
A study of the skills, principles, and procedures involved in leading effective member and leadership training in the local church. Missions education is emphasized. Development of mission, vision, and Christian worldview is reinforced. Traditional as well as innovative programs are included. Two semester hours credit.
- CE 207. CHURCH RECREATION.**
A study of the functions of church recreation, of the importance of play in the life of the individual and the church, and of methods and procedures for administering an effective program of church recreation. Two semester hours credit.

CE 290. CHRISTIAN DRAMA.

A survey of dramatic ministries available in the local church. Christian theater, puppetry, and clowning are included. Production, acting, costuming, directing, and selection are emphasized. Open to all students. SP 101 or facility in oral communication is recommended. Two semester hours credit.

CE 301. PRINCIPLES OF TEACHING.

How to improve teaching in the Sunday School. The various methods for teaching are studied and illustrated with practical application to the Sunday School lessons as to planning and teaching the Bible. Prerequisite: Sophomore standing. Three semester hours credit.

CE 303. SOUTHERN BAPTIST LITERATURE.

A study of the history or curriculum development and publishing in the Southern Baptist church. The student will be exposed to foundational theological and educational principles used in evaluating effective church-based curriculum. The class will travel to LifeWay Christian Resources of the SBC. Limited to 20 Christian Education majors. Prerequisite: Sophomore standing. One semester hour credit.

CE 310-350. AGE-DIVISION MINISTRIES.

A series of studies to understand and minister to currently targeted age groupings. Included are the characteristics, interests, and needs of the group as well as the methods and techniques of how to meet those needs. Philosophies of ministry, resources for ministry, programming alternatives, and methods of program delivery are also studied. Prerequisite: Sophomore standing. Three semester hours credit.

CE 310. BASIC MINISTRY TO YOUTH.

CE 320. MINISTRY TO CHILDREN.

CE 350. MINISTRY TO ADULTS.

CE 317. EVANGELISM AND DISCIPLESHIP WITH YOUTH.

A study of evangelizing and discipling contemporary youth. The course will examine special issues and needs related to reaching youth for Christ. Special emphasis will be given to the study of plans, events, and programs related to youth evangelism and discipleship. Prerequisite: Sophomore standing. Two semester hours credit.

CE 411. CURRENT ISSUES IN YOUTH MINISTRY.

A study of current issues relevant to the contemporary youth minister. This course will explore the value systems, parent relationships, sub-cultures, sexual patterns, school cultures, generational separations, and religious patterns as they relate to youth in today's Christian and secular communities. Prerequisite: Junior standing. Two semester hours credit.

DIRECTED STUDY

DS 301. DIRECTED STUDY.

A course designed for a special study within one of the disciplines taught in the regular curriculum of the col-

lege. The methodology will include independent research, readings, and laboratory experience. Prerequisites and number of hours credit will vary according to the nature of each course.

EDUCATION

EDU 1030 PHILOSOPHY OF THE CHRISTIAN SCHOOL MOVEMENT.

A study of the philosophy of education from the perspective of the development, purpose, and function of the K-12 Christian school movement. Two semester hours credit.

EDU 2000 INTRODUCTION TO EDUCATION.

A study of elementary education as a career. Students will become acquainted with factors affecting successful teaching in the elementary school. During this course students will apply for the teacher education program. Extensive field experiences will be required. Two semester hours credit.

EDU 2001 FOUNDATIONS OF EDUCATION.

A study of the philosophical, social, and historical foundations of education. Wherever appropriate, the Christian world view & philosophy will be addressed. Prerequisite: Admission to the Teacher Education Program or permission from the Education Department Chairman. Three semester hours credit.

EDU 2012 GENERAL MATERIALS AND METHODS OF TEACHING.

A study of basic teaching methods. It will also include a study of lesson planning and learning styles. Prerequisite: Admission to the Teacher Education Program or permission from the Education Department Chairman. Three semester hours credit.

EDU 2222 TEACHING MUSIC IN ELEMENTARY SCHOOL.

A study of music teaching methodology and materials for music instruction in grades K-12. Prerequisite: Admission to the Teacher Education Program or permission from the Education Department Chairman. Two semester hours credit.

EDU 2423 TEACHING DIVERSE POPULATIONS.

This course is designed to introduce the pre-service teacher to a variety of cultural and linguistic groups represented in the United States, and to develop sensitivity to and understanding of these groups. Emphasizing the major cultures found in Florida, this course provides insights for teachers to be used in meeting the special needs of Limited English Proficient students. Topics include living patterns, interrelatedness of language and culture, culture shock, cross-culture awareness, dealing with parents of LEP students, and the themes, attitudes, and values of these cultural groups. Prerequisite: Admission to the Teacher Education Program or permission from the Education Department Chairman. Three semester hours credit.

EDU 3022 PSYCHOLOGY OF TEACHING AND LEARNING.

A study that examines important learning theories and processes with an emphasis on developmental, cultural, and environmental influences on learning experiences. Prerequisite: Admission to the Teacher Education Program or permission from the Education Department Chairman. Three semester hours credit.

EDU 3031 CURRICULUM IN SCHOOLS.

A study designed to acquaint students with current concepts of curriculum and other issues in Education today. Prerequisite: Admission to the Teacher Education Program or permission from the Education Department Chairman. Three semester hours credit.

EDU 3043 ESOL CURRICULUM and METHODS.

Provides in-depth instruction and practice in the selection and use of materials and methods related to teaching ESOL/LEP students. Emphasis will be placed upon teaching the skills of listening, speaking, reading and writing, ESOL in the content areas, curriculum development, and major methodologies and current trends in ESOL teaching and assessment. Field experience required. Prerequisite: EDU 2423, EDU 3413, Admission to the Teacher Education Program or permission from the Education Department Chairman. Three semester hours credit.

EDU 3052 CLASSROOM MANAGEMENT.

A study of ways to manage a classroom. The class will consist of classroom management procedures and organizational routines involved in creating a disciplined, resourceful classroom. Also included will be topics on school law and ethics. Prerequisite: Admission to the Teacher Education Program or permission from the Education Department Chairman. Three semester hours credit.

EDU 3111 TEACHING READING IN ELEMENTARY SCHOOL.

A study of development of skills and concepts of reading for the elementary grades. Provides practice in the selection and use of methods and materials related to teaching reading. Prerequisite: ENG 152. Three semester hours credit.

EDU 3122 DIAGNOSIS AND REMEDIATION IN ELEMENTARY READING.

A study of development of reading skills to include advanced exposure to techniques and approaches of recognizing and diagnosing reading problems. Prescribing and utilizing appropriate methods and materials to remediate skill deficits and improve reading performance will be examined. Prerequisite: EDU 3111, Admission to the Teacher Education Program or permission from the Education Department Chairman. Three semester hours credit.

EDU 3132 TEACHING LANGUAGE ARTS IN ELEMENTARY SCHOOL.

A study, practice and selection of methods and materials related to teaching spelling, penmanship, listening, writing, speaking, and reading to grades 1-6. Examines developmental skills and concepts of language arts. Prerequisite: ENG 152, Admission to the Teacher Education Program or permission from the

Education Department Chairman. Three semester hours credit.

EDU 3141 CHILDREN'S LITERATURE.

Investigation and exposure to the genres, authors and books written for children for instructional, informational, and recreational purposes. Strategies for motivating children to interact with literature are discussed. Prerequisite: Eng 152, Admission to the Teacher Education Program or permission from the Education Department Chairman. Three semester hours credit

EDU 3212 TEACHING ART IN ELEMENTARY SCHOOL.

A study and practice of methods and selection of resources for use in teaching art to grades 1-6 as related to intellectual, creative, emotional, and aesthetic development. Prerequisite: Admission to the Teacher Education Program or permission from the Education Department Chairman. Two semester hours credit.

EDU 3232 TEACHING PHYSICAL EDUCATION & HEALTH IN ELEMENTARY SCHOOL.

A study of methods and resources for use in teaching physical education and health to grades 1-6. Prerequisite: Admission to the Teacher Education Program or permission from the Education Department Chairman. Two semester hours credit.

EDU 3321 TEACHING SOCIAL STUDIES IN ELEMENTARY & MIDDLE SCHOOL.

A study and practice of instructional approaches and selection of resources for teaching social studies to grades 1-8. The integration of related subjects will be examined. Prerequisites: HI 223, HI 224, HI 306, PSY 201, Admission to the Teacher Education Program or permission from the Education Department Chairman. Three semester hours credit.

EDU 3413 THEORETICAL UNDERPINNINGS OF ESOL.

Provides a brief overview of the field (history, foundations, the LULAC Consent Decree, legal issues, and endorsement requirements). In-depth study of applied linguistics, including first and second language acquisition. Includes site-based observations. Prerequisite: EDU 2423, Admission to the Teacher Education Program or permission from the Education Department Chairman. Three semester hours credit.

EDU 4061 MEDIA IN THE CLASSROOM.

A study of media available for instruction in the elementary classroom. Includes materials and methods of the use of computers, audio-visuals, libraries, etc. Prerequisites: Successful completion of IT 101 or a proficiency test, as well as admission to the Teacher Education Program or permission from the Education Department Chairman. Two semester hours credit.

EDU 4071 SURVEY OF SPECIAL EDUCATION.

A study of the teaching of exceptional children in a regular Education classroom. The course will consist of the characteristics of all exceptionalities, and educational and behavioral adaptations for exceptional children in the regular classroom. Prerequisite: Admission to the Teacher Education Program or permission from the Education Department Chairman. Two semester hours credit.

