The Baptist College of Florida

"Changing the World Through the Unchanging Word®"

Graduate Catalog
2011-2012

Love the Lord your God with all your heart,
with all your soul, and with all your mind.
- Matthew 22:37

baptistcollege.edu | 800.328.2660 x460 | 5400 College Dr. | Graceville, FL 32440
Addendum to the 2011-2012 Catalog
And
Addendum to the Student Handbook

Catalog Page 22 Right of Student Appeal and Complaint

Students at BCF have the right of appeal and right to file a complaint. 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 or complaint as outlined in the Student Handbook, section 3.8, page 29.

The information provided below is added here as a convenience for the student seeking additional complaint filing information during the 2011-2012 school year. The Addendum to the Student Handbook printed below will also be distributed by the Student Services Office during 2011-2012 and included in the 2012-2013 Student Handbook.

Addendum to Student Handbook

3.8 Filing a Complaint Against BCF

While BCF expects individuals to attempt to resolve problems in a Biblical manner, any student may make a complaint against BCF. The College will neither entertain complaints that are not in writing or which are anonymous, nor will it consider complaints sent through facsimile transmission. In addition, the college will not act on complaints submitted on behalf of another individual or complaints forwarded to the institution.

A formal complaint is one that is:
1. Submitted in writing describing the complaint in the clearest possible terms.
2. Signed and dated
3. Sent to the attention of the Dean of Students

Once the formal written complaint is submitted, the Dean of Students will have 10 working days to acknowledge receipt of the complaint and 30 working days to address the complaint with complainant.

If the complainant is not satisfied with the Dean of Students response he/she will have 5 working days to submit in writing an appeal to the Senior Vice President. The Senior Vice President’s decision is final unless the President chooses to review the matter.

Appeal to Commission on Colleges, Southern Association of Colleges and Schools

The Baptist College of Florida is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools. The Commission is to be contacted if there is evidence that appears to support an institution’s significant non-compliance with a requirement or standard. Procedures have been established to provide a mechanism for the Commission to consider complaints that address significant violations of the Commission’s standards. Any person who has information that they feel should come to the attention of the Commission may submit a complaint in writing to the Commission on Colleges at:

1866 Southern Lane
Decatur, Georgia 30033-4097
or call (404) 679-4500.

The Commission has a form at their website at sacscoc.org/pdf/081705/complaintpolicy.pdf. In addition to completing the form, the complaint should state the nature of the complaint, then briefly describe the details of the complaint in the clearest possible language and indicate how the institution has violated specific provisions of the Principles of Accreditation. The complainant should then describe the steps taken to exhaust the institution’s grievance process, which is described in section 3.8 of the Student Handbook, describe the action taken by the institution to date, and provide a copy of the institution's response to the complainant as a result of the prescribed procedures.
Additionally, The Baptist College of Florida is licensed by the Commission for Independent Education, Florida Department of Education. If an individual has exhausted the College’s grievance process and wishes to file a complaint against this institution, they may write a letter or email containing the name of the student or complainant, as well as a current address and phone number, along with the name of the institution, the location of the institution (city), dates of attendance, and a full description of the problem and any other documentation that will support your claim, such as enrollment agreements, correspondence, etc. You may then send the letter to:

Commission on Independent Education
325 W. Gaines Street, Suite 1414
Tallahassee, FL 32399-0400,

or email: amy.lefstead@fldoe.org
or fax: (850) 245-3238
The information contained in this catalog was 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**

Administration, Denominational Matters, Chapel Speakers, Church Relations........................................................................................................... President
Admissions, Public Relations...........................................................................................................................................................................Director of Marketing
Alumni Affairs, Development (Wills, Trusts, Donations, Other Gifts) .................................................................................. Vice President for Development
Faculty Matters................................................................................................................................................................. Dean of the Faculty
Housing....................................................................................................................................................................................... Dean of Students
Ministry Referral...................................................................................................................................................... Office of Development
School Expense, Payment on Accounts......................................................................................................................... Office of 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 R.C. Hammack, Senior Vice President at (850) 263-3261 ext. 431.
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2011-2012 GRADUATE PROGRAM ACADEMIC CALENDAR

FALL SEMESTER 2011

Last day to check in residence hall 08/12/11
Late registration 08/08-10/11
Class work begins 08/15/11
Last day to drop or add courses 08/21/11
Labor day recess 09/05/11
Last day to remove incomplete grades 09/09/11
Last day to appeal grade of previous semester 09/09/11
Observance of U.S. Constitution Day 09/16/11
Deadline for application for fall graduation 09/16/11
Last day to drop courses without failing grade 10/07/11
Thanksgiving recess 11/21-25/11
Semester examinations 12/05-08/11
Fall semester graduation 12/09/11
Last day to move out of residence hall 12/16/11

JANUARY TERM 2012

Administrative offices reopen 01/02/12
Registration-all students 01/02/12
January Session 01/02-13/12

SPRING SEMESTER 2012

Last day to check in residence hall 01/13/12
Late registration 01/09-11/12
Class work begins 01/16/12
Last day to drop or add courses 01/22/12
Last day to remove incomplete grades 02/10/12
Last day to appeal grade of previous semester 02/10/12
Deadline for application for spring graduation 02/17/12
Last day to drop courses without failing grade 03/09/12
Spring Holidays 03/26-30/12
Semester examinations 05/07-10/12
Spring semester graduation 05/11/12
Last day to move out of residence hall 05/11/12

ALL SUMMER SESSION 2012

Registration-all students 05/14/12
Class work begins 05/14/12
Last day to drop or add course 05/20/12
Last day to drop without a failing grade 06/29/12
July 4th recess 07/04/12
All summer session ends 08/03/12
Last day to move out residence hall 08/03/12

www.baptistcollege.edu
Overview

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.