EDU 4082 MEASUREMENT AND EVALUATION.

Examines concepts and skills related to designing, administering, evaluating, interpreting, applying, and communicating results of performance and objective assessments in the classroom. Study and practice of skills in administering, interpreting, applying, and communicating results of standardized assessment tools. Examines use of assessment tools to improve instruction and student achievement. Prerequisites: EDU3111 and EDU3122, Admission to the Teacher Education Program or permission from the Education Department Chairman. Three semester hours credit

EDU 4090 INTERNSHIP - STUDENT TEACHING 9-12 HOURS.

A ten to fourteen-week-in-school experience for elementary and music Education students. The course will consist of observation, participation, and teaching experiences supervised by selected cooperating teachers in the area of degree (Elementary Education or Music). Additional supervision is provided by the BCF Teacher Education Department. The course will require a ten to fourteen-week placement with one supervising teacher for Elementary Education students and two (2) five to seven-week placements (elementary and middle/high school) for music students. Prerequisites: Completion of all general education and teacher education courses, permission from the Chairman of the Teacher Education Department and a minimum GPA of 2.5. Application for an internship must be made by the middle of the semester prior to the one in which a student wishes to intern. Nine to Twelve semester hours credit.

EDU 4311 TEACHING MATHEMATICS IN ELEMENTARY SCHOOL.

A study and practice in the selection and use of methods and materials related to the teaching of mathematics to grades 1-6. Prerequisites: MA200, MA 201, and MA 202, Admission to the Teacher Program or permission from the Education Department Chairman. Three semester hours

EDU 4331 TEACHING SCIENCE IN ELEMENTARY SCHOOL.

An overview of curricula, materials, and techniques for teaching science in grades 1-6. Prerequisite: SCI 201 or 202, Admission to the Teacher Education Program or permission from the Education Department Chairman. Three semester hours credit.

ENGLISH

ENG 94. GENERAL EDUCATION REVIEW.

A basic skills course taught in the Information Technology Laboratory designed to prepare the non-high school graduate for the GED examination. The student develops skills in spelling, vocabulary, reading comprehension, basic grammar, mechanics, sentence structure, paragraph construction and basic mathematics. The amount of laboratory time required

depends on the student's rate of academic development. No credit.

ENG 95. READING.

A remedial reading course. The objective of the course is to develop skills in vocabulary, reading comprehension, speed, and accuracy necessary for college level reading. Equivalent to two semester hours work. No college credit.

ENG 100. ENGLISH FUNDAMENTALS.

A remedial survey enhancing basic grammar skills, mechanics, sentence structure, and paragraph construction. Required of students whose entrance scores reveal a deficiency in writing skills. Open to other students when space is available. The course does not satisfy English curriculum requirements. A grade of "C" or higher must be earned to advance to a higher level of English. Three semester hours credit.

ENG 104. ENGLISH AS A SECOND LANGUAGE.

A course designed for students for whom English is a second language and whose entrance scores reveal a deficiency in English writing skills and who need instruction in English syntax and in the use of English idioms. Such students would not need to take ENG 100. Open to other students. A grade of "C" or higher must be earned in order for the student to advance to a higher level of English. This course does not satisfy English curriculum requirements. Three semester hours credit.

ENG 151. INTRODUCTION TO COLLEGE COMPOSITION.

A composition survey. Emphasis is given to development of reading skills, grammar, mechanics, paragraph construction, and thematic writing. Students whose scores on the entrance tests demonstrate deficiency in English may be required to make suitable proficiency in ENG 95 and/or ENG 100 before enrolling in ENG 151. A grade of "C" or higher must be earned to advance to a higher level English course or to use this course as part of the general education requirements in English. Three semester hours credit.

ENG 152. INTERMEDIATE COLLEGE COMPOSITION.

A continuation of ENG 151. Thematic writing is greatly expanded to include topics like critical essays, research papers, business letters, newspaper articles, and church bulletins. Prerequisite: ENG 151. A grade of "C" or higher must be earned to advance to a higher level English course or to use this course as part of the general education requirements in English. Three semester hours credit.

ENG 221. SURVEY OF WORLD LITERATURE.

A study of selected important writings from classical, medieval, English, and American literature. This study aids the student in discovering the characteristics and illustrative value of great literature. Prerequisite: ENG 152 or Sophomore standing. Three semester hours credit.

ENG 222. SURVEY OF AMERICAN LITERATURE 17th-19th CENTURIES.

A study of selected masterpieces of American literature in the 17th, 18th and 19th centuries. The course offers instruction in critical readings and writings

embodying the main line of literature tradition in the period. Prerequisite: ENG 152 or Sophomore standing. Three semester hours credit.

ENG 223. SURVEY OF ENGLISH LITERATURE.

A study of important works of English literature from Beowulf to the modern period. The primary focus will be on the major figures and the major trends, but the most significant works of some minor authors will be studied. This course will provide resource material for ministerial students. Prerequisite: ENG 152. Three semester hours credit.

ENG 300. THE MINISTER IN LITERATURE.

Selected readings from classical authors are reviewed and analyzed. The minister in literature is viewed from the historical and literary perspective. Prerequisite: ENG 152. Two semester hours credit.

ENG 352. PROFESSIONAL WRITING.

Prepares ministers to communicate effectively in their fields. Emphasis is given to organizing and composing public relations materials, business letters, church reports, resumes, and publications. Prerequisite: ENG 152. Two semester hours credit.

EVANGELISM

EV 201. PERSONAL EVANGELISM.

A basic course in personal evangelism to equip students for lifelong practice and leadership. Included are both the theory and the practice of personal evangelism. Various approaches and methodologies are utilized for personal equipping and for preparation for equipping others. Students are required to participate in personal soul-winning activities as part of the course of study. Two semester hours credit.

EV 302. LEADING A CHURCH IN EVANGELISM.

A study of church evangelism to equip students for leading a local church in its comprehensive evangelistic ministry. Included are the church's evangelistic foundation, direction, and strategy. Church health that leads to evangelistic growth is emphasized. A strategy for evangelism through the local church is developed. Prerequisite: Sophomore standing. Two semester hours credit.

EV 303. EVANGELISTIC PREACHING.

A study of evangelistic preaching. Major emphases are the formation of the evangelistic sermon, the delivery of the evangelistic sermon, and the invitation for response. The work and preparation of both the preacher and the sermon receive attention. The course addresses the subject from the perspectives of both the pastor and the vocational evangelist. Prerequisite: PR 110 and Sophomore standing. Three semester hours credit.

EV 304. EVANGELIZING ADHERENTS OF A NON-EVANGELICAL RELIGIOUS GROUP (NAME OF GROUP)

A course in personal evangelism to assist Christian leaders in witnessing to adherents of a specific non-

evangelical group. The origin, history, characteristics, leaders, and theology of the group will be considered, but the emphasis will be upon the evangelization of the adherents of the group. Prerequisite: Sophomore standing. Two semester hours credit.

EV 305. JESUS AND PERSONAL EVANGELISM.

An analysis of the life and ministry of Jesus from the perspective of evangelism. The course utilizes case studies to determine Jesus' strategies in personal evangelism. Prerequisite: Sophomore standing. Two semester hours credit.

EV 306. CONTEMPORARY EVANGELISM EQUIPPING METHODOLOGIES.

A study of the current evangelism equipping methodologies available from the Southern Baptist Convention agencies and other evangelical groups. Provided through the classroom setting or a seminar/workshop setting, the course will assist students in understanding and implementing the equipping methodologies in their own personal evangelism and in the local church. Personal witnessing activity will be a part of the course. Prerequisite: EV 201 and Sophomore standing. Two semester hours credit.

EV 401. CHURCH GROWTH PRINCIPLES AND PROCEDURES.

A study of the literature that leads to the stimulation of church growth. Emphasis is given to numerical growth. Prerequisite: EV 302 and Junior standing. Three semester hours credit.

HISTORY

HI 200. INTRODUCTION TO ECONOMICS.

An introduction to macroeconomics and microeconomics. Three semester hours credit.

HI 206. GEOGRAPHY.

A study of basic geography. The course will include a study of Earth-space relations, latitude and longitude, season, time, weather, climate, vegetation, landforms, water resources, soils, and mapping the physical environment. Emphasis will be given to the study of earth-surface processes, with consideration of human interaction with the physical environment. Three semester hours credit.

HI 211. WESTERN CIVILIZATION: EARLIEST TIMES TO 1700.

A survey intended to give perspective on the development of political, economic, religious, and cultural institutions and ideas. These are related historically from the earliest beginnings to the close of the 17th century. Three semester hours credit.

HI 212. WESTERN CIVILIZATION: 1700 TO PRESENT.

A continuation of the story of man's development from 1700 to the present. Emphasis is given to the evolution of modern civilization with its present-day problems and conditions. Three semester hours credit.