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 determined specific criteria that students must meet in order to earn degrees. In this publication, you will find these criteria spelled out.

The Baptist College of Florida has been accredited to offer graduate and undergraduate programs of study. 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. 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.

MISSION

The Baptist College of Florida shall operate within the confines of a Christian worldview to promote, provide for, operate and control a program of education and training for Christian leaders 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 areas 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 1940’s, 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. In 2010 the college applied for and received approval to add a graduate program.

ACCREDITATIONS AND MEMBERSHIPS

The Baptist College of Florida is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award certificates and associate, baccalaureate, and graduate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of The Baptist College of Florida.

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

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 curriculum and extra-curricular activities of the college. Every person taking a degree graduates with a minimum of 18 semester hours of Biblical/Theological foundation. 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.

**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. Eighty percent of the college’s professors hold doctorates. Each one gained significant practical experience in a church-related ministry before joining the faculty.

**CAMPUS AND FACILITIES**

The college occupies a beautiful, approximately 250-acre campus in Graceville, a town located 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.

**Administration Building**

Completed in December of 2008, the Administration Building houses senior administration on the upper floor, including the President, Vice-Presidents, and Comptroller. The Business Office and the Financial Aid Office can be found on the lower floor.

**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, and the Music and Worship Division. The basketball court doubles as an assembly area featuring a portable stage and a seating capacity of 1100.

**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, the interior was renovated in 2000, and the exterior was renovated in 2006.

**Prayer Chapel**

Completed in 2008, the Prayer Chapel is set off the rear of the R.G. Lee Chapel. Built with a gift from First Baptist Church of Panama City, the chapel is open from 6am to 12am for prayer.

**Graceville Hall**

This facility was built in 1964 and houses faculty offices as well as Marketing, Admissions, Registrar, Student Services, Information Technology, and the Writing Lab.

**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 computers, projectors, sound and high speed internet.

**Frank Faris Student Center**

Constructed in 1969 and remodeled in 1999 and again in 2009, the Student Center houses Lake Vista Dining, the King’s Cup Coffee Shop, student mailboxes, a game room and the Presidential Conference Room.

**McRae-Morrow Hall**

Constructed in 1981, this facility is named for two Graceville families who have been devoted supporters of the college. The center houses the Teacher Education and General Education programs and staff. Also, it houses the Information Technology Laboratory with 21 computers and high speed internet.

**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.

**East Lake Residence Hall**

Formerly the President’s residence, this facility houses eighteen 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.

**Pod Residence Hall**

Built in 2007, the Pod residence hall houses 10 residents.

**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 single students, are named for H. Harry Parker, Ted S. Boehm, and the Chipola Baptist Association.

**Lakeview Court**

Built over the years, this complex contains attractive, two and three bedroom individual houses. Twenty-five of the forty-four housing units are gifts. They include the following: J. Arthur Howard Duplex (1968),
The graduate program will retain the College’s commitment to requiring definite academic qualifications for admission:

The graduate program will require the completion of a regionally accredited baccalaureate degree with a minimum GPA of 2.5, or a minimum Graduate Record Examination score of 850.

As part of that regionally accredited baccalaureate degree, the graduate program will also require a minimum of 18 hours of general biblical, theological, and/or religion studies including BI 212 (Biblical Hermeneutics) or its equivalent. The Registrar’s office in coordination with the Chair of the Graduate Division will evaluate transcripts to determine candidate qualifications.

The Master of Arts is a research degree designed to provide advanced understanding of selected concentrations. The program will require thirty hours of study including a thesis and a comprehensive examination. The Master of Arts in Christian Studies is a research degree designed to equip pastors, church staff members, educators, missionaries, and other Christian workers who desire to develop advanced skills in academic research and understanding, knowledge of the literature of the discipline, interpreting and delivering the Christian message, leading churches, and conducting various Christian ministries.

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.

**Conrad Court**
Completed in 2009, Conrad Court is a collection of homes for students built in memory of Thomas B. Conrad for a lifetime of dedicated Christian Service. It is a community-oriented housing style for single students.

**Trawick House**
Completed in 1972, Trawick House is a duplex apartment named in honor of Rev. Loris L. Trawick recognizing his lifetime of dedicated Christian Service. Each of the two units offers 3 bedrooms and 2 bathrooms.

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

**Taylor House**
Completed in 2009, the Taylor House is a duplex apartment named in honor of Rev. Lanis E. Taylor recognizing his lifetime of dedicated Christian Service. Each of the two units offers 3 bedrooms and 2 bathrooms.

**R.C. Mills Center for Evangelism and Missions**
Completed in 2010, this is a 6000 square foot classroom facility that houses two large classrooms, a 160 seat auditorium and offices for missions/evangelism personnel.

### Application for Admission

Applicants for graduate study at The Baptist College of Florida must be admitted to the College and meet the admission requirements of the program. The application can be downloaded or completed online at www.baptistcollege.edu/admissions. The application can also be requested by emailing the Office of Admissions at admissions@baptistcollege.edu, by calling (800) 328-2660 ext. 460, or by writing the Office of Admissions at 5400 College Drive, Graceville, FL 32440.