- HI 223. AMERICAN HISTORY: AGE OF EXPLORATION TO RECONSTRUCTION.**
A survey of the development of the United States from the colonial period through Reconstruction. Three semester hours credit.
- HI 224. AMERICAN HISTORY: RECONSTRUCTION TO PRESENT.**
A survey of the economic, political, cultural, and diplomatic history of the United States since the Civil War. Three semester hours credit.
- HI 225. UNITED STATES GOVERNMENT.**
An introductory course on the political process in America with a focus upon national political institutions. Three semester hours credit.
- HI 301. TWENTIETH CENTURY AMERICAN HISTORY.**
A survey of the cultural, economic, and social history of the United States from 1900 to the present. Each topic is studied within its political framework. Prerequisite: HI 211, HI 224, or Sophomore standing. Two semester hours credit.
- HI 302. ROMAN HISTORY.**
A study of Roman civilization from the rise of the republic to the fall of the empire. Emphasis is given to political and cultural developments. Prerequisite: HI 211, HI 223, or Sophomore standing. Two semester hours credit.
- HI 303. ENGLISH HISTORY.**
A survey of English history from 1485 to the present. This study traces the development of English government, society and culture from the Tudor period to the present. Prerequisite: Sophomore standing. Two semester hours credit.
- HI 304. CHRISTIAN HISTORY.**
A survey of Christianity from the time of Christ to the present. Special consideration is given to important events, notable persons, the development of the Roman Catholic Church, the Reformation, and missionary expansion. Prerequisite: Sophomore standing. Three semester hours credit.
- HI 305. DEVELOPMENT OF THE SOUTHERN BAPTIST CONVENTION.**
The history of the Southern Baptist Convention. Contemporary trends, changes, and structure are studied. Special emphasis is given to denominational government and finance. Prerequisite: Sophomore standing. Two semester hours credit.

INFORMATION TECHNOLOGY

- IT 101. INTRODUCTION TO COMPUTER USE.**
A beginning course in computer usage. Students study concepts and terminology of microcomputer hardware and software, and complete assignments using a microcomputer and appropriate software for selected applications. Two semester hours credit.
- IT 301. INFORMATION TECHNOLOGY IN MINISTRY.**

An intermediate study of the hardware, software and processes of gaining and sorting information as it relates to church ministry. Topics include the utilization of church information systems, communication technology and uses in ministry, computerized presentations, distance learning technologies to support church ministry, information acquisition through data-banks, and processes for acquiring and updating equipment. Prerequisite: Successful completion of IT 101 or the successful completion of an IT 101 comprehensive examination. Three semester hours credit.

- IT 440. ADVANCED INFORMATION TECHNOLOGY.**
A course that deals with advanced applications of information and media technology in the local church. The course includes presentation software, video production, compact disks, laser disks, networking, and web technology. Prerequisite: IT 301. Three semester hours credit.

LEADERSHIP

- LA 101. THE MINISTRY OF LEADERSHIP.**
A study of the nature of Christian leadership in the local church. The course introduces the student to the relationship between discipleship and character development of spiritual leaders. Three semester hours credit.
- LA 102. BIBLICAL FOUNDATIONS OF LEADERSHIP.**
A study of biblical foundations of leadership. The student will seek to examine various biblical models of leadership and develop a theological basis of leadership. Biblical personalities, servanthip, and stewardship will be compared and contrasted to contemporary models of leadership. Students will explore, develop, and articulate their personal philosophy of leadership. Three semester hours credit.
- LA 201. LEADERSHIP FOR CHURCH GROWTH.**
A study of leadership models, personality types, characteristics and contemporary paradigms in leadership. Tools for assessment strategies for integrating various personality types, styles of leadership, the role of vision, and the development of a leadership team will be included. Three semester hours credit.
- LA 202. CHURCH STAFF RELATIONS.**
A study of the principles, procedures, and relational dynamics involved in effective church staff work. Attention is given to the calling of a staff member, job descriptions, organizations, policies, procedures, supervision, staff meetings, and developing an effective church staff team. Three semester hours credit.
- LA 210. DENOMINATIONAL LEADERSHIP.**
A study of the organizational and polity structures of Baptist associations, state conventions, and the Southern Baptist Convention and convention agencies. The student gains an understanding of the tasks, organizations, and leadership principles related to Baptist structures. Two semester hours credit.

- LA 301. THE MINISTER AS LEADER.**
A study of the minister as leader. The biblical role of the minister's call, character, and competence will be examined. Students will study such issues as "followship" and leadership, ethics and integrity in ministry, and effects of ministry upon the minister's family. Various models of leadership will be explored. Prerequisite: Sophomore standing. Two semester hours credit.
- LA 302. CHANGE AND CONFLICT MANAGEMENT.**
A study of principles in managing change effectively in the church. The course includes a study of approaches to handling conflict including the recognition, avoidance, and management techniques related to conflict. Prerequisite: Sophomore standing. Two semester hours credit.
- LA 303. TEAM MINISTRY.**
A study of team leadership. This course explores the use of task-oriented teams in accomplishing the work of churches and empowering lay leaders. Policies and practices of selection, recruitment, training, and development of paid staff and volunteers will be examined. Prerequisite: Sophomore standing. Two semester hours credit.
- LA 305. VISIONARY LEADERSHIP.**
A study introducing the discipline of visionary leadership. The course will investigate the importance of vision, various persons of visionary leadership and the communicative and spiritual aspects of implementing vision. Prerequisite: Sophomore standing. Two semester hours credit.
- LA 313. YOUTH MINISTRY LEADERSHIP.**
A study of the youth minister as leader. The class focuses upon helping the prospective youth minister in developing the spiritual formation of him or her, as well as mentoring and developing leaders through youth ministry. Three semester hours credit.
- LA 320. CHURCH BUSINESS ADMINISTRATION.**
A study of the principles and practices of effectively managing the business affairs of a church. The course will examine the changing role of leadership and management in a single-staff, bi-vocational multi-staff, or a fully funded multi-staff church. Issues to be addressed include: budgeting, accounting practices, marketing, and systems alignment. Prerequisite: Sophomore standing. Two semester hours credit.
- LA 420. THE CHURCH AND THE LAW.**
A study of legal issues in church ministry. Topics include taxes, ministerial liability, insurance, IRS regulations for non-profit organizations, annuities, housing, permits, licenses, and various regulatory agencies. Prerequisite: Junior standing. Two semester hours credit.
- LA 440. GROWING PERSONALLY AND PROFESSIONALLY IN MINISTRY.**
A summary course designed to enhance readiness for ministry of prospective graduates. Prerequisite: Junior standing. Two semester hours credit.
- LA 450. LEADERSHIP DYNAMICS OF ORGANIZATIONS.**
A study of organizational leadership dynamics. The

course includes an examination of systems theory as it relates to strategic planning, policy formation, and decision-making. Techniques used in analyzing and solving organizational problems will be explored. Prerequisite: Junior standing. Two semester hours credit.

MATHEMATICS

- MA 99. BASIC MATHEMATICS.**
A remedial mathematics survey course. Topics to be included are basic operations on whole numbers, fractions, and decimals as well as a study of percent, real numbers, variables, and introduction to equations. Equivalent to two semester hours work. A grade of "C" or higher must be earned to advance to a higher level of math. No college credit.
- MA 100. ELEMENTARY ALGEBRA.**
A remedial algebra course. Topics to be included are basic operations on real number, exponential notation and order of operations, problem solving using equations and inequalities, graphing linear equations, basic operation on polynomials and factoring polynomials. This course does not meet the general education requirement in mathematics nor does it count toward exempting of CLAST. Prerequisites: Satisfactory score on the mathematics section of MAPS (Multiple Assessment Placement System). A grade of "C" or higher must be earned to advance to a higher level of math. Three semester hours credit.
- MA 102. BUSINESS MATHEMATICS**
A study of practical business mathematics. Topics include: simple and compound interest; annuities, stocks, and bonds; business and consumer loans; taxes and insurance; depreciation; and financial statements and ratios. A basic calculator is required. Prerequisite: Satisfactory score on the MAPS (mathematics) or MA 99. Three semester hours credit.
- MA 200. COLLEGE ALGEBRA.**
A course of basic college algebra skills. Topics to be included are review of basic algebraic operations, functions and graphs, systems of equations and problem solving, inequalities and problem solving, exponents and radicals, quadratic functions and equations. Prerequisites: One year of high school algebra and a satisfactory score on the MAPS (Mathematics and Algebra sections) or MA 100. Three semester hours credit.
- MA 201. FINITE MATHEMATICS.**
A course designed to enable students to meet the general education requirement in mathematics. Topics include Set Concepts, Venn diagrams. Logic, Numeration and Mathematical Systems, Sequences, Probability and Statistics. Prerequisite: Two years of high school algebra and satisfactory score on the MAPS (Mathematics and Algebra) or MA 200. Three semester hours credit.

MA 202. GEOMETRY.

A course designed to enable students to meet the general education requirement in Elementary Education. Topics include Basic Ideas of Geometry, Relationships of Polygons, Tessellations, Measurement, and Motions in Geometry. Prerequisite: Two years of high school algebra and a satisfactory score on the MAPS (Mathematics and Algebra) or MA 200. Three semester hours credit.

MISSIONS

MI 204. CHURCH STARTING.

An intensive study of current methodology in starting new churches. Attention is given to the theology and strategy of planting and nurturing new congregations. Prerequisite: Second semester Freshman standing. Two semester hours credit.

MI 302. FOUNDATIONS OF CHRISTIAN MISSIONS.

A basic course in missions that explores the theological, biblical, practical, and spiritual foundations of Christian missions. Emphasis is given to the theology of missions and the missionary message of the Bible from Genesis to Revelation. Prerequisite: Sophomore standing. Two semester hours credit.

MI 303. INTERNATIONAL MISSIONS PRACTICUM.

An internship directed by the college providing on-site international missions experience in cooperation

with the International Mission Board of the Southern Baptist Convention. The methodology will include supervised research on the culture, history, and contemporary application of missions of the proposed mission field and an on-site missions project. Prerequisite: Sophomore standing. Four semester hours credit.

MI 304. FLORIDA CHURCH STARTING PRACTICUM.

An internship directed by the college, providing on-site experience for students starting new churches in cooperation with the North American Mission Board, Florida Baptist Convention, and field personnel. The internship involves ten weeks, normally during the summer. Prerequisite: MI 204 and Sophomore standing. Six semester hours credit.

MI 305. NORTH AMERICAN MISSIONS PRACTICUM.

An internship directed by the college providing on-site North American missions experience in cooperation with the North American Mission Board of the Southern Baptist Convention. The methodology will include supervised research on the culture, history, and contemporary application of missions of the proposed mission field and an on-site missions project. Prerequisite: Sophomore standing. Four semester hours credit.

MI 307. RESORT MISSIONS.

A study of the methodologies and strategies of resort missions. The dynamics of and opportunities for ministry in leisure settings are studied. Prerequisite: Sophomore standing. Two semester hours credit.

MI 308. RESORT MISSIONS PRACTICUM.

An internship directed by the college, providing on-site experience for students in ministry to people in leisure settings. The internship involves ten weeks during the summer. Prerequisite: MI 307 and Sophomore standing. Six semester hours credit.

MI 404. WORLD RELIGIONS.

A study of the major non-Christian religions of the world. The primary focus is upon those religions originated and/or based outside of the United States. The origin, history, characteristics, leaders, theology, and evangelization of each group are considered. Prerequisite: Junior standing. Two semester hours credit.

MI 405. AMERICAN CULTS AND SECTARIAN GROUPS.

A study of the major American cults and sectarian groups. The primary focus is upon those religions originated and/or based in the United States. The origin, history, characteristics, leaders, theology, and evangelization of each group are considered. Prerequisite: Junior standing. Two semester hours credit.

MI 410. CONTEMPORARY STRATEGIES IN MISSIONS.

A research of contemporary literature produced by Southern Baptist missions agencies as well as other denominations to discover strategies on the cutting edge of missions advance. Prerequisite: Junior standing. Three semester hours credit.

MUSIC: APPLIED

MUS 150I-
450I, 150K-
450K, 150V-
450V.

APPLIED MUSIC (1-3 hours)

Individual applied lessons for students who have been admitted to a music major or minor program or who receive approval of the music division chair. Each private applied lesson requires a jury examination or juried recital performance. Only Bachelor of Music in Church Music and Bachelor of Music Education majors are eligible to enroll for 3 credit hours.

150I, 250I, 350I, 450I- brass, woodwind, strings, percussion

150K, 250K, 350K, 450K- piano, organ

150V, 250V, 35V, 450V- voice

MUSIC: CONDUCTING

MC 206. BASIC CONDUCTING.

A study of basic conducting techniques and their application to congregational and choral singing. Prerequisite: MT 100. Two semester hours credit.

MC 307. CHORAL CONDUCTING AND TECHNIQUES.

A continuation of MC 206, with an emphasis on more advanced conducting and choral techniques. Prerequisite: MC 206. Two semester hours credit.

MC 407. ADVANCED CONDUCTING.

A continuation of MC 307 with the inclusion of more difficult anthem, oratorio and cantata literature. An introduction to instrumental conducting and score reading is included. Two semester hours credit.

MUSIC: EDUCATION

MUE 211 INTRODUCTION TO MUSIC EDUCATION.

A survey of the major philosophies and trends in music education. Also the sequencing of music-concepts and skills will be explored in this class. Additionally, the course will provide students with opportunities to observe music classrooms at both the elementary and secondary level. Three semester hours credit.

MUE 310 BRASS TECHNIQUE AND INSTRUCTION.

An introduction to appropriate instructional and performance techniques for common brass instruments. One semester hour credit.

MUE 311 WOODWIND TECHNIQUE AND INSTRUCTION.

An introduction to appropriate instructional and performance techniques for common wood wind instru-

ments. One semester hour credit.

MUE 312 STRINGS TECHNIQUE AND INSTRUCTION.

An introduction to appropriate instructional and performance techniques for string instruments. One semester hour credit.

MUE 313 PERCUSSION TECHNIQUE AND INSTRUCTION.

An introduction to appropriate instructional and performance techniques for common percussion instruments. One semester hour credit.

MUE 350 MATERIALS AND METHODS FOR THE ELEMENTARY MUSIC CLASSROOM.

A review of elementary music curricula to discover how the methodologies of Orff, Kodaly, and Dalcroze are utilized and to further explore appropriate sequencing of music concepts and skills. This class will include a thorough study of the child's voice, choral literature, conducting techniques, organization of the music classroom, Curwen hand signs, classroom instruments, recorder, and ukelele. Prerequisite: MUE 211. Three semester hours credit.

MUE 351 MATERIAL AND METHODS FOR THE SECONDARY MUSIC CLASSROOM.

A study of the development and training of the adolescent voice in a choral setting. Organization of various choral ensembles, conducting techniques, and a study of appropriate choral literature will be included in this class. Prerequisite: MUE 211. Three semester hours credit.

MUE 360 TECHNOLOGY FOR THE MUSIC CLASSROOM: K-12.

A review of software and hardware appropriate for the music classroom. Tools for providing self-guided instruction will be studied. Also, methods for establishing and maintaining keyboard labs will be explored. Prerequisite: MUE 211. Two semester hours credit.

MUSIC: ENSEMBLE

ME 101,
201, 301,
401

COLLEGE CHOIR.

A choir of mixed voices. Open to all students. One semester hour credit.

ME 103,
203, 303,
403

CHORALE.

A male choral ensemble. The ensemble is intended for male students. Open by audition only, this ensemble travels extensively. One semester hour credit.

ME 105,
205, 305,
405

HANDBELLS.

An ensemble of auditioned handbell-ringers. Emphasis is given to ringing techniques, care and maintenance of handbells, and methods and materials

for leading church and school handbell ensembles. Open to all students by audition. One semester hour credit.

**ME 107,
207, 307
407**

COLLEGE SINGERS.

An auditioned choir of mixed voices. The choir is intended for experienced singers who have the ability to traditional choral literature from all the major style periods. Open to all students by audition. One semester hour credit.

**ME 109,
209, 309
409.**

ORCHESTRA.

An ensemble of orchestral instruments. The ensemble is designed to provide training and experiences in instrumental music. Open to all students by audition. One semester hour credit.

**ME 111,
211, 311
411**

WOMEN'S ENSEMBLE.

An auditioned ensemble for female voices. This ensemble is intended to provide experiences in literature for female voices. One semester hour credit.

**ME 113,
213, 313
413**

JAZZ ENSEMBLE.

An auditioned ensemble for instrumentalists. This course is designed to provide experiences in jazz literature appropriate for church, school, and public performances. One semester hour credit.

MUSIC: HISTORY AND LITERATURE

**MH 403. MUSIC HISTORY AND LITERATURE:
ANTIQUITY TO BAROQUE.**

A survey of music and composers from antiquity through the Baroque period. The course includes non-western music studies, Part I. Prerequisite: MT 202. Three semester hours credit.

**MH 404. MUSIC HISTORY AND LITERATURE:
CLASSICAL TO TWENTIETH CENTURY.**

A survey of music and composers from 18th century Classicism to the present. The course includes non-western music studies, Part II. Three semester hours credit.

MH 405. CHORAL LITERATURE.

An historical survey of the development of choral music. Prerequisite: MH 404. Two semester hours credit.

MUSIC: PIANO

MP 100. BEGINNING PIANO.

Group instruction for beginning piano students. This course emphasizes the development of skill in reading and piano playing. Appropriate exercises and repertoire are assigned to insure a good foundation for musical progress. To be taken concurrently with MT 100 unless exempted by examination. One semester hour credit.

**MP 115,
116, 215,
216.**

CLASS PIANO INSTRUCTION.

Group instruction in foundational piano skills. Prerequisite or concurrent course: MT 100. One semester hour credit.

MUSIC: THEORY

MT 100. MUSIC FUNDAMENTALS.

A study of music fundamentals. Emphasis is given to nomenclature, music notation, key signatures, major and minor scales, and learning to count simple and compound rhythms. Required of all music majors whose entrance test scores indicate the need to study music fundamentals. To be taken concurrently with MP 100 or equivalent. Two semester hours credit.

MT 101. ELEMENTARY HARMONY.

A study of elementary harmonic practices of the common practice period. The course includes an intensive review of music foundations, part writing and analysis. Prerequisite: MT 100 or equivalent. Three semester hours credit.

MT 102. INTERMEDIATE HARMONY.

A continuation of MT 101. The course includes study of harmonization of melodies, non-chord tones, and seventh chords. Emphasis is placed on learning through composition, analysis, and development of improvisational techniques. Prerequisite: MT 101. Three semester hours credit.

MT 103. SIGHT SINGING AND EAR TRAINING I.

A beginning course designed to develop sight singing and aural skills necessary for basic musicianship. To be taken concurrently with MT 101. One semester hour credit.