Once all information is received, the applicant’s file will go before the admissions committee for approval. The Office of Admissions will inform the applicant of the admissions committee’s action. If an applicant fails to register for classes within one year of approval, he/she will be required to reapply or supply updated information. The college reserves the right to perform a background check and/or credit check on any and all applicants. All applicants are encouraged to call the Office of Admissions at any time if they have any questions. All forms used for the admissions process can be found on the college web site at www.baptistcollege.edu/admissions.

### Graduate Applicants

#### Regular Admission
1. Will have been a Christian with active participation in a local church for at least one year.
2. Will provide affirmation of faith and service.
3. Will be recommended by a local Christian church.
4. Will submit a personal recommendation.
5. Will be of strong moral character.
6. Will not use tobacco, recreational narcotics, alcohol or any other intoxicants in any form or amount.
7. Will be emotionally and socially capable of adjusting to graduate work.
8. Will show evidence of responsibility in personal money management.
9. Will submit descriptions of satisfactory resolution of any and all divorces and remarriages.
10. Will submit proof of immunizations for measles and rubella as indicated by Rule 6C-6.001(5) Florida Administrative Code before acceptance into BCF. All students are required to submit a BCF Immunization form documenting meningococcal meningitis and Hepatitis B, or a signed waiver stating information on both diseases has been read and the student declines receipt of each vaccine.
11. Will possess a baccalaureate degree from a regionally accredited college or university. Official academic transcripts with scores and date of completion or graduation must be sent from their points of origin directly to the Office of Admissions. As part of that regionally accredited baccalaureate degree, the graduate program will also require a minimum of 18 hours of general biblical, theological, and/or religion studies including BI 212 (Biblical Hermeneutics) or its equivalent. The Registrar’s office, in coordination with the Chair of the Graduate Division, will evaluate transcripts to determine candidate qualifications. Those lacking selected admission requirements but who otherwise meet the admission requirements of the program may make up the missing requirements by taking classes through one of the undergraduate delivery systems at The Baptist College of Florida.
12. Will submit official transcripts from any and all institutions of higher education attended.

### Readmission

Graduates and former students who do not attend for two or more regular (fall or spring) semesters must reapply by (1) submitting to
the Office of Admissions an application for re-admission, (2) a current church and pastor recommendation, (3) proof of immunizations and (4) any transcripts from any institutions of higher education attended since leaving BCF. 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.

INTERNATIONAL STUDENTS

How To Apply
All admissions correspondence such as applications, academic records, financial documents, examination results, and translations must be addressed to the Office of Admissions, The Baptist College of Florida, 5400 College Drive, Graceville, Florida 32440, USA. All correspondence should include the applicant’s return mailing address and email 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 admission requirements as all other degree-seeking students.

Application Materials Required
1. Application: An application accompanied by an application fee of $25 payable in U.S. currency (check or money order).
2. Recommendation Forms: The Church and Pastor Recommendation (completed by the appropriate church official and approved by the church where the applicant is a member) and one Personal 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., may be found online at www.wes.org or can be provided by the admissions office if requested. The student is responsible for requesting an evaluation of any foreign credentials from WES, Inc. Applications to BCF will not be processed without proper translation of foreign transcripts.
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. Scoring Level 6 on the ASPECT University Placement Service test will be accepted in lieu of the TOEFL test.
5. Financial Statement: Certified original affidavit by parents, relatives, government, private organization, or a combination indicating their commitment to financially support the applicant must be forwarded to the college. Proof of the available funds must accompany this statement.

TRANSFER OF CREDIT FROM OTHER INSTITUTIONS

Transfer Credit
1. Students will not normally be permitted to transfer more than 12 graduate semester hours into the program.
2. Official transcripts from all colleges, graduate schools, or seminars previously attended must be sent from their points of origin directly to the Office of the Registrar.
3. No course with a grade below “C” will transfer, and no course can be transferred from another institution unless it corresponds or matches a course in the current BCF catalog. (Descriptions of courses begin on page 21.)
4. Courses in doctrine are not transferable from non-Baptist institutions.
5. The student normally will not transfer credit for GR 501. Introduction to Graduate Research or GR 690 Graduate Thesis.
6. 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.

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

Graduate students are not required to live in campus housing. However, single students may reside in the dormitories when space is available. Dormitory housing will be assigned preferentially to undergraduate students. Students who wish to live in residence hall housing must follow the procedures outlined in the Housing contract. They must check in with the Resident Director no later than the first day of class 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.

To house couples and families, the college owns three-bedroom apartments.

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 Baptist Collegiate Ministries (BCM) and recreation.

American Association of Christian Counselors (AACC)
AACC meets monthly to foster a biblically-based learning and sharing fellowship of students, administration, staff, and guest professionals in-the-field to meet the mandate of preparation for the ministry of counseling from a conservative Christian worldview.

Baptist Collegiate Ministries
BCM meets regularly for fellowship and special worship experiences. It provides opportunities for students to be involved in ministry. BCM is open to all BCF students.

Recreation
BCM also offers a variety of indoor and outdoor recreational activities providing Christian fellowship and exercise for the college family. The Assembly Center offers opportunities for basketball, volleyball, pool, and weight lifting. Outdoor recreational facilities include a softball field. For those who prefer organized recreational activity intramural leagues include pool, basketball, flag football, softball, volleyball, soccer, and golf.