- MT 104. SIGHT SINGING AND EAR TRAINING II.**
A continuation of MT 103. To be taken concurrently with MT 102. Prerequisite: MT 103 or equivalent. One semester hour credit.
- MT 201. ADVANCED HARMONY I.**
Advanced studies of harmony in common practice. The course includes study of the chromatic vocabulary. Emphasis is placed on learning through composition, analysis, and development of improvisational techniques. Prerequisite: MT 102. Three semester hours credit.
- MT 202. ADVANCED HARMONY II.**
A continuation of MT 201. The course includes completion of chromatic vocabulary, modulation, and a study of post common practice harmony. Emphasis is placed on learning through composition, analysis, and development of improvisational techniques. Prerequisite: MT 201. Three semester hours credit.
- MT 203. SIGHT SINGING AND EAR TRAINING III.**
Advanced studies in sight singing, ear training, and dictation. Prerequisite: MT 104 or equivalent. One semester hour credit.
- MT 204. SIGHT SINGING AND EAR TRAINING IV.**
A continuation of MT 203. Prerequisite: MT 203 or equivalent. One semester hour credit.
- MT 301. FORM AND ANALYSIS.**
A study of music form and techniques of analysis. Prerequisite: MT 202. Two semester hours credit.
- MT 305. CHORAL ARRANGING.**
A practical course in arranging music for various choral groups. Prerequisite: MT 202. Two semester hours credit.
- MT 312. COMPOSITION.**
Writing for vocal media utilizing small forms. Open by audition only. Prerequisite: MT 202. Three semester hours credit.
- MT 405. ORCHESTRATION.**
An introduction to writing for orchestral instruments. Techniques for scoring and principles of arranging are studied. Prerequisite: MT 202. Two semester hours credit.

MUSIC: CHURCH

- MU 105. THE MINISTRY OF MUSIC.**
The role of the music ministry in the total program of the church. Emphasis is given to Biblical foundations for church music, administration of the music ministry, music in worship and evangelism, construction requirements for church music, and church staff relations. Required of non-music majors. Two semester hours credit.
- MU 130, 131, 230, 231, 330, 331, 430, 431. MUSICAL DRAMA.**
Performing and directing large musical genres for church and community. The course is intended for singers and will include stage movement, set design and construction, make-up, theatrical lighting, acting, and character development. Admission to class by audition only. Two semester hours credit.
- MU 301. MUSIC IN WORSHIP.**
A study of the significance of church music in public worship. Emphasis is given to the meaning of worship, Biblical reference to music in worship, early Christian practices, contemporary Christian practices, and planning for worship. Three semester hours credit.
- MU 303. HYMNOLOGY.**
A study of Christian hymnody. Course content includes the historical patterns, the contributions of significant persons, the usage of the hymn in Christian worship, and the hymn literature which furthers the ever-increasing stream of Christian song. Prerequisite: Sophomore standing. Two semester hours credit.
- MU 304. SACRED SOLO LITERATURE.**
Survey of song literature especially suitable for church use. The course is designed to expand the student's knowledge of sacred solo repertoire for the voice. Open to all students. Two semester hours credit.
- MU 405. MUSIC EDUCATION IN THE CHURCH: CHILDREN.**
Foundations and philosophy of music ministry in the church. Attention is given to methods and materials for children's choirs and to the effective use of music with children in the total church program. Prerequisite: Junior standing. Three semester hours credit.
- MU 406. MUSIC EDUCATION IN THE CHURCH: YOUTH AND ADULTS.**
The role of the music ministry in the total church program. Attention is given to organization, development, and administration of a church-wide program of ministry through music; methods and materials for youth and adult choirs; the effective use of music in worship; and church staff relations. Prerequisite: Junior standing. Two semester hours credit.
- MU 407. USING ORFF AND KODALY IN THE CHURCH.**
A study of the philosophy and methods of Carl Orff and Zoltan Kodaly as they apply to church music education. Emphasis is given to understanding how to play the appropriate instruments, arrange folk songs, fun songs, and hymns for the instruments, and how to teach spiritual concepts through musical skills to children. Two semester hours credit.
- MU 410. SENIOR RESEARCH PROJECT I.**
A study of principles of research. The course is designed to enable the student to develop and write a scholarly research proposal. Prerequisite: Senior standing. One semester hour credit.
- MU 411. SENIOR RESEARCH PROJECT II.**
Writing the senior project. The course is designed to provide guided, independent study to enable the student to complete the senior research project.

- Prerequisite: MU 410. One semester hour credit.
- MU 412. SENIOR PERFORMANCE PROJECT I.**
Planning and research for a performance project. The course is designed to guide the student in planning and writing program notes for a thirty minute recital. Prerequisite: Senior standing. One semester hour credit.
- MU 413. SENIOR PERFORMANCE PROJECT II.**
Senior project recital. The course is designed to guide the student in the preparation and presentation of music studied in MU 412. Prerequisite: MU 412. One semester hour credit.

MUSIC: VOICE

- MV 101. ITALIAN DICTION FOR SINGERS.**
A study of Italian diction for singers. The course includes application of rules of Italian diction and use of the International Phonetic Alphabet within the context of Italian vocal literature. One semester hour credit.
- MV 115, 116, 215, 216. CLASS VOICE INSTRUCTION.**
Group voice instruction in foundations of singing. Prerequisite or concurrent course: MT100. One semester hour credit.
- MV 201. GERMAN DICTION FOR SINGERS.**
A study of German diction for singers. The course includes application of rules of German diction and use of the International Phonetic Alphabet within the context of German vocal literature. One semester hour credit.
- MV 301. FRENCH DICTION FOR SINGERS.**
A study of French diction for singers. The course includes application of rules of French diction and use of the International Phonetic Alphabet within the context of French vocal literature. One semester hour credit.
- MV 306. VOCAL PEDAGOGY.**
A study and evaluation of vocal methods and teaching techniques for the prospective teacher. The student is given supervised experiences in teaching voice supplemented by demonstration and discussion in class. Prerequisite: MUS 250V. One semester hour credit.
- MV 410. ANATOMY AND PHYSIOLOGY OF THE VOCAL MECHANISM.**
A study of the anatomy and physiology of the voice, the pathophysiology and psychophysiology of the stress and performance, and the evaluation of vocal abuse and vocal hygiene practices. Three semester hours credit.

NEW TESTAMENT

- NT 101. NEW TESTAMENT STUDY: JESUS' EARLY MINISTRY.**
A study of the life of Christ in the four Gospels with emphasis on the Kingdom of God. Consideration is given to the interbiblical period and to the developments growing out of this period as reflected in the New Testament. Emphasis is given to the national groups, the rise of the synagogue, the character and influence of the religio-political parties, the Apocrypha, and Pseudepigrapha. Three semester hours credit.
- NT 102. NEW TESTAMENT STUDY: JESUS' LATER MINISTRY.**
A continuation of NT 101 which completes the study of the four Gospels. Much of this section of the study is in the Passion week of our Lord and the eschatological events of His life. Three semester hours credit.
- NT 201. NEW TESTAMENT STUDY: ACTS AND PAUL'S EARLY LETTERS.**
A study of Acts and six of Paul's epistles (I and II Thessalonians, I and II Corinthians, Galatians, and Romans). These are considered from the standpoint of the author, purpose, date, occasion, destination, and content. Prerequisite: NT 101 desired but not obligatory. Three semester hours credit.
- NT 202. NEW TESTAMENT STUDY: PAUL'S LATER LETTERS, GENERAL LETTERS, AND REVELATION.**
A study of Paul's prison and pastoral epistles, Hebrews, the general epistles, and Revelation. These are considered from the standpoint of the author, purpose, date, occasion, destination, and content. Prerequisite: NT 201 desired but not obligatory. Three semester hours credit.
- NT 212. NEW TESTAMENT INTERPRETATION.**
A study of hermeneutics (that is, the discipline dealing with the history, principles, and methods of interpretation) of the New Testament. Special emphasis is given to: (1) the history of Biblical interpretation as traced through the basic approaches to interpretation throughout Church history, and (2) the application of the principles and methods (including the use of the basic tools) of Biblical interpretation in the study of a selected New Testament passage. Two semester hours credit.
- NT 301-411. NEW TESTAMENT INTENSIVE.**
An interpretation of particular books and subjects of the New Testament. The professor's option and the wishes of the students determine the choice of materials for any given semester. Prerequisites: Students must have completed the appropriate survey course and hold Sophomore standing. Two semester hours credit.
- NT 301 Matthew

- NT 302 Mark
- NT 303 Luke
- NT 304 John
- NT 307 Prayer
- NT 401 Acts
- NT 402 Romans
- NT 403 I Corinthians
- NT 404 II Corinthians
- NT 405 Galatians, I and II Thessalonians
- NT 406 Prison Epistles
- NT 407 Pastoral Epistles
- NT 408 Hebrews
- NT 409 James, I and II Peter, Jude
- NT 410 Revelation
- NT 411 I, II, and III John

NT 421. ELEMENTARY GREEK.

An introduction to the Greek language with a view to its use in understanding the New Testament. Basic grammar and vocabulary building are emphasized, along with some translation from the Greek New Testament. Prerequisites: NT 201, NT 202, Junior standing, and permission of the instructor. Three semester hours credit.

NT 422. INTERMEDIATE GREEK.

A continuation of NT 421. Additional attention is given to basic grammar and vocabulary building, but with increased emphasis upon translation from the Greek New Testament. Prerequisite: NT 421 and Junior standing. Three semester hours credit.

NT 431. NEW TESTAMENT THEOLOGY 1.

A study of the theology of the Gospels and Acts. Special attention will be given to Christology, the Kingdom of God, and missions. Prerequisite: Junior standing. Two semester hours credit.

NT 432. NEW TESTAMENT THEOLOGY 2.

A study of the theology of Paul, the general epistles, and Revelation. Special attention will be given to Christology, ecclesiology, pneumatology, and eschatology. Prerequisite: Junior standing. Two semester hours credit.

OLD TESTAMENT

OT 101. OLD TESTAMENT STUDY: ADAM TO MOSES.

A study of the first five books of the Old Testament and Job. Consideration is given to the historical background and to the authorship of these books, but the primary emphasis is on the interpretation of the Biblical text. The relationship of the Old Testament teaching to Christian faith and ministry is of continual interest. Three semester hours credit.

OT 102. OLD TESTAMENT STUDY: JOSHUA TO DAVID.

A study of the books of Joshua, Judges, Ruth, Samuel, I Chronicles, and Psalms. Continuing the emphasis of OT 101, this course includes the study of the conquest of the Promised Land, the development and establish-

ment of the monarchy, and a study of Israel's poetry as seen in the Psalms. Prerequisite: OT 101. Three semester hours credit.

OT 201. OLD TESTAMENT STUDY: SOLOMON TO MICAH.

A study of the books of Kings, II Chronicles, Proverbs, Ecclesiastes, Song of Solomon, and six minor prophets. The division of the kingdom of Israel, the message of these poetic books, and the developing message of the prophets are given special attention. Prerequisite: OT 102. Three semester hours credit.

OT 202. OLD TESTAMENT STUDY: ISAIAH TO MALACHI.

A study of the books of Isaiah, Jeremiah, Daniel, Ezekiel, and the remaining six minor prophets. The historical background, theological truths, and the development of Messianic hope in these books are emphasized. Prerequisite: OT 201. Three semester hours credit.

OT 301. THE DOCTRINE OF CREATION.

A survey of the major theories of creation and an examination of how each theory attempts to reconcile science and Scripture. Prerequisite: OT 101 and Sophomore standing. Two semester hours credit.

OT 302-410. OLD TESTAMENT INTENSIVE.

An interpretation of a specified book or section of the Old Testament. A study of the historical background and a detailed analysis of the material involved are included in this course. Prerequisite: Students must have completed the appropriate survey course and hold Sophomore standing. Two semester hours credit.

- OT 302 Deuteronomy
- OT 303 Kings
- OT 304 Job
- OT 305 Selected Psalms (1-41)
- OT 306 Selected Psalms (42-89)
- OT 307 Selected Psalms (90-150)
- OT 308 Proverbs
- OT 309 Ecclesiastes
- OT 310 Esther, Ezra, Nehemiah
- OT 401 Genesis
- OT 402 Exodus
- OT 403 Isaiah
- OT 404 Jeremiah
- OT 405 Ezekiel
- OT 406 Daniel
- OT 407 Obadiah, Joel, Jonah, Nahum, Zephaniah, Habakkuk
- OT 408 Amos, Micah
- OT 409 Hosea
- OT 410 Zechariah, Haggai, Malachi

OT 421. ELEMENTARY HEBREW.

An introduction to the Hebrew language with a view to understanding the Old Testament. Basic grammar and vocabulary building are emphasized, along with some translation of the Hebrew Old Testament. Prerequisites: OT 201, OT 202, Junior standing, and permission of the instructor. Three semester hours

credit.

OT 422. INTERMEDIATE HEBREW.

A continuation of OT 421. Additional attention is given to basic grammar and vocabulary building, but with increased emphasis upon translation of the Hebrew Old Testament. Prerequisite: OT 421 and Junior standing. Three semester hours credit.

OT 431. OLD TESTAMENT THEOLOGY 1.

A study of Old Testament revelation concerning the doctrines of God, mankind, election, and covenant. The study of the covenant concept includes analysis of the place of the law of Moses in the life of the Christian. Prerequisite: Junior standing. Two semester hours credit.

OT 432. OLD TESTAMENT THEOLOGY 2.

A study of Old Testament revelation concerning the doctrines of sin, redemption, life after death, and last things. The study of last things includes interpretation of Messianic prophecy and the Messianic kingdom. Prerequisite: Junior standing. Two semester hours credit.

PASTORAL MINISTRY

PM 200. MINISTERIAL ETHICS.

A study of the biblical image of the minister and the personal ethical issues confronting the contemporary minister. One semester hour credit.

PM 204. MARRIED PARTNERS IN CHURCH MINISTRY.

A study of ministers' spouses as church leaders and role models. Practical concerns such as church expectations, time management, role responsibilities and rewards are considered. One semester hour credit.

PM 210. PASTORAL ADMINISTRATION.

A study of the pastor's personal life and work. Practical help in such personal concerns as family, integrity, staff relations, finances, and morality is given. Also, attention is given to some of the basic tasks of pastoral ministry. Two semester hours credit.

PM 211. PASTORAL ADMINISTRATION.

A study of the theory and practice of pastoral ministry. Attention is given to the theology of pastoral ministry. Also, emphasis is made upon some of the basic tasks of pastoral ministry. Two semester hours credit.

PM 212. CHRISTIAN MONEY MANAGEMENT.

Personal money management for the ministering family. Biblical principles for earning, giving, spending, saving, and investing are presented. There will be special emphasis on giving, personal credit, debt, insurance, taxes, and retirement. One semester hour credit.

PHILOSOPHY

PHI 301. PROBLEMS IN PHILOSOPHY.

The problems of knowledge and reality from a Christian perspective. Basic categories of thought are studied so that students can better understand their own era, evaluate worldviews and focus on the development of Christian worldview, especially as the presuppositions of science relate to the Christian faith. Prerequisite: Sophomore standing. Three semester hours credit.

PHI 302. DEVELOPING A CHRISTIAN WORLDVIEW.

An examination and application of the Biblical worldview to the basic questions of life. Topics include the origin and meaning of life, the meaning of history, the nature and limitations of science, evil and suffering, religious pluralism, faith and reason, art and culture, logic, and ethical theory. Prerequisite: PH 301 and Sophomore standing. Two semester hours credit.

PHI 402. ETHICAL THEORY AND DECISION-MAKING.

A study of ethical theory and standards. The course emphasizes Biblical ethics as they impinge on contemporary ethical decision-making. Prerequisite: PHI 301 and Junior standing. Two semester hours credit.

PREACHING

PR 110. SERMON PREPARATION.

Sermon foundations and construction. A step-by-step procedure in the preparation of sermons with emphasis given to textual exegesis and the sermon plan. Three semester hours credit.

PR 201. SERMON DELIVERY.

Art and practice of sermon delivery. Methods of sermon delivery are studied and practice of sermon delivery is undertaken with analytical evaluation of student preaching. Prerequisite: PR 110. Three semester hours credit.

PR 301. EXPOSITORY PREACHING.

A study of both the theory and the practice of expository preaching. Attention is given to an approach to planning a program of expository preaching that goes either consecutively or selectively through books of the Bible. Focus also is made upon an approach to sermon preparation that derives maximum authority from the scriptural text. Prerequisite PR 110; Sophomore standing. Two semester hours credit.

PR 302. DOCTRINAL PREACHING.

A study of both the theory and the practice of doctrinal preaching. Attention is given to various approaches both to planning a program of doctrinal preaching and to building of individual doctrinal sermons.

Prerequisite PR 110; Sophomore standing. Two semester hours credit.

PR 303. CIVIL WAR PREACHING.

Styles of selected pastor-chaplains of the Civil War era are studied. The study involves both personalities and issues. Prerequisite: Sophomore standing. Three semester hours credit.

PR 401. WORSHIP.

An introduction to the theology and practice of worship. The course is designed to help the church leader understand, plan, and lead in programs of worship. Prerequisite: Junior standing. Two semester hours credit.

PSYCHOLOGY & COUNSELING

PSY 201. GENERAL PSYCHOLOGY.

A basic study of human behavior, personality, and personal adjustment. This course includes a study of perception, learning, and motivation. Three semester hours credit.

PSY 300. THE CHRISTIAN MARRIAGE.

A study of the precepts and principles of the Biblically-centered Christian marriage. Marital communication, husbands' and wives' roles, sexuality, home finance, and a mature view of love are included. Prerequisite: Sophomore standing. Two semester hours credit.

PSY 301. PSYCHOLOGY OF RELIGION.

A study of the rise of the application of psychology to religion. The basic ideas of personality formation, character building, and other significant religious activities as they relate to the work of the pastor are carefully studied. Prerequisite: Sophomore standing. Three semester hours credit.

PSY 302. PSYCHOLOGY OF PARENTING.

A study of the principles and techniques of Christian parenting. Topics include methods of discipline and control, building a healthy view of self, preparation for life decisions, and home discipleship. Prerequisite: Sophomore standing. Two semester hours credit.

PSY 303. PREMARITAL AND MARITAL COUNSELING.

The place of Christian psychology in courtship, mate selection, and marriage and family counseling. Personality adjustments in marriage are also stressed. Prerequisite: PSY 201 and Sophomore standing. Two semester hours credit.

PSY 307. DEVELOPMENTAL PSYCHOLOGY.

A study of the development of an individual from birth through adulthood. Developmental task characteristics and basic needs of each age are studied. Prerequisite: PSY 201 and Sophomore standing. Three semester hours credit.

PSY 309. ADOLESCENT DEVELOPMENT.

A study of the physiological, moral, cognitive, and socio-cultural factors in adolescent growth and development. Applications to youth ministry are also emphasized. Prerequisites: PSY 201 and Sophomore

standing. Three semester hours credit.

PSY 310. THE PSYCHOLOGY OF LEARNING AND TEACHING.