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 sermon 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 Catalog; the Student Handbook; and a monthly e-newsletter entitled The Eagle’s Nest. BCF also maintains a comprehensive web site located at www.baptistcollege.edu.

Radio Station - WFBU - 94.7
WFBU is the 24/7 LP (low power) FM radio station at The Baptist College of Florida. The 94.7 FM station broadcasts a variety of positive Christian music and uplifting programs featuring BCF students, faculty, staff, special guests, and chapel services.

WFBU’s signal can be heard in the Graceville area and can be accessed on the web site. The WFBU web site provides information on the live shows, the programming schedules, and biographical information on the show hosts.

SERVICES

Advising
The Baptist College of Florida provides advisement services for students enrolled in graduate degree programs. Students are expected to schedule an appointment and meet with their advisor. The purpose of such meetings is to assist students in planning a course of study that will result in the timely completion of a degree or other educational goals. Students who do not plan a logical, orderly course of study appropriate to a given major are at risk of not completing their degrees or other educational goals on time. The college cannot assume responsibility for students who fail to plan accordingly.

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

Employment Opportunities
The Office of Student Services maintains a posting of available jobs for students and family members.

Food Service - Lake Vista Dining
The food service is located in the Frank Faris Student Center, providing three meals each weekday.

King’s Cup Coffee Shop
King’s Cup Coffee Shop is located in the Frank Faris Student Center and offers a variety of beverages, sandwiches, and salads as well as BCF memorabilia.

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 Development.
Finances

GENERAL FINANCIAL POLICIES

FEES

Application fee (non-refundable) .................................................. 25.00
Books and supplies, approximate cost per semester (est.) ............... 450.00
Commuter Meal Plans
  25 meal plan .................................................................................. 144.00
  50 meal plan .................................................................................. 275.00
  80 meal plan .................................................................................. 433.00
Graduation fee (non-refundable) ...................................................... 150.00
Housing:
  Apartment Lock/Key Replacement Charge .................................. 50.00
  Apartment Reassignment Charge .................................................. 150.00
  Apartment Security Deposit ......................................................... 200.00
  Apartment Water/Garbage Charge (Fall and Spring) ................. 300.00
  Apartment Water/Garbage Charge (Summer) .............................. 120.00
Apartments for families:
  3 Bedrooms (Fall and Spring) ....................................................... 1,750.00
  (Summer) .................................................................................. 700.00
  Taylor Duplex (Fall and Spring) ................................................... 2,250.00
  (Summer) .................................................................................. 900.00
  James M Bullock House (Fall and Spring) .................................. 2,000.00
  (Summer) .................................................................................. 800.00
  Brown House (Fall and Spring) ................................................... 2,500.00
  (Summer) .................................................................................. 1,000.00
Late Lease Renewal Charge .......................................................... 100.00
Residence Hall, per person, per semester double occupancy
  15 meal per week plan ................................................................. 2,069.00
  10 meal per week plan ................................................................. 1,861.00
  Summer (no meal plan) ............................................................... 350.00
Residence Hall, per person, per semester single occupancy
  15 meal per week plan ................................................................. 2,444.00
  10 meal per week plan ................................................................. 2,236.00
  Summer (no meal plan) ............................................................... 500.00
Residence Hall Deposit ................................................................. 100.00
Residence Hall Improper Check-out Fee ........................................ 50.00
Residence Hall Key Replacement Fee .......................................... 5.00
Residence Hall Room Change Fee .............................................. 25.00
Identification Card Replacement ................................................... 5.00
Late registration fee (non-refundable) ............................................ 50.00
Matriculation fee, per semester: .................................................... 125.00
Pin number replacement fee ........................................................ 10.00
Returned check charge (non-refundable) ...................................... 20.00
Technology fee per on-line course and connection course
  (non-refundable) (except IT 310) ................................................. 130.00
Transcripts ..................................................................................... 5.00 each
Tuition - per semester hour ......................................................... 290.00

Deferred Payment Plans

Plan 1. Students who do not receive Financial Aid must pay seventy-five percent (75%) 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 seventy-five percent (75%) 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.

Non Payment Penalty

Students who fail to make the initial required payment will be dropped from classes at the end of drop/add period.

Students with an overdue account from the current or previous semester will not be allowed to register for the following/next semester. Also, request for official transcripts will be denied until payment is received and the balance of the account is zero.

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.
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.
4. Summer school charges must be paid in full at the Office of Business Affairs before each session begins.
5. Students Living in campus housing must pay summer rent by the first day of the month for June and July. Rent charges will not be deferred to the fall semester.
6. 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.
7. 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.
8. Funds received from all student aid, subsidized, unsubsidized, PLUS 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 Federal agencies administering the funds. NO FUNDS MAY BE WITHDRAWN BY THE STUDENT UNLESS THE STUDENT ACCOUNT HAS A CREDIT BALANCE.

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.
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 day of the semester and extends for seven calendar days, not class days (see BCF Academic Calendar). In the graduate summer session, drop/add begins the first class day and extends for seven calendar days (not class days). In the January graduate session, drop/add period ends after the first day of classes.

Regular Withdrawal Refund Policy
Students who officially withdraw from school during the Fall or Spring semester will receive a tuition refund according to the following schedule.

**Fall and Spring Semesters (Days=Calendar Days)**

<table>
<thead>
<tr>
<th>Days</th>
<th>Refund Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-7 days</td>
<td>100%</td>
</tr>
<tr>
<td>8-14 days</td>
<td>90%</td>
</tr>
<tr>
<td>15-21 days</td>
<td>50%</td>
</tr>
</tbody>
</table>

**Summer Withdrawal Refund Policy**
Students who officially withdraw from school during the Summer semester will receive a tuition refund according to the following schedule.

<table>
<thead>
<tr>
<th>Days</th>
<th>Refund Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-7 days</td>
<td>100%</td>
</tr>
<tr>
<td>8-14 days</td>
<td>80%</td>
</tr>
<tr>
<td>15-21 days</td>
<td>50%</td>
</tr>
</tbody>
</table>

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 withdraws from school or 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 Registry 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 earned at the college are sent upon student request. A fee is charged after the first two requests. Official transcripts are not released for students who have an outstanding school balance.

**Contributions to the School and Students**
BCF is a 501(c)(3) organization recognized by the IRS as a not for profit institution. Contributions to the school are tax deductible. However, contributions to a specific student’s account are not tax deductible.

FINANCIAL AID

Graduate students at The Baptist College of Florida are eligible for federal student loans. All financial aid forms, information and FAFSA link are available on the college web site: www.baptistcollege.edu/financialaid. Paper applications for loans are available upon request.

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;

Application Process
To initiate the application process for loans, a student must complete the Free Application for Federal Student Aid (FAFSA). Students may apply on-line through the college web site or at www.fafsa.ed.gov. 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.

After BCF has received the results of the FAFSA from the government, the applicant will be informed of any additional forms needed to complete the process. Students must submit all required forms to the Financial Aid Office in order to be considered for any financial aid programs. The Financial Aid Office will send each qualified student an award letter detailing the amount the student will receive in financial aid. Each student is responsible for payment of 75% of the difference between charges and financial aid by the first day of class for the fall and spring semesters. For J-Term and summer semesters the difference between charges and financial aid must be paid in full by the first day of class.

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 six or more semester hours (see “Semester Plan” in the Academics section), must successfully complete 1/2 of those attempted hours each semester, and meet or exceed the appropriate cumulative grade point average for their classification. The minimum cumulative grade point requirement is 2.5.

Grades of F, WP, WF, and W will not satisfy the academic progress requirements. The maximum length of eligibility is prorated proportionately for part-time students. Students enrolled for at least three semester hours, but less than six 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.

Warning/Probation
If students fail to meet all criteria of the standards of satisfactory progress for financial aid they will be placed on financial aid warning for one semester. If at the end of the semester the student earned 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 warning status. However, if at the end of the warning period, the student is not meeting all satisfactory progress criteria, financial aid will be suspended. The student will be placed on financial aid probation.
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 Senior 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, then all unearned federal aid will be returned to the appropriate financial aid program.

If a student enrolled for classes, but did not attend and did not officially withdraw, the college will assume, for Title IV Financial Aid purposes, that the student has unofficially withdrawn, and funds may have to be returned to the Federal Government, unless there is documentation to indicate that the student completed the term of enrollment.

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.

LOANS
Subsidized, Unsubsidized and PLUS Loans
Graduate students are eligible for subsidized, unsubsidized and PLUS Loans.

Annual Limits for Subsidized loans - $8,500
Annual Limits for Unsubsidized loans - $12,000

Aggregate Limits for Subsidized loans - $65,500
Aggregate Limits for Unsubsidized - as defined by the U.S. Department of Education

There are no fixed annual or aggregate loan limits for PLUS loans. A graduate student may be awarded a PLUS loan for up to the student’s cost of attendance minus other estimated financial assistance.

To apply for a student loan, students must:
1. Complete the FAFSA, and have a valid ISIR or SAR in the Financial Aid office.
2. Complete the financial aid application and student fee authorization. All financial aid forms, information and FAFSA link, are available on the school’s website: www.baptistcollege.edu/financialaid.
3. Complete a Master Promissory Note (MPN) and on-line entrance counseling session with the Department of Education, IF one has not previously been submitted. The DOE website is www.studentloans.gov.

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. Wives and children of veterans who have a service connected disability considered to be total and permanent in nature are also eligible. 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 2.50 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 2.50, 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 2.50 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 could be terminated.

VOCATIONAL REHABILITATION
The Florida Vocational Rehabilitation Commission provides services for disabled individuals with physical, learning, or emotional impairments. 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: Vocational Rehabilitation, 2944 Penn Avenue, Suite B, Marianna, Florida 32448-0000. Telephone: (850) 482-9600.

Academics

Graduate School Outcomes
By the end of the program, each student will be able to...
• Identify and demonstrate comprehension of scholarly literature in the student’s field of study.
• Perform graduate level research, write clearly, and speak effectively in relation to the student’s area of concentration and ministry discipline.
• Communicate critical, analytical, and synthetic thinking as a part of making application of the scholarly literature in order to solve research problems.
• Develop a biblical and Christian worldview for decision-making in the ministry discipline.

MA in Christian Studies Purpose Statement
The Master of Arts in Christian Studies is a research degree designed to equip pastors, church staff members, educators, missionaries, and other Christian workers who desire to develop advanced skills in academic research and understanding, knowledge of the literature of the discipline, interpreting and delivering the Christian message, leading churches, and conducting various Christian ministries.
MA in Christian Studies Outcomes
By the completion of the degree, each student will demonstrate the ability to...