The course will include an overview of the major current and historical theories of learning with an emphasis on psycho-social development, educational design, and tests and measurements. Attention will be given to the application of these theories in classroom instruction. Prerequisites: Sophomore standing and completion of PSY 307 strongly recommended. Three semester hours credit.

PSY 320. COUNSELING YOUTH AND THEIR PARENTS.

A study of abnormal adolescent behavior and the processes needed to aid in recovery. Receiving focus will be current youth issues such as substance abuse, gang behavior, and youth suicide. In addition, utilization of the parents and family in youth treatment will receive attention. Prerequisites: Completion of PSY 309 suggested. Two semester hours credit.

PSY 330. MARRIAGE AND FAMILY-LIFE EDUCATION.

A study of the processes, materials, and programs available for a thorough marriage and family discipleship program. Evangelism through families and family ministries, family and marital stage programming, and creative formulation of enrichment events will receive emphasis. Prerequisite: Completion of CE102 suggested. Two semester hours credit.

PSY 340. THEORIES OF COUNSELING.

A study of traditional and contemporary paradigms of psychotherapy for individuals, marriages and families. Bible-centered therapy, grief therapies, systems therapies, cognitive therapies, and communication therapies are included. A Christocentric evaluation of all therapies is emphasized. Prerequisite: PSY 201 and Sophomore standing. Two semester hours credit.

PSY 400. EXPERIMENTAL PSYCHOLOGY.

A study of the philosophy, types, methods, and skills of psychological research. The experimental method and article analysis is emphasized. Prerequisite: PSY 201 and Junior standing. Three semester hours credit.

PSY 402. THE ART OF COUNSELING.

A study of the principles and techniques of counseling with special attention given to person-centered counseling. Practical work and reading comprise the course. Prerequisite: PSY 201 and Junior standing. Three semester hours credit.

PSY 404. CLINICAL PASTORAL TRAINING.

A study of the principles, personal development processes, and skills of institutional ministry, with special application to the health-care setting. The student must complete a five-day resident internship at Baptist Hospital in Pensacola, Florida. Prerequisites: PSY 201 and Junior standing. Four semester hours credit.

PSY 420. MENTAL DISORDERS AND THEIR TREATMENTS.

Introductory studies in human mental-emotional symptoms and their treatments. The taxonomy of disorders as proposed by the Diagnostic and Statistical Manual of Mental Disorders is emphasized.

Prerequisites: PSY 201 and Junior standing. Three semester hours credit.

PSY 421. MENTAL DISORDERS AND THEIR TREATMENTS: A CONTINUATION OF PSY 420.

Introductory studies in human mental-emotional symptoms and their treatments. The taxonomy of disorders as proposed by the Diagnostic and Statistical Manual of Mental Disorders is emphasized. Prerequisites: PSY 201, PSY 420, and Junior standing. Three semester hours credit.

RESIDENTIAL CHILD-CARE

RCC 220. SUPERVISION AND CORRECTION OF CHILDREN IN GROUP CARE ENVIRONMENTS.

A basic course in caring for and training children in group residential facilities. Types of correction, group dynamics, conflict recognition, and child motivation are emphasized. Completion of PSY 201 is recommended. Two semester hours credit.

RCC 230. SPECIAL PROBLEMS OF CHILDREN IN RESIDENTIAL CARE.

A study of the special academic, personal, social, and spiritual issues of children in residential group care environments. Methods of resolution are also emphasized. Completion of CD 102 is recommended. Two semester hours credit.

RCC 290. RESIDENTIAL CARE INTERNSHIP.

A supervised involvement with children in residential care. Foundational reading and case reporting will be included. Prerequisites: RCC 220 and RCC 230. Six semester hours credit.

SCIENCE

SCI 201. INTRODUCTION TO BIOLOGICAL SCIENCE.

A study of the concepts and methods of investigating human biological and physiological phenomena. Special emphasis is placed on the importance of the role played by genetics, theories of human development, and change. Three semester hours credit.

SCI 202. INTRODUCTION TO EARTH SCIENCE.

A General Education course involving an elementary study of geology, physical geography, and meteorology. Demonstration and practical applications are emphasized. Three semester hours credit.

SCI 203. PHYSICAL SCIENCE.

A study of matter, energy, mechanics, heat, sound, light, magnetism, and electricity. Two hours of lecture and 1 hour of lab weekly. Three semester hours credit.

SIGN LANGUAGE

SL 101. ELEMENTARY SIGN LANGUAGE.

A basic course designed to teach basic signs, introductory finger spelling, and aspects of the culture of the deaf. Both expressive and receptive skills are taught. One semester hour credit.

SL 102. INTERMEDIATE SIGN LANGUAGE.

A course designed to develop vocabulary and to teach the technicalities of signing. The study strengthens overall communication skills with the deaf. Prerequisite SL 101. One semester hour credit.

SOCIOLOGY

SOC 201. INTRODUCTION TO SOCIOLOGY.

An analysis of the origin, development, function, and interaction of social groups and institutions. Three semester hours credit.

SOC 205. LITERACY WORKSHOP.

A study designed to train individuals to teach non-readers to read. Materials and format are those used by the North American Mission Board in its literacy work. The North American Mission Board presents a Literacy Missions Award to those attending all sessions of the workshop. One semester hour credit.

SOC 206. TESL WORKSHOP.

A study designed to train individuals to Teach English as a Second Language (TESL). The materials and format are those used by the North American Mission Board in its literacy work. The TESL Training Award from the North American Mission Board is presented to those attending all sessions of the workshop. One

semester hour credit.

SPANISH

SPN 151. CONVERSATIONAL SPANISH.

A study of the essentials of Spanish with emphasis on oral expression. Open to students who enter college without any high school Spanish. Three semester hours credit.

SPN 152. ELEMENTARY SPANISH.

A continuation of SPN 151 with emphasis on both oral and written expression. Prerequisite: SPN 151 or permission of the instructor. Three semester hours credit.

SPEECH

SP 101. INTRODUCTION TO PUBLIC SPEAKING.

Theory and practice in presenting public speeches; determination of communication purpose(s) and adaptation of organization, evidence, language, and other message characteristics for designated audiences. Three semester hours credit.

SPIRITUAL FORMATION

SF 101. FUNDAMENTALS OF SPIRITUAL FORMATION.

A study of the fundamentals, principles, disciplines, literature, and practice of spiritual growth. Emphasis is given to the understanding and practice of spiritual disciplines that are conducive to spiritual growth and to the development of a devotional life which will serve as the foundation for effective and lifelong Christian ministry. Two semester hours credit.

SF 307. EXPERIENCING GOD: KNOWING AND DOING THE WILL OF GOD.

An intensive study of spiritual growth and discipleship. Students will be encouraged to develop a devotional life that leads to spiritual formation, growth, and lifelong ministry. Prerequisite: Sophomore standing. Two semester hours credit.

STATISTICS

STA 300. STATISTICS.

A course designed to provide the computational and theoretical math skills necessary in basic statistics by utilizing the basic statistic processes. Topic includes: probability and its calculation as it applies to sample

distributions, algebraic and function principles and skills as it is used in basic parametric techniques and measures of relationship, and tools for organizing and processing data. A basic calculator will be required. Prerequisite: MA 200, College Algebra, or permission of the instructor. Three hours credit.

SUPERVISED MINISTRIES

SM 101, 102. SUPERVISED MINISTRIES: IN-SERVICE GUIDANCE.

Professional growth experiences under supervised conditions. Students take part in actual church or related leadership experiences under competent supervisors who assist the students in assessing and improving service, self-awareness, leadership style, and competency in ministry. Each student spends a minimum of one hour each week in a classroom experience with the instructor. Must be repeated in the immediately subsequent fall or spring semester only. One semester hour credit.

SM 205, 206, 305, 306, 405, 406. SUPERVISED MINISTRY: CHURCH STARTING INTERNSHIP.

An internship directed by the college, providing on-site experience in starting new churches in cooperation with the North American Mission Board, Florida Baptist Convention, and field personnel. The internship is an on-going experience extending leadership to the new church after it has begun. Admission is by invitation. Prerequisite: MI 204. One semester hour credit.

SM 401. SUPERVISED MINISTRY: PRISON CHAPLAINCY INTERNSHIP.

An internship approved by the college, providing on-site experience for students working as prison chaplains under the supervision of professional chaplains. Ten weeks, normally during the summer. Prerequisite: Junior standing. Six semester hours credit.

THEOLOGY

TH 301. CHRISTIAN DOCTRINE OF REVELATION, GOD, AND SOTERIOLOGY (SALVATION).

A study of Christian doctrines concerning revelation, God, man and sin. These doctrines are studied in their particular significance and in relation to one another. Prerequisite: Sophomore standing. Three semester hours credit.

TH 302. CHRISTIAN DOCTRINE OF CHRISTOLOGY, ECCLESIOLOGY (THE CHURCH), AND ESCHATOLOGY (END TIMES).

A continuation of TH 301. The doctrines of the person and work of Christ, the Holy Spirit, the church and eschatology are studied in their relationship to the Christian faith. Prerequisite: Sophomore standing. Three semester hours credit.

TH 305. THE DOCTRINE OF THE CROSS.

An analysis of the New Testament doctrine of the atonement. The study emphasizes both the unity and variety of the images describing this crucial doctrine of the Christian faith. Prerequisite: Sophomore standing. Two semester hours credit.

TH 307. THE DOCTRINE OF THE HOLY SPIRIT.