- Comprehend and evaluate the major issues and significant scholarly literature related to the area of his or her degree concentration.
- Prepare and deliver papers, sermons, and other assignments that demonstrate graduate-level quality of research, expression, and knowledge of the methods and principles of biblical exegesis or Christian ministry.
- Express a philosophy of ministry that relates the biblical and theological perspectives gained in research of the literature of the discipline to the practice of ministry in the contemporary Christian congregation.
- Assimilate data from a biblical and Christian worldview in research and writing.

SEMESTER PLAN
The graduate school operates on the semester plan: Two fifteen-week semesters per year in addition to a January term and a summer term.

The unit regularly used for the measurement 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. In this program of studies, six semester hours is considered full-time with twelve hours considered a maximum load. Three hours is considered a full-time load for summer and January terms.

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

<table>
<thead>
<tr>
<th>GRADE</th>
<th>QUALITY</th>
<th>GRADE POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A (90-100)</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>B (80-89)</td>
<td>Good</td>
<td>3.0</td>
</tr>
<tr>
<td>C (70-79)</td>
<td>Average</td>
<td>2.0</td>
</tr>
<tr>
<td>D (60-69)</td>
<td>Poor, but passing</td>
<td>1.0</td>
</tr>
<tr>
<td>F (Below 60)</td>
<td>Failure</td>
<td>0.0</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
<td>0.0</td>
</tr>
<tr>
<td>P</td>
<td>Passing</td>
<td>0.0</td>
</tr>
<tr>
<td>U</td>
<td>Unsatisfactory</td>
<td>0.0</td>
</tr>
<tr>
<td>WP</td>
<td>Withdrawal passing</td>
<td>0.0</td>
</tr>
<tr>
<td>WF</td>
<td>Withdrawal failing</td>
<td>0.0</td>
</tr>
<tr>
<td>W</td>
<td>Course dropped within the drop period</td>
<td>0.0</td>
</tr>
</tbody>
</table>

Incomplete Grades
Students should meet all course requirements by the time of the semester final examination. Should that not be the case, the professor, under certain conditions (see below), 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” grade. In all cases, “I” grades must be removed by the end of the 20th day of the next regular semester. On the morning following the deadline day, all “I” grades will be converted to permanent “F’s.”

If the attendance policy has not been violated, a professor may grant an “Incomplete” grade for students who have experienced the following:

1. Serious health problems, supported by a doctor’s confirmation, that has resulted from class during the final two weeks of the term.

2. Temporary military service that resulted in an interrupted semester.

Procedure for application: 1) Acquire a “Request for Incomplete Grade form” from the Registrar or from the college’s web site; 2) Complete the form thoroughly; 3) Sign the form and obtain signatures from the professor teaching the course, the Graduate Division Chair, and the Registrar; 4) After the request is approved, acquire the “Requirements to Complete Coursework” form from the Registrar’s Office or the college’s web site; 5) Work with the course professor in planning the work needed to complete the course; 6) Get signatures from student, professor teaching the course, and the Registrar; 7) Complete the work by the deadline described above. The deadline for submission of the “Request for Incomplete Grade Form” is the last class day of the semester, prior to final exam days.

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 2.5 average.

Grade Reports
Grade reports and unofficial transcripts, showing the hours earned and grades received in all subjects, are available to students via the BCF online campus systems. Students access this information by using official User IDs and passwords issued by IT Department personnel.

CLASS ATTENDANCE

Absence From Classes
Due to the nature of graduate study, students are expected to be present for all scheduled class meetings. In the event of an unforeseen emergency resulting in an absence the professor may excuse the student and make allowance for the student to make up missed work.

PROBATION/SUSPENSION

1. Students who do not maintain an overall grade point average of 2.5 for any given semester will be placed on academic probation.
2. Students who fail to meet the academic standard after the following semester will be suspended from the graduate program for one regular semester, not counting summer.
3. Students on academic suspension must apply through the Office of Admissions to be readmitted to the program.
4. If readmitted to the graduate program, the required minimum standard must be met by the end of the first semester following readmission.
5. If the minimum standard is not met by the end of the first semester following readmission, the student will be placed on permanent suspension.

GRADUATION REQUIREMENTS
The program will require thirty hours including a thesis requiring the student to demonstrate mastery of both content and research appropriate to the field of study. In order to graduate, the student will:

1. Complete twenty-four semester hours of graduate-level courses.
2. Successfully complete the comprehensive examination.
3. Successfully defend the thesis before a graduate committee.
4. Clear all financial or other matters that may be pending.
5. Maintain a cumulative grade point average of at least 2.5.

Total Hours - 30 Semester Hours

The Master of Arts in Christian Studies is progressively more advanced in academic content than any of the undergraduate programs offered at The Baptist College of Florida. The graduate major focuses on higher-level learning and research in the field and in the literature...
of the discipline. Students will be required to take GR 501. Graduate Research that will assist them in further developing qualitative and quantitative research techniques, in learning to conduct research in primary sources, and in upper-level writing skills and techniques. Each course will require graduate-level research and writing. Also, in each concentration, Biblical Studies and Christian Ministry, a course is provided that demands reading and research in the literature of the field. Each course of the concentrations continues this emphasis. As students near the end of the major, a Comprehensive Examination will be required that will expect the student to know and understand information, as well as to analyze, synthesize, and evaluate graduate-level information. Finally, the graduate thesis (GR. 690 Graduate Thesis) will be a major research project in the chosen concentration and worth six semester-hours of the degree.

**Application for Graduation**

Prospective graduates apply for graduation at the beginning of the semester during which they are scheduled to defend their thesis, using official forms supplied in the Registrar’s Office. Applicants are approved for graduation by the faculty.

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 (see Academic Calendar). The student is responsible for having the Registrar verify that all work required for the degree has been completed by the above deadline.

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**MASTER OF ARTS (in Christian Studies)**

The Master of Arts in Christian Studies is designed as a research degree to equip pastors, church staff members, educators, missionaries, and other Christian workers who desire to develop advanced skills in academic research and understanding, knowledge of the literature of the discipline, interpreting and delivering the Christian message, leading churches, and conducting various Christian ministries. The MA in Christian Studies will require the student to complete thirty semester hours of study organized in the following structure:

**CORE REQUIREMENTS** ..........................................................9 HOURS

- GR 501. Introduction to Graduate Research (3 hours)
- GR 680. Comprehensive Examination (0 hours)
- GR 690. Graduate Thesis (6 hours)

**AREA OF CONCENTRATION** .............................................12 HOURS

- Biblical Studies (BS) Concentration OR
- Christian Ministry (CM) Concentration

**ELECTIVES** .........................................................................9 HOURS

**TOTAL** ................................................................................30 HOURS

Students will complete a comprehensive examination before registering for GR 690.

GR 501 and GR 680 will be offered each Summer- and January-term. GR 690 will be offered every regular semester as needed by students who are reaching the end of the program. All other courses will be offered on a rotation basis with four courses offered every regular semester, two courses offered every January (students can only take one), and two courses offered every summer.

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**GRADUATE RESEARCH**

**GR 501.** INTRODUCTION TO GRADUATE RESEARCH

A course to develop skills in a variety of research methods including qualitative, quantitative, and historical research techniques. Students will investigate appropriate use of primary sources, books, peer-review journals, periodicals, electronic media, etc., for use in scholarly writing. Attention will be given to developing a thesis statement, subproblems, hypotheses, delimitations, definition of terms, assumptions, the importance of a study problem, using related literature for critical thinking and design of a study problem. Course must be passed prior to enrollment in any other graduate course. Three semester hours credit.

**GR 680.** COMPREHENSIVE EXAMINATION

A comprehensive assessment of graduate-level learning. Upon completion of coursework, students are required to take a comprehensive examination in order to prove competency in the specified fields of study. No credit hours are awarded for passing the comprehensive examination.

**GR 690.** GRADUATE THESIS.

An intensive evaluation of a student's learning in graduate studies. The course will consist of a major research project based upon the student's area of concentration. The course will culminate in the successful defense of the student's thesis before a graduate committee. Prerequisite: GR 680. Six semester hours credit. This must be completed within one calendar year from the time of enrollment.

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**BIBLICAL STUDIES**

**BS 500.** THE LITERATURE OF BIBLICAL STUDIES.

A survey of the scholarly literature related to the field of biblical studies. Students will read, categorize and evaluate classical and contemporary works in the field in order to produce an overview of the subject area and to understand the historical progress of formal thought in the field. Attention will also be given to analyzing research conclusions in order to identify significant implications for the development of further study in the subject area. Three semester hours credit.

**BS 501.** ADVANCED HERMENEUTICS AND TEXTUAL CRITICISM.

A further development of the tools and skills utilized in conducting biblical research. Emphasis will be placed upon advanced elements of exegetical methods for conducting research into the Scripture in relationship to its historical-sociological context and various genres. Students will become proficient in the use of technology and translation methodology to assist both students who have a working knowledge of the original languages, as well as those who are limited to previously translated works. Students will understand the nuances of transmitting the original language to the student's native tongue. Three semester hours credit.

**BS 502.** ADVANCED STUDY OF THE PENTATEUCH.

An application of the skills and principles necessary for research and interpretation of selected passages from...
Genesis, Exodus, Leviticus, Numbers and Deuteronomy. Attention will be given to the integration of interpretation and the appropriate process for preparation of texts for teaching and preaching. Prerequisite: BS 501. Three semester hours credit.

BS 503. ADVANCED STUDY OF THE OLD TESTAMENT PROPHETS.
An application of the skills and principles necessary for research and interpretation of selected passages from Isaiah, Jeremiah, Ezekiel, Daniel, and the Minor Prophets. Attention will be given to the integration of interpretation and the appropriate process for preparation of texts for teaching and preaching. Prerequisite: BS 501. Three semester hours credit.

BS 504. ADVANCED STUDY OF THE OLD TESTAMENT WRITINGS.
An application of the skills and principles necessary for research and interpretation of selected passages from Job, Psalms, Proverbs, and Ecclesiastes. Attention will be given to the integration of interpretation and the appropriate process for preparation of texts for teaching and preaching. Prerequisite: BS 501. Three semester hours credit.

BS 505. ADVANCED STUDY OF THE SYNOPSIS GOSPELS.
An application of the skills and principles necessary for research and interpretation of selected passages from Matthew, Mark, and Luke. Attention will be given to the integration of interpretation and the appropriate process for preparation of texts for teaching and preaching. Prerequisite: BS 501. Three semester hours credit.

BS 506. ADVANCED NEW TESTAMENT EXEGESIS.
Conduct research into a New Testament book utilizing the student’s skills in vocabulary recognition and grammatical and syntactical analysis and the application of these skills in exegesis of selected texts. Attention will be given to the integration of translation, interpretation, and the appropriate process for preparation of texts for teaching and preaching. Prerequisite: BS 501. Three semester hours credit.