A survey of the Biblical teachings of the Holy Spirit. Special attention is given to the theological significance of glossolalia. Prerequisite: Sophomore standing. Two semester hours credit.

TH 308. CONTEMPORARY EVANGELICAL THEOLOGY.

Looks at the roots of fundamentalism, neo-orthodoxy, theology of hope, and the three main expressions of liberation theology. An attempt is made to assess the impact the resulting controversies have had on current denominational structures. Prerequisite: Sophomore standing. Two semester hours credit.

TH 309. DOCTRINE OF THE END TIMES.

A study of the events of the last days. Attention is focused on views of the resurrection of the body, the intermediate state, heaven and hell, and the millennial issues. Prerequisite: Sophomore standing. Two semester hours credit.

TH 310. THE THOUGHT OF C. S. LEWIS.

A study of the theological and philosophical thought of C. S. Lewis. The course will assess the role of C. S. Lewis in constructing a viable and consistent approach to apologetics. Prerequisite: Sophomore level standing. Two semester hours credit.

TH 311. THE THEOLOGY OF AUGUSTINE.

Special attention is given to Augustine's teachings about the Trinity, Kingdom of God, and the church. Prerequisite: Sophomore standing. Two semester hours credit.

TH 312. HISTORY AND THEOLOGY OF THE REFORMATION.

A study of the historical background and theological distinctives of the sixteenth century reformed movement. The course focuses on the contributions of the magisterial and radical reformers as well as their immediate successors. The course emphasizes the study and analysis of selected primary sources. Prerequisite: Sophomore standing. Two semester hours credit.

TH 400. THE DOCTRINE OF THE TRINITY IN A CHANGING WORLD.

A study of the doctrine of Trinity in the context of changing concepts about the nature of the world. Attention is given to the questions of space and time as they impact on the doctrines of God's omnipotence, omniscience, and omnipresence. Prerequisite: PHI 301 and Junior standing. Two semester hours credit.

TH 403. APOLOGETICS (DEFENDING CHRISTIAN BELIEF).

An examination of the grounds for belief in God. The course covers such topics as the character of revelation, the relation of faith to reason, the problem of evil, and the status of the theistic proofs. Prerequisite: PHI 301 and Junior standing. Two semester hours credit.

TH 404. HISTORY OF SOUTHERN BAPTIST THEOLOGY.

The story of the rise and development of the main features of Southern Baptist theology. Using the Charleston Confession of Faith as a reference point, doctrinal emphases are studied as they are reflected in the various confessions of faith, the minutes of churches, associations and conventions, and other writings. The study culminates in an analysis of contemporary issues. Prerequisite: HI 305 and Junior standing. Two semester hours credit.

WOMEN'S STUDIES

WS 201. PERSPECTIVES ON WOMEN'S STUDIES AND MINISTRY.

A study of various perspectives on the role of women in an attempt to establish a foundation for women's studies and women's ministry. The course will include a study of women in the Scriptures, a survey of theological perspectives and issues about women, and a review of the role and contributions of women in Christian history, the church, and society. Two semester hours credit.

WS 301. MINISTRY SKILLS FOR WOMEN.

A study of basic ministry skills that are unique to women. The course explores such ministry skills as personal development, personal evangelism, discipling/mentoring, church staff relations, and crisis ministry. Prerequisite: WS 201 and Sophomore standing. Two semester hours credit.

WS 302. DEVELOPING AND LEADING A WOMEN'S MINISTRY IN A LOCAL CHURCH.

A study of developing and leading a women's ministry in a local church setting. Students will explore such topics as developing the vision for women's ministry, organization of a ministry to women, acquiring, mentoring, and equipping leaders for such ministry, ongoing administration, and the planning of special events. Prerequisite: WS 201 and Sophomore standing. Two semester hours credit.

WS 303. PUBLIC SPEAKING FOR WOMEN

A study of the development and delivery of public addresses by women. The course will address the issues of biblical exegesis and interpretation, as well as the preparation and delivery of various oral presentations. Students will be required to deliver at least one oral presentation to the class and professor. Prerequisite: WS 201 and Sophomore standing. Two semester hours credit.

ORGANIZATION

BOARD OF TRUSTEES

The college is administered by a twenty-five member board of trustees elected by the Florida Baptist State Convention for terms of three years with rotating terms assuring continuity of service. The trustees convene three times each year: in the spring, prior to, and following the meeting of the Florida Baptist State Convention. The actual operation of the school is in the hands of the president who manages its affairs within the framework of the policies established by the trustees.

OFFICERS OF THE BOARD

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Vice Chairman: Mr. Larry TaylorLeesburg, Florida
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Florida Baptist Convention
Dr. Thomas A. KinchenPresident
The Baptist College of Florida
Dr. Dewayne MercerPresident
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Dr. Gary L. JohnsonMiami, Florida
Rev. James W. McCall.....Sebring, Florida
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Rev. William Hild.....Sarasota, Florida
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Dr. Ted Traylor.....Pensacola, Florida

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M.Ed., New Orleans Baptist Theological Seminary, M.Div.,
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Theological Seminary, M.Div., Th.D.
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John G. HowellVice President for
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GLOSSARY

Add/Change Period - A one week period beginning the first day of classes and ending the last day of the first week of the semester, during which a student may add, change or drop courses without academic penalty.

Academic Honors - In recognition of academic achievement each fall and spring semester, BCF publishes two lists of those earning at least twelve semester hours. The Dean's List recognizes those who earn at least a 3.25 GPA, and the President's List recognizes those earning a 4.0 GPA.

Accreditation - Recognition by the Commission on Colleges of the Southern Association of Colleges and Schools that BCF meets the SACS standards of quality in education.

Advanced Standing - status granted transfer students who enter BCF after having earned college credits elsewhere.

Appeal - The right of a student to ask that an BCF employee's supervisor review a decision adversely affecting that student.

Associate Degree - A program of 66 semester hours which supplies a basic foundation in Bible and other disciplines that lead to ministry.

Baccalaureate Degree - A program of 130 semester hours preparing graduates for ministry in evangelical churches or graduate studies.

BCM - Baptist Collegiate Ministries

CLAST - College Level Academic Skills Test. A State of Florida test measuring one's reading, writing, and computation skills. It is administered to all teacher education majors.

CLEP - College Level Examination Program. A series of 30 subject area examinations administered by the College Entrance Examination Board designed to grant college credit to students who have acquired specialized knowledge through experience or reading.

Code of Conduct - A formal statement of the principles of personal conduct that governs the life of the BCF student body. Violation of this code may result in mandatory counseling, reprimand, probation, suspension or expulsion. This code of conduct is found in the Student Handbook.

Dismissal - Expulsion of a student from the college for inappropriate personal conduct.

DR - Dropped. A grade received by a student who maintains enrollment in a semester, but chooses to drop a course during the seven-week drop period.

Drop Period - A seven-week period in the semester beginning the first day of the second week and extending to the end of the eighth week in which a student may drop a course without a failing grade.

Freshman - A student who has earned 0-27 semester hours of college credit.

Full-time Student - A student who enrolls in twelve or more semester hours per semester.

GED - A general education diploma indicating academic standing equivalent to high school graduation.

GPA - Grade Point Average. The grade average calculated by dividing the number of grade points earned by the number of semester hours attempted. A semester GPA is the average earned for a given semester. The GPA is the average the student has earned which includes hours accumulated at BCF, reported by the SBC Seminary Extension Division, CLEP hours, and grades transferred from other colleges. Grades

expressed as P or S are counted as hours earned but are not used to calculate the GPA.

Grade Points - Values assigned to each grade level earned (i.e. -- 4 grade points; B--3 grade points; C--2 grade points; D--1 grade point; F--0 grade points; WP, WF, DR--0 grade points).

Junior - Students who have earned 61-91 semester hours of college credit.

Ministry Referral - A service which shares resumes of interested students and graduates with churches, ministries and other organizations seeking to fill ministry positions.

Music Jury - A committee of music professors who administer applied music performance examinations to all students taking private lessons on campus.

NASM - National Association of Schools of Music

Official Withdrawal - The process initiated in the Office of Registrar which officially terminates the student's relationship with the college for the semester. It removes the student from class rolls and activates the refund process if a refund is due.

Probation/Suspension Process - A process by which students struggling academically are aided in rebuilding their academic records. Failing rehabilitation, it provides for orderly removal on academic grounds.

SACS - Southern Association of Colleges and Schools. A regional accrediting agency.

Sectional Tests - Unit, chapter, or mid-term exams given in each course during a semester.

Semester - A fifteen-week period of study scheduled in the fall or spring of the BCF calendar.

Semester Hour - A unit of measurement used to calculate college credits earned toward graduation. A credit hour is the equivalent of credit earned in a course which meets one hour per week for a semester.

Semester Examination - A final examination in any course taken for college credit.

Senior - A student who has earned at least 92 semester hours of college credit.

Session - A series of classes offered during the month of January or in the summer.

SGA - Student Government Association.

Sophomore - A student who has earned 28-60 semester hours of college credit.

Spouses Certificate - A certificate of recognition issued to spouses of graduating students who earn a prescribed 25 semester hours of college credit.

Transfer Credit - Semester hours credit accepted from other colleges which are applicable to BCF degree programs.

WF - Withdrawn failing. A grade issued upon withdrawal from college which yields no quality points and is calculated in the GPA.

WP - Withdrawn passing. A grade issued upon withdrawal from college which yields no quality points but is not calculated in the GPA.

NOTES



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