BS 601. ADVANCED STUDY IN HEBREW: AMOS & HOSEA.
Conduct research into the Old Testament books of Amos and Hosea, utilizing the student’s skills in vocabulary recognition and grammatical and syntactical analysis and in the application of these skills in exegesis of selected texts. Attention will be given to the integration of translation, interpretation, and the appropriate process for preparation of texts for teaching and preaching. Three semester hours credit.

BS 602. ADVANCED STUDY IN HEBREW: ISAIAH & MICAH.
Conduct research into the Old Testament books of Isaiah and Micah, utilizing the student’s skills in vocabulary recognition and grammatical and syntactical analysis and in the application of these skills in exegesis of selected texts, giving in-depth study to the language variations in the book of Isaiah. Attention will be given to the integration of translation, interpretation, and the appropriate process for preparation of texts for teaching and preaching. Three semester hours credit.

BS 603. INTERMEDIATE NEW TESTAMENT GREEK.
An in-depth application of grammar, syntax, and vocabulary for conducting research in the New Testament. This study will augment the student’s grasp of Greek grammar and advance the student’s understanding of syntactical features of New Testament Greek. Prerequisite: 6 hours elementary Greek. Three semester hours credit.

BS 604. GREEK NEW TESTAMENT EXEGESIS.
Conduct research into a New Testament book utilizing the student’s skills in vocabulary recognition and grammatical and syntactical analysis and the application of these skills in exegesis of selected texts. Attention will be given to the integration of translation, interpretation, and the appropriate process for preparation of texts for teaching and preaching. Prerequisite: BS 501 and BS 603. Three semester hours credit.

CHRISTIAN MINISTRY

CM 500. THE LITERATURE OF CHRISTIAN MINISTRY.
A survey of the scholarly literature related to the field of Christian ministry. Students will read, categorize and evaluate classical and contemporary works in the field in order to produce an overview of the subject area and to understand the historical progress of formal thought in the field. Attention will also be given to analyzing research conclusions in order to identify significant implications for the development of further study in the subject area. Three semester hours credit.

CM 501. EXPOSITORY PREACHING.
A study of essential homiletical principles and methods. Students will identify, study and respond to both morphological and substantive understandings of expository preaching in an effort to construct a working definition of and a homiletical method for effective preaching in the local church. Sermons by recognized preachers as well as sermons by members of the class will be evaluated with a view to making biblical exposition relevant to the needs of parishioners in the modern congregation. Three semester hours credit.

CM 502. THEOLOGICAL/MINISTRY INTEGRATION.
A seminar designed to lead students in research into the correlation between theological assumptions and premises and ministry praxis. Students will be expected to demonstrate integration of biblical theology into a working ministry philosophy. By the end of the seminar, each student will articulate their philosophy of ministry and will develop a ministry model which reflects that design. Three semester hours credit.

CM 503. CONTEMPORARY STUDIES OF SOUTHERN BAPTISTS.
An in-depth analysis of events, key persons, and controversies among Southern Baptists from the time of the Conservative Resurgence until the present. Students will conduct research into recent trends and developments in the Southern Baptist Convention. Three semester hours credit.

CM 504. DISCIPLE-MAKING.
A study of the classical and contemporary literature of the discipline of disciple-making which includes personal discipleship, evangelizing, and discipling of others. The course will lead students to research, understand, and integrate biblical and theological truths into their work of disciple-making as well as to research, analyze, and evaluate the writings of others in the field. Three semester hours credit.

CM 505. CHRISTIAN APOLOGETICS.
An examination of traditional and contemporary approaches in the field of apologetics in relation to classic and contemporary objections to the Christian faith. Students will identify historically significant as well as more recent issues of apologetic concern and will evaluate which approaches to these problems hold the highest potential for effective ministry implementation. Three semester hours credit.

CM 506. MINISTRY ETHICS.
An advanced research seminar in ethics for pastors and other church leaders. Students will read and evaluate...
CM 601. **EXPOSITORY PREACHING FROM THE OLD TESTAMENT.**
A study of the interpretive principles and homiletical methods for preaching the distinctive literary forms of the Old Testament. Students will focus on the discovery of texts for preaching and the demands of the genre of those texts for effective communication in contemporary congregations. Prerequisite: CM 501. Three semester hours credit.

CM 602. **EXPOSITORY PREACHING FROM THE GOSPELS.**
A study of the interpretive principles and homiletical methods for preaching the distinctive events of the Synoptic Gospels. Students will focus on the discovery of texts for preaching and the demands of the parables, miracles, and teaching passages of Jesus for effective communication in contemporary congregations. Prerequisite: CM 501. Three semester hours credit.

CM 603. **EMERGING HOMILETICAL METHODS.**
A survey of contemporary homiletical thought as reflected in the recently published literature of the field. Research will be directed especially toward the concepts of narrative/inductive preaching and multi-sensory preaching. Students will review and evaluate their personal philosophies of preaching in relation to these concepts to determine the value of alternative forms of preaching in the local congregation. Prerequisite: CM 501. Three semester hours credit.

CM 604. **CONTEMPORARY THEOLOGICAL ISSUES FOR MINISTRY.**
A guided research seminar. Students will identify, analyze, and respond to current theological issues related to ministry including but not limited to Calvinism, the Charismatic Movement, and the role of women in ministry. Students will formulate their personal responses to these issues and will suggest mediating positions and strategies that have the potential to provide for more effective ministry in the context of the local church. Students in this class will present their research in a symposium for undergraduate students. Three semester hours credit.
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